



CITY COUNCIL WORKSHOP/REGULAR MEETING

April 3, 2023 at 6:00 PM

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

AGENDA

Steve Fortenberry, Mayor, Ward 3

Michael S. Bancale, Mayor Pro Tem, At-Large – **Vacant**, Council Member, Ward 1

Johnny Stephens, Council Member, Ward 1 – **Johnny Price**, Council Member, Ward 2

Bob Potter, Council Member, Ward 2 – **Erica Bruce**, Council Member, Ward 3

The meeting will be streamed live on the city's website at www.cityofhewitt.com/790/Hewitt-TX-TV.

Pursuant to Texas Government Code Sec. 551.127, on a regular, non-emergency basis, members may attend and participate in the meeting remotely by video conference. Should that occur, a quorum of the members will be physically present at the location noted above on this agenda.

WORKSHOP MEETING - 6:00 PM

WORKSHOP DECLARATION OF A QUORUM AND CALL MEETING TO ORDER

WORKSHOP AGENDA

1. Briefing and discussion concerning an update to the City of Hewitt's Strategic Plan 2023-2028.
 - Library, Human Resources, General Services, and Utilities

WORKSHOP ADJOURNMENT

REGULAR MEETING - 7:00 PM

DECLARATION OF A QUORUM AND CALL TO ORDER

PLEDGE OF ALLEGIANCE

SPECIAL PRESENTATION(S) AND RECOGNITION(S)

2. Introduction of new Chief of Police John McGrath.

PUBLIC COMMENTS

The City Council invites citizens to speak on any topic not already scheduled for a public hearing. The Texas Open Meetings Act prohibits the Council from discussing, responding to, or acting on any comments or items not properly posted on the agenda. (Note: Members of the public who wish to speak must complete a “Public Comment Form” and present it to the City Secretary before the meeting.)

REGULAR AGENDA ITEMS

3. Approve minutes of the City Council Workshop/Regular Meeting of March 20, 2023.
4. 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.
5. Briefing and discussion concerning an update to the City of Hewitt's Strategic Plan 2023-2028 (continued discussion from Workshop, if needed).

ADJOURNMENT

I certify that the above notice of meeting was posted on the Public Notice Board located in front of City Hall on March 29, 2023, by 5:00 PM.

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 City Council meetings. The facility is wheelchair accessible, with handicap parking available at the front of the building. Requests for sign interpreters or special services must be received forty-eight (48) hours prior to the meeting by calling the City Secretary at 254.296.5602 or by fax at 254.666.6014.



COUNCIL AGENDA ITEM FORM

MEETING DATE: April 3, 2023

AGENDA ITEM #: 3.

SUBMITTED BY: Lydia Lopez, City Secretary

ITEM DESCRIPTION:

Approve minutes of the City Council Workshop/Regular Meeting of March 20, 2023.

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:

1. 2023-03-20 City Council Regular Meeting Minutes



CITY COUNCIL WORKSHOP/REGULAR MEETING

March 20, 2023 at 6:30 PM

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

MINUTES

Steve Fortenberry, Mayor, Ward 3

Michael S. Bancale, Mayor Pro Tem, At-Large – **Vacant**, Council Member, Ward 1

Johnny Stephens, Council Member, Ward 1 – **Johnny Price**, Council Member, Ward 2

Bob Potter, Council Member, Ward 2 – **Erica Bruce**, Council Member, Ward 3

Pursuant to Texas Government Code Sec. 551.127, on a regular, non-emergency basis, members may attend and participate in the meeting remotely by video conference. Should that occur, a quorum of the members will be physically present at the location noted above on this agenda.

WORKSHOP MEETING - 6:30 PM

WORKSHOP DECLARATION OF A QUORUM AND CALL TO ORDER

Mayor Steve Fortenberry called the Workshop Meeting to order at 6:30 PM and announced a quorum was present. Council Member Erica Bruce joined the meeting remotely by video conference.

WORKSHOP AGENDA

- 1. PRESENTATION OF THE FY 2021-2022 AUDIT REPORT BY CHRIS PRUITT, PARTNER, PATTILLO, BROWN & HILL, LLP.** City Manager Bo Thomas introduced Chris Pruitt who presented the FY 2022 Annual Comprehensive Financial Report. He stated the financial statements fairly present the City's financial position, and the audit identified no material weakness. See agenda item number #4 in the Regular Meeting agenda for the acceptance of the audit report.

WORKSHOP ADJOURNMENT

MOTION: Council Member Bob Potter moved to adjourn the Workshop meeting at 6:45 PM.

SECOND: Council Member Johnny Price

AYES: Bruce, Potter, Price, Stephens, Bancale, and Fortenberry

NAYES: None

ABSENT: None

MOTION PASSED.

REGULAR MEETING - 7:00 PM

DECLARATION OF A QUORUM AND CALL TO ORDER

Mayor Fortenberry called the Regular Meeting to order at 7:00 PM and announced a quorum was present. Council Member Erica Bruce joined the meeting remotely by video conference.

PLEDGE OF ALLEGIANCE

Mayor Fortenberry led the Pledge of Allegiance.

SPECIAL PRESENTATION(S) AND RECOGNITION(S)

**2. SPECIAL PRESENTATION TO THE HEWITT PUBLIC LIBRARY - 2022
ACHIEVEMENT OF EXCELLENCE IN LIBRARIES AWARD.**

Eric Ames, Past President of the Library Board, presented the award to Library Director Waynette Ditto. Mrs. Ditto individually recognized the Library staff for their hard work and dedication. She also thanked members of the Library Board and Friends of the library who were present for their support. Mayor Fortenberry expressed appreciation to Mrs. Ditto and staff for making Hewitt's Public Library an outstanding Library.

PUBLIC COMMENTS

The City Council invites citizens to speak on any topic not already scheduled for a public hearing. The Texas Open Meetings Act prohibits the Council from discussing, responding to, or acting on any comments or items not properly posted on the agenda. [Note: Members of the public who wish to speak must complete a "Public Comment Form" and present it to the City Secretary before the meeting.]

Mayor Fortenberry read the statement above and inquired if the City Secretary received any public comment forms. The City Secretary received no public comment forms.

REGULAR AGENDA ITEMS

3. APPROVE MINUTES OF THE CITY COUNCIL REGULAR MEETING OF MARCH 06, 2023.

MOTION: Council Member Bob Potter moved to adjourn the Workshop meeting at 6:45 PM.

SECOND: Council Member Johnny Price

AYES: Bruce, Potter, Price, Stephens, Bancale, and Fortenberry

NAYES: None

ABSENT: None

MOTION PASSED.

4. MOTION TO ACCEPT THE FISCAL YEAR 2021-2022 ANNUAL COMPREHENSIVE FINANCIAL REPORT (ACFR).

City Manager Bo Thomas noted that a full presentation was held during the workshop.

MOTION: Council Member Bob Potter moved to accept the Fiscal Year 2021-2022 Annual Comprehensive Financial Report as presented.

SECOND: Council Member Johnny Price

AYES: Bruce, Potter, Price, Stephens, Bancale, and Fortenberry

NAYES: None

ABSENT: None

MOTION PASSED.

5. BRIEFING AND DISCUSSION CONCERNING FINANCIAL STATEMENTS ENDING FEBRUARY 28, 2023.

City Manager Bo Thomas advised that Finance Director Lee Garcia previously sent the February Financial Statements electronically for the Council to review and inquired if Council had any questions. Council raised no questions or concerns. **No action was required.**

6. DISCUSSION AND POSSIBLE ACTION ON APPOINTMENT TO THE LIBRARY BOARD.

City Manager Bo Thomas advised that the Library Board currently has a vacancy and an application was received from Delores K. Sincerney who expressed an interest in serving. Mrs. Sincerney was present if Council had any questions.

MOTION: Council Member Johnny Stephens moved to approve the appointment of Delores K. Sincerney to the Library Board for an unexpired term ending in December 2023.

SECOND: Council Member Johnny Price

AYES: Bruce, Potter, Price, Stephens, Bancale, and Fortenberry

NAYES: None

ABSENT: None

MOTION PASSED.

7. DISCUSSION AND POSSIBLE ACTION REGARDING THE PURCHASE OF HEWITT POLICE VEHICLES.

City Manager Bo Thomas and Assistant City Manager Jim Devlin presented.

MOTION: Council Member Johnny Price moved to authorize the purchase of three Chevrolet Tahoe PPVs in the amount of \$212,974.

SECOND: Council Member Bob Potter

AYES: Bruce, Potter, Price, Stephens, Bancale, and Fortenberry

NAYES: None

ABSENT: None

MOTION PASSED.

8. DISCUSSION AND POSSIBLE ACTION REGARDING A REQUEST FROM UTEC AND UTEM FOR WAIVER OF PENALTY AND INTEREST ON PROPERTY TAX.

City Manager Bo Thomas presented.

MOTION: Mayor Pro Tem Michael Bancale moved to waive the penalties for UTEC and UTEM. Mayor Pro Tem Bancale amended the motion to waive penalties **and interest** on property tax for UTEC and UTEM.

SECOND: Council Member Johnny Price

AYES: Bruce, Potter, Price, Stephens, Bancale, and Fortenberry

NAYES: None

ABSENT: None

MOTION PASSED.

9. DISCUSSION AND PRESENTATION OF HEWITT DROUGHT CONTINGENCY PLAN.

City Manager Bo Thomas asked Utilities Director Kevin Reinke to summarize the Drought Contingency Plan and the outlook for Summer 2023. General discussion was held concerning the daily production of wells, monitoring high volume use, and ways to encourage compliance through incentivizing versus penalizing.

ADJOURNMENT

MOTION: Council Member Bob Potter moved to adjourn the Regular meeting at 8:13 PM.

SECOND: Council Member Johnny Price

AYES: Bruce, Potter, Price, Stephens, Bancale, and Fortenberry

NAYES: None

ABSENT: None

MOTION PASSED.

Approved: _____

ATTEST:

Lydia Lopez, City Secretary

Steve Fortenberry, Mayor



COUNCIL AGENDA ITEM FORM

MEETING DATE: April 3, 2023

AGENDA ITEM #: 4.

SUBMITTED BY: Lydia Lopez, City Secretary

ITEM DESCRIPTION:

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.

STAFF RECOMMENDATION/ITEM SUMMARY:

The City Engineer will present and answer any questions regarding the Engineer's report.

FISCAL IMPACT:

Amount Budgeted - N/A

Line Item in Budget - N/A

SUGGESTED MOTION:

No action is required.

ATTACHMENTS:

1. Hewitt-PR-3.28.23

HEWITT TEXAS

CITY ENGINEER'S REPORT

March 28, 2023

Utility Projects

Chaparral, Crescent, and Will Boleman

Finishing construction documents.

Commerce Park Plant Improvements

- Well
STGCD Board has approved a permit for this drilling of the replacement well. The production permit will be considered in a future meeting, but we will be getting them the other data shortly. Plans and Specs are to be sent to TCEQ for their review. We will be preparing to put this project out to bids in the coming month or two.
- Plant
 - No new update.

Street/Transportation Projects

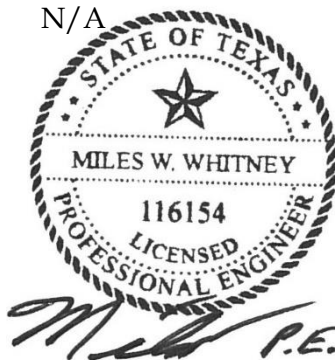
Chaparral, Crescent, and Will Boleman

We are currently working on finalizing designs and checking roadway grades vs. existing drives and sidewalks. Coordinating with TxDOT as to when they will be performing their work on Chaparral and C Kay.

Drainage Projects

N/A

By:



Miles W. Whitney, P.E.

Note: All dates are approximate and subject to change.



COUNCIL AGENDA ITEM FORM

MEETING DATE: April 3, 2023

AGENDA ITEM #: 5.

SUBMITTED BY: Everett Thomas III, City Manager

ITEM DESCRIPTION:

Briefing and discussion concerning an update to the City of Hewitt's Strategic Plan 2023-2028
(continued discussion from Workshop, if needed).

STAFF RECOMMENDATION/ITEM SUMMARY:

Continuation of discussion from Workshop, if needed.

FISCAL IMPACT:

Amount Budgeted - N/A

Line Item in Budget - N/A

SUGGESTED MOTION:

N/A

ATTACHMENTS:

None