

HEWITT TEXAS

CITY COUNCIL MEETING AGENDA

December 2, 2019
Regular Meeting - 7:00 PM
CITY HALL, 200 PATRIOT COURT
HEWITT, TX 76643

MAYOR AND CITY COUNCIL

Charlie Turner – Mayor, Ward 1

Wilbert Wachtendorf – Mayor Pro Tem, Ward 1

Bill Fuller – Council Member, Ward 2

Vacant – Council Member, Ward 2

Steve Fortenberry – Council Member, Ward 3

Erica Bruce – Council Member, Ward 3

Michael S. Bancale – Council Member, At-Large

CITY STAFF

Bo Thomas, City Manager
Michael W. Dixon, City Attorney
Miles Whitney, City Engineer

Lydia Lopez, City Secretary
Lee Garcia, Finance Director
Waynette Ditto, Library Director
Kevin Reinke, Utilities Director

Jim Devlin, Police Chief
Lance Bracco, Fire Chief
Tracy Lankford, Community Dev. Director
Tuck Saunders, Assistant Police Chief

HEWITT TEXAS

AMENDED 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 **2nd day of December, 2019, at 7:00 PM in Hewitt City Hall, Council Chambers, 200 Patriot Court**, Hewitt, Texas, at which time the following subjects will be discussed and upon which action may be taken:

In order to address the Council on any item, you must complete a Speaker's Request Form and submit to the City Secretary prior to the start of the Council meeting. Comments on non-agenda items must be made only during the citizens' comments agenda item. Council may not comment publicly on issues raised during citizen comments that are not listed on the Agenda but may direct the City Manager to resolve or request the matter to be placed on a future agenda. Such public comments shall not include any "deliberation" as defined by Chapter 551 of the Government Code, as now or hereafter amended.

Pursuant to HB 2480, effective September 1, 2019: For all non-public hearing items that are on the agenda, citizens can speak immediately prior to the time that the item is considered by the Council. However, in order for the Presiding Officer to recognize your request to speak on that agenda item, you must have identified that agenda item on the Speaker Request Form turned into the City Secretary.

All comments must be directed to the Presiding Officer, rather than an individual Council Member or city staff. Comments are limited to five (5) minutes and must pertain to the subject matter listed on the Speaker's Request Form.

1. Call meeting to order.
2. Pledge of Allegiance to the U.S. Flag
3. Special presentation to the Hewitt Police Department by State Representative Charles "Doc" Anderson
4. Special presentation to Hewitt Public Library Volunteers – First Baptist Church of Hewitt
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.*
6. Consider approval of minutes of the City Council Regular Meeting of November 18, 2019.
7. Authorize the purchase of a Kawasaki Mule Pro FX from Barger's Allsports in the amount of \$11,079.55.
8. Authorize the purchase of a Tire/Wheel Balancer from Automotive Equipment Specialist in the amount of \$3,420.
9. Authorize the purchase of a Ford F150 from Bird-Kultgen Ford from the Drainage fund in the amount of \$32,003.57.
10. Authorize the purchase of a Stalker Mini-Radar Trailer from Applied Concepts, Inc./Stalker Radar in the amount of \$6,115.
11. Authorize the purchase of Mobile Data Terminals – Dell Latitude Semi-Rugged Laptops for Police Department vehicles through Extraco Technology in the amount of \$40,803.23.

12. Authorize the purchase of three fleet vehicles (two Chevy Tahoes and one Chevrolet Silverado pickup) for the Police Department from Siddons-Martin Emergency Group in the amount of \$156,627.
13. Authorize the purchase of a Chevrolet Silverado pickup for the Fire Department from Siddons-Martin Emergency Group in the amount of \$40,301.
14. Authorize the purchase of shelving for the Library from Library Interiors of Texas in the amount of \$13,998.15.
15. Authorize the purchase of a new Dell T340 Server for the Library through Extraco Technology in the amount of \$7,274.
16. Consideration and action on **Resolution No. 2019-22** amending adopting the City of Hewitt's Investment Policy.
17. Discussion concerning a Charter Review Commission.
18. 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 NOVEMBER 27, 2019.

CITY OF HEWITT



Lydia Lopez, TRMC/CMC
City Secretary

In compliance with the American with Disabilities Act, the City of Hewitt will provide reasonable accommodations for persons attending and/or participating in this Council Meeting. To better serve you, request must be made at least 24 hours prior to the meeting. Contact the City Secretary at 254.666.6171 or by fax at 254.666.6014. The building is wheelchair accessible, with handicap parking available at the front of the building.

HEWITT TEXAS

NOTICE OF MEETING OF THE GOVERNING BODY

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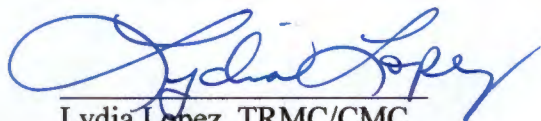
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17. Discussion concerning a Charter Review Commission.
18. Adjourn

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 6:00 AM/PM on November 26, 2019.

CITY OF HEWITT



Lydia Lopez, TRMC/CMC
City Secretary

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HEWITT TEXAS

COUNCIL AGENDA ITEM FORM

MEETING DATE: December 2, 2019

AGENDA ITEM #: 4

SUBMITTED BY: Waynette Ditto, Library Director

ITEM DESCRIPTION:

Special presentation to Hewitt Public Library Volunteers – First Baptist Church of Hewitt

STAFF RECOMMENDATION/ITEM SUMMARY:

The Hewitt Public Library has a long and proud tradition of volunteer service. Our volunteers contribute their time and talents to support access to literacy and public library services for all. Volunteers play an essential role in ensuring that our libraries can offer services to everyone. Tonight, we would like to recognize the First Baptist Church of Hewitt. Members serve as door greeters and door openers during story-time and other events so that care givers can get into the building with ease. They are appreciated and serve an important role as they welcome and assist the public into the library.

SUGGESTED MOTION:

No action required

ATTACHMENTS:

None

HEWITT TEXAS

AGENDA ITEM #5 – HEARING OF VISITORS

PROCEDURES FOR CITIZEN PARTICIPATION AT MEETINGS

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HEWITT TEXAS

COUNCIL AGENDA ITEM FORM

MEETING DATE: December 2, 2019

AGENDA ITEM #: 6

SUBMITTED BY: Lydia Lopez, City Secretary

ITEM DESCRIPTION:

Consider approval of minutes of the City Council Workshop/Regular Meeting of November 18, 2019.

STAFF RECOMMENDATION/ITEM SUMMARY:

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

SUGGESTED MOTION:

"I move approval of the minutes as presented but allow for corrections."

ATTACHMENTS:

Draft minutes

HEWITT TEXAS

**MINUTES OF A CITY COUNCIL
REGULAR MEETING
HEWITT CITY HALL – 200 PATRIOT COURT
November 18, 2019 – 7:00 PM**

Members present: Mayor Charlie Turner Mayor (presiding), Mayor Pro Tem Wilbert “Walky” Wachtendorf; Council Members Bill Fuller, Michael S. Bancale, Steve Fortenberry, and Erica Bruce

Staff present: City Manager Bo Thomas, City Attorney Mike Dixon, City Engineer Miles Whitney, Police Chief Jim Devlin, Fire Chief Lance Bracco, Community Development Director Tracy Lankford, Library Director Waynette Ditto, Utilities Director Kevin Reinke, and City Secretary Lydia Lopez

Staff absent: Assistant Police Chief Tuck Saunders, and Finance Director Lee Garcia

REGULAR MEETING – 7:00 PM

1. **CALL TO ORDER.** Mayor Charlie Turner called the meeting to order at 7:00 PM. City Secretary Lydia Lopez polled the Council for attendance.
PRESENT: Fuller, Bancale, Wachtendorf, Fortenberry, Bruce, Turner
ABSENT: None
2. **PLEDGE OF ALLEGIANCE TO THE U.S. FLAG.** Mayor Charlie Turner led the Pledge of Allegiance.
3. **CONSIDER APPROVAL OF MINUTES OF THE COUNCIL REGULAR MEETING OF NOVEMBER 4, 2019.**
MOTION: Mayor Pro Tem Wilbert “Walky” Wachtendorf moved approval of the minutes as presented but to allow for corrections.
SECOND: Council Member Michael Bancale
AYES: Fuller, Bancale, Wachtendorf, Fortenberry, Bruce, and Turner
NAYES: None
ABSENT: None
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. Jeanne Passalugo, 137 E. Chapman, appeared to comment on a newspaper article written about former city manager Adam Miles.

5. **PUBLIC HEARING AND ACTION ON AN ORDINANCE NO. 2019-27 CHANGING THE LAND USE DESIGNATION OF LOTS 2 AND 3 BLOCK 1 ATHEY ACRES ADDITION, LOCATED AT 501 AND 551 SPRING VALLEY RD., HEWITT, MCLENNAN COUNTY, TEXAS, FROM COMMERCIAL TO MEDIUM DENSITY RESIDENTIAL DISTRICT.** City Manager Bo Thomas presented request and stated that property owners within 200 feet were notified. Mayor Charlie Turner explained the format of the public hearing.

Mayor Charlie Turner opened the public hearing at 7:07 PM and called for those wishing to speak in favor. Mark Bowles, 1957 Hambleton Dr., Lorena, TX appeared in favor. Mayor Turner called for those wishing to speak against. No one appeared in opposition. Mayor Turner closed the public hearing at 7:09 PM. General discussion concerning traffic concerns and how was the property going to be developed.

MOTION: Mayor Pro Tem Wilbert “Walky” Wachtendorf moved approval of Ordinance No. 2019-27.

SECOND: Council Member Erica Bruce

AYES: Wachtendorf, Fortenberry, Bruce, and Turner

NAYES: Fuller, Bancale

MOTION PASSED.

6. **PUBLIC HEARING AND ACTION ON AN ORDINANCE NO. 2019-28 REZONING OF LOTS 2 AND 3 BLOCK 1 ATHEY ACRES ADDITION, LOCATED AT 501 AND 551 SPRING VALLEY RD., HEWITT, MCLENNAN COUNTY, TEXAS, FROM C-O OUTDOOR COMMERCIAL TO R-3 MULTI-FAMILY LOW DENSITY RESIDENTIAL DISTRICT).** City Manager Bo Thomas presented request and stated that property owners within 200 feet were notified. Mayor Charlie Turner explained the format of the public hearing. Mayor Charlie Turner opened the public hearing at 7:15 PM and called for those wishing to speak in favor. Walter Athey, 4097 Chapman Drive, appeared in favor. Mark Bowles, 1957 Hambleton Dr., Lorena, TX appeared in favor. Mayor Turner called for those wishing to speak against. Jeanne Passalugo, 137 E. Chapman, appeared in opposition and expressed concern with traffic. No one else appeared in opposition. Mayor Turner called those wishing to rebut. No one stepped forward. Mayor Turner closed the public hearing at 7:20 PM.

General discussion was held concerning setback requirements for fencing, square footage of property, space between property, and target income for occupants.

MOTION: Mayor Pro Tem Wilbert “Walky” Wachtendorf moved approval of Ordinance No. 2019-28.

SECOND: Council Member Steve Fortenberry

AYES: Wachtendorf, Fortenberry, Bruce, and Turner

NAYES: Fuller, Bancale

MOTION PASSED.

7. **PRESENTATION OF REPORT FROM CITY ENGINEER MILES WHITNEY, PE**
 - Update on pending utility projects.
 - Update on pending street projects.
 - Update on pending drainage projects.
8. **BRIEFING AND DISCUSSION CONCERNING FINANCIAL STATEMENTS ENDING OCTOBER 31, 2019.** City Manager Bo Thomas stated that Finance Director Lee Garcia previously sent the October Financials to Council and inquired whether there were any questions. No questions were asked.
9. **TO AUTHORIZE REPAIR OF VERTICAL TURBINE PUMP #2 AND MOTOR AT PLANT 1 TO JURGENSEN PUMP, LLC IN THE AMOUNT OF \$12,807.** City Manager Bo Thomas presented.
MOTION: Council Member Michael Bancalè moved approval of the repair of the vertical turbine pump and motor to Jurgensen Pump, LLC in the amount of \$12,807.
SECOND: Council Member Bill Fuller
AYES: Fuller, Bancalè, Wachtendorf, Fortenberry, Bruce, and Turner
NAYES: None
ABSENT: None
MOTION PASSED.
10. **CONSIDERATION AND ACTION ON A RESOLUTION NO. 2019-20 CASTING VOTES TO ELECT THE DIRECTORS FOR THE MCLENNAN COUNTY APPRAISAL DISTRICT FOR 2020-2021.** City Manager Bo Thomas presented.
MOTION: Council Member Steve Fortenberry moved approval of Resolution No. 2019-20.
SECOND: Mayor Pro Tem Wilbert “Walky” Wachtendorf
AYES: Fuller, Wachtendorf, Fortenberry, Bruce, and Turner
NAYES: None
ABSENT: None
ABSTAINED: Bancalè
MOTION PASSED.
11. **CONSIDERATION AND ACTION ON RESOLUTION NO. 2019-21 APPROVING FINANCING TERMS WITH BRANCH BANKING & TRUST COMPANY FOR VARIOUS CAPITAL OUTLAY ITEMS.** City Manager Bo Thomas presented and advised that staff would be bringing forth those purchases for Council action at the next meeting.
MOTION: Council Member Michael Bancalè moved approval of Resolution No. 2019-20.
SECOND: Council Member Erica Bruce
AYES: Fuller, Bancalè, Wachtendorf, Fortenberry, Bruce, and Turner
NAYES: None
ABSENT: None
MOTION PASSED.

Mayor Charlie Turner recessed the Regular Session to convene the following Executive Session at 7:44 PM.

- 12. EXECUTIVE SESSION:** The Council will convene into Executive Session in accordance with the following provisions: A closed meeting will be held pursuant to Section 551.087 of the Government Code (V.T.C.A.) so that the Council may deliberate regarding Economic Development negotiations.
MOTION: Council Member Bill Fuller moved to close the Executive Session at 8:56 PM.
SECOND: Council Member Michael Bancale
AYES: Fuller, Bancale, Wachtendorf, Fortenberry, Bruce, and Turner
NAYES: None
ABSENT: None
MOTION PASSED.
- 13. ADJOURN.**
MOTION: Council Member Bill Fuller moved to adjourn the meeting at 8:57 PM.
SECOND: Council Member Erica Bruce
AYES: Fuller, Bancale, Wachtendorf, Fortenberry, Bruce, and Turner
NAYES: None
ABSENT: None
MOTION PASSED.

Approved: _____

ATTEST:

Lydia Lopez, City Secretary

Charles D. Turner, Mayor

HEWITT TEXAS

COUNCIL AGENDA ITEM FORM

MEETING DATE: December 2, 2019

AGENDA ITEM #: 7

SUBMITTED BY: Bo Thomas, City Manager

ITEM DESCRIPTION:

Authorize the purchase of a Kawasaki Mule Pro FX from Barger's Allsports in the amount of \$11,079.55.

STAFF RECOMMENDATION/ITEM SUMMARY:

The main purpose for the Kawasaki Mule is to pull the aerator to maintain the fields and parks. This vehicle could also be utilized to set-up for city events held in the parks. It will also prevent ruts when the ground is wet.

SUGGESTED MOTION:

I move to authorize the purchase of the Kawasaki Mule Pro FX from Barger's Allsports in the amount of \$11,079.55.

ATTACHMENTS:

Quotes

BARGERS ALLSPORTS

3520 S IH35, WACO, TX 76706

254-662-1717

chad.bargers@gmail.com

CUSTOMER: CITY OF HEWITT

OFF ROAD - TAX EXEMPT

GOVERNMENT PRICING

renderson@cityofhewitt.com

SALES PERSON: LARRY HARP

YEAR 2020	MAKE KAWASAKI	NEW USED	X	MODEL MULE PRO FX	VIN				COLOR
1 VEHICLE PRICE		\$10,900.00			TRADE IN #1				
2 PAYOFF		\$0.00			MAKE	YEAR	COLOR	SIZE	MILEAGE
3 FT/PREP		\$0.00						3010	
4 TRADE VALUE		\$0.00			VIN				
5 EXTENDED WARRANTY		\$0.00							
6 SALES TAX EXEMPT		\$911.67			ACCY	PART #			
7 VIT		\$25.55							\$0.00
8									\$0.00
9 TITLE FEE		\$29.00							\$0.00
10									\$0.00
11									\$0.00
12 DOCUMENTARY FEE		\$125.00							\$0.00
13 *Total from #17		\$0.00							\$0.00
14 GRAND TOTAL		\$11,079.55							\$0.00
15 PAID TODAY		\$0.00					LABOR		\$0.00
16 BALANCE		\$11,079.55					TAX		\$0.00
									17 \$0.00

BARGER'S ALLSPORTS

KAWASAKI * SUZUKI * HONDA * POLARIS

MOTORCYCLES * ATVS * JET SKIS * UTILITY VEHICLES * PARTS * SERVICE

3520 SOUTH IH 35 * WACO, TEXAS 76706

PHONE 254-662-1717

FAX 254-662-1818

PURCHASER	City of Hewitt - Parks/Streets	4/11/2019
ATTENTION	Ruben Munguia	
ADDRESS	103 N. Hewitt Drive	
CITY, STATE, ZIP	Hewitt, Texas 76643	
Phone	254-666-2447	
UNIT DESCRIPTION	2019 Kawasaki Mule Pro FX	
UNIT VIN	TBD	COLOR Green

UNIT PRICE \$12,750.00

Destination/Build Charge \$0.00

\$895.00 Destination/Build Charge Waived

Trade Payoff \$0.00

Trade value \$0.00

Extended Warranty \$0.00

Warranty Tax \$0.00

Sales Tax \$0.00

Tax Exempt

VIT \$29.88

State Inspection \$0.00

* Unit Includes a 3 year warranty

State Title Fee \$29.00

* Can add an extended 3 year warranty for \$999.00

License Tag \$0.00

* Add a Top for \$299.95

Road/Bridge Fee \$0.00

* Add a Windshield for \$599.95

Documentation Fee \$125.00

Accessory Total \$0.00

Accessory Tax \$0.00

Labor \$0.00

TOTAL \$12,283.70

Salesman: Joe Mohamed

SPECIFICATIONS

2019 MULE PRO-FX™



POWER

Engine
Displacement
Bore x Stroke
Compression Ratio
Maximum Torque
Fuel System
Transmission
Final Drive
Engine Braking
Alternator Output (max)

CAPABILITY

Front Suspension / Wheel Travel
Rear Suspension / Wheel Travel
Front Tires
Rear Tires
Park Brake Type
Steering
Front Brakes
Rear Brakes
Ground Clearance
Fuel Capacity
Turning Radius
Cargo Bed Dimensions (LxWxH)
Cargo Bed Capacity
Load Capacity
Seating Capacity
Towing Capacity
Lighting

DETAILS

Overall Length
Overall Width
Overall Height
Curb Weight
Wheelbase
Instruments

Wheel Type
Color Choices
Warranty
Kawasaki Protection Plus™ (optional)

2019 model
Cost more than
2020 model

KAWASAKI.COM

Kawasaki

Ruben Munguia

From: Robert Edwards <redwards@woodscyclecountry.com>
Sent: Tuesday, November 19, 2019 12:35 PM
To: Ruben Munguia
Subject: Buy Board
Attachments: hewitt.pdf

Afternoon Ruben,

Please see the attached for your Buy Board pricing sir.

--

Thank you, Rob

9AM-6PM TUESDAY-SATURDAY

Robert Edwards, Sales
Woods Cycle Country
1933 N IH 35, New Braunfels, Texas 78130
(512)765-4305 cell / (830)606-9828 store / (210)579-2623 fax
www.woodscyclecountry.com

CAN AM KAWASAKI POLARIS ROXOR SLINGSHOT SEA DOO SUZUKI YAMAHA PREOWNED

Deep in the heart of New Braunfels!

Sold To: November 13, 2019 1:10 PM

E-Mail: County:

WOODS
CYCLE COUNTRY

Address:

City: State: Zip Code:

Home #

Fax #

Work #

Mobile #

H6M4Z0H1N M

ZWG0Q R

New	Warranty	2020	Kawasaki	Stock #	Salesperson
	Factory ☐				
Used	Dealer ☐	KAF820FLF	Timberline Green	Vin #	Business Contact
	As-Is ☐				

- MULE PRO-FX EPS

DSRP \$13,099.00

Vehicle Price **\$11,702.00****Woods Cycle Country \$1397 Discount!**

Trade Allowance \$0.00

Balance \$11,702.00

Required - TX Agriculture Registration Number or Tax Exempt Certificate

Transportation \$790.00

Assembly \$357.00

Documentary Fee \$125.00

Vehicle Tax \$0.00

If financed, lender may require insurance prior to pick up of vehicle

Title, License, Inspection & Holder \$33.00

Accessories \$0.00

\$2500 Credit Card Limit - No Temporary / Out of State Checks

Installation \$0.00

Payment Estimate Includes 10% Down Payment

Sales Tax \$0.00

Trade Payoff \$0.00

Service Contract \$0.00

Priority Maintenance \$0.00

A&H CL \$0.00

Theft / GPS \$0.00

Gap \$0.00

Tire and Wheel \$0.00

Etch \$0.00

Recondition Fee \$0.00

A DOCUMENTARY FEE IS NOT AN OFFICIAL FEE. A DOCUMENTARY FEE IS NOT REQUIRED BY LAW, BUT MAY BE CHARGED TO BUYERS FOR HANDLING DOCUMENTS RELATING TO THE SALE. A DOCUMENTARY FEE MAY NOT EXCEED A REASONABLE AMOUNT AGREED TO BY THE PARTIES. THIS NOTICE IS REQUIRED BY LAW.

V.I.T. \$23.94

Total Price \$13,030.94

Down Payment \$0.00

Balance \$13,030.94

I understand and agree that this order includes all of the terms and conditions on the face hereof. That this order cancels and supersedes any prior agreement with dealer. I certify that I am of legal age to execute binding contracts in this state. This sheet is an offer only, and becomes an agreement with dealer when it is accepted by dealer or its authorized representative at its stated office, and in the event of a time of sale, contract between the parties hereto based on such terms.

T Price \$0.00

R Tax \$0.00

A Title / Reg \$0.00

I Doc \$0.00

L VIT \$0.00

E Trailer Total \$0.00

Customer

Acknowledgement:

Manager **16****Grand Total \$13,030.94**

Rick Enderson

From: Rob Mersinger <rob.mersinger@hillcountryford.com>
Sent: Wednesday, November 06, 2019 10:37 AM
To: Rick Enderson
Subject: RE: hillcountrykawasaki Get A Quote Form

Sales price is \$12,200 plus any applicable fees or taxes that apply to you (this is the power steering model in green (3 passenger Pro FX EPS)

-----Original Message-----

From: webleads@dealerspike.com <webleads@dealerspike.com>
Sent: Wednesday, November 6, 2019 10:33 AM
To: Landon Gore <landon.gore@hillcountryford.com>; Rob Mersinger <rob.mersinger@hillcountryford.com>
Subject: hillcountrykawasaki Get A Quote Form

First Name: rick

Last Name: enderson

Work Phone: 254-379-3286

Email Address: renderson@cityofhewitt.com

Interested Year: 2020

Interested Make: Kawasaki

Interested Model: Mule Pro-FX™

telephone: 254-379-3286

Address: 200 PATRIOT CT

City: HEWITT

State: TX

Zip: 76643

SourcePage: x inquiry

formpage: x inquiry

tid: 12465371

Comments: We are a municipality working on getting quotes to purchase a new Mule for the city. Thank you for your Help

Hillcountrykawasaki
(Goldthwaite, Tx)

[Inquiry]{}

This email has been scanned for spam and viruses by Proofpoint Essentials. Visit the following link to report this email as spam:

https://us3.proofpointessentials.com/index01.php?mod_id=1&mod_option=gitem&mail_id=73058007-prpj_4_1PjPt&r_address=b%40hillcountryford.com&report=



COUNCIL AGENDA ITEM FORM

MEETING DATE: December 2, 2019

AGENDA ITEM #: 8

SUBMITTED BY: Bo Thomas, City Manager

ITEM DESCRIPTION:

Authorize the purchase of a Tire/Wheel Balancer from Automotive Equipment Specialist in the amount of \$3,420.

STAFF RECOMMENDATION/ITEM SUMMARY:

This purchase replaces a 20 year old wheel balancer. Staff has provided quotes and recommends approval of the lowest quote.

SUGGESTED MOTION:

I move to authorize the purchase of a Tire/Wheel Balancer from Automotive Equipment Specialist in the amount of \$3,420.

ATTACHMENTS:

Quotes

Rick Enderson

From: info@automotiveequipmentspecialists.com
Sent: Wednesday, November 06, 2019 10:54 AM
To: Rick Enderson
Subject: Quote information

Hello Rick,

I would be happy to send you a quote on a piece of equipment comparable to the Coats 1600 1P.

In order to do a proper quote, may I have the billing and shipping address along with a contact phone number? Thank you!

Bri Clemens | Administrative Assistant

1317 N. San Fernando Boulevard #225
Burbank, CA 91504-4236

Email:

Web address:

Phone: (747)-283-1197

See our reviews on

★ **Trustpilot**



AUTOMOTIVE EQUIPMENT
SPECIALISTS
1317 N SAN FERNANDO BLVD # 225
BURBANK, CA 91504
TOLL FREE 844-524-9058
747-283-1201 FAX

Estimate

Date	Estimate #
11/6/2019	2916

Name / Address
CITY OF HEWITT 200 PATRIOT CT HEWITT, TX 76643 254-666-6171 RICK renderson@cityofhewitt.com

Ship To
CITY OF HEWITT 105 N HEWITT DR HEWITT, TX 76643 254-666-6171 RICK renderson@cityofhewitt.com

BC	Rep
----	-----

Qty	Item	Description	Total
1	LS43B	RANGER MODEL #LS43B WHEEL BALANCER/ 3-D QUICK-TOUCH LASER-SPOT/ 36MM SHAFT/ 208-240V, 1-PHASE, 50/60 HZ	3,420.00
	FREIGHT FREE -	FREIGHT FREE	0.00
	TRUCKING	CUSTOMER MUST BE ABLE TO OFFLOAD FROM TRUCK	0.00

Thank you for your business.

Subtotal \$3,420.00

Sales Tax (0.0%) \$0.00

Total \$3,420.00

Customer Signature

CAPITAL OUTLAY REQUEST

THIS FORM IS TO BE USED FOR THE PURCHASE OF ANY CAPITAL ASSET OVER \$7500.
NORMALLY THIS WOULD BE AN ASSET THAT CAN BE SECURITIZED (USED AS COLLATERAL IF FINANCED).
THIS ITEM MAY BE INCLUDED IN THE PROPOSED OPERATING BUDGET OR MAY BE FINANCED,
DEPENDING ON THE DIRECTION OF THE CITY MANAGER.

Line 1. FUND: 10

Line 2. DEPARTMENT: 50.03

ITEM REQUESTED: Hofmann Geodyna 7340p High Volume Wheel Balancer

Line 3. QUOTED PURCHASE PRICE (please attach quote/bid sheet/etc): \$ 5,569.00

Line 4. LESS: TRADE-IN (If any, then describe on next line): _____

Line 5. AMOUNT REQUESTED (Net Cost) \$ 5,569.00

MUST ATTACH PRICE QUOTE & A PICTURE

Describe the capital item proposed to be purchased, the necessity for the item & the benefit that the city will derive from the purchase:

This tire balancer will replace our existing machine that is over 20 yrs old and in constant need of repairs and recalibration.

*Balancer
Quotes*

Roger Ludwig

From: Donald Williams <dwilliams80@webmail.oreillyauto.com>
Sent: Wednesday, May 08, 2019 8:29 AM
To: Roger Ludwig
Subject: Pricing for Wheel balancers
Attachments: untitled-[2].html

Roger,

All of these are touch screen with laser guidance. The HOF EEWB774APE11 has sonar vibration detection and constant resistance like a road force balancer. Hope this helps, give me a call if you have any questions.

Donald Williams

Territory Sales Manager 738

(509)385-2519

----- Original Message -----

Subject: Pricing for Wheel balancers
From: "Doug Wallis" <dwallis@oreillyauto.com>
Date: Fri, May 3, 2019 8:48 am
To: "TSM738" <TSM738@oreillyauto.com>

Following is customers price

CEM- ER72TD \$ 5473.00

CEM- ER73TD \$ 6579.00

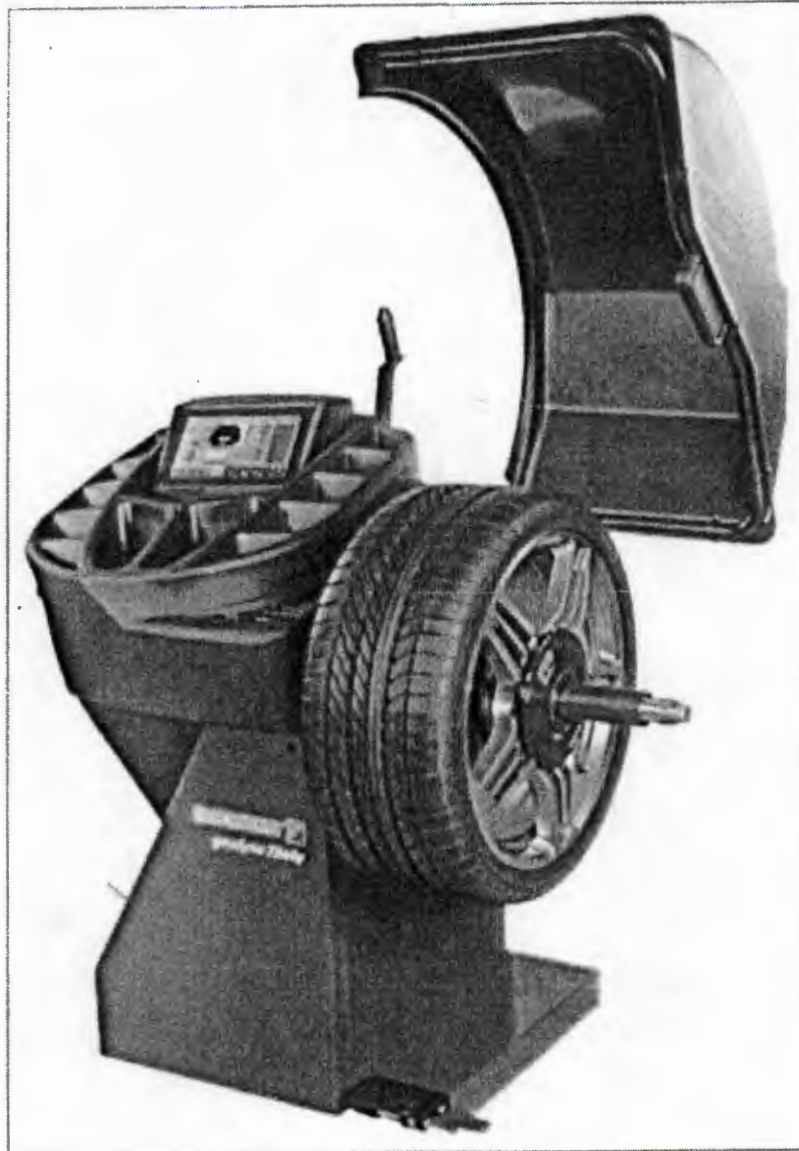
COT - 80016003D \$ 8679.00

HOF - EEWB774APE11 \$ 5569.00

Doug Wallis
Sales Department - Oreilly Auto Parts
Bus: (417) 862-2674 ext. 10805
Fax: (417) 851-5907
Dwallis@oreillyauto.com

The information transmitted is intended only for the person or entity to which it is addressed and may contain proprietary, business-confidential and/or privileged material. If you are not the intended recipient of this message you are hereby notified that any use, review, retransmission, dissemination, distribution, reproduction or any action taken in reliance upon this message is prohibited. If you received this in error, please contact the sender and delete the material from any computer.

**Hofmann geodyna™ 7340p High
Volume Wheel Balancer**



Rick Enderson

From: Salathe, Ryan <rsalathe@NTW.com>
Sent: Wednesday, September 04, 2019 4:50 PM
To: Rick Enderson
Subject: Coats 1600 balancer
Attachments: NTW Universal Credit App 2018.pdf; TX TAX ID FORM.pdf

Rick,

Here is the quote on the Coats 1600 balancer.

I have also included attachments to open a local account to bill the equipment and receive payment. About the credit form in the attachments. If the city wishes to have a cod account that is perfectly acceptable a credit account is not necessary.

For unknown reasons I am forced to have the credit form completed even if you don't want credit.

I just have to notify them not to run the credit and make the account cod.

Also, the TX tax form, I only need the 1 that is not the resale form. I believe it's page 2.

This account will also give you access to our online portal where you can see/order all of the tires, supplies (wheel weights, valve stems, etc...), and tools NTW offers.

Invoice No.



INVOICE

Customer #					
Name	<i>Rick Enderson, City of Hewitt</i>				
Address	<i>103 North Hewitt Drive</i>				
City	<i>Hewitt</i>	State	<i>TX</i>	ZIP	<i>76643</i>
Phone	<i>(254)379-3286</i>				
Email					

Misc	
Date	9/4/2019
Order No.	Quote
Rep	Ryan Parfait
Salesman	Ryan Salathe

[illegible]

Payment	Select One...
Comments THIS IS A QUOTE ONLY Name _____ CC # _____ Expires Saturday, October 5, 2019	

	Shipping	
	SubTotal	\$ 7,954.80
Tax	0.000%	\$ -
	TOTAL	\$ 7,954.80

Office Use Only

Ship To:
Rick Enderson @ City of Hewitt

HEWITT TEXAS

COUNCIL AGENDA ITEM FORM

MEETING DATE: December 2, 2019

AGENDA ITEM #: 9

SUBMITTED BY: Bo Thomas, City Manager

ITEM DESCRIPTION:

Authorize the purchase of a Ford F150 from Bird-Kultgen Ford from the Drainage fund in the amount of \$32,003.57.

STAFF RECOMMENDATION/ITEM SUMMARY:

This vehicle purchase is to be utilized in the Drainage fleet and replaces a 2008 Ford F250 model which is an older vehicle and more expensive to maintain. Staff has provided quotes and recommends approval of the lowest quote from Bird-Kultgen Ford.

SUGGESTED MOTION:

I move to authorize the purchase of a Ford F150 from Bird Kultgen Ford in the amount of \$32,003.57.

ATTACHMENTS:

Quotes

Ruben Munguia

From: Michael Knight <MKnight@bkford.com>
Sent: Tuesday, November 19, 2019 10:57 AM
To: Ruben Munguia
Subject: Bid Clarification

Rick,

Please make note that the bid I submitted was a **Government Bid** assist from Ford Motor Company, thanks in advance...

Michael Knight
Bird-Kultgen Ford
Fleet & Commercial
254-523-9761 office
254-722-9002 cell

Rick Enderson

From: Michael Knight <MKnight@bkford.com>
Sent: Wednesday, October 30, 2019 11:24 AM
To: Rick Enderson
Subject: City of Hewitt Quote 2020 F150
Attachments: Fleet Commercial Quote City of Hewitt.xlsx

Rick,

Please find attached the above for your information, please note that I added some options I felt you might like to look at, please see the checked items and let me know if you need to delete any, thanks in advance, I appreciate the opportunity...

Michael Knight
Bird-Kultgen Ford
Fleet & Commercial
254-523-9761 office
254-722-9002 cell

Bird Kultgen
Ford



Bird-Kultgen



Wednesday, October 30, 2019

Mike Knight
Fleet Commercial Sales
Bird-Kultgen Ford
1701 W Loop 340
Waco Tx 76712
mknight@bkford.com
254-523-9761

Quote #: City of Hewitt

Price quote for 2020 F150 XLT Crew 4x4 with top cab light and LED corner lights

MSRP	\$	31,916.76	
Discount			
Sales Price	\$	31,916.76	
Aftermarket			
All Available Rebates			
Estimated Trade Value	\$	-	
Subtotal	\$	31,916.76	
Shipping			
TT&L	\$	86.81	VIT, SSI, E-Tag
Other			
Total Amount Financed	\$	32,003.57	

Thank you for the opportunity to earn your business.

Please review for accuracy, then sign and email or text back to place order.

Michael J. Knight
Bird-Kultgen Ford
Fleet & Commercial

Buy**CONTRACT PRICING WORKSHEET**
For MOTOR VEHICLES OnlyContract
No.:

AM10-18

Date
Prepared:

11/1/2019

*This Worksheet is prepared by Contractor and given to End User. If a PO is issued, both documents **MUST** be faxed to **H-GAC** @ 713-993-4548. Therefore please type or print legibly.*

Buying Agency:	HEWITT PD	Contractor:	CHASTANG FORD
Contact Person:	RICK ENDERSON	Prepared By:	ED MILLER
Phone:		Phone:	713-678-5007
Fax:		Fax:	713-678-5001
Email:		Email:	
Product Code:	AM18JC14	Description:	2020 FORD RESPONSE UNIT

A. Product Item Base Unit Price Per Contractor's H-GAC Contract:

28985

B. Published Options - Itemize below - Attach additional sheet(s) if necessary - Include Option Code in description if applicable.

(Note: Published Options are options which were submitted and priced in Contractor's bid.)

Description	Cost	Description	Cost
10 SEPPD AUTOMATIC	INCL	POWER EQUIPMET GROUP	INCL
AIR CONDITIONING	INCL		
TRAILER TOW PKG	INCL		
TRAILER BRAKE CONTROLLER	275		
AM/FM SYNC	INCL		
CREW CAB 4WD	INCL	Subtotal From Additional Sheet(s):	
		Subtotal B:	275

C. Unpublished Options - Itemize below / attach additional sheet(s) if necessary.

(Note: Unpublished options are items which were not submitted and priced in Contractor's bid.)

Description	Cost	Description	Cost
5.0 L V8	1995		
AMBER LIGHT BAR AND 4 CORNER STROBES	3235		
			5230

Check: Total cost of Unpublished Options (C) cannot exceed 25% of the total of the Base Unit Price plus Published Options (A+B).

For this transaction the percentage is:

18%

D. Total Cost Before Any Applicable Trade-In / Other Allowances / Discounts (A+B+C)

Quantity Ordered:	1	X Subtotal of A + B + C:	34490	=	Subtotal D:	34490
-------------------	---	--------------------------	-------	---	-------------	-------

E. H-GAC Order Processing Charge (Amount Per Current Policy)

Subtotal E: 1000

F. Trade-Ins / Other Allowances / Special Discounts / Freight / Installation

Description	Cost	Description	Cost
		Subtotal F:	0

Delivery Date: 20-24 WEEKS

G. Total Purchase Price (D+E+F):

35490

Siddons-Martin
31



NOT
GOVERNMENT PRICING

HGACBuy		CONTRACT PRICING WORKSHEET For MOTOR VEHICLES Only		Contract No.:	Date Prepared:
This Worksheet is prepared by Contractor and given to End User. If a PO is issued, both documents MUST be faxed to H-GAC @ 713-993-4548. Therefore please type or print legibly.					
Buying Agency:	CITY OF HEWITT	Contractor:	APPLESPORT FORD		
Contact Person:	RICK ENDERSON	Prepared By:	ROSS HAMILTON		
Phone:	254-379-3286	Phone:	254-883-5583		
Fax:		Fax:			
Email:	renderson@cityofhewitt.com	Email:			
Product Code:	Description: FORD F150				
A. Product Item Base Unit Price Per Contractor's H-GAC Contract:					
B. Published Options - Itemize below - Attach additional sheet(s) if necessary - Include Option Code in description if applicable. (Note: Published Options are options which were submitted and priced in Contractor's bid.)					
Description	Cost	Description	Cost		
4WD CREW CAB		WHITE			
5.0L V8 XLT		SHORT BOX			
10 SPEED AUTO		VINYL FLOORS			
AIR CONDITIONING					
TRAILER TOW PACKAGE					
ELECTRONIC BRAKE CONTROLLER					
ELECTRIC WINDOWS					
ELECTRIC DOOR LOCKS					
BLUETOOTH COMPATABLE					
SMALL ROOF LED LIGHTBAR (AMBER)					
CLEAR LED CORNER WRN (HDLTS&TAIL)		Subtotal From Additional Sheet(s):			
		Subtotal B:		38.000	

#NAME?

AppleSport
Ford



Preview Order R444 - W1E - 4x4 SuperCrew: Order Summary Time of Preview: 11/13/2019 13:12:54

Dealership Name: Apple Sport Ford

Sales Code : F52489

Dealer Rep. r-hami77

Type Stock Vehicle Line F-150

Order Code R444

Customer Name

Priority Code 80 Model Year 2020

Price Level 020

DESCRIPTION	MSRP	INVOICE	DESCRIPTION	MSRP	INVOICE
F150 4X4 SUPERCREW - 145	\$43265	\$40453	.265/70R 17 OWL ALL-TERRAIN	\$0	\$0
145 INCH WHEELBASE	\$0	\$0	3.31 RATIO REGULAR AXLE	\$0	\$0
OXFORD WHITE	\$0	\$0	7000# GVWR PACKAGE	\$0	\$0
PREM CLOTH 40/20/40	\$0	\$0	FRONT LICENSE PLATE BRACKET	\$0	\$0
MEDIUM EARTH GRAY	\$0	\$0	BLACK VINYL FLOOR COVERING	\$0	\$0
EQUIPMENT GROUP 301A	\$2150	\$1957	PRO TRAILER BACKUP ASSIST	\$0	\$0
.XLT SERIES	\$0	\$0	TRAILER TOW PACKAGE	\$995	\$906
.8-WAY POWER DRIVERS SEAT	\$0	\$0	INTEGRATED TRAILER BRAKE CONT	\$275	\$250
.REAR-WINDOW DEFROSTER	\$0	\$0	FLEX FUEL VEHICLE	\$0	\$0
.SIRIUS XM RADIO	\$0	\$0	FUEL CHARGE	\$0	\$63.44
.17" SILVER PAINTED ALUMINUM	\$0	\$0	PRICED DORA	\$0	\$0
5.0L V8	\$1995	\$1816	DESTINATION & DELIVERY	\$1595	\$1595
ELEC 10-SPEED AUTO W/TOW MODE	\$0	\$0			

TOTAL BASE AND OPTIONS

XLT MID DISCOUNT

TOTAL

MSRP	INVOICE
\$50275	\$47040.44
\$-1000	\$-910
\$49275	\$46130.44

Customer Name:

Customer Email:

Customer Address:

Customer Phone:

Customer Signature

Date

This order has not been submitted to the order bank.

This is not an invoice.

HEWITT TEXAS

COUNCIL AGENDA ITEM FORM

MEETING DATE: December 2, 2019

AGENDA ITEM #: 10

SUBMITTED BY: Jim Devlin, Police Chief

ITEM DESCRIPTION:

Authorize the purchase of a Stalker Mini-Radar Trailer from Applied Concepts, Inc./Stalker Radar in the amount of \$6,115.

STAFF RECOMMENDATION/ITEM SUMMARY:

Traffic related issues and the analysis of speed and volume throughout our community, continue to be significant issue pertaining to overall safety and prevention of motor vehicle crashes. The Hewitt Police Department, through the FY 2019/2020 Budget process, sought to purchase a Stalker Mini-Radar Trailer to assist in traffic related analysis, statistical compilation, as well traffic event warning and enforcement. This item, based on size, capability, and efficiency was selected for the needs of this agency.

SUGGESTED MOTION:

I move to authorize the purchase of a Stalker Mini Radar Trailer system from Applied Concepts, Inc./Stalker Radar in the amount of \$6115.

ATTACHMENTS:

Quote



applied concepts, inc.

855 E. Collins Blvd
Richardson, TX 75081
Phone: 972-398-3780
Fax: 972-398-3781

National Toll Free: 1-800- STALKER

Inside Sales Partner: Chris Frett
972-801-4866

QUOTE
2029193

Page 1 of 1

Date: 10/04/19

Reg Sales Mgr: Dave Lowry
972-801-4850

Effective From : 06/05/2019

Valid Through: 11/01/2019

Lead Time: 45 working days

Bill To: Hewitt Police Department P.O. Box 610 Hewitt, TX 76643	Customer ID: 013427 Accounts Payable	Ship To: Hewitt Police Department PO Box 1269 Hewitt, TX 76643-1269	FedEx Ground Chief James Devlin
---	--	---	---

Grp	Qty	Package	Description	Wrnty/Mo	Price	Ext Price
1	1	836-0015-00	PMG 15 Inch Display with Traffic Analyst	24	\$5,665.00	\$5,665.00

Ln	Qty	Part Number	Description	Price	Ext Price
1	1	200-1315-00	15" PMG w/Traffic Analyst, configured with:		\$0.00
2	1	011-0269-00	Pole Mount Graphics Operator Manual		\$0.00
3	1	035-0002-15	15" PMG Shipping Box		\$0.00
4	1	035-0002-00	PMG Corner Packing Foam		\$0.00
5	1	060-1000-24	24-Month Warranty		\$0.00
6	1	200-1285-00*	15"PMG Speed Display		\$0.00
7	1	200-1339-10	15" PMG LED Red/Blue Strokes		\$0.00
8	1	200-1285-50	No Flash Selected		\$0.00
9	1	200-1285-55	15" PMG Pole Mount		\$0.00
10	1	015-0275-15	Mini-Trailer with 15"Speed Sign		\$0.00
11	1	011-0279-00	Mini-Message Trailer Set Up Guide		\$0.00
12	1	015-0275-99	Stalker Mini-Trailer Shipping Crate		\$0.00
13	1	047-1000-00	PMG Power Cover (1 per side)		\$0.00
14	1	155-2523-10	12 Volt DC Power Option		\$0.00
15	1	047-1003-00	PMG Power Cover Plate		\$0.00
16	1	200-1298-01	15" PMG Conn Panel, Dual USB		\$0.00
17	1	200-1206-60	PMG 433MHz Key Fob and Controller		\$0.00
18	1	015-0411-08	8GB Extended Memory Micro SD Card		\$0.00
19	1	200-1206-74	Short YOUR SPEED Sign Kit, Bottom Mount		\$0.00
20	1	155-2554-06	DC Power Cable, PMG to Mini-Trailer, 6 foot		\$0.00
21	1	015-0276-51	Mini-Trailer 50W Solar Panel		\$0.00
Group Total					\$5,665.00

Product	\$5,665.00	Sub-Total:	\$5,665.00
Discount	\$0.00	Sales Tax 0%	\$0.00
Payment Terms: Net 30 days		Shipping & Handling:	\$450.00
		Total: USD	\$6,115.00

001

This Quote or Purchase Order is subject in all respects to the Terms and Conditions detailed at the back of this document. These Terms and Conditions contain limitations of liability, waivers of liability even for our own negligence, and indemnification provisions, all of which may affect your rights. Please review these Terms and Conditions carefully before proceeding.

HEWITT TEXAS

COUNCIL AGENDA ITEM FORM

MEETING DATE: December 2, 2019

AGENDA ITEM #: 11

SUBMITTED BY: Jim Devlin, Police Chief

ITEM DESCRIPTION:

Authorize the purchase of Mobile Data Terminals – Dell Latitude Semi-Rugged Laptops for Police Department vehicles through Extraco Technology in the amount of \$40,803.23.

STAFF RECOMMENDATION/ITEM SUMMARY:

In 2010 the Hewitt Police Department transitioned to the use of Mobile Data Terminals/Computer inside each marked Hewitt Police Department vehicle for access to TLETS information in the field. As of January 2020, the current Panasonic Toughbook computers will no longer be compliant with F.B.I. (CJIS) Criminal Justice Information Services requirements. Through our I.T. Provider, ExtraCo Technologies, information on a CJIS compliant terminals/computers was sought and it was recommended to purchase the Dell Latitude 5420 Semi Rugged laptop. These items are complaint with our current CAD/RMS system and will cause no disruption to service to the terminals.

SUGGESTED MOTION:

I move approval of the purchase of 13 Dell Latitude 5420 Semi-Rugged Laptop computers for the Police Department through Extraco Technology in the amount of \$40,803.23.

ATTACHMENTS:

Quote

Extraco Technology
P.O. Box 8560
Waco TX 76714
Phone: 254-761-2390



254-761-2390

City of Hewitt
200 Patriot Court
Hewitt TX 76643

Invoice #:	519427
Date:	October 22, 2019
Balance Due (USD):	\$40,803.23

To View Your Invoice Online »

1. Go to: <https://extracotechnology-billing.freshbooks.com/code>
2. Enter this code: 3GUcjqqhEHGWa8DM

Item	Description	Unit Cost (\$)	Quantity	Price (\$)
Hardware	13x Dell Latitude 5420 Semi-Rugged (\$2268/ea) Intel i5 processor 8GB RAM 128GB SSD Wireless AC Plus Bluetooth 4.2 Snapdragon Air Card (Verizon) Dedicated u-blox NEO-MQX GPS Card 14in Screen Outdoor Readable Embedded Touch 3yr Parts and Labor ON SITE NBD	29,484.00	1	29,484.00
Hardware	13x Dell Docking Station (\$495.71/ea) Includes LPS-137 (90W Vehicle Power Supply) for Dell's Latitude 14 Rugged and Latitude 12 & 14 Rugged Extreme Notebooks	6,444.23	1	6,444.23
Labor	Installation and configuration of MDTs	4,875.00	1	4,875.00
NOTES: New MDTs for PD				
Approved by Chief Devlin				
Subtotal:				40,803.23
Total:				40,803.23
Amount Paid:				0.00
Balance Due (USD):				\$40,803.23
* NET 30 *				

HEWITT TEXAS

COUNCIL AGENDA ITEM FORM

MEETING DATE: December 2, 2019

AGENDA ITEM #: 12

SUBMITTED BY: Jim Devlin, Police Chief

ITEM DESCRIPTION:

Authorize the purchase of three fleet vehicles (two Chevrolet Tahoes and one Chevrolet Silverado pickup) for the Police Department from Siddons-Martin Emergency Group in the amount of \$156,627.

STAFF RECOMMENDATION/ITEM SUMMARY:

The Hewitt Police Department, in the FY 2109/2020 Budget recommended the purchase of three fleet vehicles (two Marked police Tahoes) and (one replacement pickup truck for the Criminal Investigations Division). The Department sought quotes for the turn key purchase of the recommended vehicles from Siddons-Martin up fitters. These quotes were based on best pricing on the Fort Worth Interlocal Agreement, which Council approved on October 21, 2019.

SUGGESTED MOTION:

I move to authorize the purchase of three fleet vehicles (two Chevrolet Tahoes and one Chevrolet Silverado pickup) from the Siddons-Martin Emergency Group in the amount of \$156, 627.

ATTACHMENTS:

Quote



Siddons-Martin Emergency Group
1364 E Richey Rd
Houston TX USA 77073
Phone #:(281) 219-1920
Fax #:(281) 219-2560

Estimate #: 2407294

Tag Number:

Date and Time In: 10/11/2019 - 10:43 AM

Date and Time Out: 10/11/2019 - 10:43 AM

Promised Date - Time: 10/11/2019 - 10:43 AM

Cashed Out Date:

Service Advisor: (A09E) Daniel Ane



Remit To: PO Box 679827 Dallas, TX 75267-9827

Hewitt Police Department
 100 Patriot Court
 Hewitt TX 76643

1103165

Veh Info: EVS958 19 CHEVY TAHOE BLACK

Serial Numbers: 1GNLCDEC0KR325882

In-Srv: Miles/Hrs In: Out: Plate #:
Color Ex:BLACK Int:

Repair	VIN	Second VIN	Mech #	Type
Description				Qty
1	KR325882			Wholesale
PARTS AND LABOR				
CAUSE: HEWITT POLICE DEPARTMENT - CHEVY TAHOE UPFIT				
...	2019/2020 CHEVY TAHOE PPV			1.00
GB2SP3J	LEGACY 55 R/B/W			1.00
STPKT93	WHELEN TAHOE 2015 LIGHTBAR STRAP KIT tahoe			1.00
2015TAH-N-S	2015+ TAHOE NARROW SHORTY CONSOLE			1.00
CCSRNT4A	CENCOM CARBIDE SIREN SYSTEM W/ T/A			1.00
CSP	CUSTOMER SUPPLIED PARTS			1.00
C-MD-112	Slide Out Locking Swing Arm with Motion Adapter			1.00
C-HDM-204	8.5" Heavy Duty Telescoping Pole, s			1.00
PB2015C	2015+ TAHOE TC CENTER SECTION ONLY			1.00
SA315P	SA315P SPEAKER, BLACK PLASTIC			1.00
SAK1	SA-315 MOUNT KIT UNIVERSAL			1.00
I3JC	TRIO ION R/B W/ WHT OVERRIDE			2.00
SID008	GRILL BRACKET FOR ION			2.00
...	I3JC IN GRILL NEXT TO BOWTIE			1.00
I3SMJC	SURFACE MT TRIO ION R/B W/WHT			2.00
...	SIDE OF PUSH / INTERSECTION			1.00
P46FLC	PAR-46 8 DEG LED FLOOD SPOTLIGHT 12V			1.00
I3SMJC	SURFACE MT TRIO ION R/B W/WHT			6.00
...	3 EACH RUNNING BOARD			1.00
AVC23RBC	DUAL AVENGER II TRIO R/B/W			2.00
...	1 EACH CARGO WINDOW			1.00
RPWS45	ION REAR PILLAR WC SOLO TAHOE			1.00
IONBKT1	ION LICENSE PLATE BKT HORIZ.			1.00
I3JC	TRIO ION R/B W/ WHT OVERRIDE			2.00
...	TRIO IONS LP BRACKET WITH BRAKE AND REVEF			1.00
CANEM16	CANTROL EXPANSION MODULE 16 OUTPUT			2.00
PRPSP5714T15A	Poly Center Slider W Expanded Metal Insert PKG			1.00
S5705T15OSB	Trans Seat 7 Ga. Steel Window Cargo Barrier, OSB			1.00
WK0514TAH15	Window Barrier for use with stock/TPO Door panels			1.00
NMO-60-300-M1-N	NMO KIT WITH CONNECTOR AND 25 RG58 CABLE			1.00
SSFPOS16	SOLID STATE HEADLIGHT FLASHER			1.00
RP-1	RAPTOR RADAR SYSTEM			1.00
GRAPHICS OSD				1.00



Siddons-Martin Emergency Group
1364 E Richey Rd
Houston TX USA 77073
Phone #:(281) 219-1920
Fax #:(281) 219-2560

Estimate #: 2407294

Tag Number:

Date and Time In: 10/11/2019 - 10:43 AM

Date and Time Out: 10/11/2019 - 10:43 AM

Promised Date - Time: 10/11/2019 - 10:43 AM

Cashed Out Date:

Service Advisor: (A09E) Daniel Aue



Remit To: PO Box 679827 Dallas, TX 75267-9827

Hewitt Police Department
100 Patriot Court
Hewitt TX 76643

1103165

Veh Info: EVS958 19 CHEVY TAHOE BLACK

Serial Numbers: 1GNLCDEC0KR325882

In-Srv: Miles/Hrs In: Out: Plate #:
Color Ex:BLACK Int:

INSTALLKIT	WIRE, LOOM, FUSES, BREAKERS RELAYS, HEAT S	1.00
LABOR	LABOR TO INSTALL ABOVE LISTED EQUIPMENT	1.00
TTSC	HD SEAT COVERS	1.00
GK10342UHKSSC	Dual T-Rail Mount 2 Uni XL Handcuff Key	1.00
TAH11L1PV-SET	2 drawer 11" drawers/Soutcho Setina Style	1.00
3RDL1-5x30	Level 1 5" x 30" 3rd drawer option	1.00
ULF44	UNVERSAL LED FLASHER	1.00
FRT	FREIGHT	1.00
K001-00081-00	DIGITAL ALLY VIDEO EQUIPMENT	1.00
VULINK	VULINK SYSTEM FOR DVM-800	1.00
012-00042-00	ProServ-Activation Fee	1.00
CG-X	CHARGE GUARD-SELECT	1.00
HSN4019B	MOTOROLA EXTERNAL RADIO SPEAKER	1.00
GRAPHICS OSD	MATHCH FLEET	1.00
TINT	WINDOW TINT	1.00
DELIVERY	DELIVERY TO CUSTOMER	1.00

There will be a 30% restocking fee charged for all returned items based upon the sales price of the item. All Special Order items are ineligible for returns. Special order items include, but are not limited to, any customer driven specification of the item requested or ordered at the direct request of customer.

Ext Price:	\$59,860.00
Sales Tax:	\$0.00
Total:	\$59,860.00
- Deductible:	\$0.00
- Deposits:	\$0.00
Amount Due:	\$59,860.00
Amt Tendered:	\$0.00
Chg Returned:	\$0.00

We (the Customer) are responsible for all costs and expenses listed on this invoice. I, the undersigned, am authorized to agree, on behalf of the owner of the vehicle, to pay all outstanding charges in accordance with the terms and conditions agreed between us and the Company. Unless otherwise stated, all invoices are due and payable 30 days from the date of invoice. We have granted the Company, its employees, and agents permission to operate the vehicle on any streets as necessary for testing, inspection, or other services requested. We are responsible for insuring the vehicle at all times. We release the Company for any loss, damage, or theft of any items left in the vehicle for any reason. All parts and labor on this invoice are warranted for purpose and fitness for 90 days from the date of the invoice. In order to recover against any warranty, we agree to return the vehicle to the Company for all warranty repairs. Failure to return the vehicle cancels all warranties provided. All other warranties are expressly disclaimed by Company. This estimate/quote is only valid for 30 days. Acknowledged and Received by: _____



Siddons-Martin Emergency Group
1364 E Richey Rd
Houston TX USA 77073
Phone #:(281) 219-1920
Fax #: (281) 219-2560

Estimate #: 2407294

Tag Number:

Date and Time In: 10/11/2019 - 10:43 AM

Date and Time Out: 10/11/2019 - 10:43 AM

Promised Date - Time: 10/11/2019 - 10:43 AM

Cashed Out Date:

Service Advisor: (A/E) Daniel Aue



Remit To: PO Box 679827 Dallas, TX 75267-9827

**ESTIMATE
NOT AN INVOICE**

There will be a 30% restocking fee charged for all returned items based upon the sales price of the item. All Special Order items are ineligible for returns. Special order items include, but are not limited to, any customer driven specification of the item requested or ordered at the direct request of customer.



Siddons-Martin Emergency Group
1364 E Richey Rd
Houston TX USA 77073
Phone #:(281) 219-1920
Fax #:(281) 219-2560

Estimate #: 2407299

Tag Number:

Date and Time In: 10/11/2019 - 3:35 PM

Date and Time Out: 10/11/2019 - 3:35 PM

Promised Date - Time: 10/11/2019 - 3:35 PM

Cashed Out Date:

Service Advisor: (A09E) Daniel Aue



Remit To: PO Box 679827 Dallas, TX 75267-9827

Hewitt Police Department
100 Patriot Court
Hewitt TX 76643

1103165

Veh Info:

Serial Numbers: 1364

In-Srv:

Miles/Hrs In:

Out:

Plate #:

Color Ex:

Int:

Repair	VIN	Second VIN	Mech #	Type
Description				Qty
1	1364			Wholesale
PARTS AND LABOR				
...	WHITE 2020 CHEVY SILVERADO			1.00
ISFW49Z R/B	10 LT SILVERADO RED/BLUE W TD			1.00
XI2D	DUO LINEAR ION RED/WHT SMK BLK			1.00
XI2E	DUO LINEAR ION BLU/WHT SMK BLK			1.00
...	IONS IN GRILL			0.00
UHF2150A	UHF2150A HEADLIGHT FLASHER			1.00
TADF6-33000	6-LT 500 SERIES DUO-COLOR T/A - RED/BLUE			1.00
SID001	LONG L BRKT			1.00
...	TADF6 REAR WINDOW			0.00
XI2J	DUO LINEAR ION RED/BLU SMK BLK			4.00
...	2 EA RUNNING BOARD AREA			0.00
TLIRX	ION T-SERIES LINEAR LT RED/SMK			1.00
TLIBX	ION T-SERIES LINEAR LT BLU/SMK			1.00
...	UNDER TAILGATE			0.00
HHS4200	Hand-Held Controller WITH WECAN PORT			1.00
SA315P	SA315P SPEAKER, BLACK PLASTIC			1.00
SAK1	SA-315 MOUNT KIT UNIVERSAL			1.00
CCAS-SB-7-800	COVERT ANT SUS ANTENNA			1.00
HSN4019B	MOTOROLA EXTERNAL RADIO SPEAKER			1.00
TINT	WINDOW TINT			1.00
INSTALLKIT	WIRE, LOOM, FUSES, BREAKERS RELAYS, HEAT S			1.00
LABOR	LABOR TO INSTALL ABOVE LISTED EQUIPMENT			1.00
FRT	FREIGHT			1.00
DELIVERY	DELIVERY TO CUSTOMER			1.00

Ext Price: \$36,907.00

Sales Tax: \$0.00

Total: \$36,907.00

- Deductible: \$0.00

- Deposits: \$0.00

Amount Due: \$36,907.00

Amt Tendered: \$0.00



Siddons-Martin Emergency Group
1364 E Richey Rd
Houston TX USA 77073
Phone #: (281) 219-1920
Fax #: (281) 219-2560

Remit To: PO Box 679827 Dallas, TX 75267-9827

Estimate #: 2407299

Tag Number:

Date and Time In: 10/11/2019 - 3:35 PM

Date and Time Out: 10/11/2019 - 3:35 PM

Promised Date - Time: 10/11/2019 - 3:35 PM

Cashed Out Date:

Service Advisor: (A09E) Daniel Aue



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Chg Returned: \$0.00

We (the Customer) are responsible for all costs and expenses listed on this invoice. I, the undersigned, am authorized to agree, on behalf of the owner of the vehicle, to pay all outstanding charges in accordance with the terms and conditions agreed between us and the Company. Unless otherwise stated, all invoices are due and payable 30 days from the date of invoice. We have granted the Company, its employees, and agents permission to operate the vehicle on any streets as necessary for testing, inspection, or other services requested. We are responsible for insuring the vehicle at all times. We release the Company for any loss, damage, or theft of any items left in the vehicle for any reason. All parts and labor on this invoice are warranted for purpose and fitness for 90 days from the date of the invoice. In order to recover against any warranty, we agree to return the vehicle to the Company for all warranty repairs. Failure to return the vehicle cancels all warranties provided. All other warranties are expressly disclaimed by Company. This estimate/quote is only valid for 30 days. Acknowledged and Received by: _____

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HEWITT TEXAS

COUNCIL AGENDA ITEM FORM

MEETING DATE: December 2, 2019

AGENDA ITEM #: 13

SUBMITTED BY: Lance Bracco, Fire Chief

ITEM DESCRIPTION:

Authorize the purchase of a Chevrolet Silverado pickup for the Fire Department from Siddons-Martin Emergency Group in the amount of \$40,301.

STAFF RECOMMENDATION/ITEM SUMMARY:

The Hewitt Fire Department, in the FY 2109/2020 Budget, recommended the purchase of one replacement pickup truck. The Department sought quotes for the turn key purchase of the recommended vehicles from Siddons-Martin up fitters. These quotes were based on best pricing on the Fort Worth Interlocal Agreement, which Council approved on October 21, 2019.

SUGGESTED MOTION:

I move to authorize the purchase of a Chevrolet Silverado pickup for the Fire Department from the Siddons-Martin Emergency Group in the amount of \$40,301.

ATTACHMENTS:

Quote



Siddons-Martin Emergency Group
1364 E Richey Rd
Houston TX USA 77073
Phone #:(281) 219-1920
Fax #: (281) 219-2560

Estimate #: 2406196

Tag Number:

Date and Time In: 4/6/2019 - 2:27 PM

Date and Time Out: 4/6/2019 - 2:27 PM

Promised Date - Time: 4/6/2019 - 2:27 PM

Cashed Out Date:

Service Advisor: (A09E) Daniel Aue



Remit To: PO Box 679827 Dallas, TX 75267-9827

Hewitt Fire Dept.
100 PATRIOT COURT
Hewitt TX 76643

1003411

Work: (254) 666-0460

Veh Info:

Serial Numbers: 1364

In-Srv:

Miles/Hrs In:

Out:

Plate #:

Color Ex:

Int:

Repair	VIN	Second VIN	Mech #	Type
Description				Qty
1	1364			Wholesale
PARTS AND LABOR				
CORRECTION: Lance Bracco <lbracco@cityofhewitt.com>				
...				1.00
GB2SP3R	LEGACY 55 R/W			1.00
STPKT38	WHELEN LIGHTBAR STRAP KIT f250,f350 #38			1.00
PP-2015-F150-FS	Full size center console for 2015 F			1.00
...	CUSTOMER SUPPLIED RADIO			1.00
M4RC	M4 LED FLASHER RED W/CLR LENS			6.00
...	2 FRONT GRILL GUARD- 2 EA SIDE/INTERSECTION			0.00
TOUGHOUNTRY	GRILL GUARD			1.00
CCSRNT4A	CENCOM CARBIDE SIREN SYSTEM W/ T/A			1.00
SA315P	SA315P SPEAKER, BLACK PLASTIC			1.00
SAK1	SA-315 MOUNT KIT UNIVERSAL			1.00
...	SPEAKER BEHIND GRILL			0.00
IONR	ION LIGHT RED			4.00
...	2 EA RUNNING BOARD AREA			0.00
TLI2K	ION T-SERIES LINEAR DUP R/A			4.00
...	4 UNDER TAILGATE			0.00
UHF2150A	UHF2150A HEADLIGHT FLASHER			1.00
TADF8-80000	500 DUO T/A PKG 8 AMB/RED			0.00
SID001	LONG L BRKT			0.00
...	TADF8 IN REAR WINDOW			0.00
STARTEX	FOLDING BED COVER			0.00
GRAPHICS OSD	MATCH FLEET			1.00
LABOR	WIRE, LOOM, FUSES, BREAKERS RELAYS, HEAT S			1.00
LABOR	LABOR TO INSTALL ABOVE LISTED EQUIPMENT			1.00
MMSU-1	MAGNETIC MIC. CONVERSION KIT			1.00

Ext Price: \$40,301.00



Siddons-Martin Emergency Group
1364 E Richey Rd
Houston TX USA 77073
Phone #:(281) 219-1920
Fax #:(281) 219-2560

Remit To: PO Box 679827 Dallas, TX 75267-9827

Estimate #: 2406196

Tag Number:

Date and Time In: 4/6/2019 - 2:27 PM

Date and Time Out: 4/6/2019 - 2:27 PM

Promised Date - Time: 4/6/2019 - 2:27 PM

Cashed Out Date:

Service Advisor: (A09E) Daniel Aue



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Sales Tax:	\$0.00
Total:	\$40,301.00
- Deductible:	\$0.00
- Deposits:	\$0.00
Amount Due:	\$40,301.00
Amt Tendered:	\$0.00
Chg Returned:	\$0.00

We (the Customer) are responsible for all costs and expenses listed on this invoice. I, the undersigned, am authorized to agree, on behalf of the owner of the vehicle, to pay all outstanding charges in accordance with the terms and conditions agreed between us and the Company. Unless otherwise stated, all invoices are due and payable 30 days from the date of invoice. We have granted the Company, its employees, and agents permission to operate the vehicle on any streets as necessary for testing, inspection, or other services requested. We are responsible for insuring the vehicle at all times. We release the Company for any loss, damage, or theft of any items left in the vehicle for any reason. All parts and labor on this invoice are warranted for purpose and fitness for 90 days from the date of the invoice. In order to recover against any warranty, we agree to return the vehicle to the Company for all warranty repairs. Failure to return the vehicle cancels all warranties provided. All other warranties are expressly disclaimed by Company. This estimate/quote is only valid for 30 days. Acknowledged and Received by: _____

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HEWITT TEXAS

COUNCIL AGENDA ITEM FORM

MEETING DATE: December 2, 2019

AGENDA ITEM #: 14

SUBMITTED BY: Waynette Ditto, Library Director

ITEM DESCRIPTION:

Authorize the purchase of shelving for the Library from Library Interiors of Texas in the amount of \$13,998.15.

STAFF RECOMMENDATION/ITEM SUMMARY:

I recommend purchasing additional shelving for the children and teen areas of the library. Due to high demand in the young adult and children's area, there is a need for additional space for books and materials.

SUGGESTED MOTION:

I move to authorize the purchase of shelving for the Library from Library Interiors of Texas in the amount of \$13. 998.15.

ATTACHMENTS:

Quote

Project: Hewitt Library
 Location: Hewitt, TX
 Attention: Waynette Ditto

2019 Mobile Shelving

Library Interiors of Texas
 David W. Gaskins

Ref #	Qty.	Description	Product #	List Each	Sell Each	Sell Total
		To form 12' of mobile shelving for "Tots" area:				
1	4	Shelving, 24"x36"x42" high, mobile, match existing, with Integral Back base shelf, and two [2] fixed Sloped Display Shelves per section face, and steel canopy tops. All "Arctic White"	EMC4236sa-mod	\$1,225.00	\$692.31	\$2,769.23
2	2	End Panels, "Rocket Ship", to match existing	T2DWG020618	\$920.00	\$646.15	\$1,292.31
		To form 12' of mobile shelving fo4 "Fiction" area:				
3	4	Shelving, 24"x36"x66" high, mobile, match existing, with Integral Back Shelves, steel canopy tops,all "Arctic White".	EMC6636sa-mod	\$1,525.00	\$1,153.85	\$4,615.38
4	2	End Panels, "Butterfly", to match existing	T2DWG041419	\$1,775.00	\$953.85	\$1,907.69
		Project sub total				\$10,584.62
1		Freight, Insurance & Delivery to jobsite	Zip = 76643			\$1,587.69
1		Project Management, Installation & Clean-up				\$1,825.85
		Project Total				\$13,998.15
Notes:	A	Terms of Sale: Net 30 Days from invoice date.				
	B	Any minor shortages or defects that do not materially affect the use for which the products are intended shall not effect the Terms of Sale.				
	C	We submit invoices via email; please supply name & email address for submission.				
	D	Products available through Choice Partners #14/022CG-07; BuyBoard #503-16.				
	E	Removal of and disposal of any existing furniture not included.				
	F	Removal or relocation of books not included.				
	G	No electrical/data wiring included.				
		 Dave Gaskins Educational Facilities Specialist p. 888 689 LITX (5489) f. 888 690 LITX (5489) c. 254 654 2439 e. Dave@li-tx.com 701 Bluebonnet Lane Temple, TX 76502				
		© 2018 by Library Interiors of Texas, LLC. All rights reserved. No part of this document may be reproduced or transmitted in any form or by any means electronic, mechanical or photocopy				

Project: Hewitt Library
Location: Hewitt, TX
Attention: Waynette Ditto

2019 Mobile Shelving

Library Interiors of Texas
David W. Gaskins

Ref #	Qty.	Description	Product #	List Each	Sell Each	Sell Total
		without written authorization by Library Interiors of Texas, LLC.				

HEWITT TEXAS

COUNCIL AGENDA ITEM FORM

MEETING DATE: December 2, 2019

AGENDA ITEM #: 15

SUBMITTED BY: Waynette Ditto, Library Director

ITEM DESCRIPTION:

Authorize the purchase of a new Dell T340 Server for the Library through Extraco Technology in the amount of \$7,274.

STAFF RECOMMENDATION/ITEM SUMMARY:

I recommend purchasing a new server for the library upon discussion of ExtraCo Technology Consultants. The current server is over five years old. The current server has several patches that kept the library from going down completely. The older servers become, the less value they produce on the efficiency level. Lagging performance means resources are less responsive, and there are increased chances of hardware failure and data loss. We have had several incidents in the past year and the current server needs to be replaced.

SUGGESTED MOTION:

I move to authorize the purchase of a new Dell T340 Server for the Library through Extraco Technology in the amount of \$7,274.

ATTACHMENTS:

Quote



P O Box 2299
Waco, TX 76703
254.761.2390

Quotation For:

City of Hewitt
Waynette Ditto
wditto@cityofhewitt.com

Quotation

DATE 6/13/2019

Quotation valid until: 7/13/2019

Library Server Proposal

QUANTITY	DESCRIPTION	UNIT PRICE	TAXABLE?	AMOUNT
1	Dell T340 Server 3.3Ghz Processor 32Gb RAM 1TB RAID 1 4TB Backup Drive 3 Yr Onsite Warranty 4 Hr Response	\$ 5,199.00		\$ 5,199.00
1	Labor for installation and configuration of server	\$ 2,000.00		\$ 2,000.00
1	Shipping and Handling	\$ 75.00		\$ 75.00
SUBTOTAL				\$ 7,274.00
TAX RATE				8.25%
SALES TAX				\$ -
OTHER				\$ -
TOTAL				\$ 7,274.00

Accepted by:

Accepted Date

THANK YOU FOR YOUR BUSINESS!

HEWITT TEXAS

COUNCIL AGENDA ITEM FORM

MEETING DATE: December 2, 2019

AGENDA ITEM #: 16

SUBMITTED BY: Lee Garcia, Finance Director

ITEM DESCRIPTION:

Consideration and action on **Resolution No. 2019-22** amending the City of Hewitt's Investment Policy.

STAFF RECOMMENDATION/ITEM SUMMARY:

The City's Investment Policy requires Council to review and approve the policy and investment strategies annually, approving any changes or modifications at a regularly scheduled meeting. There are no changes from the prior year's policy.

Staff recommends adopting the same Investment Policy currently in use.

SUGGESTED MOTION:

I move approval of Resolution No. 2019-22.

ATTACHMENTS:

Resolution and Investment Policy 12-2-2019



COUNCIL AGENDA ITEM FORM

MEETING DATE: December 2, 2019

AGENDA ITEM #: 16

SUBMITTED BY: Lee Garcia, Finance Director

ITEM DESCRIPTION:

Consideration and action on **Resolution No. 2019-22** amending adopting the City of Hewitt's Investment Policy.

STAFF RECOMMENDATION/ITEM SUMMARY:

The City's Investment Policy requires Council to review and approve the policy and investment strategies annually, approving any changes or modifications at a regularly scheduled meeting. There are no changes from the prior year's policy.

Staff recommends adopting the same Investment Policy currently in use.

SUGGESTED MOTION:

I move approval of Resolution No. 2019-22.

ATTACHMENTS:

Resolution and Investment Policy 12-2-2019

RESOLUTION NO. 2019-22

**A RESOLUTION BY THE CITY COUNCIL OF
THE CITY OF HEWITT, TEXAS, **ADOPTING**
THE CITY OF HEWITT INVESTMENT
POLICY; AND DETERMINING THAT THE
MEETING AT WHICH THIS RESOLUTION IS
PASSED WAS NOTICED AND HAS BEEN
OPEN TO THE PUBLIC AS REQUIRED BY
LAW**

WHEREAS, the Hewitt City Council adopted an Investment Policy governing investment of City funds in compliance with the Public Funds Investment Act; and

WHEREAS, the Public Funds Investment Act requires that an annual review of public fund investment policies and strategies be conducted; and

WHEREAS, amendments to the Investment Policy are required by the Public Funds Investment Act to be approved by the Hewitt City Council; and

WHEREAS, the City's Investment Advisor, City Manager, and Finance Director have reviewed the Investment Policy and are in agreement that it is of benefit to the City of Hewitt to **adopt** the Investment Policy; and

WHEREAS, the attached Investment Policy **adopts** the City's former Investment Policy and complies with the Public Funds Investment Act, and authorizes the investment of City funds in safe and prudent investments.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HEWITT, TEXAS:

SECTION 1. The facts and recitations contained in the above preamble of this Resolution are hereby incorporated for all purposes.

SECTION 2. The City Council of the City of Hewitt approves the investment policy **attached** to this resolution and is hereby adopted by the City of Hewitt to be effective immediately.

SECTION 3. It is hereby officially found and determined that the meeting at which this resolution is passed was noticed and has been open to the public as required by law.

PASSED AND APPROVED this the 2nd day of December 2019.

RESOLUTION NO. 2019-22

**A RESOLUTION BY THE CITY COUNCIL OF
THE CITY OF HEWITT, TEXAS, AMENDING
AND APPROVING THE CITY OF HEWITT
INVESTMENT POLICY; AND DETERMINING
THAT THE MEETING AT WHICH THIS
RESOLUTION IS PASSED WAS NOTICED AND
HAS BEEN OPEN TO THE PUBLIC AS
REQUIRED BY LAW**

WHEREAS, the Hewitt City Council adopted an Investment Policy governing investment of City funds in compliance with the Public Funds Investment Act; and

WHEREAS, the Public Funds Investment Act requires that an annual review of public fund investment policies and strategies be conducted; and

WHEREAS, amendments to the Investment Policy are required by the Public Funds Investment Act to be approved by the Hewitt City Council; and

WHEREAS, the City's Investment Advisor, City Manager, and Finance Director have reviewed the Investment Policy and are in agreement that it is of benefit to the City of Hewitt to amend the Investment Policy; and

WHEREAS, the attached Investment Policy amends the City's former Investment Policy and complies with the Public Funds Investment Act, and authorizes the investment of City funds in safe and prudent investments.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HEWITT, TEXAS:

SECTION 1. The facts and recitations contained in the above preamble of this Resolution are hereby incorporated for all purposes.

SECTION 2. The City Council of the City of Hewitt approves the revised investment policy (as shown in the attached Exhibit A) and is hereby adopted by the City of Hewitt to be effective immediately.

SECTION 3. It is hereby officially found and determined that the meeting at which this resolution is passed was noticed and has been open to the public as required by law.

PASSED AND APPROVED this the 2nd day of December 2019.

CITY OF HEWITT, TEXAS

Charles D. Turner, Mayor

ATTEST:

Lydia Lopez, City Secretary

CITY OF HEWITT, TEXAS

Charles D. Turner, Mayor

ATTEST:

Lydia Lopez, City Secretary

INVESTMENT POLICY
CITY OF HEWITT
Approved by City Council
December 02, 2019

I. POLICY

It is the policy of the City of Hewitt (the “City”) that after allowing for the anticipated cash flow requirements of the City and giving due consideration to the safety and risk of investment, all available funds shall be invested in conformance with these legal and administrative guidelines, seeking to achieve reasonable interest earnings based on market conditions.

Effective cash management is recognized as essential to good fiscal management. Investment interest is a source of revenue to City funds. The City’s investment portfolio shall be designed and managed in a manner intended to maximize this revenue source, to be responsive to public trust, and to be in compliance with legal requirements and limitations.

Investments shall be made with the primary objectives of:

- * **Safety** and preservation of principal
- * Maintenance of sufficient **liquidity** to meet operating needs
- * **Diversification** to minimize market risks
- * **Public trust** from prudent investment activities
- * Achievement of **reasonable interest earnings**

II. PURPOSE

The purpose of this Investment Policy is to establish guidelines and policies controlling the investment of the City’s funds. The Policy is designed to comply with Chapter 2256 of the Texas Government Code, the Public Funds Investment Act, (the “Act”), which requires the City to adopt a written Investment Policy regarding the investment of its funds and funds under its control. This Investment Policy addresses the methods, procedures and practices that must be exercised to ensure effective and judicious fiscal management of the City’s funds. All investments shall be designed and managed in a manner responsive to the public trust and consistent with state and local law.

All participants in the City’s investment process shall seek to act responsibly as custodians of the public trust. Investment Officers shall avoid any transaction that might impair public confidence in the City’s ability to govern effectively.

III. SCOPE

This Policy shall govern the investment of all financial assets of the City. All funds accounted for in the City's Comprehensive Annual Financial Report (CAFR) are to be governed by this Policy and include:

- General Fund
- Capital Projects Funds
- Enterprise Funds
- Debt Service Funds, including reserves and sinking funds
- Any new fund created by the City, unless specifically exempted from this Policy by law.

This Policy shall apply to all transactions involving the financial assets and related activity for all the foregoing funds.

IV. INVESTMENT OBJECTIVES AND STRATEGIES

The City shall manage and invest its cash with five primary objectives, listed in order of priority: **safety, liquidity, diversification, public trust, and yield.** The safety of the principal invested will represent the primary objective.

The City shall maintain a comprehensive cash management program, which includes timely collection of account receivables, timely payments to vendors in accordance with invoice and available discount terms, and prudent investment of all assets.

Attention to cash management principles will assure that cash is available when needed and all funds will be invested to obtain the best use of City assets to obtain a reasonable market rate of earnings.

The City shall maintain a "buy and hold" portfolio strategy. Maturity dates are to be matched with cash flow requirements and investments purchased with the intent to be held until maturity. Investments shall not be sold or redeemed prior to maturity with the following exceptions:

- An investment with declining credit may be sold or redeemed early to minimize loss of principal, or
- Liquidity needs of the portfolio require that the investment be sold or redeemed.

Safety [PFI 2256.005(b)(2)]

Safety of principal is the foremost objective of the City's investment program. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital throughout the portfolio. Safety will be attained through mitigating credit and interest rate risk.

- Credit Risk – The City will minimize credit risk, the risk of loss due to the failure of the issuer or backer of the investment, by purchasing high credit quality securities and diversifying the investment portfolio by market sector and maturity so that potential losses on individual issuers will be minimized.
- Interest Rate Risk – The City will minimize the realized risk that the market value of investments in the portfolio will fall due to changes in general interest rates, by analyzing cash flow and investing within the parameters of that cash flow and diversifying by market sector and maturity.

Liquidity [PFLA 2256.005(b)(2)]

The investment portfolio shall remain sufficiently liquid to meet all anticipated operating requirements by structuring the portfolio maturities with cash needs to meet anticipated demands. Because all possible cash demands cannot be anticipated, a portion of the portfolio will be invested in cash equivalent alternatives such as financial institution deposits, money market mutual funds, and local government investment pools that offer same-day liquidity.

Diversification

The portfolio will be diversified by investment types and maturity to avoid market risks and issuer default, as appropriate.

Public Trust

All participants in the City's investment process shall act responsibly as custodians of the public trust. Investment Officers shall avoid any transaction which might impair public confidence in the City's ability to govern effectively.

Yield (Optimization of Interest Earnings) [PFLA 2256.005(b)(3)]

The investment portfolio shall be designed with the objective of attaining a reasonable market yield at all times, taking into account the investment risk constraints and liquidity needs of the City. Return on investment is of lesser importance compared to the safety and liquidity objectives described above.

Investment Strategies by Fund Type:

1. General, Enterprise, or Operating-type Funds

Suitability – Any investment eligible in the Investment Policy is suitable for General, Enterprise, or Operating-type funds.

Safety of Principal – All investments shall be of high quality with no perceived default risk. Market price fluctuations will occur. However, managing the weighted average days to maturity of each fund's portfolio to less than 270 days and restricting the maximum allowable maturity to two years will minimize the price volatility of the portfolio.

Marketability – Securities with active and efficient secondary markets are necessary in the event of an unanticipated cash flow requirement. Historical market "spreads" between the bid and offer prices of a particular security-type of less than a quarter of a percentage point will define an efficient secondary market.

Liquidity – General, Enterprise, or Operating-type Funds require the greatest short-term liquidity of any of the fund-types. Demand deposit accounts, short-term investment pools and money market mutual funds will provide daily liquidity and may be utilized as a competitive yield alternative to fixed maturity investments.

Diversification – Investment maturities should be staggered throughout the budget cycle to provide cash flow based on the anticipated operating needs of the City. Diversifying the appropriate maturity structure up to the two-year maximum will reduce interest rate risk.

Yield - Attaining a competitive market yield for comparable security-types and portfolio restrictions is the desired objective. The yield of an equally weighted, rolling three-month Treasury-Bill portfolio will be the minimum yield objective.

2. Capital Projects Funds

Suitability – Any investment eligible in the Investment Policy is suitable for Capital Projects Funds.

Safety of Principal – All investments will be of high quality with no perceived default risk. Market price fluctuations will occur. However, by managing Capital Projects Funds to not exceed the anticipated expenditure schedule, the market risk of the overall portfolio will be minimized. No stated final investment maturity shall exceed the shorter of the anticipated expenditure schedule or three years.

Marketability – Securities with active and efficient secondary markets are necessary in the event of an unanticipated cash flow requirement. Historical market “spreads” between the bid and offer prices of a particular security-type of less than a quarter of a percentage point will define an efficient secondary market.

Liquidity – Most capital projects programs have reasonably predictable draw down schedules. Therefore, investment maturities should generally follow the anticipated cash flow requirements. Demand deposit accounts, short term investment pools and money market mutual funds will provide readily available funds generally equal to one month’s anticipated cash flow needs, or a competitive yield alternative for short-term fixed maturity investments. A singular repurchase agreement may be utilized if disbursements are allowed in the amount necessary to satisfy any expenditure request. This investment structure is commonly referred to as a flexible repurchase agreement.

Diversification – Market conditions and arbitrage regulations influence the attractiveness of staggering the maturity of fixed rate investments for bond proceeds. Generally, if investment rates exceed the applicable cost of borrowing, the City is best served by locking in most investments. If the cost of borrowing cannot be exceeded, then current market conditions will determine the attractiveness of diversifying maturities or investing in shorter and larger amounts. At no time shall the anticipated expenditure schedule be exceeded in an attempt to bolster yield.

Yield – Achieving a positive spread to the cost of borrowing is the desired objective, within the limits of the Investment Policy’s risk constraints. The yield of an equally weighted, rolling six-month Treasury-Bill portfolio will be the minimum yield objective for non-borrowed funds.

3. Debt Service Funds

Suitability – Any investment eligible in the Investment Policy is suitable for Debt Service Funds.

Safety of Principal – All investments shall be of high quality with no perceived default risk. Market price fluctuations will occur. However, by managing Debt Service Funds to not exceed the debt service payment schedule the market risk of the overall portfolio will be minimized.

Marketability – Securities with active and efficient secondary markets are not necessary as the event of an unanticipated cash flow requirement is not probable.

Liquidity – Debt Service Funds have predictable payment schedules. Therefore, investment maturities should not exceed the anticipated cash flow requirements. Demand deposit accounts, short term investments pools and money market mutual

funds may provide a competitive yield alternative for short-term fixed maturity investments. A singular repurchase agreement may be utilized if disbursements are allowed in the amount necessary to satisfy any debt service payment. This investment structure is commonly referred to as a flexible repurchase agreement.

Diversification – Market conditions influence the attractiveness of fully extending maturity to the next “unfunded” payment date. Generally, if investment rates are anticipated to decrease over time, the City is best served by locking in most investments. If the interest rates are potentially rising, then investing in shorter and larger amounts may provide advantage. At no time shall the debt service schedule be exceeded in an attempt to bolster yield.

Yield – Attaining a competitive market yield for comparable security-types and portfolio restrictions is the desired objective. The yield of an equally weighted, rolling three-month Treasury-Bill portfolio shall be the minimum yield objective.

4. Debt Service Reserve Funds

Suitability – Any investment eligible in the Investment Policy is suitable for Debt Service Reserve Funds. Bond resolution and loan documentation constraints and insurance company restrictions may create specific considerations in addition to the Investment Policy.

Safety of Principal – All investments shall be of high quality with no perceived default risk. Market price fluctuations will occur. However, by managing Debt Service Reserve Fund maturities to not exceed the call provisions of the borrowing will reduce the investment’s market risk if the City’s debt is redeemed and the Reserve Fund liquidated. No stated final investment maturity shall exceed the shorter of the final maturity of the borrowing or five years. Annual mark-to-market requirements or specific maturity and average life limitations within the borrowing’s documentation will influence the attractiveness of market risk and influence maturity extension.

Marketability – Securities with less active and efficient secondary markets are acceptable for Debt Service Reserve Funds.

Liquidity – Debt Service Reserve Funds have no anticipated expenditures. The Funds are deposited to provide annual debt service payment protection to the City’s debt holders. The funds are “returned” to the City at the final debt service payment. Market conditions and arbitrage regulation compliance determine the advantage of investment diversification and liquidity. Generally, if investment rates exceed the cost of borrowing, the City is best served by locking in investment maturities and reducing liquidity. If the borrowing cost cannot be exceeded, then current market conditions will determine the attractiveness of locking in maturities or investing shorter and anticipating future increased yields.

Diversification – Market conditions and the arbitrage regulations influence the attractiveness of staggering the maturity of fixed rate investments for Debt Service Reserve Funds. At no time shall the final debt service payment date of the bond issue be exceeded in an attempt to bolster yield.

Yield – Achieving a positive spread to the applicable borrowing cost is the desired objective. Debt Service Reserve Fund portfolio management shall operate within the limits of the Investment Policy's risk constraints.

V. RESPONSIBILITY AND CONTROL

Delegation of Authority [PFLA 2256.005(f)]

Investment Officer(s)

In accordance with the Act, the City Council designates the City Manager and the Finance Director as the City's Investment Officers. An Investment Officer is authorized to execute investment transactions and transfer funds between City accounts on behalf of the City. No person may engage in an investment transaction or the management of City funds except as provided under the terms of this Policy. The investment authority granted to an Investment Officer is effective until rescinded by the City Council.

The City Council shall provide periodic training in investments for the Investment Officer(s) through courses and seminars offered by professional organizations, associations, and other independent sources approved by Council. Training will be in accordance with the provisions of the Act and is to ensure the quality and capability of investment management in compliance with the Act.

Investment Officer(s) shall attend ten (10) hours of investment training within twelve (12) months of attaining the position and shall receive eight (8) hours of investment training not less than once in a two-year period that begins on the first day of the City's fiscal year and consists of the two consecutive fiscal years after that date. The Government Finance Officers' Association of Texas (GFOAT), Government Treasurers' Organization of Texas (GTOT), Texas Municipal League (TML), University of North Texas (UNT), Texas Association of Regional Councils, American Institute of Certified Public Accountants (AICPA), and the Government Finance Officers Association (GFOA) are approved independent training sources.

Internal Controls

The Investment Officer is responsible for establishing and maintaining internal controls to protect the assets of the City from loss, theft, or misuse. The internal control structure shall be designed to provide reasonable assurance that these objectives are met. The concept of reasonable assurance recognizes that (1) the cost of a control should not exceed the benefits

likely to be derived; and (2) the valuation of costs and benefits requires estimates and judgments by management.

Accordingly, within the scope of the annual audit, the City shall establish a process for annual independent review by an external auditor to assure compliance with this Policy and supporting procedures. At a minimum, the internal controls shall address the following points:

- Control of collusion.
- Separation of transactions authority from accounting and record keeping.
- Custodial safekeeping.
- Delegation of authority to subordinate staff members.
- Written reporting and confirmation for all investments and wire transfers.

Prudence (PFIA 2256.006)

The standard of prudence as defined by the Act and to be applied by the Investment Officer at all times shall be the “prudent person” rule. This rule states that:

“Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived.”

In determining whether an Investment Officer has exercised prudence in the performance of their duty, the determination shall be made taking into consideration:

- The investment of all funds, or funds under the City’s control, over which the Officer had responsibility rather than a consideration as to the prudence of a single investment.
- Whether the investment decision was consistent with the written approved Investment Policy of the City.

The Investment Officer, if acting in accordance with written procedures and exercising due diligence, shall not be held personally liable for any specific investment’s credit risk or market price changes, provided that these deviations are reported immediately and the appropriate action is taken to control adverse developments.

Ethics and Conflicts of Interest [PFIA 2256.005(i)]

The Investment Officer(s), and employees involved in the investment process, shall refrain from any personal business activity that would conflict with the proper execution and management of the investment program, or that would impair their ability to make impartial decisions.

Investment Officer(s) shall disclose any personal or business relationship involving material interests in financial institutions with which the City conducts business. They shall further disclose any personal financial/investment positions that could be related to the performance of the investment portfolio. Investment Officer(s) shall refrain from undertaking personal investment transactions with the same individual or firm with which business is conducted on behalf of the City.

Any Investment Officer(s) of the City who has a personal business relationship with an organization, or is related with the second degree by affinity or consanguinity to an individual, seeking to sell an investment to the City shall file a statement disclosing that relationship, in accordance with the Act, with the Texas Ethics Commission and the City Council.

VI. SUITABLE AND AUTHORIZED INVESTMENTS

City funds may be invested only in the instruments described below, all of which are authorized and further defined by the Act. Investment of City funds in any instrument or security not authorized for investment under the Act is prohibited. The City will not be required to liquidate an investment that becomes unauthorized subsequent to its purchase.

1. Obligations, including letters of credit, of the United States of America, its agencies and instrumentalities, including the Federal Home Loan Banks, but excluding those prohibited by the PFIA.
2. Certificates of Deposit and other evidences of deposit at a financial institution that, i) has its main office or a branch office in Texas and is guaranteed or insured by the Federal Deposit Insurance Corporation or its successor, ii) is secured by obligations in a manner and amount provided by law for deposits of the City, or iii) is placed in compliance with the requirements of the PFIA.
3. Fully collateralized repurchase agreements executed in compliance with the Act, under the terms of an executed Master Repurchase Agreement, and secured in accordance with this Policy.
4. AAA-rated, SEC registered money market mutual funds which strive to maintain a net asset value of \$1.0000 per share.
5. AAA-rated, Texas local government investment pools, which meet all the requirements of the Act. Participation in any pool must be authorized by resolution of the City Council.

Un-Authorized Investments [PFLA 2256.009(b)(1-4)]

Mortgage backed securities including interest-only or principal-only collateralized mortgage obligations (CMO), inverse floating interest rate CMO or CMO with a maturity date of over 10 years are strictly prohibited for investment by the City.

Credit Rating and Effect of Loss of Required Rating [PFLA 2256.021]

No less than quarterly, the Investment Officer will obtain the current credit rating for each held investment from a reliable source to ensure that the investment has maintained the required minimum rating. All prudent measures will be taken to liquidate an investment that is downgraded to less than the required minimum rating.

VII. INVESTMENT PARAMETERS

Maximum Maturities and Maximum WAM [PFLA 2256.005(b)(4)(B)]

The longer the maturity of investments, the greater the price volatility and market risk. Therefore, it is the City's policy to concentrate its investment portfolio in shorter-term securities which match cash flow needs to limit risks caused by changes in interest rates.

The City shall attempt to match its investments with anticipated cash flow requirements. The City's fund-type investment strategies will determine appropriate maximum maturity and weighted average maturity. Certificates of deposit and repurchase agreements may be collateralized using longer dated investments in accordance with this Policy.

Dollar-weighted average maturity will be calculated using the stated final maturity dates of each security. [PFLA 2256.005(b)(4)(C)]

VIII. AUTHORIZED BANKS AND DEALERS

The process of obtaining and contracting with a primary depository to serve the banking service needs of the City will be governed by Chapter 105 of the Local Government Code: Depositories for Government Funds and Chapter 2257, the Public Funds Collateral Act, Texas Government Code.

At least every five (5) years a primary depository shall be selected for banking services through the City's procurement process, which shall include a formal request for application (RFA). The selection of a depository will be determined through a competitive process and evaluation of applications will include the following selection criteria:

- The ability to qualify as a depository for public funds in accordance with State law.

- The ability to provide required banking services.
- Creditworthiness and financial stability of the depository.
- The ability to provide cost effective services as defined by the City based on the lowest net banking service cost, consistent with the ability to provide the required levels of service.

The City may utilize other financial institutions as depositories for deposits and the purchase of certificates of deposit under the terms of a written depository/collateral agreement as defined by this Policy.

Collateral Policy (PFCA 2257.023)

Collateral Pledged to the City by Depositories

Consistent with the requirements of the Public Funds Collateral Act, it is the policy of the City to require full collateralization of all financial institution deposits in a depository above the FDIC insurance coverage. In order to anticipate and provide for market price fluctuations and provide a required level of security for all funds, with the exception of deposits secured with irrevocable letters of credit from a U.S. Government Agency at 100% of principal and accrued interest, the depository will provide and maintain collateral whose market value equals or exceeds 102% of the total value of principal and accrued interest on City deposits less an amount insured by the FDIC.

Any financial institution designated as a depository by the City will provide collateral in accordance with this Policy and applicable State law. The City reserves the right, in its sole discretion, to accept or reject any form of insurance or collateralization pledged towards depository deposits. Financial institutions serving as a depository will be required to sign a Depository/Collateral Agreement with the City. The collateralized deposit portion of the Agreement shall define the City's rights to the collateral in case of default, bankruptcy, or closing and shall establish a perfected security interest in compliance with Federal and State regulations, including:

- The agreement must be in writing;
- The agreement has to be executed by the Depository and the City contemporaneously with the acquisition of the asset;
- The agreement must be approved by the Board of Directors or designated committee of the Depository and a copy of the meeting minutes must be delivered to the City; and
- The agreement must be part of the Depository's "official record" continuously since its execution.

The written agreement will specify the acceptable collateral, require independent safekeeping of the collateral, require City approval before substitution or release of investment securities, provide for original safekeeping receipts, and complete monthly reporting of collateral including the valuation of securities.

A clearly marked evidence of pledge must be supplied to the City and retained by the Investment Officer(s). A monthly collateral report provided by the custodian shall be reviewed by the Investment Officer(s) to assure that the market value of the pledged securities is adequate.

Collateral may be held only by an independent institution including a Federal Reserve Bank, a Federal Home Loan Bank, or a third-party bank approved by the City.

A Repurchase Agreement, as authorized by the Act, has a defined termination date, is secured by a combination of cash and obligations as described by Section 2256.009(a)(1) and requires the securities being purchased by the City or cash held by the City to be pledged to the City, held in the City's account, and deposited at the time the investment is made with the City or with a third-party selected and approved by the City. Securities (termed as collateral) are bought (i.e. owned) under a Repurchase Agreement and will be maintained at a margin of 102% and delivered versus payment. The collateral terms and conditions will be controlled by a written repurchase agreement.

Authorized Collateral For Depositories and Repurchase Agreements

The City shall accept only the following types of collateral:

- Obligations of the United States or its agencies and instrumentalities, including mortgage backed securities which pass the high-risk mortgage obligation test, and irrevocable letters of credit issued by the Federal Home Loan Bank.
- Direct obligations of any U.S. state or its subdivisions rated at least A by at least one nationally recognized rating agency.

All collateral shall be subject to inspection and audit by the Investment Officer(s) and the City's independent auditors.

Authorized Brokers/Dealers (PFLA 2256.025)

The City Council shall, at least annually, review, revise, and adopt a list of qualified broker/dealers (see Attachment A) authorized to engage in securities transactions with the City. To purchase securities, the City must have a list of no less than two broker/dealers.

Authorized brokerage firms may include primary dealers or regional broker/dealers that qualify under Securities & Exchange Commission Rule 15C3-1 (Uniform Net Capital Rule).

Delivery vs. Payment [PFLA 2256.005(b)(4)(E)]

Securities purchased by the City shall be settled into the City's safekeeping agent on a **delivery versus payment** (DVP) basis. DVP assures that City funds will not be released until the purchased security has been received. Securities will be held by an independent third-party safekeeping agent as evidenced by safekeeping receipts.

PFLA Policy Certificates

All local government investment pools and discretionary investment manager firms (business organizations), will be required to provide information regarding the business organization and the individual representative as required by the City. Each business organization will be required to sign a certification acknowledging that the business organization has received and reviewed the City's current Investment Policy and that reasonable procedures and controls have been implemented to preclude investment transactions that are not authorized by the City's Policy as required by the Act. When material changes are made to the Policy, re-certification is required.

IX. PERFORMANCE BENCHMARK

The City's investment portfolio will be managed in accordance with the parameters specified within this Policy including the objective of a reasonable market yield commensurate with the investment risk constraints and the cash flow requirements of the City.

The weighted average yield to maturity (the standard for calculating portfolio rate of return) on the total portfolio will be calculated and reviewed on at least a quarterly basis. In accordance with the City's cash flow needs and based on the maximum weighted average maturity of the adopted Investment Strategy, the City's portfolio shall be designed with the objective of regularly meeting or exceeding the respective Strategy's average yield on the appropriate US Treasury-Bill for the same period. This benchmark is not just a measure of market performance but equally a measure of the risk in the portfolio.

XI. REPORTING (PFLA 2256.023)

The Investment Officers shall prepare for the City Council an investment report on a quarterly basis that summarizes investment strategies employed in the most recent quarter and describes the portfolio in detail and summary information. This reporting shall be made in accordance with the Act.

The quarterly investment report shall include a summary statement of investment activity during the period. This summary will be prepared in a manner that will allow the City Council to ascertain whether investment activities during the reporting period have conformed to the Investment Policy. The report will include the following at a minimum:

- A listing of individual investments held at the end of the reporting period.
- Unrealized gains or losses at the end of the period (the difference between market and book value).
- Average weighted yield to maturity of portfolio.
- Fully accrued interest for the reporting period and total earnings for the period
- The percentage of the total portfolio by type of investment.
- Statement of compliance of the City's investment portfolio with State law and the investment strategy and Policy approved by the City Council.

Market values will be obtained from reputable and independent sources.

In conjunction with the annual audit, an independent auditor will perform a formal annual review of the quarterly reports with the results reported to the City Council by that auditor [*PFLA 2256.023(d)*].

XII. INVESTMENT POLICY ADOPTION [*PFLA 2256.005(e)*]

The City's Investment Policy shall be reviewed and adopted at least annually by resolution of the City Council. It is the City's intent to comply with State laws and regulations. The City's Investment Policy may be revised by Council consistent with changing laws, regulations, or the needs of the City. The City Council shall review and approve the Policy and investment strategies annually, approving any changes or modifications, at a legally scheduled meeting.

Adopted by Hewitt City Council: December 2, 2019

Attachment A

**City of Hewitt, Texas
Authorized Broker/Dealer List**

FHN Financial Capital Markets
Zach Brewer
920 Memorial City Way, 13th Floor
Houston, TX 77024
713-435-4351

Duncan Williams, Inc.
Patrick Boyer
6750 Poplar Avenue
Suite 100
Memphis, TN 38138
901-604-6811

Raymond James & Associates, Inc.
Phil Hartigan
1130 North Carroll Avenue, Ste. 100
Southlake, TX 76092
844-811-7731

Wells Fargo Brokerage Services, L.L.C.
Chuck Landry
1445 Ross Avenue
Suite 210
Dallas, TX 75202
800-937-0998
214-777-4018

Note: The firm name is authorized. Contact data informational only.

HEWITT TEXAS

COUNCIL AGENDA ITEM #17

Discussion concerning a Charter Review Commission.

Sec. 12.11. - Amendment of the charter.

Amendments to this charter may be framed and submitted to the voters of the city in the manner provided by V.T.C.A., Local Government Code § 9.001 et seq.