

# HEWITT TEXAS

## CITY COUNCIL MEETING AGENDA

**April 5, 2021**

**Workshop – 6:15 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

Bob Potter – 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 Manager/Civil Service Director

# HEWITT TEXAS

## NOTICE OF MEETING OF THE GOVERNING BODY

Notice is hereby given that a **Workshop** meeting of the governing body of the City of Hewitt will be held on the **5th day of April, 2021, at 6:15 PM in Hewitt City Hall, Council Chambers, 200 Patriot Court**, Hewitt, Texas, at which time the following subjects will be discussed:

In accordance with social distancing guidelines, the City Council meeting will not be open to the public. Some council members may attend, while others may call in to participate. The meeting will be streamed live on the city's website at <https://www.cityofhewitt.com/790/Hewitt-TX-TV>.

Citizens who wish to address the Council may submit written comments on any items listed on the agenda 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.

1. Call meeting to order.
2. Briefing and discussion concerning City of Hewitt Strategic Plan 2021-2026.
  - Community Development
  - Utility Department
  - Fire Department
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 2:00 AM/PM on March 31, 2021.

**CITY OF HEWITT**

/s/Lydia Lopez, TRMC/CMC  
City Secretary

# HEWITT TEXAS

## NOTICE OF MEETING OF THE GOVERNING BODY

Notice is hereby given that a **Regular** meeting of the governing body of the City of Hewitt will be held on the **5th day April, 2021, 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:

In accordance with social distancing guidelines, the City Council meeting will not be open to the public. Some council members may attend, while others may call in to participate. The meeting will be streamed live on the city's website at <https://www.cityofhewitt.com/790/Hewitt-TX-TV>.

Citizens who wish to address the Council may submit written comments on any items listed on the agenda 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.

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 Workshop and Regular Meeting of March 15, 2021.
5. Presentation of report from City Engineer
  - Update on pending utility projects.
  - Update on pending street projects.
  - Update on pending drainage projects.
6. Authorize the City Manager to contract with Brothers Construction for the construction of concrete hand wash vanities/counters for the men and women restrooms at Hewitt Park in the amount of \$5,000.
7. Authorize a contract for slurry seal services with Viking Construction, Inc., in the amount of \$352,678.46.
8. Authorize the purchase of 27,000 lbs. of Poly Flex crack seal material from Crafcro Inc., in the amount of \$14,040.
9. Briefing and discussion concerning Coronavirus (COVID-19) measures, protocols, and mitigation efforts.
10. Discussion and action concerning location change for the April 19, 2021 Council meeting and rescheduling of May meetings to May 10 & 24, 2021.
11. 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 2:00 AM/PM on March 31, 2021.

**CITY OF HEWITT**

A handwritten signature in blue ink, appearing to read "Lydia Lopez", is written over a horizontal line.

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.



## **AGENDA ITEM #3 – HEARING OF VISITORS**

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### **PROCEDURES FOR CITIZEN PARTICIPATION AT MEETINGS**

Due to the public health crisis (COVID-19) and social distancing guidelines, all City Council Meetings, will not be opened to the public; however, the meetings will be streamed live on the City of Hewitt's website at <https://www.cityofhewitt.com/790/Hewitt-TX-TV>.

Citizens who wish to address the Council on any item on the agenda or under this hearing of visitors, must complete and submit the [Public Comment Form](#) via email to the [City Secretary](#) or in person at Hewitt City Hall, 200 Patriot Court by **NOON** on the day of the meeting. Your comments will be read into the record during the meeting.

Council may not comment publicly on issues raised during citizen comments that are not listed on the Agenda but may direct the City Manager to resolve or request the matter to be placed on a future agenda. Such public comments shall not include any "deliberation" as defined by Chapter 551 of the Government Code, as now or hereafter amended.

# HEWITT TEXAS

## **COUNCIL AGENDA ITEM FORM**

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**MEETING DATE:** April 5, 2021

**AGENDA ITEM #:** 4

**SUBMITTED BY:** Lydia Lopez, City Secretary

**ITEM DESCRIPTION:**

Consider approval of minutes of the City Council Workshop and Regular Meeting of March 15, 2021.

**STAFF RECOMMENDATION/ITEM SUMMARY:**

Attached is a draft copy 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  
WORKSHOP & REGULAR MEETING  
HEWITT CITY HALL – 200 PATRIOT COURT  
March 15, 2021 – 7:00 PM**

| Attendee Name                          | Title                    | Absent                   | Present                             | Arrived |
|----------------------------------------|--------------------------|--------------------------|-------------------------------------|---------|
| Charles D. Turner ( <b>presiding</b> ) | Mayor, Ward 1            | <input type="checkbox"/> | <input checked="" type="checkbox"/> |         |
| Wilbert “Walky” Wachtendorf            | Mayor Pro Tem, Ward 1    | <input type="checkbox"/> | <input checked="" type="checkbox"/> |         |
| Bill Fuller                            | Council Member, Ward 2   | <input type="checkbox"/> | <input checked="" type="checkbox"/> | 6:43 PM |
| Bob Potter                             | Council Member, Ward 2   | <input type="checkbox"/> | <input checked="" type="checkbox"/> |         |
| Michael S. Bancale                     | Council Member, At-Large | <input type="checkbox"/> | <input checked="" type="checkbox"/> | 7:01 PM |
| Steve Fortenberry                      | Council Member, Ward 3   | <input type="checkbox"/> | <input checked="" type="checkbox"/> |         |
| Erica Bruce                            | Council Member, Ward 3   | <input type="checkbox"/> | <input checked="" type="checkbox"/> |         |

**Staff present:**

City Manager Bo Thomas  
City Secretary Lydia Lopez  
Fire Chief Lance Bracco  
Police Chief Jim Devlin  
Library Director Waynette Ditto  
Utilities Director, Kevin Reinke  
City Engineer Miles Whitney  
City Attorney Mike Dixon (arrived at 7:03 PM)

**Note:** The meeting was live-streamed for view by the public on the Hewitt TX TV page. Citizens could submit written comments online.

**WORKSHOP – 6:30 PM**

- 1. CALL MEETING TO ORDER.** Mayor Charlie Turner called the Workshop to order at 6:30 PM.
- 2. PRESENTATION AND DISCUSSION OF THE FY 2019-2020 AUDIT REPORT BY DIANA L. WARD, CPA SHAREHOLDER, JAYNES, REITMEIER, BOYD & THERRELL, P.C.** City Manager Bo Thomas introduced Ms. Ward who presented the Comprehensive Annual Financial Report for Fiscal Year 2019-2020. She stated that the financial statements do present fairly, in all material respects, the financial position of the City and no material weakness were identified. **For acceptance of audit report, see Regular Meeting agenda item #6 below.**

3. Adjourn.  
**MOTION:** Council Member Bill Fuller moved to adjourn the Workshop at 6:47 PM.  
**SECOND:** Council Member Bob Potter  
**AYES:** Fuller, Potter, Fortenberry, Bruce, Wachtendorf, and Turner  
**NAYES:** None  
**ABSENT:** Bancale  
**MOTION PASSED.**

### **REGULAR MEETING – 7:00 PM**

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 (arrived at 7:01 PM), Potter, Fortenberry, Bruce, Wachtendorf, and Turner  
**ABSENT:** None
2. **PLEDGE OF ALLEGIANCE TO THE U.S. FLAG.** Mayor Charlie Turner 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. Mayor Charlie Turner inquired if any comments were received. **City Secretary responded no public comment forms were submitted via the city's website.**
4. **CONSIDER APPROVAL OF MINUTES OF THE CITY COUNCIL REGULAR MEETING OF MARCH 1, 2021.**  
**MOTION:** Council Member Bob Potter moved approval of the minutes as presented but to allow for corrections.  
**SECOND:** Council Member Steve Fortenberry  
**AYES:** Fuller, Potter, Bancale, Fortenberry, Bruce, Wachtendorf, and Turner  
**NAYES:** None  
**ABSENT:** None  
**MOTION PASSED.**
5. **SPECIAL PRESENTATION TO LIBRARY DIRECTOR WAYNETTE DITTO – 2020 ACHIEVEMENT OF EXCELLENCE IN LIBRARIES AWARD.** City Manager Bo Thomas announced that a brief video presentation highlighting the Texas Municipal Library Director's Association 2020 award recipients would be shown. Mayor Charlie Turner presented award to Mrs. Ditto. Mrs. Ditto expressed appreciation to the Council for their support. Council Member Fortenberry commended Mrs. Ditto and Library staff for providing services through the pandemic.

6. **MOTION TO ACCEPT THE FISCAL YEAR 2019-2020 COMPREHENSIVE ANNUAL FINANCIAL REPORT (CAFR).**  
**MOTION:** Mayor Pro Tem Wilbert “Walky” Wachtendorf moved to accept the Fiscal Year 2019-2020 Comprehensive Annual Financial Report as presented.  
**SECOND:** Council Member Erica Bruce  
**AYES:** Fuller, Potter, Bancale, Fortenberry, Bruce, Wachtendorf, and Turner  
**NAYES:** None  
**ABSENT:** None  
**MOTION PASSED.**
7. **BRIEFING AND DISCUSSION CONCERNING FINANCIAL STATEMENTS ENDING FEBRUARY 28, 2021.** City Manager Bo Thomas advised that Finance Director Lee Garcia previously sent the February Financial Statements electronically on March 5, 2021, and inquired if Council had any questions. There were no questions or concerns raised. **No action required.**
8. **AUTHORIZE THE CITY MANAGER TO EXECUTE AN INTERLOCAL COOPERATIVE PURCHASING AGREEMENT WITH THE CITY OF GRAND PRAIRIE FOR THE PURPOSE OF CONTRACTING SLURRY SEAL OR OTHER STREET MAINTENANCE SERVICES.** City Manager Bo Thomas presented.  
**MOTION:** Council Member Michael Bancale moved to authorize the City Manager to enter into an interlocal agreement with the City of Grand Prairie for the purpose of contracting slurry seal services from Viking Construction.  
**SECOND:** Council Member Bill Fuller  
**AYES:** Fuller, Potter, Bancale, Fortenberry, Bruce, Wachtendorf, and Turner  
**NAYES:** None  
**ABSENT:** None  
**MOTION PASSED.**
9. **CONSIDER AWARD OF BID FOR WATER LINE IMPROVEMENT AT PANTHER WAY AND HEWITT DRIVE TO CORE AND MAIN IN THE AMOUNT OF \$33,541.73.** City Manager Bo Thomas presented.  
**MOTION:** Council Member Steve Fortenberry moved to authorize the City Manager to accept the bid proposal from Core and Main in the amount of \$33,541.73 for utility improvements at Panther Way and Hewitt Drive.  
**SECOND:** Council Member Erica Bruce  
**AYES:** Fuller, Potter, Bancale, Fortenberry, Bruce, Wachtendorf, and Turner  
**NAYES:** None  
**ABSENT:** None  
**MOTION PASSED.**
10. **BRIEFING AND DISCUSSION CONCERNING CORONAVIRUS (COVID-19) MEASURES, PROTOCOLS, AND MITIGATION EFFORTS.** City Manager Bo Thomas stated that the Governor’s most recent Executive Order lifted the mandatory wearing of face coverings or masks effective March 10, 2021. Mr. Thomas outlined the current protocol for entry to all city facilities which suggests masking or mask use. He

noted that city employees are required to continue to wear masks in the workplace and practice social distancing. Masks are also required behind secured areas that are not necessarily opened to the public. He stated the purpose was to allow the Council the opportunity to interject their opinion with respect to the current protocol or direct if any changes to the protocol are needed. City Attorney Mike Dixon stated that the Council should be the authority to set protocols. Mayor Turner, Mayor Pro Tem Wachtendorf and Council Members Bruce, Bancale, Fortenberry, and Potter expressed support of protecting employees and requiring masks. Council Member Bill Fuller expressed opposition to the requirement. City Attorney stated that a minute order directing the City Manager to initiate protocol requiring masks would suffice for implementing and enforcement.

**MOTION:** Council Member Michael Bancale moved to direct the City Manager to initiate mask requirement for all city facilities.

**SECOND:** Council Member Erica Bruce

**AYES:** Potter, Bancale, Fortenberry, Bruce, Wachtendorf, and Turner

**NAYES:** Fuller

**ABSENT:** None

**MOTION PASSED.**

11. **BRIEFING AND DISCUSSION CONCERNING PROPOSED CHARTER AMENDMENTS.** City Manager Bo Thomas presented the Voters Information Guide and advised that the guide will be mailed out in the Utility bills on March 30 and April 13, 2021. City Attorney advised that responses to citizens should be factual only. **No action required.**

12. **BRIEFING AND DISCUSSION CONCERNING CITY OF HEWITT STRATEGIC PLAN 2021-2026.** City Manager Bo Thomas formally presented the Strategic Plan 2021-2026 document and advised that Department Heads will begin presentations at the next three Council meetings.

13. **ADJOURN.**

**MOTION:** Council Member Bill Fuller moved to adjourn the meeting at 8:04 PM.

**SECOND:** Council Member Bob Potter

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

**NAYES:** None

**ABSENT:** None

**MOTION PASSED.**

Approved: \_\_\_\_\_

ATTEST:

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Lydia Lopez, City Secretary

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Charles D. Turner, Mayor

# HEWITT TEXAS

## **COUNCIL AGENDA ITEM FORM**

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**MEETING DATE:** April 5, 2021

**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

March 30, 2021

### Utility Projects

#### FM 2113; Spring Valley Rd.

Contractor is now making the individual street tie ins as pressure tests and bac-t samples are passed. I have had some contact with TxDOT regarding the final agreement approvals.

### Street/Transportation Projects

#### E. Warren Street Improvements

Finishing up design, will be coordinated with other franchise utilities for their potential utility relocated required for this project.

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

Contractor is about to move on to Phase 2 of the project.

#### 2020 - Warren Park Improvements

Contractor has begun the work by the park pavilion.

### Drainage Projects

#### 208/212 Cross Country Drainage Improvements

Contracts are being executed. If all goes well a pre-con will be scheduled for 4/8/2021.

By:



Miles W. Whitney, P.E.

Note: All dates are approximate and subject to change.

# HEWITT TEXAS

## COUNCIL AGENDA ITEM FORM

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**MEETING DATE:** April 5, 2021

**AGENDA ITEM #:** 6

**SUBMITTED BY:** Scott Coleman, General Services Director

**ITEM DESCRIPTION:**

Authorize the City Manager to contract with Brothers Construction for the construction of concrete hand wash vanities/counters for the men and women restrooms at Hewitt Park in the amount of \$5,000.

**STAFF RECOMMENDATION/ITEM SUMMARY:**

The current hand wash vanities & counters at Hewitt Park are constructed from wood and Formica.

The walls and floors of the restrooms attract moisture during humid conditions. The floors of the rooms are often disinfected and washed down to help keep the rooms sanitary. These conditions, along with normal wear and tear have damaged the wooden vanities & counters.

Staff is proposing to replace the wooden vanities/counters with concrete. Concrete is affordable, durable, vandalism resistant, moisture resistant and will last much longer in the aforementioned conditions. Staff sought three (3) bids for the project. Brothers Construction provided the most cost-efficient quote which is adequately representative of the scope of the project.

**FISCAL IMPACT:**

Amount Budgeted - FY2021 \$20,090.00 Budgeted, \$12,961 remaining  
Line Item in Budget - 18-50835-18-16 Park Development

**SUGGESTED MOTION:**

I move to authorize the City Manager to contract with Brothers Construction for the construction of custom concrete vanities for the men and women restrooms at Hewitt Park for the amount of \$5,000.

**ATTACHMENTS:**

Project Quotes: Brother Construction, Italian Granite, Perez Industries

# Project Quote

QUOTE #23979

PREPARED FOR

City of Hewitt

Hewitt park



PREPARED DATE

3/18/21

EXP. DATE

4/18/21

| ITEM                                                                | QTY | Sub-total  |
|---------------------------------------------------------------------|-----|------------|
| Custom Concrete Vanity (with Undermount Sink)*<br>Includes Plumbing | 2   | \$4,800.00 |
| Trash Removal                                                       | 2   | \$200.00   |

**Total:**

**\$5,000.00**

## Scope Of Work

1. This quote include the removal and disposal of 2 sink vanities
2. Girls restroom sink will include 3 sinks with a 3 inch drop section that will be used as a baby changing station. (Extra Pilar will be installed to support this) and boys will include 2 sinks
3. This quote includes the custom concrete vanity with undermount sink installation and plumbing.
4. Sinks will be provided by the City of hewitt.
5. All plumbing will be done by Brothers Construction

Perez Industries LLC\*\*

721 S 17th St  
Waco, TX 76706 US  
mateo@perezindustriesllc.com

Estimate

ADDRESS  
City of Hewitt- Linda Fish

ESTIMATE 2116  
DATE 03/24/2021  
EXPIRATION DATE 03/24/2021

| SERVICE  | DESCRIPTION                                      | QTY | RATE     | AMOUNT     |
|----------|--------------------------------------------------|-----|----------|------------|
| Services | Demo & Disposal                                  | 1   | 750.00   | 750.00     |
| Services | Custom Concrete Countertops (includes materials) | 1   | 1,750.00 | 1,750.00   |
| Services | Framing Materials (includes metal supports)      | 1   | 1,180.00 | 1,180.00   |
| Services | Labor                                            | 1   | 4,800.00 | 4,800.00   |
| TOTAL    |                                                  |     |          | \$8,480.00 |

Accepted By

Accepted Date

to: **kduncan@cityofhewitt.com,Lfish**

Subject:

Body:



## Italian Granite

4320 Bellmead Dr, Waco, TX - 76705

www.ItalianGranite.net

Tel: 254-799-8000

Fax: 254-799-8001

### QUOTE

ATTN:  
City Of Hewitt  
103 N Hewitt  
Hewitt TX - 76643  
Ph: 254-400-1952

Quote #: 4980  
Job Name:  
801 S Hewitt Dr (Hewitt Park  
Bathrooms)  
Install Address:  
801 S Hewitt Dr  
Hewitt TX - 76643

Contact: -none-  
Sales Rep: House Sales  
Date: 3/16/2021  
P.O. No.: -none-

| Description                                            | Price    | Qty | Extended |
|--------------------------------------------------------|----------|-----|----------|
| <b>Womens Bathroom</b>                                 | 2,268.01 | 1   | 2,268.01 |
| Standard Level I, 3cm Material : confirm with customer |          |     |          |
| Fab & Install                                          |          |     |          |
| Flat Polish Edge : confirm with customer               |          |     |          |
| D/I Vanity Sink Cut-Out                                |          |     |          |
| <b>Mens Bathroom</b>                                   | 1,179.75 | 1   | 1,179.75 |
| Standard Level I, 3cm Material : confirm with customer |          |     |          |
| Fab & Install                                          |          |     |          |
| Flat Polish Edge : confirm with customer               |          |     |          |
| D/I Vanity Sink Cut-Out                                |          |     |          |

#### Notes:

Please Confirm The Following Items/Selections:

- Material
- Profile Edge
- Sink Selection/Customer Sinks
- Faucet Specs
- Plumbing & Electrical Not Included

Sub Total: \$3,447.755

Tax1 (TX - 79.84) : \$79.84

TOTAL: **\$3,527.59**

#### Disclaimer:

Italian Granite, LLC (IG) is not responsible for connecting/ reconnecting any plumbing or electrical devices/appliances. If you elect for IG to perform tear-out, IG will not be responsible for any damages incurred on the property during the process. Any and all items to be installed (i.e., stovetops, faucets, etc.) will need to be on-site the day of installation for proper cut-out. A mileage fee will be charged if IG must return at a later date to make cutouts for items not available on the installation date. Once an order is placed, a deposit is required and will be non-refundable. By signing, you agree to the disclaimer and all agreed upon terms drawn out of this form. Thank you for your business.

Make all checks payable to Italian Granite, LLC.

If you have any questions concerning this form please call the office at (254)799-8000.

Customer: \_\_\_\_\_

Date: \_\_\_\_\_

\* Will require a new frame built - not included  
 \* no plumbing included  
 \* Frame should be steel for strength & longevity

# HEWITT TEXAS

## **COUNCIL AGENDA ITEM FORM**

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**MEETING DATE:** April 5, 2021

**AGENDA ITEM #:** 7

**SUBMITTED BY:** Scott Coleman, General Services Director

**ITEM DESCRIPTION:**

Authorize a contract for slurry seal services with Viking Construction, Inc., in the amount of \$352,678.46.

**STAFF RECOMMENDATION/ITEM SUMMARY:**

The purpose of this service is to slurry seal 31 streets throughout the City. Slurry sealing helps to extend the lifespan of the streets. Cracks and surfaces left unsealed will allow water to penetrate the asphalt which can cause damage to the asphalt and to the base beneath it.

For more information regarding street location and quantities, please see the attached proposal. The proposed pricing is provided through the City of Hewitt and City of Grand Prairie interlocal agreement.

**FISCAL IMPACT:**

Amount Budgeted - \$352,678.46  
Line Item in Budget – Bond Funds

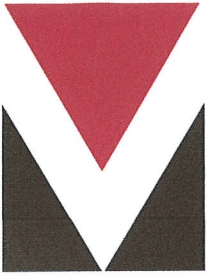
**SUGGESTED MOTION:**

I move to authorize a contract for slurry sealing services from Viking Construction, Inc., in the amount of \$352,678.46.

**ATTACHMENTS:**

Before and After Photo  
Cover letter and proposal, Viking Construction, Inc.





# VIKING

Construction, Inc.

2592 Shell Road  
Georgetown, TX 78628  
Office 1(512)930-5777 ▼ Facsimile 1(512) 868-1955

*Preserving Texas roads with  
pride and integrity.*

Specializing in Micro-Surfacing and  
Slurry Seal Pavement Maintenance

City of Hewitt  
Attn: Mr. Scott Coleman  
2021 Slurry Seal estimate

Mr. Coleman,  
Please see attached, our estimate to complete your 2021 list of streets to receive slurry seal. Price is based on the City of Grand Prairie, 2021 Micro-Surfacing & Slurry Seal contract that Hewitt will enter into an inter-local agreement with. All work will be completed in accordance with the Grand Prairie Slurry Seal specifications. Work for Hewitt will be completed at the same time Viking is completing work for the City of Waco contract. Please contact me with any questions or concerns.

Viking Construction Inc.

Dan Welsh  
Project Manager  
512-930-5777  
[dan@vciss.com](mailto:dan@vciss.com)



# VIKING

## Construction, Inc.

2592 Shell Road  
Georgetown, TX 78628  
Office 1(512)930-5777 ▼ Facsimile 1(512) 868-1955

*Preserving Texas roads with  
pride and integrity.*

3/15/2021

### 2021 Hewitt Slurry Seal Street list

| STREET           | From            | To                              | L       | W     | SY        | Unit Price | Total        |
|------------------|-----------------|---------------------------------|---------|-------|-----------|------------|--------------|
| Eagle Nest       | Tahoe           | AC change at Angle Fire         | 1,245.0 | 27.0  | 3,735.00  | \$3.05     | \$ 11,391.75 |
| Yukon Pass       | Eagles Nest     | Tahoe                           | 660.0   | 27.5  | 2,016.67  | \$3.05     | \$ 6,150.83  |
| Durango Cir.     | Tahoe           | Cul-de-sac                      | 655.0   | 27.0  | 1,965.00  | \$3.05     | \$ 5,993.25  |
| Durango Cir.     | Cul-de-sac      |                                 |         | 78.0  | 530.93    | \$3.05     | \$ 1,619.34  |
| Expedition Trail | Tahoe           | Durango Cir                     | 695.0   | 27.0  | 2,085.00  | \$3.05     | \$ 6,359.25  |
| Jim              | Hewitt Dr.      | Connie                          | 365.0   | 27.0  | 1,095.00  | \$3.05     | \$ 3,339.75  |
| Jan              | Barbara Jean    | Ava                             | 640.0   | 27.0  | 1,920.00  | \$3.05     | \$ 5,856.00  |
| Lisa             | Hewitt Dr.      | Barbara Jean                    | 835.0   | 27.5  | 2,551.39  | \$3.05     | \$ 7,781.74  |
| Barbara Jean     | Milton          | Kimberly                        | 1,370.0 | 27.5  | 4,186.11  | \$3.05     | \$ 12,767.64 |
| Barbara Jean     | Cul-de-sac      | at Milton                       |         | 78.0  | 530.93    | \$3.05     | \$ 1,619.34  |
| Barbara Jean     | Cul-de-sac      | at Kimberly Wall St.            |         | 103.0 | 925.81    | \$3.05     | \$ 2,823.73  |
| Blue Jay (North) | Ivy             | (inc. 200' of Ivy to AC change) | 820.0   | 28.0  | 2,551.11  | \$3.05     | \$ 7,780.89  |
| Oakmont          | Waverly         | Darbyton                        | 2,590.0 | 33.0  | 9,496.67  | \$3.05     | \$ 28,964.83 |
| Castleman Creek  | Chapman         | Aspen Incline                   | 1,965.0 | 22.0  | 4,803.33  | \$3.05     | \$ 14,650.17 |
| Castleman Creek  | 1st             | Aspen Incline                   | 3,025.0 | 27.0  | 9,075.00  | \$3.05     | \$ 27,678.75 |
| Windhill         | Old Temple Hwy. | Hewitt Dr.                      | 3,945.0 | 27.0  | 11,835.00 | \$3.05     | \$ 36,096.75 |
| Raylee Circle    | Windhill        | Cul-de-sac                      | 74.0    | 27.0  | 222.00    | \$3.05     | \$ 677.10    |
| Raylee Circle    | Cul-de-sac      |                                 |         | 78.0  | 530.93    | \$3.05     | \$ 1,619.34  |
| Glaze Circle     | Windhill        | Cul-de-sac                      | 89.0    | 27.0  | 267.00    | \$3.05     | \$ 814.35    |
| Glaze Circle     | Cul-de-sac      |                                 |         | 78.0  | 530.93    | \$3.05     | \$ 1,619.34  |
| Fieldstone       | Old Temple Hwy. | Waverly                         | 1,055.0 | 27.0  | 3,165.00  | \$3.05     | \$ 9,653.25  |
| Waverly          | 1135            | 1205                            | 335.0   | 27.0  | 1,005.00  | \$3.05     | \$ 3,065.25  |
| Minor Circle     | Oakmont         | Cul-de-sac                      | 94.0    | 27.0  | 282.00    | \$3.05     | \$ 860.10    |
| Minor Circle     | Cul-de-sac      |                                 |         | 78.0  | 530.93    | \$3.05     | \$ 1,619.34  |
| Ashton           | Stoneridge      | Cul-de-sac                      | 473.0   | 27.0  | 1,419.00  | \$3.05     | \$ 4,327.95  |
| Ashton           | Cul-de-sac      |                                 |         | 78.0  | 530.93    | \$3.05     | \$ 1,619.34  |
| Heatherwood      | 1024            | Oakmont                         | 1,995.0 | 27.0  | 5,985.00  | \$3.05     | \$ 18,254.25 |
| Oakmanor Circle  | Oakmont         | Cul-de-sac                      | 210.0   | 27.0  | 630.00    | \$3.05     | \$ 1,921.50  |
| Oakmanor Circle  | Cul-de-sac      |                                 |         | 78.0  | 530.93    | \$3.05     | \$ 1,619.34  |
| Wentwood Circle  | Oakmont         | Cul-de-sac                      | 247.0   | 27.0  | 741.00    | \$3.05     | \$ 2,260.05  |
| Wentwood Circle  |                 | Cul-de-sac                      |         | 78.0  | 530.93    | \$3.05     | \$ 1,619.34  |
| Earle            | 1st             | Castleman Creek                 | 3,006.0 | 23.0  | 7,682.00  | \$3.05     | \$ 23,430.10 |
| W. Chapman       | Moss Hill       | Castleman Creek                 | 2,025.0 | 22.0  | 4,950.00  | \$3.05     | \$ 15,097.50 |
| Keswick          | Old Temple Hwy. | Cul-de-sac                      | 638.0   | 27.0  | 1,914.00  | \$3.05     | \$ 5,837.70  |
| Keswick          | Cul-de-sac      |                                 | 78.0    | 78.0  | 530.93    | \$3.05     | \$ 1,619.34  |
| Keswick          | Turn lane       |                                 | 30.0    | 20.0  | 66.67     | \$3.05     | \$ 203.33    |
| Briar Bridge     | Old Temple Hwy. | Cul-de-sac                      | 414.0   | 27.0  | 1,242.00  | \$3.05     | \$ 3,788.10  |
| Briar Bridge     | Cul-de-sac      |                                 |         | 78.0  | 530.93    | \$3.05     | \$ 1,619.34  |
| Patricia         | Crestwood       | Spring Valley                   | 1,267.0 | 27.0  | 3,801.00  | \$3.05     | \$ 11,593.05 |
| Brenda           | Crestwood       | Spring Valley                   | 1,139.0 | 27.0  | 3,417.00  | \$3.05     | \$ 10,421.85 |
| Virginia         | Judy            | Brenda                          | 615.0   | 27.0  | 1,845.00  | \$3.05     | \$ 5,627.25  |
| Linden           | Judy            | Brenda                          | 803.0   | 27.0  | 2,409.00  | \$3.05     | \$ 7,347.45  |
| Kiowa            | Hewitt Dr.      | Warren                          | 1,432.0 | 27.0  | 4,296.00  | \$3.05     | \$ 13,102.80 |
| Ava              | panther way     | Jan                             | 1,635.0 | 26.0  | 4,723.33  | \$3.05     | \$ 14,406.17 |

### TOTAL STREET QUANTITIES

Slurry Seal Total

113,612.39

\$ 346,517.80

### RAISED PAVEMENT MARKERS

|                 |             |                      |
|-----------------|-------------|----------------------|
| Castleman Creek | 1 White RPM | Every 20', each side |
| Earle           | 1 White RPM | Every 20', each side |
| W. Chapman      | 1 White RPM | Every 20', each side |

### TOTAL RPM QUANTITIES

Pavement Marking Total

| Quantity | Price  |          |
|----------|--------|----------|
| 400      | \$6.83 | 2,732.00 |
| 300      | \$6.83 | 2,049.00 |
| 202      | \$6.83 | 1,379.66 |
| 902      |        |          |

\$6,160.66

### TOTAL CONTRACT AMOUNT

\$ 352,678.46

# HEWITT TEXAS

## **COUNCIL AGENDA ITEM FORM**

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**MEETING DATE:** April 5, 2021

**AGENDA ITEM #:** 8

**SUBMITTED BY:** Scott Coleman, General Services Director

**ITEM DESCRIPTION:**

Authorize the purchase of 27,000 lbs. of Poly Flex crack seal material from Crafcro Inc. in the amount of \$14,040.

**STAFF RECOMMENDATION/ITEM SUMMARY:**

Crack sealing is an important pavement maintenance practice that can help to increase the lifespan of asphalt. Using hot rubberized filler to fill cracks will help to prevent and stop these cracks from turning into larger cracks. Sealing cracks also helps to prevent the intrusion of water. The more water penetration, the weaker the pavement base will become leading to bigger and more costly problems.

If accepted, the proposed product will be used to seal cracks in City of Hewitt Streets. Attached are three cost proposals from three (3) different vendors, the lowest being Crafcro Inc.

**FISCAL IMPACT:**

Amount Budget - \$57,596.00 funds available  
Line Item in Budget - 10-50340-50-02 Street Maintenance Fund

**SUGGESTED MOTION:**

I move to authorize the purchase of 27,000 lbs. of Crafcro Poly Flex Crack Seal materials from Crafcro Inc., in the amount of \$14,040.

**ATTACHMENTS:**

Crafcro, Asphalt Kingdom & SealMaster pricing/quotes



6165 W. Detroit St.  
Chandler, AZ 85226  
(602) 276-0406 (800) 528-8242  
FAX: (480) 940-0313

**QUOTE #** BBBQ29976-03

Date Quoted 3/10/2021  
EXPIRATION DATE 4/9/2021

**Quote To:** Account Code: 931557

**Ship To:** Account Code:

**CITY OF HEWITT TX**  
**SCOTT COLEMAN**

200 PATRIOT COURT  
HEWITT, TX 76643  
US

**Phone:** 254-296-5682

**Fax:** 254-666-3741

**Email:**

**Project Title:** Inventory restock

**Bid Date:**

**Bid Number:**

**Project Start Date:**

**Ship Before:**

**Quote Effective Dates:** 11/18/2020 TO 4/9/2021

**Terms:** NET 30

**F.O.B.:** PPA- Delivered; freight includ

**Ship Via:** Truck/Common Carrier

**Sales Group:**

**Quoted By:** Chase Smith

**Sales Office:** TX3- Chase Smith

**Estimated Time to Ship After Receipt of Order:** Quoted at time of order

**Customer:** CITY OF HEWITT TX

**Project Title:** Inventory restock

**Quote Number** BBBQ29976-03

**Date** 03-10-21

**SALES TAX EXEMPT CERTIFICATE MUST BE PROVIDED AT THE TIME OF ORDER OR SALES TAX WILL BE ADDED TO YOUR ORDER**

| Part #       | Description     | Unit | Qty.   | Quote Price | Ext. Price    |
|--------------|-----------------|------|--------|-------------|---------------|
| 34521-3-TX10 | POLYFLEX TYPE 3 | LB   | 27,000 | \$0.5200    | \$14,040.0000 |

**Sales Tax** \$0.00

**Sub Total** \$14,040.00

**Shipping** \$0.00

**Total** \$14,040.00

**COMMENTS:**

Questions?

Call Chase Smith, CrafcO Territory Mgr. 469-520-4622

Send orders to customerservice@crafcO.com

CrafcO Service Facilities : 2413 Richland Ave  
Farmers Branch, TX 75234  
214-473-4025

2103 Danbury St  
San Antonio, TX 78217  
210-496-2070

## Shopping Cart

Email Me A Quote

| Item                                                                              | Price      | Qty | Subtotal    |
|-----------------------------------------------------------------------------------|------------|-----|-------------|
|  | \$1,659.00 | 12  | \$19,908.00 |

Pallet of Deery PLS Oil Jacketed Crack Filler  
Packaging  
12 x Box Version +\$19,908.00

75 boxes @ 2250 lbs x 12 = 27,000 lbs

## Summary

### Estimate Shipping and Tax

Subtotal: \$19,908.00  
Shipping (Free shipping): \$0.00

**Order Total: \$19,908.00**

Go to Secure Checkout

Check Out with Multiple Addresses

Update Cart

## Apply Discount Code

Enter discount code

Apply Discount



Continue with Google



Continue with Facebook



Continue with LinkedIn

## EQUIPMENT

Spray Systems  
Crack Filling Equipment  
Line Striping Machines  
Stencil Shop  
Cleaning Machines  
Parts & Accessories

## SUPPLIES

Asphalt Sealer  
Crack Filler  
Line Paint  
Asphalt Patch Repair  
Complete Packages

## ACCOUNT & RESOURCES

Log In / My Account  
Create Account  
Shipping  
Information  
Knowledgebase  
Video Center  
Blog

## GET IN TOUCH

PHONE  
1-866-400-9858

EMAIL  
sales@asphaltkingdom.com

WORKING DAYS  
Mon-Sat, 8:00am-8:00pm





## CRACK PRO® HEATED HOSE MACHINE

AVAILABLE ON PAGE 69

## CRACKMASTER 1190

Designed for use on roads and highways. Recommended for oil-jacketed kettles. Moderate climates - flexible to 0°F.

| PRODUCT # | DESCRIPTION      | PRICE          |
|-----------|------------------|----------------|
| M1078L    | CrackMaster 1190 | \$ .99 per lb. |

\* Also available in state modified formula containing no crumb rubber (CrackMaster 1190 NR) or elevated levels of crumb rubber (CrackMaster 1190 R)\*

## CRACKMASTER 1190 NR

Recommended for sealing joints in roads and parking lots. Recommended for oil-jacketed kettles.

| PRODUCT # | DESCRIPTION         | PRICE          |
|-----------|---------------------|----------------|
| M1079L    | CrackMaster 1190 NR | \$ .99 per lb. |

## CRACKMASTER 5078

Designed for use in oil-jacketed kettles. Ideal for use on roads and highways. Cool climates - flexible to 10°F.

| PRODUCT # | DESCRIPTION      | PRICE          |
|-----------|------------------|----------------|
| M1067L    | CrackMaster 5078 | \$ .88 per lb. |

## CRACKMASTER PF

Polymer modified fiber sealant containing approximately 5% polyester fibers. Designed for use in oil-jacketed kettles. Ideal for use on roads and highways. Moderate to hot climates - flexible to 0°F.

| PRODUCT # | DESCRIPTION    | PRICE           |
|-----------|----------------|-----------------|
| M1077L    | CrackMaster PF | \$ 1.18 per lb. |

## CRACKMASTER PF IV

Meets Ohio DOT, type IV specification. Contains approximately 2% polyester fiber content. Designed for use in oil-jacketed kettles. Ideal for use on roads and highways. Remains flexible in all climates.

| PRODUCT # | DESCRIPTION       | PRICE           |
|-----------|-------------------|-----------------|
| M1076L    | CrackMaster PF IV | \$ 1.18 per lb. |

## CRACKMASTER MA

Marker adhesive designed for use in both direct-fired kettles with agitation and oil-jacketed kettles. Ideal for use on roads and highways. Flexible in moderate to hot climates.

| PRODUCT # | DESCRIPTION    | PRICE          |
|-----------|----------------|----------------|
| M1055L    | CrackMaster MA | \$ .99 per lb. |

## CRACKMASTER CJA

A cold joint adhesive designed for use in oil-jacketed kettles. Ideal for use on roads and highways. Remains flexible in all climates.

| PRODUCT # | DESCRIPTION     | PRICE           |
|-----------|-----------------|-----------------|
| M1061L    | CrackMaster CJA | \$ 1.02 per lb. |

\* Also available in state modified formula for Alaska, CrackMaster CJA II\*

## CRACKMASTER 544

Polymer modified, polyester-fibered sealant designed for use with oil-jacketed kettles. Contains approximately 1/2% polyester fiber content. Ideal for use on roads and highways.

| PRODUCT # | DESCRIPTION     | PRICE          |
|-----------|-----------------|----------------|
| M1057L    | CrackMaster 544 | \$ .86 per lb. |

27K lb-

\$ 23,220

## CRACKMASTER TRM

Designed for use with oil-jacketed kettles. Contains a high crumb rubber content. Ideal for use on roads and highways.

| PRODUCT # | DESCRIPTION     | PRICE          |
|-----------|-----------------|----------------|
| M1054L    | CrackMaster TRM | \$ .99 per lb. |

## CRACKMASTER 3725

Recommended for oil-jacketed kettles. Designed for use on roads and highways. Very cold climates - flexible to -40°F.

| PRODUCT # | DESCRIPTION      | PRICE           |
|-----------|------------------|-----------------|
| M1062L    | CrackMaster 3725 | \$ 1.20 per lb. |

## CRACKMASTER 6690 TYPE 1

The ideal product for the contractor who wants a single product to use in both road and parking lot applications. Meets ASTM D 6690 Type 1 (formerly ASTM D 1190). Can be used in oil-jacketed kettles or direct fire kettles with agitation.

| PRODUCT # | DESCRIPTION             | PRICE           |
|-----------|-------------------------|-----------------|
| M1052L    | CrackMaster 6690 Type 1 | \$ 1.01 per lb. |

## CRACKMASTER MASTIC

The ideal product for large cracks, bridge joints, plug joints, manhole cover areas, utility joints and more. Mastic consists of rubberized asphalt binder and aggregate.

| PRODUCT #                            | DESCRIPTION | PRICE |
|--------------------------------------|-------------|-------|
| Call for pricing and product details |             |       |



# HEWITT TEXAS

## COUNCIL AGENDA ITEM FORM

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**MEETING DATE:** April 5, 2021

**AGENDA ITEM #:** 10

**SUBMITTED BY:** Lydia Lopez, City Secretary

**ITEM DESCRIPTION:**

Discussion and action concerning location change for the April 19, 2021 Council meeting and rescheduling of May Council meetings to May 10 & 24, 2021.

**STAFF RECOMMENDATION/ITEM SUMMARY:**

The May 1, 2021 Joint Election is requiring some changes in our normal Council meeting schedule. Early voting begins on April 19, 2021, and with City Hall/Library being designated as an Early Voting site, the Council Chambers will be used to accommodate voting. Therefore, the April 19, 2021 Council meeting will be held in the Public Safety Facility Training Room.

The May meeting dates are being rescheduled due to the election calendar requiring the period for the official canvass to be held between the dates of May 4-12, 2021. May meetings will be held on May 10 and May 24, 2021.

**FISCAL IMPACT:**

Amount Budget - NA  
Line Item in Budget - NA

**SUGGESTED MOTION:**

I move that we approve the location change of the April 19, 2021 Council meeting to the Public Safety Facility Training Room and reschedule the May Council meetings to May 10 & May 24, 2021.

**ATTACHMENTS:**

None