

HEWITT TEXAS

CITY COUNCIL MEETING AGENDA

August 17, 2020

Budget Workshop – 6:30 PM

Regular Meeting – 7:00 PM

Hewitt 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

Jim Devlin, Police Chief

Lee Garcia, Finance Director

Lance Bracco, Fire Chief

Waynette Ditto, Library Director

Tracy Lankford, Community Dev. Director

Kevin Reinke, Utilities Director

Scott Coleman, General Services Director

Tuck Saunders, Assistant Police Chief

Jessica Higgins, HR Generalist

HEWITT TEXAS

NOTICE OF MEETING OF THE GOVERNING BODY

Notice is hereby given that a **Budget Workshop** meeting of the governing body of the City of Hewitt will be held on the **17th day of August, 2020, at 6:30 PM** in **Hewitt City Hall, Council Chambers, 200 Patriot Court**, Hewitt, Texas, at which time the following subjects will be discussed:

1. Call meeting to order.
2. Briefing and discussion concerning FY 2020-2021 Proposed Budget.
3. 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 7:00 AM/PM on August 12, 2020.

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

COUNCIL AGENDA ITEM FORM

MEETING DATE: August 10, 2020

AGENDA ITEM #: WS-2

SUBMITTED BY: Bo Thomas, City Manager

ITEM DESCRIPTION:

Briefing and discussion concerning FY 2020-2021 Proposed Budget.

STAFF RECOMMENDATION/ITEM SUMMARY:

Highlights from the FY '20-'21 Proposed Budget were presented at the July 6, 2020 council meeting. The revised 2020 Tax Rate Calculation Worksheet was reviewed on July 20, August 3, and August 10, 2020. This item is a continuation of the budget discussions. **Please bring your copy of the budget to the meeting.**

We will have brief presentations by General Services Director Scott Coleman and Community Development Director Tracy Lankford. They will discuss their Departmental personnel, operations, Capital Outlay and future planning. Should future planning be a topic Council desires to discuss, we should look to the fall/winter to set up strategic meetings or possibly a retreat.

FISCAL IMPACT:

Amount Budgeted – \$0
Line Item in Budget – FY '20-'21 budget.

SUGGESTED MOTION:

No action needed

ATTACHMENTS:

HEWITT TEXAS

NOTICE OF MEETING OF THE GOVERNING BODY

Notice is hereby given that a **Regular** meeting of the governing body of the City of Hewitt will be held on the **17th day of August, 2020, at 7:00 PM in Hewitt City Hall, Council Chamber, 200 Patriot Court**, Hewitt, Texas, at which time the following subjects will be discussed and upon which action may be taken:

This council meeting will be open to the public to comply with statutory requirements in regard to the public hearing on the tax rate. All members of the public who wish to attend in person must wear a face covering and social distance as required by Executive Orders of the Governor of the State of Texas Greg Abbott. The meeting will still be streamed live on the city's website at <https://www.cityofhewitt.com/790/Hewitt-TX-TV>.

Citizens who wish to address the Council but do not wish to attend in person, may submit written comments on any items listed on the agenda including the hearing on the budget and tax rate or under the hear visitors. Complete a [Public Comment form](#) available online and submit via email to the [City Secretary](#). Comments must be received no later than **noon** on the date of the meeting, if submitted electronically.

1. Call meeting to order.
2. Pledge of Allegiance to the U.S. Flag
3. 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.*
4. Consider approval of minutes of the City Council Regular Meeting of August 3, 2020, and Special Called Meeting of August 10, 2020.
5. Presentation of report from City Engineer Miles Whitney, P.E.
 - Update on pending utility projects
 - Update on pending street projects
 - Update on pending drainage projects
6. Briefing and discussion concerning Financial Statements ending July 31, 2020
7. Conduct the second of two public hearings on 2020 tax rate.
8. Conduct public hearing on the Fiscal Year 2020-2021 Proposed Budget.
9. Consideration of and action on **Ordinance No. 2020-13** accepting the 2020 Certified Tax Roll.
10. Consideration of and action on **Ordinance No. 2020-14** adopting the 2020 Tax Rate of \$____.
11. Consideration of and action on **Resolution No. 2020-08** approving FY 2020-2021 Master Fee Schedule.
12. Consideration of and action on **Ordinance No. 2020-15** adopting the 2020-2021 Annual Operating and Capital Budget.
13. Consideration of and action on ratification of the property tax increase reflected in the budget.

14. Public hearing and action on **Ordinance No. 2020-16** changing the zoning designation of property known as Lot 15, Block A, Hewitt Mobile Home Park Addition located at 635-639 Sun Valley Blvd. from M-H Manufactured Home to B-P Business Park.
15. Public hearing and action on **Ordinance No. 2020-17** changing the zoning designation of property known as Lot 1, Block 1, Royalton Addition and adjacent MCAD parcel number 139990, located at 701 Hewitt Drive, Hewitt, McLennan County, Texas, from C-1 Restricted Commercial to C-2 General Commercial.
16. Consideration and action on **Resolution No. 2020-09** ordering a General Election for the City of Hewitt on Tuesday, November 3, 2020, to be held as a joint election with McLennan County; authorizing a contract election services; designating polling places and authorizing the City Manager to execute any documents relating to the general election.
17. Discussion and action on conducting only one council meeting on September 21, 2020.
18. Discussion and briefing concerning the Coronavirus (COVID-19) and any actions necessary thereto.
19. **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.
20. 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 7:00 AM/PM on August 12, 2020.

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

COUNCIL AGENDA ITEM FORM

MEETING DATE: August 17, 2020

AGENDA ITEM #: 4

SUBMITTED BY: Lydia Lopez, City Secretary

ITEM DESCRIPTION:

Consider approval of minutes of the City Council Regular Meeting of August 3, 2020, and the Special Called Meeting of August 10, 2020.

STAFF RECOMMENDATION/ITEM SUMMARY:

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

FISCAL IMPACT:

Amount Budgeted – N/A

Line Item in Budget – N/A

SUGGESTED MOTION:

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

ATTACHMENTS:

Draft minutes

HEWITT TEXAS

**MINUTES OF A CITY COUNCIL
REGULAR MEETING
HEWITT CITY HALL – 200 PATRIOT COURT
August 3, 2020 – 7:00 PM**

Attendee Name	Title	Absent	Present	Arrived
Charles D. Turner (presiding)	Mayor, Ward 1	☐	☒	
Wilbert “Walky” Wachtendorf	Mayor Pro Tem, Ward 1	☐	☒	
Bill Fuller	Council Member, Ward 2	☐	☒	
Vacancy	Council Member, Ward 2	☐	☐	
Michael S. Bancale	Council Member, At-Large	☐	☒	
Steve Fortenberry	Council Member, Ward 3	☐	☒	
Erica Bruce	Council Member, Ward 3	☐	☒	

Staff present:

City Manager Bo Thomas
City Secretary Lydia Lopez
Fire Chief Lance Bracco
Police Chief Jim Devlin
Library Director Waynette Ditto

In accordance with social distancing guidelines, the City Council meeting was not opened to the public; however, the meeting was live-streamed for view by the public on the Hewitt TX TV page.

- 1. CALL MEETING 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, and Turner
ABSENT: None
- 2. PLEDGE OF ALLEGIANCE TO THE U.S. FLAG.** Mayor Pro Tem Wilbert “Walky” Wachtendorf led the Pledge of Allegiance.
- 3. 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. NOTE: The public was offered the opportunity to submit written comments on items listed on the agenda or under the hear visitors via the city’s website. **No public comment forms were submitted via the city’s website.**

4. CONSIDER APPROVAL OF MINUTES OF THE CITY COUNCIL REGULAR MEETING OF JULY 20, 2020.

MOTION: Mayor Pro Tem Wilbert “Walky” Wachtendorf moved approval of the minutes as presented but allow for corrections.

SECOND: Council Member Michael Bancale

AYES: Fuller, Bancale, Wachtendorf, Fortenberry, Bruce, and Turner

NAYES: None

ABSENT: None

MOTION PASSED.

5. CONSIDERATION AND ACTION ON SETTING DATE OF AUGUST 10, 2020, FOR A PUBLIC HEARING ON THE FISCAL YEAR 2020-2021 PROPOSED ANNUAL BUDGET.

MOTION: Council Member Michael Bancale moved to set the date of August 10, 2020, 7:00 PM for a public hearing on the Fiscal Year 2020-2021 Proposed Annual Budget.

SECOND: Council Member Bill Fuller

AYES: Fuller, Bancale, Wachtendorf, Fortenberry, Bruce, and Turner

NAYES: None

ABSENT: None

MOTION PASSED.

6. VOTE TO PLACE ADOPTION OF THE PROPOSED 2020 TAX RATE ON A FUTURE AGENDA AND TO SET DATES FOR TWO PUBLIC HEARINGS.

City Manager Bo Thomas presented options for Council consideration of the record vote. He clarified that the Council would be voting on the rate to be advertised for the public hearings and not adopting the actual tax rate. Each Council Member expressed their opinions on where they stood in terms of increasing taxes or not. City Attorney Mike Dixon encouraged the Council to consider setting the tax rate slightly higher than the current rate to allow some flexibility to propose a rate higher should there be a need. Mr. Dixon advised that there were still a lot of variables with information received from the Appraisal District and what was presented was a Certified Estimate of the 2020 Appraisal Values. Council Member Steve Fortenberry asked Police Chief Jim Devlin, Fire Chief Lance Bracco, and Library Director Waynette Ditto if the budget presented met their departmental needs. All responded affirmatively. Council Member Fortenberry further requested a budget workshop. City Manager Bo Thomas stated this workshop could be placed on the next meeting August 10, 2020.

MOTION: Council Member Erica Bruce moved to vote to place adoption of a tax rate \$.551506 cents per \$100 valuation, equaling \$.219972 cents for debt service and \$.331534 cents for maintenance and operations, as an action item for the August 17, 2020, council meeting to be held at the 7:00 PM at Hewitt City Hall - Council Chambers, 200 Patriot Court, Hewitt, Texas AND I move to set two public hearings, as required by law, to be held on Monday, August 10, 2020, at 7:00 PM and Monday, August 17, 2020, at 7:00 PM, at Hewitt City Hall – Council Chambers, 200 Patriot Court, Hewitt, Texas.

SECOND: Council Member Steve Fortenberry

AYES: Fuller, Bancale, Fortenberry, Bruce, and Turner

NAYES: Wachtendorf

ABSENT: None

MOTION PASSED.

7. **DISCUSSION AND BRIEFING CONCERNING THE CORONAVIRUS (COVID-19) AND ANY ACTIONS NECESSARY THERETO.** City Manager Bo Thomas presented and recommended approval of the amended order as presented. This order extends the current order through August 18, 2020.
MOTION: Council Member Michael Bancale moved to approve order dated August 4, 2020.
SECOND: Council Member Bill Fuller
AYES: Fuller, Bancale, Wachtendorf, Fortenberry, Bruce, and Turner
NAYES: None
ABSENT: None
MOTION PASSED.
8. **BRIEFING AND DISCUSSION CONCERNING FY 2020-2021 PROPOSED BUDGET.** City Manager Bo Thomas presented a historical perspective of sales tax revenues for fiscal years 2011 to present. This information was being presented in response to an inquiry of how the budget has been impacted by the CORONAVIRUS (COVID-19). Mr. Thomas announced that there would be a budget workshop at the next meeting.
9. **ADJOURN.**
MOTION: Council Member Bill Fuller moved to adjourn the Regular meeting at 8:05 PM.
SECOND: Council Member Erica Bruce
AYES: Fuller, Bancale, Wachtendorf, Fortenberry, and Turner
NAYES: None
ABSENT: Bruce
MOTION PASSED.

Approved: _____

ATTEST:

Lydia Lopez, City Secretary

Charles D. Turner, Mayor

HEWITT TEXAS

**MINUTES OF A CITY COUNCIL
SPECIAL CALLED MEETING
HEWITT CITY HALL – 200 PATRIOT COURT
August 10, 2020 – 7:00 PM**

Attendee Name	Title	Absent	Present	Arrived
Charles D. Turner (presiding)	Mayor, Ward 1	☐	☒	
Wilbert “Walky” Wachtendorf	Mayor Pro Tem, Ward 1	☐	☒	
Bill Fuller	Council Member, Ward 2	☐	☒	7:01 PM
Vacancy	Council Member, Ward 2	☐	☐	
Michael S. Bancale	Council Member, At-Large	☐	☒	
Steve Fortenberry	Council Member, Ward 3	☐	☒	
Erica Bruce	Council Member, Ward 3	☐	☒	

Staff present:

City Manager Bo Thomas
City Secretary Lydia Lopez
Fire Chief Lance Bracco
Police Chief Jim Devlin
Library Director Waynette Ditto

In accordance with social distancing guidelines, the City Council meeting was not opened to the public; however, the meeting was live-streamed for view by the public on the Hewitt TX TV page.

- 1. CALL MEETING 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, and Turner
ABSENT: None
- 2. PLEDGE OF ALLEGIANCE TO THE U.S. FLAG.** Mayor Charlie Turner asked Council Member Erica Bruce to lead the Pledge of Allegiance.
- 3. CONDUCT PUBLIC HEARING ON THE FISCAL YEAR 2020-2021 PROPOSED BUDGET.** Mayor Turner opened the hearing and announced that one Public Comment form was submitted from Mr. Bob Potter, 409 W Wall Street. He quoted Mr. Potter’s comment as “Round the tax rate to no more than 3 decimals, i.e. \$.54 or \$.541. Consider funding the short term financing capital outlays of \$564.619 with some of the unrestricted funds. This would avoid interest charges and provide more budget flexibility in the out years.” Mayor Turner called for those speaking in favor and those speaking against. No one appeared for or against. The public hearing was closed.

4. CONDUCT THE FIRST OF TWO PUBLIC HEARINGS ON 2020 TAX RATE.

Mayor Charlie Turner called for those wishing to speak in favor and those wishing to speak against. No one appeared for or against. The public hearing was closed. City Manager Bo Thomas clarified that the Council approved a ceiling for the tax rate at the last meeting of \$.551506 based on the calculations presented by the Tax Assessor's Office. Mr. Thomas further advised the Council that changes were submitted on the 2020 Tax Rate Calculation Worksheet the following day on August 4, 2020. He noted the new tax rate calculations as follows: No-new-revenue tax rate – 0.529873; Voter-Approval Tax Rate – 0.548838; De minimis rate – 0.674209. Mayor Turner clarified that the 2020 tax rate has not been set.

5. MOTION TO ANNOUNCE THAT AUGUST 17, 2020, AT 7:00 P.M. AT THE HEWITT CITY HALL, 200 PATRIOT COURT, AS THE DATE TO VOTE ON THE 2020 TAX RATE.

MOTION: Council Member Michael Bancale moved to set the date of August 17, 2020, at 7:00 PM, at the Hewitt City Hall, 200 Patriot Court, as the date to vote on the 2020 tax rate.

SECOND: Council Member Erica Bruce

AYES: Fuller, Bancale, Wachtendorf, Fortenberry, Bruce, and Turner

NAYES: None

ABSENT: None

MOTION PASSED.

6. BRIEFING AND DISCUSSION CONCERNING FY 2020-2021 PROPOSED BUDGET. City Manager Bo Thomas presented a Comparison of Surrounding Tax Rates and noted that Hewitt has one of the largest homestead exemptions in the County at 20%. This exemption reduces the tax rate from \$.54 to \$.43. Mr. Thomas also presented scenarios on the comparison of the current rate of \$.539677 and the rollback rate of \$.548838 to assist Council in their task of setting the 2020 tax rate. (Handouts distributed on file in the City Secretary's Office.) The following Department Heads submitted a summary of their departmental budgets: Police Chief Jim Devlin, Fire Chief Lance Bracco, Library Director Waynette Ditto, and Utilities Director Keven Reinke. General discussion was held about future water needs, ensuring ample water supply for the future, and the purchase of water from the City of Waco. Mr. Thomas concluded the discussion by announcing that General Services Director Scott Coleman would be presenting his budget summary at the next meeting and announced that in light of an advisory received from TML, the next meeting will be opened to the public to comply with the statutory-required property tax hearing on the tax rate.

7. ADJOURN.

MOTION: Council Member Bill Fuller moved to adjourn the Regular meeting at 8:19 PM.

SECOND: Council Member Michael Bancale

AYES: Fuller, Bancale, Wachtendorf, Fortenberry, Bruce, and Turner

NAYES: None

ABSENT: None

MOTION PASSED.

Approved: _____

ATTEST:

Lydia Lopez, City Secretary

Charles D. Turner, Mayor



COUNCIL AGENDA ITEM FORM

MEETING DATE: August 17, 2020

AGENDA ITEM #: 5

SUBMITTED BY: Miles Whitney, P.E.

ITEM DESCRIPTION:

Presentation of report from City Engineer

- Update on pending utility projects
- Update on pending street projects
- Update on pending drainage projects

STAFF RECOMMENDATION/ITEM SUMMARY:

The City Engineer will present and respond to any questions regarding the Engineer's Report.

FISCAL IMPACT:

Amount Budgeted – N/A

Line Item in Budget – N/A

SUGGESTED MOTION:

There is no action required.

ATTACHMENTS:

Report

HEWITT TEXAS

CITY ENGINEER'S REPORT

August 11, 2020

Utility Projects

FM 2113; Spring Valley Rd.

Contractor is working on the sewer portion of the project. In speaking with the Contractor, they intend for an additional crew to mobilize within the next 2 weeks to begin the waterline installation. Regarding the Agreement documents, I spoke with TxDOT and they indicated that the agreement documents have not been finalized on their end, yet.

Street/Transportation Projects

E. Warren Street Improvements

Geotechnical bores have been ordered; plans are being developed.

Ritchie Rd. Street Improvements (Patriot Court to Hewitt Dr.)

Plans are completed, finalizing construction documents, should begin advertising for bids first part of September.

FM 1695 Sidewalk Project (Panther Way, and Hewitt Dr. Area)

Contractor is to be working on the area in front of Midway ISD to get that portion completed.

Drainage Projects

208/212 Cross Country Drainage Improvements

No reply, as of yet. I have been requesting weekly updates as to the status of the easement. I am told that the easement is in the hands of the property owners attorney.

By:

Miles W. Whitney, P.E.

Note: All dates are approximate and subject to change.





COUNCIL AGENDA ITEM FORM

MEETING DATE: August 17, 2020

AGENDA ITEM #: 6

SUBMITTED BY: Lee Garcia, Finance Director

ITEM DESCRIPTION:

Briefing and discussion concerning Financial Statements ending July 31, 2020.

STAFF RECOMMENDATION/ITEM SUMMARY:

The financial statements ending July 31, 2020 were sent electronically on August 11, 2020. This is an opportunity for the council to ask any questions or make comments.

FISCAL IMPACT:

Amount Budgeted – N/A

Line Item in Budget – N/A

SUGGESTED MOTION:

No action required.

ATTACHMENTS:

None.

HEWITT TEXAS

COUNCIL AGENDA ITEM FORM

MEETING DATE: August 17, 2020

AGENDA ITEM #: 7

SUBMITTED BY: Lee Garcia, Finance Director

ITEM DESCRIPTION:

Conduct second of two public hearings on 2020 tax rate.

STAFF RECOMMENDATION/ITEM SUMMARY:

The State of Texas Tax Code requires that a municipality hold a public hearing on the proposed tax rate at the meeting to adopt the tax rate. This will be the second public hearing on the proposed tax rate. The Mayor will open the public hearing to receive any comments and then close the hearing.

No action is required of the Council.

FISCAL IMPACT:

Amount Budgeted – N/A
Line Item in Budget – N/A

SUGGESTED MOTION:

N/A

ATTACHMENTS:

None



COUNCIL AGENDA ITEM FORM

MEETING DATE: August 17, 2020

AGENDA ITEM #: 8

SUBMITTED BY: Lee Garcia, Finance Director

ITEM DESCRIPTION:

Conduct public hearing on the Fiscal Year 2020-2021 Proposed Annual Budget.

STAFF RECOMMENDATION/ITEM SUMMARY:

This will be another opportunity for the public to speak concerning the FY 2020-2021 Proposed Annual Budget.

No action is required of the Council.

FISCAL IMPACT:

Amount Budgeted – NA
Line Item in Budget – NA

SUGGESTED MOTION:

None

ATTACHMENTS:

None

HEWITT TEXAS

COUNCIL AGENDA ITEM FORM

MEETING DATE: August 17, 2020

AGENDA ITEM #: 9

SUBMITTED BY: Lee Garcia, Finance Director

ITEM DESCRIPTION:

Consideration of and action on an **Ordinance No. 2020-13** accepting 2020 Certified Tax Roll.

STAFF RECOMMENDATION/ITEM SUMMARY:

Please see attached ordinance on the Tax Roll. The approval of this ordinance officially accepts the 2020 Certified Tax Roll.

FISCAL IMPACT:

Amount Budgeted – N/A
Line Item in Budget – N/A

SUGGESTED MOTION:

“I move to approve Ordinance No. 2020-13 accepting the 2020 Certified Tax Roll.”

ATTACHMENTS:

Ordinance approving Tax Roll
2020 Certified Tax Values

ORDINANCE NO. 2020-13

AN ORDINANCE OF THE CITY OF HEWITT, TEXAS, ACCEPTING AND APPROVING THE TAX ROLL OF THE CITY OF HEWITT AND DECLARING AN EFFECTIVE DATE.

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

SECTION 1. That the tax roll of the City of Hewitt for 2020, as certified by the McLennan County Appraisal District, is hereby accepted and approved.

SECTION 2. That this ordinance is in full force and effect from and after its passage.

PASSED AND APPROVED THIS 17th day of August, 2020.

CITY OF HEWITT, TEXAS

By: _____
Charles D. Turner, Mayor

ATTEST:

Lydia Lopez, City Secretary

THE STATE OF TEXAS §

COUNTY OF McLENNAN §

**CERTIFIED ESTIMATE OF THE 2020 APPRAISAL
VALUES FOR McLENNAN COUNTY APPRAISAL
DISTRICT**

I, JOE DON BOBBITT, RPA, CHIEF APPRAISER FOR McLENNAN COUNTY APPRAISAL DISTRICT, HEREBY CERTIFY THAT THE ATTACHED ARE THE CERTIFIED ESTIMATE OF VALUES OF McLENNAN COUNTY APPRAISAL DISTRICT WHICH LISTS TAXABLE PROPERTY FOR THE FOLLOWING TAXING UNITS:

Axtell Independent School District
Bosqueville Independent School District
Bruceville-Eddy Independent School District
China Spring Independent School District
Connally Independent School District
Crawford Independent School District
Gholson Independent School District
Hallsburg Independent School District
La Vega Independent School District
Lorena Independent School District
Mart Independent School District
McGregor Independent School District
Midway Independent School District
Moody Independent School District
Robinson Independent School District
Riesel Independent School District
Ogelsby Independent School District
Valley Mills Independent School District
Waco Independent School District
West Independent School District
McLennan County
McLennan Community College
Castleman Creek Watershed

City of Bellmead
City of Beverly Hills
City of Bruceville-Eddy
City of Crawford
City of Gholson
City of Golinda
City of Hallsburg
City of Hewitt
City of Lacy-Lakeview
City of Leroy
City of Lorena
City of Mart
City of McGregor
City of Moody
City of Riesel
City of Robinson
City of Valley Mills
City of Waco
City of West
City of Woodway
McLennan County Water Control Dist. #2
McLennan & Hill Counties Tehuacana Creek
Elm Creek Watershed

7/25/2020
Date Delivered

7-28-2020
Date Received





SEC.26.01 (a)

2020 CERTIFIED ESTIMATE

Property Count: 5,976

62 - HEWITT, CITY OF

Grand Totals

7/24/2020

6:32:11PM

Land		Value			
Homesite:		111,349,695			
Non Homesite:		119,383,219			
Ag Market:		19,336,990			
Timber Market:		0	Total Land	(+)	250,069,904
Improvement		Value			
Homesite:		730,733,961			
Non Homesite:		243,774,606	Total Improvements	(+)	974,508,567
Non Real		Count	Value		
Personal Property:	487		72,744,010		
Mineral Property:	0		0		
Autos:	0		0	Total Non Real	(+) 72,744,010
			Market Value	=	1,297,322,481
Ag	Non Exempt	Exempt			
Total Productivity Market:	19,336,990	0			
Ag Use:	138,540	0	Productivity Loss	(-)	19,198,450
Timber Use:	0	0	Appraised Value	=	1,278,124,031
Productivity Loss:	19,198,450	0			
			Homestead Cap	(-)	1,947,336
			Assessed Value	=	1,276,176,695
			Total Exemptions Amount (Breakdown on Next Page)	(-)	242,403,831
			Net Taxable	=	1,033,772,864

APPROXIMATE TOTAL LEVY = NET TAXABLE * (TAX RATE / 100)
 5,579,034.38 = 1,033,772,864 * (0.539677 / 100)

Tax Increment Finance Value: 0
 Tax Increment Finance Levy: 0.00

HEWITT TEXAS

COUNCIL AGENDA ITEM FORM

MEETING DATE: August 17, 2020

AGENDA ITEM #: 10

SUBMITTED BY: Lee Garcia, Finance Director

ITEM DESCRIPTION:

Consideration of and action on an **Ordinance No. 2020-14** adopting the 2020 Tax Rate of \$____.

STAFF RECOMMENDATION/ITEM SUMMARY:

Attached is the ordinance setting the 2020 tax rate. According to the Texas Property Tax Code, Section 26.05(b), the motion to adopt the ordinance must be stated as follows:

Adoption of 2020 tax rate:

"I move that the property tax rate be increased by the adoption of a tax rate of \$____, which is effectively a ____% increase in the tax rate."

After the motion, the City Secretary will poll the council for the record vote.

FISCAL IMPACT:

Amount Budgeted – N/A

Line Item in Budget – N/A

SUGGESTED MOTION:

"I move approval of Ordinance No. 2020-14 that the property tax rate be increased by the adoption of a tax rate of \$____, which is effectively a ____% increase in the tax rate."

ATTACHMENTS:

Ordinance Adopting the Tax Rate

Published Notice of Public Hearing on Tax Increase

City of Hewitt Adoption Letter

ORDINANCE NO. 2020-14

AN ORDINANCE OF THE CITY OF HEWITT, TEXAS, ADOPTING THE TAX RATE AND LEVYING THE AD VALOREM TAXES FOR THE FISCAL YEAR 2020-2021 ON ALL TAXABLE PROPERTY WITHIN AND SUBJECT TO TAXATION WITHIN THE CITY AS OF JANUARY 1, 2020, TO PROVIDE REVENUES FOR THE PAYMENT OF CURRENT EXPENDITURES AND DEBT SERVICE; PROVIDING FOR THE REPEAL OF ALL ORDINANCES IN CONFLICT; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, all notices have been given and public hearings held as required by law to adopt a tax rate for 2020;

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

SECTION 1. That there be and is hereby levied for the year 2020, on all taxable property, real, personal and mixed, situated within the limits of the City of Hewitt, Texas as of January 1, 2021, and not exempt by the Constitution of the State and valid State laws, a tax of \$_____ on each \$100 of assessed valuation of taxable property, and such taxes shall be apportioned and distributed as follows:

- (A) \$0._____ to provide revenues for maintenance and operations and;
- (B) \$0._____ for debt service.

THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE.

THE TAX RATE WILL EFFECTIVELY BE RAISED BY ____% AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$_____.

SECTION 2. That all ad valorem taxes shall become due and payable on October 1, 2020, and all ad valorem taxes for the year shall become delinquent after January 31, 2021.

SECTION 3. That all ordinances of the City of Hewitt in conflict with the provisions of this ordinance are hereby repealed.

SECTION 4. That should any sentence, paragraph, subdivision, clause, phrase or section of this ordinance be adjudged or held to be unconstitutional, illegal or invalid, the same shall not affect the validity of this ordinance as a whole or any part or provision thereof other than the part thereof decided to be unconstitutional, illegal or invalid.

SECTION 5. This ordinance shall take effect on October 1, 2020.

PASSED AND APPROVED THIS 17th day of August, 2020.

CITY OF HEWITT, TEXAS

By: _____
Charles D. Turner, Mayor

ATTEST:

Lydia Lopez, City Secretary

NOTICE OF PUBLIC HEARING ON TAX INCREASE

PROPOSED TAX RATE	0.551506 per \$100
NO-NEW REVENUE TAX RATE	0.529873 per \$100
VOTER-APPROVAL TAX RATE	0.548838 per \$100
DE MINIMIS RATE	0.674209 per \$100

The no-new-revenue tax rate is the tax rate for the 2020 tax year that will raise the same amount of property tax revenue for City of Hewitt from the same properties in both the 2019 tax year and the 2020 tax year.

The voter-approval tax rate is the highest tax rate that City of Hewitt may adopt without holding an election to seek voter approval of the rate, unless the de minimis rate for City of Hewitt exceeds the voter-approval tax rate for City of Hewitt

The de minimis rate is the rate equal to the sum of the no-new-revenue maintenance and operations rate for City of Hewitt, the rate that will raise \$500,000, and the current debt rate for City of Hewitt

A public hearing on the proposed tax rate will be held on August 17, 2020 at 7:00 PM at Hewitt City Hall 200 Patriot Court Hewitt TX 76643.

The proposed tax rate is greater than the voter-approval tax rate, but not greater than the de minimis rate. However, the proposed tax rate exceeds the rate that allows voters to petition for an election under Section 26.075, Tax Code. If City of Hewitt adopts the proposed tax rate, the qualified voters of the City of Hewitt may petition the City of Hewitt to require an election to be held to determine whether to reduce the proposed tax rate. If a majority of the voters reject the proposed tax rate, the tax rate of the City of Hewitt will be the voter-approval tax rate of the City of Hewitt.

YOUR TAXES OWED UNDER ANY OF THE ABOVE RATES CAN BE CALCULATED AS FOLLOWS:

$$\text{property tax amount} = (\text{tax rate}) \times (\text{taxable value of your property}) / 100$$

The members of the governing body voted on the proposed tax increase as follows:

FOR:

Mayor Charles 'Charlie' Turner
Steve Fortenberry
Dr. Erica Bruce

Bill Fuller
Michael Bancale

AGAINST:

Mayor Pro-Tem Wilbert Wachtendorf

PRESENT and not voting:

ABSENT:

The 86th Texas Legislature modified the manner in which the voter-approval tax rate is calculated to limit the rate of growth of property taxes in the state.

The following table compares the taxes imposed on the average residence homestead by City of Hewitt last year to the taxes proposed to be imposed on the average residence homestead by City of Hewitt this year:

	2019	2020	Change
Total Tax Rate (per \$100 of value)	0.539677	0.551506	increase of \$0.011829 OR 2.19%
Average homestead taxable value	157,810	162,654	increase of 3.06%
Tax on average homestead	851.66	897.05	increase of \$45 OR 5.32%
Total tax levy on all properties	5,424,142	5,670,680	increase of \$246,539 OR 4.54%

For assistance with tax calculations, please contact the tax assessor for City of Hewitt at 254-757-5130 or property.tax@co.mclennan.tx.us, or visit www.co.mclennan.tx.us/tax for more information.

Randy H. Riggs, CPA
McLennan County
Tax Assessor/Collector



P O Box 406
Waco, TX 76703
(254) 757-5130
Fax (254) 757-5141
Randy.riggs@co.mclennan.tx.us

Date: August 7, 2020

Dear City of Hewitt,

Under the Truth-in Taxation laws, it is the duty of the Tax Assessor-Collector to calculate the No-New-Revenue Tax Rate and the Voter-Approval Tax Rate for the entities for which he collects tax and to publicize these rates and other items of information in a way that will come to the attention of the entities' property owners. After this has been done, the governing bodies of the taxing units must adopt by ordinance, resolution, or order the rate for the current tax year. Our office has complied with the calculation and publication requirement. Enclosed you will find a copy of your unit's 2020 rate calculations as published in Waco Tribune-Herald.

You may do one of three things as far as the No-New-Revenue Tax Rate is concerned: 1) Adopt the rate as calculated 2) Adopt a lower rate 3) Adopt a higher rate. Should you choose to adopt the rate as calculated, a lower rate, or a rate which is no more than the notice and hearing rate, you may do so at any public meeting of your governing body. The notice and hearing rate is the lower of the No-New-Revenue rate or the Voter-Approval rate. Adopting the tax rate must be a separate agenda item. If your unit's tax rate contains a debt component, **you must adopt the debt rate published in the No-New-Revenue calculations.**

If you wish to adopt a rate more than the notice and hearing rate, **you must advertise your intentions according to State guidelines and hold public hearings before you can legally do so.** If you adopt a rate that exceeds the calculated Voter-Approval Rate, you should know that the voters of your district have the power to roll back the rate to no more than the Voter-Approval Rate (school districts have an automatic Voter-Approval election.).

******IF YOUR UNIT'S TAX RATE CONTAINS A DEBT COMPONENT, YOU MUST ADOPT THE DEPT RATE PUBLISHED IN THE NO-NEW-REVENUE & VOTER-APPROVE RATE CALCULATIONS.*******

Below you will find items that will help you in determining your 2020 tax rate. If you have any questions, feel free to contact our office.

- 1) Total Certified Taxable Value-value certified to us by the McLennan County Appraisal District that includes all real and personal property with all applicable exemptions deducted.
- 2) Taxable Value of New Improvements-value of properties that appear on the roll for the first time in 2020.
- 3) Anticipated collection rate (ACR) for the coming year-used to adjust upward the Debt Component of the No-New-Revenue Tax Rate (NNR) to offset expected delinquencies. The ACR is our best estimate of the total amount of taxes, penalty, interest, and attorney fee that will be collected between July 1, 2019 and June 30, 2020. If the ACR is 100% or more, no adjustment in the calculation of the debt rate is allowed. If your NNR does not contain a debt component, the ACR will have no effect on the calculation.

2020 Total Certified Taxable Value	<u>\$903071749</u>
2020 Taxable Value of New Improvements	<u>\$13,208,016</u>
2020 Anticipated Collection Rate (ACR)	99%
2020 No-New-Revenue Tax Rate (NNR)	<u>.529873</u> Per \$100 valuation
2020 Voter-Approval Rate	<u>.551506</u> Per \$100 valuation
2020 De minimis Rate	<u>.574209</u> Per \$100 valuation

WHEN YOU HAVE ADOPTED THE 2020 TAX RATE FOR YOUR UNIT, PLEASE WRITE THAT RATE IN THE SPACE PROVIDED BELOW.

“We, the governing body of City of Hewitt,
have adopted the following tax rate for 2020.

M&O	.
I&S	.219972
TOTAL	.

If this rate exceeds the Notice and Hearing Rate, we certify that we have followed the “Truth-in-Taxation” notice and hearing laws and have adopted the new rate by voting in a public meeting.

Please have the members of your governing body sign below and return to our office by **August 31, 2020**, but **not later than September 4, 2020**. We would appreciate you getting this information to us as close to the above date as possible to give us plenty of time to print the statements for mailing. **Thank you very much for your consideration.**

Randy H. Riggs, CPA
McLennan County Tax Assessor/Collector

Governing Body Members' Signatures:

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

DATE

HEWITT TEXAS

COUNCIL AGENDA ITEM FORM

MEETING DATE: August 17, 2020

AGENDA ITEM #: 11

SUBMITTED BY: Lee Garcia, Finance Director

ITEM DESCRIPTION:

Consideration of and action on **Resolution No. 2020-08** approving FY 2020-2021 Master Fee Schedule.

STAFF RECOMMENDATION/ITEM SUMMARY:

The Master Fee Schedule, as follows, is presented as part of the city's annual budget for approval by Resolution by city council. Staff recommends the attached rates.

FISCAL IMPACT:

Amount Budgeted – N/A
Line Item in Budget – N/A

SUGGESTED MOTION:

“I move to approve Resolution No. 2020-08 approving the FY 2020-2021 Master Fee Schedule.”

ATTACHMENTS:

Master Fee Schedule
Resolution on Master Fee Schedule

RESOLUTION NO. 2020-08

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF HEWITT, TEXAS, ADOPTING THE "MASTER FEE SCHEDULE"; REPEALING ALL RESOLUTIONS IN CONFLICT; DECLARING AN EFFECTIVE DATE; AND FINDING AND DETERMINING THAT THE MEETING AT WHICH THIS RESOLUTION IS PASSED IS OPEN TO THE PUBLIC AS REQUIRED BY LAW.

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

Section 1. That the City of Hewitt Master Fee Schedule is hereby adopted to implement and/or revise various fees related to City Services as shown on the attachment "A" and incorporated herein by reference.

Section 2. That should any section, clause, or provision of this resolution be declared by court of competent jurisdiction to be invalid, the same shall not affect the validity of this resolution or any other resolution of the City as a whole or any part thereof, other than the part so declared to be.

Section 3. That this resolution shall become effective immediately upon passage, and be applied to all charges on or after October 1, 2020.

Section 4. That it is hereby officially found and determined that the meeting at which resolution is adopted was noticed and has been open to the public as required by law.

PASSED AND APPROVED this 17th day of August 2020.

CITY OF HEWITT

Charles D. Turner, Mayor

ATTEST:

Lydia Lopez, City Secretary

HEWITT MASTER FEE SCHEDULE

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PERMIT FEES

New Construction

New Construction Building Permit	\$0.23 sq. ft. under roof (per floor) min \$320
Electrical Permit	\$0.07 sq. ft. under roof (per floor)
Plumbing Permit	\$0.07 sq. ft. under roof (per floor)
Mechanical Permit	\$0.07 sq. ft. under roof (per floor)

General Permits

Alcohol Permit	\$60
Carport Permit	\$50, \$0.20 per sq. ft.
Commercial Accessory Building	\$150 min, \$.30 per sq. ft.
Commercial Building Permit – Temporary 72 hr.	\$50
Commercial Occupancy Inspection	\$50
Deck Permit	\$30
Demolition Permit	\$100
Estate Sale/Auction	\$50
Fence Permit	\$35
Flat Work Permit	\$40 min, \$0.02 per sq. ft.
Foundation Repair	\$30
Garage Sales	\$15
Gas Permit	\$24, \$6 per appliance
Hot Tub/Spa	\$50
Land Clearing Filling or Grading Permit	\$240
Lawn Sprinkler System Permit	\$25 base, \$1 per head/\$10 backflow
Mobile Home Move-In Permit	\$35
Moving a Building Permit	\$100

Patio Cover	\$35 min, \$0.10 per sq. ft.
Re-Inspect Fee	\$25 1 st time; \$10 increase cumulative after
Remodeling Permit	\$200 flat fee
Residential Accessory Building Permit	\$40 for 120 sq. ft. more + \$0.08 per sq. ft.
Roof Permit	\$35
Sign Permit	
Up to 72 sq. ft.	\$44
Up to 300 sq. ft.	\$75
Up to 600 sq. ft.	\$100
Sign Variance Request	\$250
Swimming Pool Permit (above/inground)	\$100/\$150
Temporary On-Site Storage Containers	\$10 first 15 days + \$25 next 16 days + \$50 for >30 days/year
Window Replacement Fee	\$25/\$25 Re-Inspect Fee

Electrical

Electrical Permit	\$24
Up to 400 Amp	\$11
Over 400 Amp	\$24
3 Phase Circuits	\$7
220 Circuits	\$6
110 Circuits	\$5
Equipment Motors	
½ hp – 50 hp	\$11
Over 50 hp	\$24
Transformers	
Up to 50 KVA	\$11
Over 50 KVA	\$24
Elevators	\$54
Signs	\$24
Temporary Service	
Carnivals or Similar	\$54

Mechanical

Mechanical Permit	\$24
Up to 250,000 BTU	\$17
250,000 – 500,000 BTU	\$34
Each Ad. 50,000 Over 500,000 BTU	\$5
Refrigerated Air Systems	
Up to 5 Tons	\$17
Over 5 Tons	\$34
Each Ad. Ton Over	\$5
Ventilation Systems	

Installation Blower or fan to duct system for each building	\$24
Plumbing	
Plumbing Permit	\$24
Per Fixture, Traps, etc.	\$6
Sewer/Water	\$8
Vacuum Breakers	\$8
Backflow Device	\$24
Roof Drain Permit	\$24
Discharge Line	\$8
Roof Drain	\$6

Planning & Zoning

Application for Abandonment of Public Right of Way	\$300
Application for Amendment of the Zoning Ordinance	\$300
Application for Appeal to Board of Adjustment	\$500
Application for Preliminary Plat	\$150 + \$2 per acre
Application for Final Plat, Amended Plat, Administrative Plat	\$200
Application for Final Plat and Re-Plat with Infrastructure	\$200 + \$27 per lot
Application for Platting or Re-Platting with Variance Request	\$250 + \$2 per lot
Plat/Plan Review other than Original Review (Staff)	\$50 per hour, one hour minimum
Plat/Plan Review other than Original Review (Engineer)	\$150 per hour, one hour minimum

Network Nodes, Node Support Poles & Transfer Facilities

Network Nodes-Application Fee	Lesser of: actual cost or \$500 for up to 5 Network Nodes, and \$250 for each additional Network Node on a permit (up to 30, per Sec 284.152(b))
Network Nodes-Annual Rental Rate	\$1,500 per Network Node site, with annual CPI adjustment
Node Support Poles-Application Fee	\$1,000 for each pole
Node Support Poles-Annual Rental Rate	\$1,500 per Network Node site, with annual CPI Adjustment
Transfer Facilities-Application Fee	\$500 for an application including up to 5 Network Nodes, and \$250 for each additional Network Node on a permit
Transfer Facilities-Monthly Rental Rate	\$500 monthly for each Network Node site
For all other applicants	\$200

FIRE PROTECTION FEES

Fire Protection Systems	\$55
Per Head	\$0.25
Underground Main	\$50
Fire Pump	\$30
Stand Pipe System	\$55
Per Outlet	\$5
Fire Alarm System	\$55
Per Device	\$1
Hood and Duct System	\$30
Per Nozzle	\$2.50
Commercial Paint Spray	\$30
Other Fire Suppression System	\$30
Per Head	\$55

POLICE DEPARTMENT FEES

Accident Reports	\$6
Animal Registration	\$10 first 2 pets; \$2 each additional
Animal Reclaim/Disposal Fee	\$75

ADMINISTRATION FEES

Returned Check Fee	\$35
NSF Electronic Draft Fee	\$35
Copies of Public Information	
Standard – 8.5x11	\$0.10 per page
Oversize – 11x17	\$0.50 per page
Postage/Shipping	Actual Cost
Other Media	
Audio Cassette	\$1 each
CD/RW or CD/R	\$1 each
Other Charges	Actual Cost

LIBRARY FEES

Book	\$0.25 per day
DVD, Play-a-way, Audiobooks, VHS	\$1 per day
Tex-Share ILL	\$1 per day + \$5 processing fee + any fee by lending library
Lost Book	Cost of book + \$5 processing fee
Damaged Books	Cost of damage is calculated by the amount of damage divided by cost of book + \$5 processing fee
Barcode Replacement	\$1
Media Case Replacement	\$5
Hanging Bag	\$1
3D Printing	\$0.10 per gram
Paper Copy – Black & White	\$0.15
Paper Copy – Color	\$1.25
Large format Printing	Estimate per item: L x W x .035 x 40%
Proctor Exam Fee	\$15/hr (waived for Hewitt residents)
Lost Library Card Replacement	\$1
Return Check Fee	\$35
Out of County Fee (excludes people that work In Hewitt and live outside McLennan County)	\$40 annual fee

PARK FEES

Amphitheatre

Private	\$150 per hour (3 hr min) (\$135 per addtl hour)
Deposit	\$200 refundable deposit
Water Key Fee	\$50 fee (\$35 refundable deposit; \$15 water fee)
EVENT Package 1: Deposit	\$250 refundable deposit
Amphitheater only-Fri-Sun	\$1400 (10am–10pm) (\$125/addtl hr prior to 10am)
Amphitheatre only-Mon-Thurs	\$1100 (10am–10pm) (\$115/addtl hr prior to 10am)
EVENT Package 2: Deposit	\$400 refundable deposit
Amphitheatre & Pavilion-Fri-Sun	\$1500 (10am–10pm) (\$150/addtl hr prior to 10am)
Amphitheatre & Pavilion-Mon-Thurs	\$1200 (10am–10pm) (\$125/addtl hr prior to 10am)
EVENT Package 3: Deposit	\$500.00 refundable deposit
Amphitheatre & Entire Park-Fri-Sun	\$2000 (10am–10pm) (\$175/addtl hr prior to 10am)
Amphitheatre & Entire Park-Mon-Thurs	\$1800 (10am–10pm) (\$150/addtl hr prior to 10am)

Food Truck Permits

No Event	\$50/day (up to 12 hours)
Event	\$125/day (up to 12 hours)
Water Key Fee	\$50 fee (\$35 refundable deposit; \$15 water fee)

Field Rental

Playing Field (practice)	\$30/practice (2 hour block)
Playing Field (game)	\$75/game (4 hour block)
Practice Field	First Come, First Serve
Water Key Fee	\$50 fee (\$40 refundable deposit; \$10 water fee)

Pavilion Rental

Park Pavilion–Hewitt/Warren Park–Up to 150	\$40 per hour (minimum 2 hours)
Park Pavilion–Hewitt/Warren Park–Over 150	\$55 per hour (minimum 2 hours)
Water Key Fee	\$50 fee (\$40 refundable deposit; \$10 water fee)

Walking Track

Hewitt Park Walking Track	\$50 (minimum 2 hours)
Water Key Fee	\$50 fee (\$40 refundable deposit; \$10 water fee)

Event Permit

Various Permits, including but not Limited to-Use of PA Systems, Amplified Sound, Ride or Drive Horses, Food Sales, Trades, Occupation Sales, and City-Provided Electrical Use. The Permit Must be applied for, reviewed and Approved before issued.	\$75
Water Key Fee	\$50 fee (\$40 refundable deposit; \$10 water fee)

WATER RATES

Residential, Commercial & Builders – Base Rate	1 st 3,000 Gal
5/8"	\$30
1"	\$63
1.5"	\$190
2"	\$190
3"	\$380
4"	\$380
6"	\$570
Volume Rate	Per 1,000 Gal
3,001 – 7,000 Gal	\$4.85
7,001 – 12,000 Gal	\$5.40
12,001+ Gal	\$5.85

Master Metered High-Density Multifamily

Multifamily Residential & Multifamily Builders –	Base Fees
1 ½"	\$190
2"	\$190
3"	\$380
4"	\$380
6"	\$570
Consumption Rate	\$5.85 Per 1,000 Gal. (100% consumption)

Irrigation Rates

Irrigation – Base Rate	
5/8"	\$30
1"	\$63
1.5"	\$190
2"	\$190
3"	\$380
4"	\$380
6"	\$570
Consumption Rate	\$5.85 Per 1,000 Gal. (100% consumption)

Bulk Water Rates

Deposit	\$900
Set Fee & Move Fee	\$100
Base Rate for 3" Meter	\$380 per month + consumption
Consumption Rate	\$6.40 per 1,000 gallons
One Day Fee	\$35 per day for 5,000 gallons or less + \$6.40 per 1,000 gallons over 5,000 gallons

All Bulk Water will be sold in 1,000 gallon increments.

WASTEWATER RATES

Option #1 – Standard Wastewater Rates

Residential Base Rate – 1 st 5,000 Gal	\$26.50
Residential Volume Rate (Per 1,000)	\$4.50
Industrial Institution or Commercial Base Charge – 1 st 10,000 Gallons	\$57.25
Industrial Institution or Commercial Volume Rate (Per 1,000)	\$4.50

Option #2 – Winter Average Rates

Single Family Residential Base Rate	\$18 (no minimum gallons)
Single Family Residential Volume Rate (Per 1,000)	\$2.80 (no maximum gallons)

Option #3 – Flat Rate

Single Family Residential Flat Rate	\$36.50
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High-Density Multifamily

High-Density Multifamily Base Charge	\$57.25 (per building)
High-Density Multifamily Volume Rate (Per 1,000)	\$4.50 (100% Volume)

DRAINAGE RATES

Residential	\$4.35
Commercial	
1 – 10,000	\$10.08
10,001 – 20,000	\$29.65
20,001 – 40,000	\$48.05
40,001 – 60,000	\$94.55
60,001 – 100,000	\$148.80
100,001 – 150,000	\$228.63
150,001 +	\$359.60

SOLID WASTE RATES

Residential	
Collection	\$16.75
Additional Polycart	\$4.81
Administrative Fee – Per Unit	\$1.50 per unit
Damage Fee-Polycart (damage due to misuse)	\$60

*Commercial customers are billed directly by **39** Republic Services.

UTILITY FEES

Deposits – Residential	\$80 - \$180 Credit Based
Commercial	Equal to minimum bill for (1 & ½) monthly bill based on initial application
Initial Connection Fee	\$30
Delinquent Fees	15% of balance
Collection Services	25% of final balance
Non-Pay Reconnect	\$50 before 4pm
After Hours Non-Emergency Service Call	\$40 after 4pm
Meter Accuracy Check (Reread)	\$25
Meters up to 1" – Meter Testing Deposit	\$75
Meters greater than 1" up to 2" – Meter Testing Deposit	\$250
Meters larger than 2" – Meter Testing Deposit	Base Fee – Quoted on per cost basis

Tampering Fees

Tampering with Meter without City Permission	\$500 per event
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Water Taps & Meter Set*

All Water Taps	\$1,000 Base Fee – Quoted on per cost basis
5/8" x 3/4" meter set	\$300 + cost of meter box if needed
3/4" x 3/4" meter set	\$300 + cost of meter box if needed
1" or larger service or meter set	Base Fee – Quoted on per cost basis

****Prior to the connection of any water line onto a city water main, the party requesting such connection shall pay the city the water service installation and meter fees for labor and materials.***

Wastewater Taps & Service Connection Fees**

All Wastewater Taps	\$1000 Base Fee – Quoted on per cost basis
4" Tap	\$1000 Base Fee – Quoted on per cost basis
6" Tap	\$1000 Base Fee – Quoted on per cost basis
8" or Larger Lateral	\$1000 Base Fee – Quoted on per cost basis

*****In addition, service lines that require the cutting or boring of paved streets or alley will be subject to a minimum charge of \$1000 Base Fee – Quoted on per cost basis. The decision of a bore or utility cut will be made by Community Services.***

HEWITT TEXAS

COUNCIL AGENDA ITEM FORM

MEETING DATE: August 17, 2020

AGENDA ITEM #: 12

SUBMITTED BY: Lee Garcia, Finance Director

ITEM DESCRIPTION:

Consideration of and action on **Ordinance No. 2020-15** adopting the 2020-2021 Annual Operating and Capital Budget.

STAFF RECOMMENDATION/ITEM SUMMARY:

The City charter requires the City Manager to present a proposed budget to the City Council prior to August 1st each year. The Charter also requires a public hearing on the budget be conducted no sooner than 15 days following the budget hearing notice publication. Public hearings on the budget were held on August 10, 2020 and August 17, 2020. Public hearings on the tax rate were held on August 10 and 17, 2020.

The following motion provides for the formal adoption of the 2020-2021 annual budget. Motion language:

“I move to approve the Ordinance adopting the 2020-2021 Annual Operating and Capital Budget.”

FISCAL IMPACT:

Amount Budgeted – N/A
Line Item in Budget – N/A

SUGGESTED MOTION:

“I move to approve the Ordinance No. 2020-15 adopting the 2020-2021 Annual Operating and Capital Budget.”

ATTACHMENTS:

Ordinance adopting the Budget for the Fiscal Year 2020-2021

ORDINANCE NO. 2020-15

AN ORDINANCE ADOPTING THE BUDGET FOR THE CITY OF HEWITT, TEXAS, FOR THE FISCAL YEAR BEGINNING ON OCTOBER 1, 2020, AND ENDING ON SEPTEMBER 30, 2021 AND MAKING APPROPRIATIONS FOR EACH FUND, DEPARTMENT, PROJECT, AND ACCOUNT; PROVIDING FOR A SAVINGS CLAUSE; PROVIDING FOR THE REPEAL OF ALL ORDINANCES IN CONFLICT; PROVIDING A SEVERABILITY CLAUSE; DECLARING AN EFFECTIVE DATE; FINDING AND DETERMINING THAT THE MEETING AT WHICH THIS ORDINANCE IS ADOPTED WAS NOTICED AND HAS BEEN OPEN TO THE PUBLIC AS REQUIRED BY LAW; AND RATIFYING THE PROPERTY TAX INCREASE REFLECTED IN THE 2020-2021 FISCAL YEAR BUDGET.

WHEREAS, the City Council has heretofore approved the certified tax roll prepared and presented by the McLennan County Appraisal District as required by the Tax Code; and

WHEREAS, notice of a public hearing on the budget for the City of Hewitt, Texas, for the fiscal year 2020-2021 was theretofore published at least fifteen (15) days in advance of said public hearing; and

WHEREAS, the City Manager of the City of Hewitt has submitted to the City Council a proposed budget of the revenues and expenditures of conducting the affairs of the City and providing a complete financial plan for 2020-2021; and

WHEREAS, the City Council has received the City Manager's proposed budget, a copy of which proposed budget and all supporting schedules have been filed with the City Secretary of the City of Hewitt and available for public inspection;

WHEREAS, a public hearing on the said budget was duly held on the 10th day of August 2020, and the 17th day of August 2020, and all interested persons were given an opportunity to be heard for or against any item thereof;

WHEREAS, Texas Local Government Code Sec. 102.007(c) requires that adoption of a budget that raises more property tax revenue than generated in the previous year requires a record vote of the City Council to ratify the property tax increase reflected in the budget in addition to and separate from the record votes to approve the ordinance adopting the annual budget and the ordinance adopting the tax rate for the current tax year; and

WHEREAS, the City Council has adopted the 2020-2021 fiscal year budget which will require the City to raise more revenue from property taxes than in the prior year's fiscal budget by an amount of \$202,870 which is an 3.7% increase that is included in the 2020-2021 fiscal year budget revenues. The property tax revenue to be raised from new property added to the tax roll this year is \$72,810.

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

SECTION 1: That the City Council hereby adopts and approves the proposed budget of the City of Hewitt, providing a complete financial plan for the ensuing fiscal year, as submitted to the City Council by the City Manager, and the same is hereby, in all things adopted and approved as the budget of the City for the Fiscal Year beginning October 1, 2020 and ending September 30, 2021.

SECTION 2: That the City Manager shall cause copies of the budget to be filed with the City Secretary and the County Clerk of McLennan County.

SECTION 3: That all ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of the conflict only.

SECTION 4: That it is hereby officially found and determined that the meeting at which this Ordinance is adopted was noticed and has been open to the public as required by law.

SECTION 5: The property tax increase reflected in the 2020-2021 Fiscal Year Budget is hereby ratified.

SECTION 6: This ordinance shall take effect immediately from and after its passage as the last and Charter in such cases provide.

The City Council voted separately and additionally to ratify the increase in property tax revenues reflected in the adopted FY 2020-2021 budget by a vote of _____ AYES to _____ NAYS with _____ abstentions.

PASSED AND APPROVED this the 17th day of August 2020.

CITY OF HEWITT, TEXAS

Charles D. Turner, Mayor

ATTEST:

Lydia Lopez, City Secretary



COUNCIL AGENDA ITEM FORM

MEETING DATE: August 17, 2020

AGENDA ITEM #: 13

SUBMITTED BY: Lee Garcia, Finance Director

ITEM DESCRIPTION:

Consideration of and action on ratification of the property tax increase reflected in the budget.

STAFF RECOMMENDATION/ITEM SUMMARY:

According to the Local Government Code, Chapter 102, Municipal Budget, Section 102.007 (c), the governing body is required to ratify the property tax increase reflected in the budget.

This budget will raise more revenue from property taxes than last year's budget by an amount of \$202,870 which is a 3.7% increase from last year's budget. The property tax revenue to be raised from new property added to the tax roll this year is \$72,810.

FISCAL IMPACT:

Amount Budgeted – N/A
Line Item in Budget – N/A

SUGGESTED MOTION:

"I move to ratify the property tax increase reflected in the budget."

ATTACHMENTS:

HEWITT TEXAS

COUNCIL AGENDA ITEM FORM

MEETING DATE: August 17, 2020

AGENDA ITEM #: 14

SUBMITTED BY: Tracy Lankford, Community Development Director

ITEM DESCRIPTION:

Public hearing and action on an **Ordinance No. 2020-16** changing the zoning designation of property known as Lot 15, Block A, Hewitt Mobile Home Park Addition located at 635-639 Sun Valley Blvd. from M-H Manufactured Home to B-P Business Park.

STAFF RECOMMENDATION/ITEM SUMMARY:

Mr. Michael Petrini submitted a request to change the zoning designation on property located at 635-639 Sun Valley Blvd. This is a lot in the mobile home park that has frontage on Sun Valley Blvd. Mr. Petrini is requesting the zoning change from M-H Manufactured home to B-P Business Park.

The Planning and Zoning Commission met on Tuesday, August 4, 2020 to consider the request. After a public hearing and deliberation, the P&Z Commission recommended approval of the request with a vote of 5 to 0. A map of the property and copy of the minutes are included in the backup material.

Staff recommends approval of this request.

FISCAL IMPACT:

Amount Budgeted – NA
Line Item in Budget – NA

SUGGESTED MOTION:

I move to approve Ordinance No. 2020-16 changing the zoning of property located at 635-639 Sun Valley Blvd, also known as Lot 15 Block A Hewitt Mobile Home Park Addition, from M-H Manufactured Home to B-P Business Park.

ATTACHMENTS:

P&Z draft minutes and supporting documentation
Ordinance

HEWITT TEXAS

MINUTES OF THE PLANNING AND ZONING COMMISSION

August 4, 2020 – 6:00PM

Members Present: John Baker, Bobby Drake, Michael Hix, Paul Lasater, Bobby Wolske

Members Absent: Chairman Walt Peterson, Jonathan Dulus

Staff Present: Tracy Lankford, Community Development Director
Brittney Cantu, Zoning Secretary

1. **Call Planning and Zoning Commission Meeting to order.** *Acting Chairman John Baker called the meeting to order at 6:00PM.*
2. **Consider approval of minutes for the March 3, 2020 Planning and Zoning Commission regular meeting.** *A motion was made by Michael Hix, seconded by Bobby Drake, to approve the minutes as submitted but allow for corrections. All five in favor, motion passed.*
3. **Public Hearing:** *Public Hearing is opened at 6:02PM.*
 - a. **Consider a request of Michael Petrini to rezone property located at 637 Sun Valley Blvd from M-H Manufactured Home to B-P Business Park.** *Speaking in favor: Michael Petrini, residing at 228 29th Ave N.E., Great Falls, MT. Mr. Petrini is the property owner and wants to rezone this piece of property to commercial in order to sell it. Mobile Home that was on property has been removed. No one else speaking in favor or against request.*
 - b. **Consider a request of Jimmy P James to rezone property at 701 Hewitt Drive from C-1 Restricted Commercial to C-2 General Commercial.** *Speaking in favor: Jimmy James, residing at 760 S Creekwood Dr, Fairview. Mr. James is in the process of purchasing this property and is wanting to change the zoning so that a casual dining restaurant and a coffee kiosk can be built on this site. No one else speaking in favor or against request. Public hearing closed at 6:05PM.*

4. Discussion and possible action:

- a. **Consider a request of Michael Petrini to rezone property located at 637 Sun Valley Blvd from M-H Manufactured Home to B-P Business Park.** *Tracy Lankford, Community Development Director, stated the City does recommend approval of this request. A motion was made by Paul Lasater, seconded by Bobby Drake, to recommend approval of this request. All five in favor, motion to go before City Council August 17, 2020.*
- b. **Consider a request of Jimmy P James to rezone property at 701 Hewitt Drive from C-1 Restricted Commercial to C-2 General Commercial.** *Tracy Lankford, Community Development Director, stated the City does recommend approval of this request. Paul Lasater asked Mr. James if the existing bank will be remodeled or demolished; Mr. James stated that if the sale goes through, the site will be scraped clean to build a new structure for an approximately 7,000 square foot casual dining restaurant and a coffee kiosk. A motion was made by Paul Lasater, seconded by Michael Hix, to recommend approval of this request. All five in favor, motion to go before City Council August 17, 2020.*

5. Adjourn. *A motion was made by Bobby Drake, seconded by Michael Hix, to adjourn the meeting at 6:09 PM. All five in favor, motion passed.*

Chairman

Date Approved

Brittney Cantu, City of Hewitt Zoning Secretary

HEWITT TEXAS

City of Hewitt

Application for Amendment of the Zoning Ordinance
To the Planning & Zoning Commission and the City Council

Legal Description of Property:

Hewitt Mobile Home Block A Lot 15

Describe the location of the property as submitted by this application. This may be in the form of a street address, general physical description, or nearest intersection.

property ID 147939
between 6033 & 6039 Sun Valley

Zoning Change From Residential to Commercial

Please describe the interest in property:

I, Michael Petrosi, am owner in this property
and I wish to sell it commercially.

Existing Building(s) on Property: (1) 8 Ft x 6 Ft. unattached Shed

Total sq. ft. of all buildings on property: 48 sq. Ft. tool shed

Please provide the following recording information and a copy of the document (s) listed below with this application:

Ownership (deed): Doc. #/MCC No. 63180

Please provide the proposed meeting date for this application to be considered (See Meeting Schedule):

As soon as city council is meeting and covid restrictions
are lifted.

The rezoning application must be completed along with the following required information:

1. A notarized letter from the property owner authorizing applicant to present the request, if the property owner will not be presenting the request.
2. 1 PDF and 1 hard copy of plat in State Plane Coordinates using the Texas Central Zone NAD 83.
3. Submit 1 copy of building plans, if existing building(s) exist.
4. Non-refundable application fee (see Fee Schedule).
5. Application, fee, documents, etc., in completed form must be submitted to the Planning Department before or no later than 12:00 noon on the deadline date (see Meeting Schedule).

I attest that the above information is true and correct to the best of my knowledge that I am now or will be fully prepared to present the above proposal at the Planning & Zoning Commission hearing. I understand that if any of the above information is found to be wrong or inaccurate that my application may be removed from consideration prior to the time the application is voted upon by the governing body of the City.

I understand that in the event the undersigned is not present or represented at the public hearing, the Zoning Commission shall have the power to dismiss this proposal either at the call of the case or after hearing and such dismissal shall constitute a denial by both the Planning & Zoning Commission and the City Council.

I reserve the right to withdraw this proposal. However, written withdrawals filed at any time after the giving of notice of the Planning and Zoning Commission hearing shall constitute a denial by the Commission and City Council. I understand that the filing fee is not refundable upon withdrawal of proposal.

Name of Property Owner: Michael Petrini Phone No. (682) 309-4284
Mailing Address: 228 29th Ave N.E. City: Great Falls State: MT 59404
Email Address: MPETRINI1969@HOTMAIL.COM
Signature of Property Owner: [Signature] Date: _____

Name of Applicant/Representative _____ Phone No. _____
Mailing Address: _____ City: _____ State: _____
Email Address: _____
Signature of Applicant/Representative: _____ Date: _____



APPLICATION REVIEW
Z-2020-4

CASE #: Z-2020-4

NOTICES: 10 mailed; returned,

HEARING DATE: August 4, 2020

PROPERTY ADDRESS: 637 Sun Valley

LEGAL DESCRIPTION: Lot 15 Block A Hewitt Mobile Home Park Part Two

APPLICANT: Michael Petrini

MAILING ADDRESS: 228 29th Ave. N. E. Great Falls, MT

Comprehensive Plan Future Land Use Plan Staff Review

The City of Hewitt adopted “Comprehensive Plan 2022” A Comprehensive Plan for the City of Hewitt, Texas, under Ordinance No. 2003-04-21 on April 21, 2003. When a zoning change is received, the City evaluates it to determine whether it is consistent with the Comprehensive Plan. This evaluation will be based on the goals and objectives and policies of the plan, as well as the land use categories depicted on the Future Land Use Map. A zoning change proposal has been submitted by the applicant that is not consistent with the Comprehensive Plan. The City may consider to uphold the current land use category or a change in the plan’s Future Land Use Map.

LAND USE DESIGNATION REQUEST: GENERAL COMMERCAL and INDUSTRIAL to RESIDENTIAL

The applicant is not requesting a land use designation change.

ZONING:

The applicant requests a zone change from **MH Manufactured Home District to BP Business Park District.**

SUMMARY DESCRIPTION OF USES IN BP: The purpose of the BP Business Park District is to provide a unique zone incorporating commercial and industrial uses into one district with quality architectural and landscape design development standards. The BP Business Park District differs from other districts by allowing a mixture of compatible commercial and industrial land uses with limitation of associated outside uses.

PLANNING & COMMUNITY DEVELOPMENT REVIEW

NEIGHBORHOOD CHARACTER:

The neighborhood is generally characterized as an area of commercial mixed with residential uses. The majority of the surrounding properties are residential and commercial based. This property borders on residential use to the west and commercial uses to the north and east.

STAFF RECOMMENDATION

ZONING:

Planning Services recommends **approval** of this request to change the zoning from **MH to BP** based on the following findings:

- 1) The proposed zoning is in keeping with the land use component of the Comprehensive Plan.
- 2) The public infrastructure is adequate to provide for uses allowed in BP zoning district.
- 3) The property meets all the size and width requirements for BP zoning.
- 4) The property is located along Sun Valley Boulevard and is currently vacant.

TRAFFIC DATA

1. Description of the adjacent street system:

<u>Road</u>	<u>Classification</u>	<u># of Lanes</u>	<u>Avg. Daily Traffic</u>
Sun Valley	Arterial	5	data not available

Estimated increase in traffic on adjacent streets at full build out:

Immediate: none

Future: none

3. Will the development's impact be of sufficient magnitude to require mitigation for:
 - a) Access problems: no
 - b) Increased traffic congestion: no
 - c) Pedestrian traffic: no
 - d) Visibility problems: no

4. Traffic Department comments and recommendations:

No significant traffic impact anticipated.

PUBLIC WORKS DATA

1. Street condition: Good X Acceptable Needs Reconstruction
2. Street width: Existing: ROW 100' Pavement 65'
Required: ROW 100' Pavement 65'
3. Curb and Gutter:
Does not apply Needs to be installed Exists X Needs Reconstruction
4. Offsite Drainage facilities are adequate to meet additional runoff resulting from the rezoning.
5. Water is available to the property, and it will serve the heaviest uses allowed under the requested zoning.
6. Sewer is available to the property.
7. Public Works comments and recommendations:
The property is served with public water and there has been no damage reported.

INSPECTION DEPARTMENT REVIEW

Comments

None

FIRE DEPARTMENT REVIEW:

Anticipated Fire Response Time:

Is the Fire Response Time Adequate?: (Y) Yes (N) No

Fire Department Comments and Recommendations:

MCLENNAN COUNTY HEALTH DISTRICT REVIEW

Inspection/Permit Required N (Y) Yes (N) No

Date of Inspection: None

Community Development

Comments

POLICE DEPARTMENT REVIEW

Comments None

PROPERTY OWNERS LIST

Applicant: Michael Petrini

Owner: Michael Petrini

ORDINANCE NO. 2020-16

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF HEWITT, TEXAS AMENDING ORDINANCE NO. 11-15-99 AND ALL AMENDMENTS THERETO, KNOWN AS THE ZONING ORDINANCE OF THE CITY OF HEWITT, TEXAS, CHANGING THE ZONING CLASSIFICATIONS OF THE HEREIN DESCRIBED PROPERTY FROM M-H MANUFACTURED HOME DISTRICT TO B-P BUSINESS PARK DISTRICT PROVIDING FOR PENALTY; PROVIDING FOR PUBLICATION; PROVIDING AN EFFECTIVE DATE.

WHEREAS, in accordance with the Code of Ordinances of the City of Hewitt, a request was submitted by Michael Petrini to rezone Lot 15 Block A Hewitt Mobile Home Park Addition located in the 600 block of Sun Valley BLVD., Hewitt, McLennan County, Texas, from **M-H Manufactured Home to B-P Business Park**

WHEREAS, public notice was given and property owners within 200' were notified of the rezoning request as required by state law, and

WHEREAS, a public hearing in relation thereto at which parties in interest and citizens had an opportunity to be heard was held by the City Council of the City of Hewitt on August 17, 2020, after due notice in the manner provided by law; and

WHEREAS, a public hearing of the Planning and Zoning Commission at which parties in interest and citizens had an opportunity to be heard was held on Tuesday, August 4, 2020, after due notice in the manner provided by law; and

WHEREAS, a site plan of the proposed development was presented and discussed, and

WHEREAS, the said Commission has made a report to the City Council of the City of Hewitt, Texas, recommending approval of this rezoning request by a unanimous vote; and

WHEREAS, the City Council of the City of Hewitt, Texas deems that this rezoning is in accordance with the Comprehensive Land Use Plan and is in the public interest;

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

SECTION ONE. All that certain tract or parcel of land in McLennan County, Texas, known as Lot 15 Block A Hewitt Mobile Home Park Addition, Hewitt, McLennan County, Texas, from **M-H (Manufactured Home District) to B-P (Business Park District)**

SECTION TWO. A proposed map of area is shown in Exhibit "A".

SECTION THREE. All ordinances, statutes, restrictions and regulations applicable to this property shall be complied with as well as all zoning restrictions and regulations that are applicable to this property.

SECTION FOUR. That all provisions of the ordinances of the City of Hewitt in conflict with the provisions of this Ordinance be, and the same are hereby, repealed, and all other provisions of the ordinances of the City of Hewitt not in conflict with the provisions of this Ordinance shall remain in full force and effect.

SECTION FIVE. Should any section, paragraph, sentence, clause, or phrase of this Ordinance, or its application to any person or circumstance, be declared unconstitutional or otherwise invalid for any reason, or should any portion of this Ordinance be pre-empted by state or federal law or regulation, such decision or pre-emption shall not affect the validity of the remaining portions of this Ordinance or its application to other persons or circumstances.

SECTION SIX. Any person, firm, corporation, agent or employee thereof who violates any of the provisions of this Ordinance shall be guilty of a misdemeanor and upon conviction thereof shall be fined not to exceed Two Thousand and No/100 Dollars (\$2,000.00) for each offense. Each day that a violation is permitted to exist shall constitute a separate offense.

SECTION SEVEN. The caption of this Ordinance shall be published within ten (10) days of its passage in a newspaper of general circulation in the City of Hewitt.

SECTION EIGHT. This Ordinance shall become effective ten (10) days after the date of its passage and upon its publication as required by law.

PASSED AND APPROVED this the 17th day of August, 2020, at a Regular Meeting of the City Council of the City of Hewitt, Texas.

CITY OF HEWITT

BY: _____
Charles D. Turner, Mayor

ATTEST:

Lydia Lopez, City Secretary

HEWITT TEXAS

COUNCIL AGENDA ITEM FORM

MEETING DATE: August 17, 2020

AGENDA ITEM #: 15

SUBMITTED BY: Tracy Lankford, Community Development Director

ITEM DESCRIPTION:

Public hearing and action on an Ordinance No. 2020-17 changing the zoning designation of property known as Lot 1, Block 1, Royalton Addition and adjacent MCAD parcel number 139990, located at 701 Hewitt Drive, Hewitt, McLennan County, Texas, from C-1 Restricted Commercial to C-2 General Commercial.

STAFF RECOMMENDATION/ITEM SUMMARY:

Mr. Jimmy P James submitted a request to change the zoning designation on property located at Lot 1, Block 1, Royalton Addition and adjacent MCAD parcel number 139990, located at 701 Hewitt Drive, Hewitt, McLennan County, Texas. These tracts of land are located at the intersection of Hewitt Drive and Panther Way. Mr. James is requesting the zoning change from C-1 Restricted Commercial to C-2 General Commercial.

The Planning and Zoning Commission met on Tuesday, August 4, 2020 to consider the request. After a public hearing and deliberation, the P&Z Commission recommended to approve the request with a vote of 5 to 0. A map of the property and copy of the minutes are included in the backup material.

Staff recommends approval of this request.

FISCAL IMPACT:

Amount Budgeted – NA

Line Item in Budget – NA

SUGGESTED MOTION:

I move to approve Ordinance No. 2020-17 changing the zoning of property located at Lot 1, Block 1, Royalton Addition, and adjacent MCAD parcel number 139990, located at 701 Hewitt Drive, Hewitt, McLennan County, Texas, from C-1 Restricted Commercial to C-2 General Commercial.

ATTACHMENTS:

P&Z draft minutes and supporting documentation
Ordinance

HEWITT TEXAS

MINUTES OF THE PLANNING AND ZONING COMMISSION

August 4, 2020 – 6:00PM

Members Present: John Baker, Bobby Drake, Michael Hix, Paul Lasater, Bobby Wolske

Members Absent: Chairman Walt Peterson, Jonathan Dulus

Staff Present: Tracy Lankford, Community Development Director
Brittney Cantu, Zoning Secretary

1. **Call Planning and Zoning Commission Meeting to order.** *Acting Chairman John Baker called the meeting to order at 6:00PM.*
2. **Consider approval of minutes for the March 3, 2020 Planning and Zoning Commission regular meeting.** *A motion was made by Michael Hix, seconded by Bobby Drake, to approve the minutes as submitted but allow for corrections. All five in favor, motion passed.*
3. **Public Hearing:** *Public Hearing is opened at 6:02PM.*
 - a. **Consider a request of Michael Petrini to rezone property located at 637 Sun Valley Blvd from M-H Manufactured Home to B-P Business Park.** *Speaking in favor: Michael Petrini, residing at 228 29th Ave N.E., Great Falls, MT. Mr. Petrini is the property owner and wants to rezone this piece of property to commercial in order to sell it. Mobile Home that was on property has been removed. No one else speaking in favor or against request.*
 - b. **Consider a request of Jimmy P James to rezone property at 701 Hewitt Drive from C-1 Restricted Commercial to C-2 General Commercial.** *Speaking in favor: Jimmy James, residing at 760 S Creekwood Dr, Fairview. Mr. James is in the process of purchasing this property and is wanting to change the zoning so that a casual dining restaurant and a coffee kiosk can be built on this site. No one else speaking in favor or against request. Public hearing closed at 6:05PM.*

4. Discussion and possible action:

- a. **Consider a request of Michael Petrini to rezone property located at 637 Sun Valley Blvd from M-H Manufactured Home to B-P Business Park.** *Tracy Lankford, Community Development Director, stated the City does recommend approval of this request. A motion was made by Paul Lasater, seconded by Bobby Drake, to recommend approval of this request. All five in favor, motion to go before City Council August 17, 2020.*
- b. **Consider a request of Jimmy P James to rezone property at 701 Hewitt Drive from C-1 Restricted Commercial to C-2 General Commercial.** *Tracy Lankford, Community Development Director, stated the City does recommend approval of this request. Paul Lasater asked Mr. James if the existing bank will be remodeled or demolished; Mr. James stated that if the sale goes through, the site will be scraped clean to build a new structure for an approximately 7,000 square foot casual dining restaurant and a coffee kiosk. A motion was made by Paul Lasater, seconded by Michael Hix, to recommend approval of this request. All five in favor, motion to go before City Council August 17, 2020.*

5. Adjourn. *A motion was made by Bobby Drake, seconded by Michael Hix, to adjourn the meeting at 6:09 PM. All five in favor, motion passed.*

Chairman

Date Approved

Brittney Cantu, City of Hewitt Zoning Secretary

HEWITT TEXAS

PLANNING AND ZONING ADMENDMENT OF THE ZONING ORDINANCE

2.3101 Acres - Royalton Block 1, Lot 1 (MCAD 149352)

Legal Description of Property: 1.33 Acres - Abst. # 0153 Survey BBB & CRY (MCAD 139990)

Describe the location of the property as submitted by this application. This may be in the form of a street address, general description, or nearest intersection.

701 N. Hewitt Drive, Hewitt, Texas (Northwest Corner of N. Hewitt Drive & Panther Way)

Zoning Change From C-1 to C-2

Please describe the interest in property:
The property rights are the fee simple interest

Existing Building(s) on Property: Branch bank with drive-thru lanes

Total square feet of all Buildings on Property: 5,895 square feet

Please provide the following recording information and a copy of the document(s) listed below with this application:

Ownership (deed): Doc. #/MCC No.: 1726/731 AND 1779/571

Please provide the proposed meeting date for this application to be considered (See Meeting Schedule): August 4, 2020

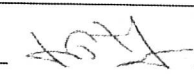
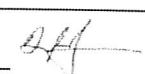
The rezoning application must be completed along with the following information:

1. A notarized letter from the property owner authorizing applicant to present the request, if the property owner will not be presenting the request and stating reasons for request.
2. Submit one (1) PDF file, one (1) hardcopy, one (1) CAD file of plat for review purposes – Must be in State Plane Coordinates using the Texas Central Zone NAD 83.
3. Submit one (1) copy of building plans, if existing building(s) exist.
4. Non-refundable application fee (see Fee Schedule)
5. Application, fee, documents, etc., in completed form must be submitted to the Planning Department before or no later than 12:00 noon on the deadline date (see schedule).

I attest that the above information is true and correct to the best of my knowledge and I am now or will be fully prepared to present the above proposal at the Planning and Zoning Commission hearing. I understand that if any of the above information is found to be wrong or inaccurate that my application may be removed from consideration prior to the time the application is voted upon by the governing body of the City.

I, understand that in the event the undersigned is not present or represented at the public hearing, the Planning and Zoning Commission shall have the power to dismiss this proposal either at the call of the case or after hearing and such dismissal shall constitute a denial by both the Planning and Zoning Commission and the City Council.

I reserve the right to withdraw this proposal. However, written withdrawals filed at any time after the giving of notice to the Planning and Zoning Commission shall constitute a denial by the Commission and City Council. I understand that the filing fee is not refundable upon withdrawal of proposal.

Name of Property Owner:	National Bank of Gatesville
Telephone Number:	254-404-6005
Mailing Address:	905 E. Main Street, Gatesville, TX 76528
Email Address:	Ken.Poston@Nationalunited.com
Signature of Property Owner:	
Date:	
Name of Applicant/Representative:	Jimmy Pat James and David L. Johnsen
Telephone Number:	972-490-4554
Mailing Address:	101 W. Renner Road, Suite 100, Richardson, TX 75082
Email Address:	jimmypjames@cs.com DLJMAI@GMAIL.COM
Signature of Applicant/Representative:	 
Date:	7-1-2020

City of Hewitt
Planning and Community Development Department
103 N. Hewitt Drive
P.O. Box 219
Hewitt, Texas 76643

Re: Proposed Rezoning
701 N. Hewitt Drive
Hewitt, McClellan County, Texas
Identification:
Parcel (1) MCAD ID 149352 Royalton Block 1 Lot 1 2.3101 Acres
Parcel (2) MCAD ID 139990 BBB & CRY 1.33 Acres

To whom it may concern:

The above referenced parcels (Property) are owned by National Bank of Gatesville (Owner). The Property is currently under contract for sale to J2 Real Property Group, LLC and/or assigns (Buyer/Applicant). The Buyer/Applicant intends to apply for a rezoning of the property from C-1 to C-2 to allow for restaurant with drive-thru use.

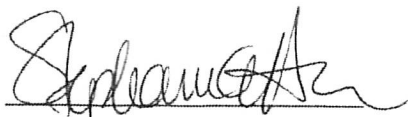
This notarized letter authorizes J2 Real Property Group, LLC and/or assigns to present the rezoning request to the City of Hewitt Planning and Zoning Commission to allow for restaurant with drive-thru use on the Property currently owned by National Bank of Gatesville.

Sincerely,

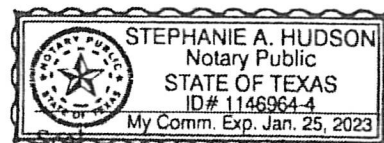


Duly Authorized Representative of National Bank of Gatesville
905 E. Main Street
Gatesville, Texas 76528

This Affidavit was acknowledged before me on June 30 by Ken Poston



Notary Public's Signature



APPLICATION REVIEW

Z-2020-5

CASE #: Z-2020-5

NOTICES: 15 mailed; returned,

HEARING DATE: August 4, 2020

PROPERTY ADDRESS: 701 N. Hewitt Dr.

LEGAL DESCRIPTION: Lot 1 Block 1 Royaltan Addition and adjacent MCAD property ID 139990

APPLICANT: Jimmy P James

MAILING ADDRESS: 101 W. Renner Rd, Suite 100, Richardson, TX

Comprehensive Plan Future Land Use Plan Staff Review

The City of Hewitt adopted "Comprehensive Plan 2022" A Comprehensive Plan for the City of Hewitt, Texas, under Ordinance No. 2003-04-21 on April 21, 2003. When a zoning change is received, the City evaluates it to determine whether it is consistent with the Comprehensive Plan. This evaluation will be based on the goals and objectives and policies of the plan, as well as the land use categories depicted on the Future Land Use Map. A zoning change proposal has been submitted by the applicant that is not consistent with the Comprehensive Plan. The City may consider to uphold the current land use category or a change in the plan's Future Land Use Map.

LAND USE DESIGNATION REQUEST: GENERAL COMMERCIAL and INDUSTRIAL to RESIDENTIAL

The applicant is not requesting a land use designation change.

ZONING:

The applicant requests a zone change from **C-1 Restricted Commercial to C-2 General Commercial**

SUMMARY DESCRIPTION OF USES IN C-1: The purpose of the C-2 district is established to accommodate those uses that are of citywide and regional significance. Within this district are permitted retail, service, and office uses characteristic of retailing and wholesaling markets. This district is intended to accommodate commercial activities that cannot be accommodated in the C-1 restricted commercial district.

PLANNING & COMMUNITY DEVELOPMENT REVIEW

NEIGHBORHOOD CHARACTER:

The neighborhood is generally characterized as an area of commercial uses. The majority of the surrounding properties are commercial based. This property borders on residential use to the west and commercial uses to the north, south and east.

STAFF RECOMMENDATION

ZONING:

Planning Services recommends **approval** of this request to change the zoning from **C-1 to C-2** based on the following findings:

- 1) The proposed zoning is in keeping with the land use component of the Comprehensive Plan.
- 2) The public infrastructure is adequate to provide for uses allowed in C-2 zoning district.
- 3) The property meets all the size and width requirements for C-2 zoning.
- 4) The property is located along Hewitt Dr. and is currently being used as a bank.

TRAFFIC DATA

1. Description of the adjacent street system:

Road	Classification	# of Lanes	Avg. Daily Traffic
Sun Valley	Arterial	5	data not available

Estimated increase in traffic on adjacent streets at full build out:

Immediate: none

Future: none

3. Will the development's impact be of sufficient magnitude to require mitigation for:
 - a) Access problems: no
 - b) Increased traffic congestion: no
 - c) Pedestrian traffic: no
 - d) Visibility problems: no
4. Traffic Department comments and recommendations:

No significant traffic impact anticipated.

PUBLIC WORKS DATA

1. Street condition: Good X Acceptable Needs Reconstruction
2. Street width: Existing: ROW 125' Pavement 90'
Required: ROW 125' Pavement 90'
3. Curb and Gutter:
Does not apply Needs to be installed Exists X Needs Reconstruction
4. Offsite Drainage facilities are adequate to meet additional runoff resulting from the rezoning.
5. Water is available to the property, and it will serve the heaviest uses allowed under the requested zoning.
6. Sewer is available to the property.
7. Public Works comments and recommendations:

The property is served with public water and there has been no damage reported.

INSPECTION DEPARTMENT REVIEW

Comments

None

FIRE DEPARTMENT REVIEW:

Anticipated Fire Response Time:

Is the Fire Response Time Adequate?: (Y) Yes (N) No

Fire Department Comments and Recommendations:

MCLENNAN COUNTY HEALTH DISTRICT REVIEW

Inspection/Permit Required N (Y) Yes (N) No

Date of Inspection: None

Community Development

Comments

POLICE DEPARTMENT REVIEW

Comments None

ORDINANCE NO. 2020-17

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF HEWITT, TEXAS AMENDING ORDINANCE NO. 11-15-99 AND ALL AMENDMENTS THERETO, KNOWN AS THE ZONING ORDINANCE OF THE CITY OF HEWITT, TEXAS, CHANGING THE ZONING CLASSIFICATIONS OF THE HEREIN DESCRIBED PROPERTY FROM C-1 RESTRICTED COMMERCIAL DISTRICT TO C-2 GENERAL COMMERCIAL DISTRICT PROVIDING FOR PENALTY; PROVIDING FOR PUBLICATION; PROVIDING AN EFFECTIVE DATE.

WHEREAS, in accordance with the Code of Ordinances of the City of Hewitt, a request was submitted by Jimmy P James to rezone Lot 1 Block 1 Royalton Addition and adjacent MCAD parcel number 139990, located at 701 Hewitt Drive, Hewitt, McLennan County, Texas, from **C-1 Restricted Commercial to C-2 General Commercial**.

WHEREAS, public notice was given and property owners within 200' were notified of the rezoning request as required by state law, and

WHEREAS, a public hearing in relation thereto at which parties in interest and citizens had an opportunity to be heard was held by the City Council of the City of Hewitt on August 17, 2020, after due notice in the manner provided by law; and

WHEREAS, a public hearing of the Planning and Zoning Commission at which parties in interest and citizens had an opportunity to be heard was held on Tuesday, August 4, 2020, after due notice in the manner provided by law; and

WHEREAS, a site plan of the proposed development was presented and discussed, and

WHEREAS, the said Commission has made a report to the City Council of the City of Hewitt, Texas, recommending approval of this rezoning request by a unanimous vote; and

WHEREAS, the City Council of the City of Hewitt, Texas deems that this rezoning is in accordance with the Comprehensive Land Use Plan and is in the public interest;

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

SECTION ONE. All that certain tract or parcel of land in McLennan County, Texas, known as Lot 1 Block 1 Royalton Addition and adjacent MCAD parcel number 139990, located at 701 Hewitt Drive, Hewitt, McLennan County, Texas, from **C-1 (Restricted Commercial District) to C-2 (General Commercial District)**

SECTION TWO. A proposed map of area is shown in Exhibit "A".

SECTION THREE. All ordinances, statutes, restrictions and regulations applicable to

this property shall be complied with as well as all zoning restrictions and regulations that are applicable to this property.

SECTION FOUR. That all provisions of the ordinances of the City of Hewitt in conflict with the provisions of this Ordinance be, and the same are hereby, repealed, and all other provisions of the ordinances of the City of Hewitt not in conflict with the provisions of this Ordinance shall remain in full force and effect.

SECTION FIVE. Should any section, paragraph, sentence, clause, or phrase of this Ordinance, or its application to any person or circumstance, be declared unconstitutional or otherwise invalid for any reason, or should any portion of this Ordinance be pre-empted by state or federal law or regulation, such decision or pre-emption shall not affect the validity of the remaining portions of this Ordinance or its application to other persons or circumstances.

SECTION SIX. Any person, firm, corporation, agent or employee thereof who violates any of the provisions of this Ordinance shall be guilty of a misdemeanor and upon conviction thereof shall be fined not to exceed Two Thousand and No/100 Dollars (\$2,000.00) for each offense. Each day that a violation is permitted to exist shall constitute a separate offense.

SECTION SEVEN. The caption of this Ordinance shall be published within ten (10) days of its passage in a newspaper of general circulation in the City of Hewitt.

SECTION EIGHT. This Ordinance shall become effective ten (10) days after the date of its passage and upon its publication as required by law.

PASSED AND APPROVED this the 17th day of August, 2020, at a Regular Meeting of the City Council of the City of Hewitt, Texas.

CITY OF HEWITT

BY: _____
Charles D. Turner, Mayor

ATTEST:

Lydia Lopez, City Secretary

HEWITT TEXAS

COUNCIL AGENDA ITEM FORM

MEETING DATE: August 17, 2020

AGENDA ITEM #: 16

SUBMITTED BY: Lydia Lopez, City Secretary

ITEM DESCRIPTION:

Consideration and action on **Resolution No. 2020-09** ordering a General & Special Election for the City of Hewitt on Tuesday, November 3, 2020, to be held as a joint election with McLennan County; authorizing a contract election services; designating polling places and authorizing the City Manager to execute any documents relating to the general election.

STAFF RECOMMENDATION/ITEM SUMMARY:

On February 3, 2020, the Council ordered a **General Election** to be held on Saturday, May 2, 2020, to elect a Council Member for Ward 1, Place 2; a Council Member for Ward 2, Place 2; Council Member for Ward 3, Place 2 for a term ending in not later than two years therefrom in conformity with the valid provisions of the Charter of the City of Hewitt and the laws of the State of Texas; and a **Special Election** to elect one (1) person for Council Member for Ward 2, Place 1 for a term ending in May 2021.

On March 18, 2020, the Governor of the State of Texas signed a proclamation suspending certain provisions of the Texas Election Code to allow all local political subdivisions utilizing the May 2, 2020 uniform election day to postpone their elections to the November 3, 2020 uniform election. On March 23, 2020, the council approved Ordinance No. 2020-04, postponing the May 2, 2020 general and special election to November 3, 2020.

The City will contract with the McLennan County Elections Administrator to conduct the election. This contract allows the City to share election expenses with other entities. The entities will pay a pro-rata share of the election cost; however, the cost for each entity may increase depending on election cancellations. The estimated cost for the City's share is \$4,092.16. The cost may increase as other entities may cancel their election.

This resolution orders the City's General & Special Election. Staff recommends approval of this resolution.

FISCAL IMPACT:

Amount Budgeted – \$7,000

Line Item in Budget – 10-50210-61-00/20-50210-93-00

SUGGESTED MOTION:

I move to Resolution No. 2020-09 ordering the City's General & Special Election.

ATTACHMENTS:

Resolution and exhibits

RESOLUTION NO. 2020-08

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

WHEREAS, previously, a General & Special Election was order to be held in the City of Hewitt, Texas on Saturday, May 2, 2020; and

WHEREAS, pursuant to Section 418.016 of the Texas Government Code, on March 18, 2020, the Governor of the State of Texas signed a proclamation suspending certain provisions of the Texas Election Code to allow all local political subdivisions that are utilizing the May 2, 2020 uniform election date to postpone their elections to November 3, 2020; and

WHEREAS, there is a need to order a General & Special Election to be held on Tuesday, November 3, 2020, for the purpose electing a Council Member for Ward 1, Place 2; a Council Member for Ward 2, Place 2; Council Member for Ward 3, Place 2 for a term ending in not later than two years therefrom in conformity with the valid provisions of the Charter of the City of Hewitt and the laws of the State of Texas; and a **Special Election** to elect one (1) person for Council Member for Ward 2, Place 1 for a term ending in May 2021.

That notice is hereby given that a General & Special Election is ordered and will be held in and throughout the City of Hewitt, Texas, on Tuesday, November 3, 2020, at which time there shall be submitted to the duly qualified resident electors of the City as to the election of a Council Member for Ward 1, Place 2; a Council Member for Ward 2, Place 2; Council Member for Ward 3, Place 2 for a term ending in not later than two years therefrom in conformity with the valid provisions of the Charter of the City of Hewitt and the laws of the State of Texas; and a **Special Election** to elect one (1) person for Council Member for Ward 2, Place 1 for a term ending in May 2021.

That the Revised Order of Election, attached as **Exhibit "A"** and incorporated by reference herein, is hereby adopted and ordered.

That the City of Hewitt, McLennan County, the City of Bellmead, the City of Bruceville-Eddy, the City of Gholson, the City of Hallsburg, , the City of Leroy, the City of Mart, the City of McGregor, the City of Moody, the City of Riesel, the City of Robinson, the City of Ross, the City of Waco, the City of West, Axtell Independent School District, Bruceville-Eddy Independent School District, Connally Independent School District, Crawford Independent School District, Hallsburg Independent School District, Midway Independent School District, Moody Independent School District, Oglesby Independent School District, Riesel Independent School District, Robinson Independent School District, Valley Mills Independent School District, Waco Independent School District, and West Independent School District and shall hold a joint general election on November 3, 2020, during the hours of 7:00 AM to 7:00 PM.

That the early voting locations are attached as Exhibit "B", and the polling locations (referred to as "voting centers") attached as Exhibit "C", are incorporated by reference herein and hereby respectively designated for the election on November 3, 2020.

That the Mayor is hereby authorized to execute a contract for election services with the McLennan County Elections Administrator in connection with the 2020 Joint General Election to be held on November 3, 2020. These services shall include, but not limited to, those services specified in the said contract, including the utilization of county polling locations pursuant to Section 43.007 of the Texas Election Code.

That the early voting locations are attached as **Exhibit “B”** and the polling location (referred to as “voting centers”) are attached as **Exhibit “C”**, and incorporated by reference herein and hereby are respectively designated for the election on November 3, 2020.

That in accordance with Section 122.031–122.039 and 122.091 of the Texas Election Code, the County owns the HART eSlate electronic voting system that has been duly approved by the Secretary of State and that is hereby adopted to be used for the election on November 3, 2020.

That the Elections Administrator shall process all applications for early voting by mail as referenced in the order of election and appoint all necessary election officials, judges and clerks to administer the election.

It is hereby officially found and determined that the meeting at which this resolution is passed is open to the public as required by law and that Public Notice of the place and purpose of said meeting was given as required by law.

PASSED AND APPROVED this 17th day of August, 2020.

THE CITY OF HEWITT, TEXAS

Charles D. Turner, Mayor

ATTEST:

Lydia Lopez, TRMC/CMC
City Secretary

APPROVED AS TO FORM & LEGALITY:

Michael W. Dixon, City Attorney

EXHIBIT A

REVISED ORDER OF GENERAL AND SPECIAL ELECTIONS (ORDEN REVISADA DE ELECCIONES GENERAL Y ESPECIAL)

An election is hereby ordered to be held on November 3, 2020, for voting in a General Election to elect one (1) person for each position to serve the full term of two (2) years for three (3) City Council positions (Ward 1, Place 2; Ward 2, Place 2 and Ward 3, Place 2) and a Special Election to elect one (1) person for the unexpired term of office of one (1) year for one (1) City Council position (Ward 2, Place 1) for the City of Hewitt.

(Se ordena que se celebre una elección el 3 de noviembre de 2020, para votar en una Elección General para elegir a una (1) persona para cada puesto para servir el término completo de dos (2) años por tres (3) puestos del Consejo de la Ciudad (Ward 1, Lugar 2; Ward 2, Lugar 2 y Ward 3, Lugar 2) y para votar en una Elección Especial elegir a una (1) persona para cada puesto para servir el por término no completo de uno (1) año por un (1) posición en el Ayuntamiento (Ward 2, Lugar 1) para la ciudad de Hewitt.)

The execution of a Joint Election Agreement with Bellmead, Bruceville-Eddy, Gholson, Hallsburg, Hewitt, Leroy, Mart, McGregor, Moody, Riesel, Robinson, Ross, Waco, West, Axtell ISD, Bruceville-Eddy ISD, Connally ISD, Crawford ISD, Hallsburg ISD, Midway ISD, Moody ISD, Oglesby ISD, Riesel ISD, Robinson ISD, Valley Mills ISD, Waco ISD and West ISD is hereby authorized and approved.

(La ejecución de un acuerdo de elección conjunta con Bellmead, Bruceville-Eddy, Gholson, Hallsburg, Hewitt, Leroy, Mart, McGregor, Moody, Riesel, Robinson, Ross, Waco, West, Axtell ISD, Bruceville-Eddy ISD, Connally ISD, Crawford ISD, Hallsburg ISD, Midway ISD, Moody ISD, Oglesby ISD, Riesel ISD, Robinson ISD, Valley Mills ISD, Waco ISD and West ISD se autoriza y aprueba.)

LOCATION(S) OF POLLING PLACES (DIRECCIÓN(ES) DE LAS CASILLAS ELECTORALES)

**See attached List
(Véase la lista adjunta)**

Early Voting by personal appearance will be conducted at:
(La votación adelantada en persona se llevará a cabo todos los días en:)

Early Voting Sites: (Lugares de votación adelantada)

McLennan County Elections Administration Office
Records Building
214 North 4th Street, Suite 300
Waco, Texas 76701

Robinson Community Center
106 W. Lyndale Avenue
Robinson, TX 76706

Hewitt City Hall/Library
200 Patriot Court
Hewitt, TX 76643

Waco Multi-Purpose Community Center
1020 Elm Avenue
Waco, TX 76704

First Assembly of God Church
6701 Bosque Boulevard
Waco, TX 76710

EXHIBIT A

The dates and times of Early Voting are:
(Los días y horas de votación adelantada son:)

Tuesday (martes)	October 13, 2020 (13 de octubre de 2020)	8:00 AM - 5:00 PM
Wednesday (miércoles)	October 14, 2020 (14 de octubre de 2020)	8:00 AM - 5:00 PM
Thursday (jueves)	October 15, 2020 (15 de octubre de 2020)	8:00 AM - 5:00 PM
Friday (viernes)	October 16, 2020 (16 de octubre de 2020)	8:00 AM - 5:00 PM
Saturday (sabado)	October 17, 2020 (17 de octubre de 2020)	7:00 AM - 7:00 PM
Sunday (domingo)	October 18, 2020 (18 de octubre de 2020)	1:00 PM – 6:00 PM
Monday (lunes)	October 19, 2020 (19 de octubre de 2020)	8:00 AM - 5:00 PM
Tuesday (martes)	October 20, 2020 (20 de octubre de 2020)	8:00 AM - 5:00 PM
Wednesday (miércoles)	October 21, 2020 (21 de octubre de 2020)	8:00 AM - 5:00 PM
Thursday (jueves)	October 22, 2020 (22 de octubre de 2020)	8:00 AM - 5:00 PM
Friday (viernes)	October 23, 2020 (23 de octubre de 2020)	8:00 AM - 5:00 PM
Saturday (sabado)	October 24, 2020 (24 de octubre de 2020)	7:00 AM - 7:00 PM
Sunday (domingo)	October 25, 2020 (25 de octubre de 2020)	1:00 PM – 6:00 PM
Monday (lunes)	October 26, 2020 (26 de octubre de 2020)	7:00 AM - 7:00 PM
Tuesday (martes)	October 27, 2020 (27 de octubre de 2020)	7:00 AM - 7:00 PM
Wednesday (miércoles)	October 28, 2020 (28 de octubre de 2020)	7:00 AM - 7:00 PM
Thursday (jueves)	October 29, 2020 (29 de octubre de 2020)	7:00 AM - 7:00 PM
Friday (viernes)	October 30, 2020 (30 de octubre de 2020)	7:00 AM - 7:00 PM

Applications to vote by mail should be mailed to:
(Las solicitudes para poder votar por deben ser enviadas a:)

Kathy E. Van Wolfe
McLennan County Elections Administrator
P.O. Box 2450
Waco, Texas 76703-2450
ballothymail@co.mclennan.tx.us

EXHIBIT A

Applications for ballot by mail must be received no later than the close of business on October 23, 2020:
(Las solicitudes para votar por correo tendrán que ser recibidas antes del fin del día laboral el 23 de octubre de 2020:)

Issued this the _____ day of _____, 2020.
(Emitada el día _____ de _____ de 2020.)

Mayor, City of Hewitt
(alcalde, ciudad de Hewitt)

EXHIBIT B

NOVEMBER 3, 2020 - JOINT GENERAL ELECTION **Polls are open from 7:00 AM to 7:00 PM on Election Day**

EARLY VOTING

Locations:

McLennan County Elections Administration Office
Records Building (Basement)
214 North 4th Street, Suite 300
Waco, TX 76701

Robinson Community Center
106 W. Lyndale Avenue
Robinson, TX 76706

Waco Multi-Purpose Community Center
1020 Elm Avenue
Waco, TX 76704

First Assembly of God Church
6701 Bosque Boulevard
Waco, TX 76710

Hewitt City Hall/Library
200 Patriot Court
Hewitt, TX 76643 November 3, 2020

NOVEMBER 3, 2020 Joint General Election
Election Day polls are open 7:00 AM – 7:00 PM

The dates and times of Early Voting are:

Tuesday, October 13, 2020 through Friday, October 16, 2020 8:00 AM – 5:00 PM
Saturday, October 17, 2020 7:00 AM – 7:00 PM
Sunday, October 18, 2020 1:00 PM – 6:00 PM
Monday, October 19, 2020 through Friday, October 23, 2020 8:00 AM - 5:00 PM
Saturday, October 24, 2020 7:00 AM – 7:00 PM
Sunday, October 25, 2020 1:00 PM – 6:00 PM
Monday, October 26, 2020 through Friday,
October 30, 2020 7:00 AM - 7:00 PM

EXHIBIT C

November 3, 2020 ELECTION DAY VOTE CENTERS

(3 de noviembre de 2020 Centros de Voto Para el Día de las Elecciones)

Axtell School Athletic Meeting Room	312 W. Seley, Axtell
Bellmead Civic Center	3900 Parrish Street, Waco
Bruceville-Eddy ISD Special Events Center	1 Eagle Drive, Eddy
Carver Park Baptist Church	1020 E. Herring Avenue, Waco
Cesar Chavez Middle School	700 S. 15 th Street, Waco
Chalk Bluff Baptist Church	5993 Gholson Road, Waco
China Spring ISD Administration Bldg.	12166 Yankie Road, China Spring
Crawford High School	200 Pirate Drive, Crawford
Dewey Community Center	925 N. 9 th Street, Waco
Fellowship Bible Church	5200 Speegleville Road, McGregor
First Assembly of God Church	6701 Bosque Boulevard, Waco
H. G. Isbill Junior High	305 S. Van Buren Street, McGregor
Heart of Texas Council of Governments	1514 S. New Road, Waco
Hewitt First Baptist Church	301 S. 1 st Street, Hewitt
Hewitt City Hall/Library	200 Patriot Court, Hewitt
Lacy Lakeview Civic Center	505 E. Craven Avenue, Waco
Lake Shore United Methodist Church	3311 Park Lake Drive, Waco
Lorena First Baptist Church	307 E. Center Street, Lorena
Mart Community Center	804 E. Bowie Avenue, Mart
MCC Conference Center	4601 N. 19 th Street, Waco
Moody First United Methodist Church	500 6 th Street, Moody
Riesel Junior High/High School	600 E. Frederick Street, Riesel
Robinson Community Center	106 W. Lyndale Avenue, Robinson
South Waco Library	2737 S. 18 th Street, Waco
Speegleville Baptist Church	469 Speegle Road, Waco
St. Louis Activity Center	2415 Cumberland Avenue, Waco
Tennyson Middle School	6100 Tennyson Drive, Waco
University High School	3201 S. New Road, Waco
Waco Convention Center	100 Washington Avenue, Waco
Waco High School (PAC)	2020 N. 42 nd Street, Waco
Waco Multi-Purpose Community Center	1020 Elm Avenue, Waco
West Community Center	200 Tokio Road, West
Woodway City Hall	922 Estates Drive, Woodway
Woodway First Baptist Church	13000 Woodway Drive, Woodway

HEWITT TEXAS

COUNCIL AGENDA ITEM FORM

MEETING DATE: August 17, 2020

AGENDA ITEM #: 18

SUBMITTED BY: Bo Thomas, City Manager

ITEM DESCRIPTION:

Discussion and briefing concerning the Coronavirus (COVID-19) and any actions necessary thereto.

STAFF RECOMMENDATION/ITEM SUMMARY:

Attached is an order extending the previous order dated August 4, 2020, by the Council on the Coronavirus (COVID-19). This Order extends the order requiring commercial entities to create health and safety policies, including the wearing of face coverings through September 22, 2020.

The reason for the longer extension is that the first meeting of September is the Labor Day holiday.

FISCAL IMPACT:

Amount Budgeted – NA
Line Item in Budget – NA

SUGGESTED MOTION:

I move to approve the Order dated August 18, 2020.

ATTACHMENTS:

Order dated August 18, 2020

ORDER OF THE CITY COUNCIL, OF THE CITY OF HEWITT, TEXAS
DATE ORDER ISSUED: AUGUST 18, 2020

WHEREAS, in December 2019, a novel coronavirus, now designated Coronavirus disease 2019 (COVID-19), was detected in Wuhan City, Hubei Province, China; and

WHEREAS, on March 13, 2020, Governor Greg Abbott declared a state of disaster due to COVID-19; and

WHEREAS, on March 18, 2020, Mayor Charles D. Turner, of the City of Hewitt, TX declared a local state of disaster and public health emergency after determining that extraordinary and immediate measures had to be taken to respond quickly to prevent and slow down community spread of COVID-19; and

WHEREAS, on June 3, 2020, Governor Abbott issued GA-26 to allow additional openings in the state of Texas; and

WHEREAS, on June 30, 2020, there are 159,986 persons confirmed to have COVID-19 in Texas, with 957 of those residing in McLennan County; with nine deaths in McLennan County; and

WHEREAS, this Order is issued based on evidence of increasing occurrence of COVID-19 within the City and throughout the Central Texas area, scientific evidence and best practices regarding the most effective approaches to slow the transmission of communicable diseases generally and COVID-19 specifically, and evidence that the age, condition, and health of a significant portion of the population of the City places it at risk for serious health complications, including death, from COVID-19; and

WHEREAS, on June 20, 2020 the Mayor issued an order requiring commercial entities to create health and safety policies, including the wearing of face coverings; and

WHEREAS, a declaration of local disaster and public health emergency includes the ability to reduce the possibility of exposure to disease, control the risk, promote health, compel persons to undergo additional health measures that prevent or control the spread of disease; and the City Council of the City of Hewitt, Texas has adopted the McLennan County Commissioners Court declaration of a state of disaster which has been extended through August 31, 2020; and

NOW, THEREFORE, BE IT PROCLAIMED AND ORDERED BY THE CITY COUNCIL, OF THE CITY OF HEWITT, TEXAS, UNDER THE AUTHORITY OF TEXAS GOVERNMENT CODE SECTION 418.108:

1. A state of disaster and public health emergency is hereby declared for and in the City of Hewitt, Texas in accordance with McLennan County's Order that extends the state of disaster and public health emergency through August 31, 2020.

2. That pursuant to §418.108(b) of the Texas Government Code, this Order shall continue for a period of not more than thirty-six days from August 18, 2020, unless continued or renewed by the City Council of the City of Hewitt.
3. **Health and Safety Policy – Commercial Entities.**
 - a. From the date of this Order, every commercial entity in the City of Hewitt providing goods or services directly to the public must develop and implement a health and safety policy (“**Health and Safety Policy**”).
 - b. The Health and Safety Policy must require, at a minimum, that every employee or visitor to the commercial entity’s business premises or other facilities wear face covering when in an undivided room or area with coworkers or the public or while performing an activity which necessarily involves or is reasonably likely to involve close proximity to coworkers or the public such that six feet of separation is not feasible.
 - c. The Health and Safety Policy required to be developed and implemented by the Order may also include the implementation of other mitigating measures designed to control and reduce the transmission of COVID-19 such as temperature checks or health screenings.
 - d. The commercial entity must post the Health and Safety Policy required by this Order in a conspicuous location sufficient to provide notice to employees and visitors of its Health and Safety Policy.
 - e. Failure to develop, conspicuously place, and implement the Health and Safety Policy required by this Order on or before 12:01 a.m. on June 25, 2020 may result in a fine not to exceed \$1,000.00. Each day on or after June 25, 2020 for which a Health and Safety Policy is not developed, conspicuously placed, and implemented shall be a separate offense.
 - f. It is a defense to prosecution that the commercial entity operated a restaurant or bar and did not require a patron to wear a face covering while eating or drinking when the patron was at least six feet away from persons not in his or her party.

“Commercial entity” as used herein does not include: outdoor operations where social distancing is generally followed; offices of other governmental entities; churches; or health providers that already have policies in place that have been medically vetted.

“Face Covering” as used herein means a cloth or paper mask, or a bandana or scarf, that covers the mouth and nose and fits tightly to the face (and does not merely hang over the mouth and nose).

4. That all provisions of this Order should be interpreted to effectuate this intent. To the greatest extent possible, this Order shall be interpreted as consistent with and supplemental to any executive order issued by the Texas Governor. All provisions of

the executive orders of the Texas Governor either existing or subsequently issued, and which are made applicable to all jurisdictions by law, shall be automatically incorporated into and constitute terms of this Order, and shall be enforceable as if set forth herein without the necessity for the issuance of any further orders.

5. In accordance with the limitations contained in the executive orders of the Texas Governor, that any peace officer, code enforcement officer, health official, or other person with lawful authority is hereby authorized to enforce the provisions of this Order in accordance with the authority granted under the Texas Disaster Act of 1975.
6. That this Order shall become effective at 12:01 a.m. on June 27, 2020.
7. That failure to comply with any of the provisions of this Order constitutes an imminent threat to public health.
8. That any violation of this Order can be enjoined by a suit filed in the name of the City of Hewitt in a court of competent jurisdiction, and this remedy shall be in addition to any penal provision in this Order or in the Code of Ordinances, City of Hewitt, Texas.
9. That nothing in this Order shall be construed to affect any suit or proceeding pending in any court, or any rights acquired, or liability incurred, or any cause or causes of action acquired or existing, under any prior act, ordinance, order, declaration, or resolution of the City Council of the City of Hewitt; nor shall any legal right or remedy of any character be lost, impaired, or affected by this Order.
10. That the City of Hewitt must promptly provide copies of this Order by posting it on the City of Hewitt website.
11. That if any subsection, sentence, clause, phrase, or word of this Order or any application of it to any person, structure, gathering, or circumstance is held to be invalid or unconstitutional by a decision of a court of competent jurisdiction, then such decision will not affect the validity of the remaining portions or application of this Order.

ORDERED this the 18th day of August, 2020

Charles D. Turner, Mayor

Attest:

Lydia Lopez, City Secretary