

HEWITT TEXAS

CITY COUNCIL REGULAR MEETING

March 20, 2023 at 6:30 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 - 6:30 PM

WORKSHOP DECLARATION OF A QUORUM AND CALL TO ORDER

WORKSHOP AGENDA

1. Presentation of the FY 2021-2022 audit report by Chris Pruitt, Partner, Pattillo, Brown & Hill, LLP.

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. Special presentation to the Hewitt Public Library - 2022 Achievement of Excellence in Libraries Award.

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 Regular Meeting of March 06, 2023.
4. Motion to accept the Fiscal Year 2021-2022 Annual Comprehensive Financial Report (ACFR).
5. Briefing and discussion concerning Financial Statements ending February 28, 2023.
6. Discussion and possible action on appointment to the Library Board.
7. Discussion and possible action regarding the purchase of Hewitt Police vehicles.
8. Discussion and possible action regarding a request from UTEC and UTEM for waiver of penalty and interest on property tax.
9. Discussion and presentation of Hewitt Drought Contingency Plan.

ADJOURNMENT

I certify that the above notice of meeting was posted on the Public Notice Board located in front of City Hall on March 15, 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.

HEWITT TEXAS

COUNCIL AGENDA ITEM FORM

MEETING DATE: March 20, 2023

AGENDA ITEM #: 1

SUBMITTED BY: Lee Garcia, Finance Director

ITEM DESCRIPTION:

Presentation of the FY 2021-2022 audit report by Chris Pruitt, Partner, Pattillo, Brown & Hill, LLP.

STAFF RECOMMENDATION/ITEM SUMMARY:

Chris Pruitt, Partner at Pattillo, Brown & Hill, LLP, will present the Fiscal Year 2021-2022 Annual Comprehensive Financial Report to the City Council. Council will be provided the opportunity to ask questions and make comments.

FISCAL IMPACT:

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

SUGGESTED MOTION:

No motion at this time.

ATTACHMENTS:

Hard copies of the FY 2021-2022 Annual Comprehensive Financial Report were distributed with the council packet.



Achievement of Library Excellence Award Information Sheet

Each year, the Texas Municipal Library Directors Association (TMLDA) confers awards for outstanding contributions by public libraries to their communities. Since 1966 TMLDA has served to promote the public library profession, improve the methods of library service delivery, and maintain high standards of professional ethics. TMLDA remains an affiliate of the Texas Municipal League.

The Achievement of Library Excellence Award is open to TMLDA member library directors and the libraries they represent. To receive the Achievement of Library Excellence Award, the library must support standards of excellence in the following categories:

1. Services to underserved populations either through outreach, special programs, collaborations with other libraries or organizations, special classes, special collections, etc.
2. Innovative and effective marketing materials highlighting basic services and publicity about specific programs the library offers
3. Collaborative efforts with community organizations
4. Enhanced service to the public during the past year either through increase in service or a change in type of services
5. Literacy support for all ages (including summer reading programs)
6. Support for digital inclusion through public internet access, digital literacy training, and online library services
7. Support for workforce development
8. Cultural, topical, and educational programming for adults and families
9. Professional staff training to include training opportunities for staff at all levels
10. Any other initiatives that speak to library excellence

TMLDA recognizes that two of the many strengths of Texas libraries are individuality and the ability to meet the specific needs of the communities served. Each award-winning library has chosen to emphasize the programs and services that best support local users where they live, work, and play. While no two public libraries are alike, they each strive for excellence.

According to the Texas State Library and Archives Commission, 542 public libraries exist in Texas. Of those libraries, only 73 received this award in 2022.

HEWITT TEXAS

COUNCIL AGENDA ITEM FORM

MEETING DATE: March 20, 2023

AGENDA ITEM #: 3

SUBMITTED BY: Lydia Lopez, City Secretary

ITEM DESCRIPTION:

Approve minutes of the City Council Regular Meeting of March 6, 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:

Draft minutes

HEWITT TEXAS

CITY COUNCIL REGULAR MEETING

March 06, 2023 at 7:00 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.

REGULAR MEETING - 7:00 PM

DECLARATION OF A QUORUM AND CALL TO ORDER

Mayor Pro Tem Michael Bancale called the Regular Meeting to order at 7:00 PM, declared a quorum of the Council. Mayor Steve Fortenberry was absent.

PLEDGE OF ALLEGIANCE

Mayor Pro Tem Bancale led the Pledge of Allegiance.

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 Pro Tem Bancale 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

1. APPROVE MINUTES OF THE CITY COUNCIL SPECIAL MEETING OF FEBRUARY 21, 2023.

MOTION: Council Member Bob Potter moved approval of the minutes as presented but to allow for corrections.

SECOND: Council Member Johnny Price

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

NAYES: None

ABSENT: Fortenberry

MOTION PASSED.

2. PRESENTATION OF CITY ENGINEER'S REPORT BY CITY ENGINEER MILES WHITNEY, P.E.

➤ **UPDATE ON PENDING UTILITY PROJECTS.**

➤ **UPDATE ON PENDING STREET PROJECTS.**

➤ **UPDATE ON PENDING DRAINAGE PROJECTS.**

City Engineer Miles Whitney presented a review of the listed projects.

3. DISCUSSION AND POSSIBLE ACTION ON STAFFING FOR ADEQUATE FIRE AND EMERGENCY RESPONSE (SAFER) GRANT APPLICATION.

City Manager Bo Thomas and Fire Chief Jonathan Christian presented.

MOTION: Council Member Johnny Price moved approval to authorize the Fire Department to submit a grant application for the SAFER Grant through the U.S. Department of Homeland Security (DHS) and the Federal Emergency Management Agency (FEMA).

SECOND: Council Member Erica Bruce

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

NAYES: None

ABSENT: Fortenberry

MOTION PASSED.

ADJOURNMENT

MOTION: Council Member Erica Bruce moved to adjourn the Regular meeting at 7:08 PM.

SECOND: Council Member Bob Potter

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

NAYES: None

ABSENT: Fortenberry

MOTION PASSED.

Approved: _____

ATTEST:

Lydia Lopez, City Secretary

Steve Fortenberry, Mayor

HEWITT TEXAS

COUNCIL AGENDA ITEM FORM

MEETING DATE: March 20, 2023

AGENDA ITEM #: 4

SUBMITTED BY: Lee Garcia, Finance Director

ITEM DESCRIPTION:

Motion to accept the Fiscal Year 2021-2022 Annual Comprehensive Financial Report (ACFR).

STAFF RECOMMENDATION/ITEM SUMMARY:

Having had the presentation by Chris Pruitt, Partner, Pattillo, Brown & Hill, LLP, of the FY 2021-2022 audit report, the audit is now being submitted to the City Council for formal acceptance.

The ACFR will then be posted on the city's website and submitted to the Municipal Securities Rulemaking Board, Electronic Municipal Market Access dataport along with required Continuing Disclosure data. This is a website used by the public and investors to research bond information.

We will also be applying once more to the Government Finance Officers Association for award consideration.

FISCAL IMPACT:

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

SUGGESTED MOTION:

I move to accept the Fiscal Year 2021-2022 Annual Comprehensive Financial Report as presented.

ATTACHMENTS:

HEWITT TEXAS

COUNCIL AGENDA ITEM FORM

MEETING DATE: March 20, 2023

AGENDA ITEM #: 5

SUBMITTED BY: Lee Garcia, Finance Director

ITEM DESCRIPTION:

Briefing and discussion concerning Financial Statements ending February 28, 2023.

STAFF RECOMMENDATION/ITEM SUMMARY:

The financial statements ending February 28, 2023 were sent electronically on March 10, 2023. 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: March 20, 2023

AGENDA ITEM #: 6

SUBMITTED BY: Lydia Lopez, City Secretary

ITEM DESCRIPTION:

Discussion and possible action on appointment to the Library Board.

STAFF RECOMMENDATION/ITEM SUMMARY:

The Library Board has one vacancy. We received an application from Delores K. Sincerney, who expressed an interest in serving. Ms. Sincerney will be present to meet the Council and for a brief interview.

If appointed, Ms. Sincerney will serve an unexpired term ending in December 2023.

FISCAL IMPACT:

Amount Budgeted – NA
Line Item in Budget- NA

SUGGESTED MOTION:

I move to approve the appointment of Delores K. Sincerney to the Library Board for an unexpired term ending in December 2023.

ATTACHMENTS:

Application

APPLICATION FOR BOARDS & COMMISSIONS TO THE CITY OF HEWITT

The City of Hewitt appreciates your interest in serving the community. A listing of the boards and commissions is found behind your application. Appointments are made during the year as vacancies occur. This is great opportunity for you to play a vital role in shaping your community.

NAME OF APPLICANT: Delores K. Sincerney
HOME ADDRESS: 119 Russell Lane
DAYTIME TELEPHONE NUMBER: 254-744-5752 E-MAIL ADDRESS: dsincerney@psychod.com

PLEASE CHECK APPROPRIATE STATEMENTS: I reside within the city limits of Hewitt, Texas.*
 I do I do not . . . own property located in Hewitt, Texas.

* **IMPORTANT** - - By checking this box and signing this form, you are indicating that your legal residence or domicile - your home and fixed place of habitation to which you intend to return after any temporary absence - is located within the city limits of Hewitt, Texas.

LENGTH OF TIME APPLICANT HAS RESIDED IN THE HEWITT CITY LIMITS: 40 years

PLEASE INDICATE BELOW HOW YOU WOULD LIKE TO SERVE THE CITY OF HEWITT. (**IMPORTANT**: IF MORE THAN ONE AREA IS INDICATED, **NUMBER YOUR PREFERENCES** WITH "1" BEING YOUR FIRST CHOICE, "2" BEING YOUR SECOND CHOICE, ETC.). PLEASE SEE REVERSE SIDE FOR DESCRIPTIVE INFORMATION.

- Board of Adjustment (must be resident and owner of property in Hewitt)
- Civil Service Commission (must be resident of Hewitt)
- Library Board (must be resident of Hewitt)
- Parks and Beautification Committee (must be resident of Hewitt)
- Planning and Zoning Commission (must be resident and owner of property in Hewitt)

OTHER WAYS YOU SERVE YOUR COMMUNITY: Meals on wheels Bingo Nursing home
Treasury for Friends of Hewitt High

SPECIAL INTERESTS/SKILLS/EXPERIENCE/EDUCATION YOU FEEL MAY BE HELPFUL: _____

OCCUPATION/EMPLOYER: _____

REFERENCES (MUST BE HEWITT RESIDENTS): Beth Oakley TELEPHONE # 254 644-3594
June Goodnight TELEPHONE # 254 772-3918

SIGNATURE OF APPLICANT: Delores K. Sincerney DATE: 1-5-23

Return Application to:
Lydia Lopez, City Secretary
200 Patriot Court
Hewitt, Texas 76643
Phone: 254-666-6171 - Fax: 254-666-6014
Email: citysecretary@cityofhewitt.com

OFFICE USE ONLY
Date interviewed by Council: _____
Date appointed by Council: _____
Date sworn in by Council: _____ Term to expire: _____
Reappointed: _____ Term to expire: _____

Revised: March 2019

HEWITT TEXAS

COUNCIL AGENDA ITEM FORM

MEETING DATE: March 20, 2023

AGENDA ITEM #: 7

SUBMITTED BY: Jim Devlin, Police Chief

ITEM DESCRIPTION:

Discussion and possible action regarding the purchase of Hewitt Police vehicles.

STAFF RECOMMENDATION/ITEM SUMMARY:

Over the last three years, the Hewitt Police Department has been concerned with the marked patrol vehicle fleet, with the inability to find fleet vehicles and equipment. In the Fiscal Year 21/22 budget, the Hewitt City Council authorized the Hewitt Police Department to purchase three replacement marked patrol vehicles. These vehicles were ordered and took eighteen months to be delivered. In the Fiscal Year 22/23 budget, the Hewitt City Council again authorized the purchase of three replacement marked patrol vehicles. These vehicles have been ordered and the expected delivery date is believed to be twelve to eighteen months away.

The Chief of Police has located a local vehicle vendor that is in current possession of police units and equipment that are available for upfitting, meeting the needs of the Hewitt Patrol Division. The vehicles that have been located are three 2022 Chevrolet Tahoe PPVs and associated equipment. These vehicles would have a short turnaround time, with an expected delivery to be in the early summer of 2023.

FISCAL IMPACT:

\$179,742.00 – graphics not included in the quote.

SUGGESTED MOTION:

I move to authorize the purchase of three Chevrolet Tahoe PPVs in the amount of \$179, 742.00

ATTACHMENTS:

CAP Fleet vehicle quote

Quote

Date 3/1/2023
Quote # CAPQ-107248



CAP FLEET Item 7.

2603 Taylors Valley Road
Belton, TX 76513
Office 254-773-1959

Name / Address Hewitt Police Department

Ship To: Hewitt Police Department 200 Patriot Court, Hewitt, Texas 76643

Salesperson:	Eric Hansen
Email:	
Contact Name:	

Year:	2022
Make:	Chevrolet
Model:	TAHOE PPV

Job Description:

Quote Summary

Per Vehicle Subtotal	\$29,957.00
Per Vehicle Tax	\$0.00
Per Vehicle Total	\$29,957.00

Vehicles Quoted 2

Grand Total \$59,914.00

****PRICES ARE VALID FOR 30 DAYS BUT ARE SUBJECT TO CHANGE DUE TO SUPPLY CHAIN CHALLENGES.
REVERIFY PRICING BEFORE ISSUING A PURCHASE ORDER. COMMODITY SURCHARGES MAY APPLY AFTER PO IS ISSUED.
ALL CANCELLED ORDERS ARE SUBJECT TO A 20% RESTOCKING FEE****

I hereby authorize the install work therein set forth to be done by CAP Fleet Upfitters, together with the furnishing by CAP Fleet Upfitters of the necessary parts and other material for such install and agree that CAP Fleet Upfitters is not responsible for any delays caused by unavailability or delayed availability of parts or material for any reason; that CAP Fleet Upfitters neither assumes or authorizes any other person to assume for CAP Fleet Upfitters any liability in connection with such install; that CAP Fleet Upfitters shall not be responsible for loss or damage to the above vehicle, or articles left therein; in case of fire, theft, any Act of God, or other cause beyond CAP Fleet Upfitters control; that CAP Fleet Upfitters employees may operate the above vehicle on streets, highways, or elsewhere for the purpose of testing and/or inspecting such vehicle.

WWW.CAPFLEET.COM
QUOTES ARE GOOD FOR 30 DAYS.
PLEASE SIGN BELOW IF ALL ITEMS & QUANTITIES ARE APPROVED.

X _____ Date: / /

Quote

Date 3/1/2023
 Quote # CAPQ-107248



CAP FLEET

2603 Taylors Valley Road
 Belton, TX 76513
 Office 254-773-1959

Item 7.

QTY	Part #	Part Details
CONSOLE/MDT		
1	PP-2021-TAH-SFF	(PP-2021-TAH-SFF) 2021-2022 CHEVY TAHOE SHORTY CENTER CONSOLE WITH FLIP FORWARD ARM REST.
1	C-HDM-204	8.5" HEAVY-DUTY TELESCOPING POLE; SIDE MOUNT; SHORT HANDLE
1	C-MD-112	11" SLIDE OUT LOCKING SWING ARM WITH MOTION ADAPTER
ELECTRONICS		
1	CG-X	CHARGE GUARD-SELECT
1	HAF4013A	7/8/900 MHZ WIDEBAND LOW PROFILE 3DB GAIN THROUGH HOLE NMO MOUNT
1	HSN4019B	MOTOROLA EXTERNAL SPEAKER
1	RP-1	RAPTOR RP-1 DUAL K- BAND RADAR
1	001-0950-00	VU Link
2	012-00042-00	Activation Fee
1	K001-00081-00	DVM-800 COMPLETE KIT, V2
1	008-01528-00	CABLE VULINK CAN BUS ADAPTER 3' Notes: DIGITAL ALLY
EMERGENCY LIGHTING		
1	LGYS54CORE-DE	54" DUO LEGACY FULLY POPULATED W/SMOKED LENSES (DRIVER SIDE RED/WHITE FRONT; RED/AMBER REAR; PASSENGER SIDE BLUE/WHITE FRONT; BLUE/AMBER REAR); C399 CORE SIREN; CEM16 EXPANSION MODULE; CV2V SYNC; C399K*; SA315U SPEAKER; SAK*; STPKT*
1	SA315U	SA315U SPEAKER BLACK PLASTIC
1	EB2SP3JX	LEGACY WCX 54" D/E/D/E PROMO; W/SMOKE LENSES
1	C399	CENCOM CORE WCX CONTROL CENTER
1	CEM16	WECANX 16 OUTPUT EXPANSION MOD
1	CV2V	VEHICLE-TO-VEHICLE SYNC MODULE
1	CEM16	WECANX 16 OUTPUT EXPANSION MOD
1	STPKT101	LIGHTBAR STRAP KIT #101
1	CCTL7	WECANX 21 BUTTON/SLIDE CTRL HD
1	C399K6	OBD II CANPORT KIT TAHOE/SUB
1	SAK70	SA-315 MT KIT 2021 CHEVY TAHOE
1	XI3SMJC	SURFACE MT TRIO ION R/B W/WHT Mounting Location : PB11 - DS SIDE - VERT
1	XI3SMJC	SURFACE MT TRIO ION R/B W/WHT Mounting Location : PB22 - PS SIDE - VERT
6	XI3JC	TRIO ION R/B WHT OVERRIDE SMK Mounting Location : RB1 - RUNNING BOARDS Notes: 3X PER SIDE
1	AVC23RBC	DUAL AVENGER II TRIO R/B/W Mounting Location : RQGL1 - REAR QTR GLASS -DS- LOW
1	AVC23RBC	DUAL AVENGER II TRIO R/B/W Mounting Location : RQGL2 - REAR QTR GLASS - PS - LOW

Quote

Date 3/1/2023

Quote # CAPQ-107248



CAP FLEET Item 7.

2603 Taylors Valley Road

Belton, TX 76513

Office 254-773-1959

QTY	Part #	Part Details
1	RPWD54-KIT	ION REAR PILLAR WC DUO TAHOE
1	07-26K067-0230	BRACKET MTG DRVR TOP BLACK
1	07-26K067-1230	BRACKET MTG PASS TOP BLACK
1	07-26K096-0230	BRACKET MTG DRVR CENTER
1	07-26K096-1230	BRACKET MTG PASS CENTER
1	07-26K101-0230	BRACKET MTG DRVR BOTTOM
1	07-26K101-1230	BRACKET MTG PASS BOTTOM
1	11-488814-L000	HOUSING DRVR REAR PILLAR
1	11-488814-R000	HOUSING PASS REAR PILLAR
6	OEI2J	ADD 1 RED/BLUE ION OUTER EDGE
2	XI3JC	TRIO ION R/B WHT OVERRIDE SMK
1	IONBKT1	ION LICENSE PLATE BKT HORIZ.
1	P46FLC	PAR-46 8 DEG LED SPOT LT 12V Notes: DS
EXTERIOR		
1	PB5721HDL003	HD PUSH BUMPER W/TWO WHELEN ION DUO SMOKED LENS ONE RED/WHITE & ONE BLUE/WHITE LIGHT; HD PUSH BUMPER - INCLUDES WIRE COVERS; CHEVY TAHOE PPV 2021-2022
PRISONER TRANSPORT EQUIPMENT		
1	PRPSP5714T21A	POLY CENTER SLIDER WINDOW WITH EXPANDED METAL INSERT PARTITION - SPACE SAVER - INCLUDES RECESSED PANEL AND LOWER EXTENSION PANELS; CHEVY TAHOE PPV/SSV 2021-2022
1	S5705T21OSB	CHARCOAL GREY ABS STANDARD TRANSPORT SEAT W/ 7GA. STEEL SCREEN WINDOW CARGO BARRIER AND OSB'S; REAR TRANSPORTS SEATS *NOT COMPATIBLE WITH GM FACTORY ATZ SECOND ROW SEAT DELETE OPTION; CHEVY TAHOE PPV/SSV 2021-2022
1	GK10342UHK	DUAL T-RAIL MOUNT; 2 UNIVERSAL XL; HANDCUFF KEY OVERRIDE; *FOR USE WITH ALL VEHICLES; *FOR USE WHEN MOUNTING TO FREESTANDING BASES
1	DK0100TAH21	DOOR PANEL; TPO PLASTIC BLACK; INSTALLS OVER OEM DOOR PANELS; CHEVROLET TAHOE 21-23
1	WK0514TAH21H	WINDOW BARRIER; STEEL HORIZONTAL; *FOR USE WITH: STOCK DOOR PANELS; SETINA TPO DOOR PANELS; CHEVROLET TAHOE 21-23
1	T62131BLK	2021 SPECIAL SERVICE TAHOE WITH IRONBAND BUCKET SET - BLACK TACTICAL
STORAGE		
1	PP-TAH-2021-L1-2D-11-CAG	(PP-TAH-2021-L1-2D-11-CAG) TAHOE 2021-2022 LOW SECURITY TWO 11" TALL DRAWERS (PASSENGER SIDE) SIZED FOR USE WITH MOST FULL PRISONER CAGES
1	PP-TAH-2021-3RD-L1-5x36	(PP-TAH-2021-3RD-L1-5X36) TAHOE 2021-2022 3RD DRAWER OPTION LOW SECURITY 20.5" WIDE X 5" X 36"

QTY	Part #	Description
1	LABOR	LABOR
1	SHOP SUPPLIES	SHOP SUPPLIES
1	WIRING HARNESS	WIRING HARNESS
1	INSPECT	ALL CAP FLEET INSPECTIONS COME WITH AN AGENCY LIMITED LIFETIME WARRANTY

Quote

Date 3/1/2023
Quote # CAPQ-107248



CAP FLEET

Item 7.

2603 Taylors Valley Road
Belton, TX 76513
Office 254-773-1959

QTY	Part #	Description
1	PROGFEE	PROGRAMMING FEE
1	DISPOSAL	DISPOSAL FEE (FOR OEM PARTS NOT PICKED UP ON DELIVERY)
1	PDKIT	POWER DISTRIBUTION KIT
1	TINT6	FRONT - LEGAL & ALL OTHER WINDOWS - LIMO
1	SHIPPING	SHIPPING
1	DEALER	DEALER PREP

QTY	Make	Model	Used
1	DOCKING STATION	TBD	<input checked="" type="checkbox"/>

HEWITT TEXAS

COUNCIL AGENDA ITEM FORM

MEETING DATE: March 20, 2023

AGENDA ITEM #: 8

SUBMITTED BY: Bo Thomas, City Manager

ITEM DESCRIPTION:

Discussion and possible action regarding a request from UTEC and UTEM for waiver of penalty and interest on property taxes.

STAFF RECOMMENDATION/ITEM SUMMARY:

January 31, 2023 was the deadline for postmark for property taxes due without penalty and interest being assessed. Based upon weather conditions this year, the Postal Service was not open to postmark payments prior to the deadline. UTEC and UTEM have requested waiver of their penalties and interest due to the inability of the Postal Service to postmark their payment due to weather closure. The County has specified a process that they have recently utilized to waive certain penalties and interest based upon these same conditions.

FISCAL IMPACT:

Amount Budgeted – NA
Line Item in Budget – NA

SUGGESTED MOTION:

At Council's discretion.

ATTACHMENTS:

Requests from UTEC and UTEM
Email correspondence with the County



P.O. Box 9 Item 8.
Hewitt, Texas 76643-0009
T: 254 857-8813
F: 254 857-9253
www.utecequip.com

January 17, 2023

Mr. Bo Thomas
City of Hewitt
200 Patriot Court
Hewitt, TX 76643

Dear Mr. Thomas,

I am writing to ask the City of Hewitt to grant a waiver of penalty and interest for our property taxes paid to McLennan County. Payment was delivered to the Hewitt Post Office on Tuesday, January 31st. Due to icy weather conditions, both the Hewitt Post Office and the McLennan County Tax Office were closed for business, resulting in our payment being incorrectly marked as delinquent.

Thank you for your consideration.

Sara Coats
UTEC
Account No: 36-U10367-4
PO Box 9
Hewitt, TX 76643-0009



www.utembuckets.com

821 Enterprise Item 8.

P.O. Box 9

Hewitt, Texas 76643-0009

T: 254 857-8204

F: 254 857-9253

January 17, 2023

Mr. Bo Thomas

City of Hewitt

200 Patriot Court

Hewitt, TX 76643

Dear Mr. Thomas,

I am writing to ask the City of Hewitt to grant a waiver of penalty and interest for our property taxes paid to McLennan County. Payment was delivered to the Hewitt Post Office on Tuesday, January 31st. Due to icy weather conditions, both the Hewitt Post Office and the McLennan County Tax Office were closed for business, resulting in our payment being incorrectly marked as delinquent.

Thank you for your consideration.

Sara Coats

UTEM

Account No: 36-M10417-0

PO Box 9

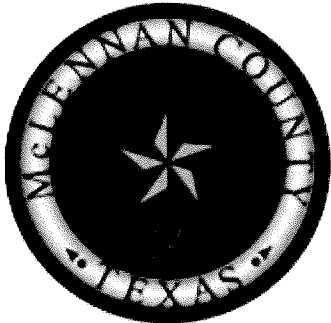
Hewitt, TX 76643-0009

Bo Thomas

From: Kathy Hollomon <kathy.hollomon@co.mclennan.tx.us>
Sent: Thursday, March 9, 2023 11:49 AM
To: 'Mike Dixon'; Bo Thomas
Cc: 'Lynn Aguirre'; paul.graser@co.mclennan.tx.us
Subject: RE: UTEC/UTEM

It definitely falls within the parameters of the ones granted by the court on Tuesday. Of course each taxing unit can set their own standards for approval. We do have some approved by the County and denied by a City.

Kathy B. Hollomon, CPA, PDAC, PCC, CTOP
Chief Deputy, McLennan County Tax Office
Kathy.Hollomon@co.mclennan.tx.us
254-757-5132



Randy H. Riggs, CPA
TAX ASSESSOR/COLLECTOR

From: Mike Dixon (mdixon@haleyolson.com) <mdixon@haleyolson.com>
Sent: Thursday, March 9, 2023 10:50 AM
To: Kathy Hollomon <kathy.hollomon@co.mclennan.tx.us>; 'Bo Thomas' <bthomas@cityofhewitt.com>
Cc: 'Lynn Aguirre' <lynn.aguirre@co.mclennan.tx.us>; paul.graser@co.mclennan.tx.us
Subject: RE: UTEC/UTEM

Thanks Kathy, looks like one to be granted to me.

HALEY  OLSON
ATTORNEYS AT LAW


100 N. Ritchie Road, Suite 200

Waco, Texas 76712

Phone: 254-776-3336

Fax: 254-776-6823

Email: mdixon@haleyolson.com

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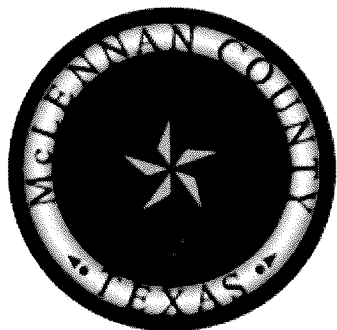
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From: Kathy Hollomon <kathy.hollomon@co.mclennan.tx.us>
Sent: Thursday, March 9, 2023 10:42 AM
To: 'Bo Thomas' <bthomas@cityofhewitt.com>; Mike Dixon <mdixon@haleyolson.com>
Cc: 'Lynn Aguirre' <lynn.aguirre@co.mclennan.tx.us>; paul.graser@co.mclennan.tx.us
Subject: RE: UTEC/UTEM

You're welcome! One additional detail – the check date for both accounts was 1/31/23. This information was requested for a couple of accounts in Commissioners' Court on Tuesday, so we have added it to the data we are pulling and providing.

Sincerely,

Kathy B. Hollomon, CPA, PDAC, PCC, CTOP
Chief Deputy, McLennan County Tax Office
Kathy.Hollomon@co.mclennan.tx.us
254-757-5132



Randy H. Riggs, CPA
TAX ASSESSOR/COLLECTOR

From: Bo Thomas (bthomas@cityofhewitt.com) <bthomas@cityofhewitt.com>
Sent: Thursday, March 9, 2023 10:05 AM

To: Kathy Hollomon <kathy.hollomon@co.mclennan.tx.us>; 'Mike Dixon' <mdixon@haleyolson.com>
Cc: Lynn Aguirre <lynn.aguirre@co.mclennan.tx.us>; paul.graser@co.mclennan.tx.us
Subject: RE: UTEC/UTEM

Thank you for the assistance.

Bo Thomas
 City Manager
 City of Hewitt



200 Patriot Court
 Hewitt, TX 76643
 (254)666-6171

From: Kathy Hollomon <kathy.hollomon@co.mclennan.tx.us>
Sent: Thursday, March 9, 2023 9:33 AM
To: 'Mike Dixon' <mdixon@haleyolson.com>
Cc: Bo Thomas <bthomas@cityofhewitt.com>; Lynn Aguirre <lynn.aguirre@co.mclennan.tx.us>; paul.graser@co.mclennan.tx.us
Subject: RE: UTEC/UTEM

To assist the council with your review of the individual waiver requests for penalty and interest and make an informed decision, please consider the following information:

- The checks for these accounts were received in the Tax Office on 2/8/2023 and processed on that date.
- The postmark date on both envelopes was 2/2/2023.
- City of Hewitt's penalty and interest for each account is:
 - UTEM – Account #36-M10417-0 - \$215.16
 - UTEC – Account #36-U10367-4 - \$196.47
- Penalty and interest were paid for both accounts on 2/28/2023. So these taxpayers would receive refunds, if penalty and interest are waived.

Please let me know, if you have any questions or need additional information regarding this taxpayer.

I will be out of the office next week. Lynn Aguirre and her Property Tax Research Team are taking over providing waiver information going forward. I have attached Lynn and Paul Graser to this email, in case you have future requests.

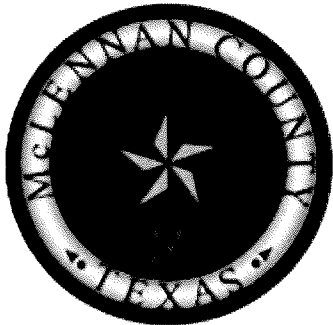
Sincerely,

Kathy B. Hollomon, CPA, PDAC, PCC, CTOP
 Chief Deputy, McLennan County Tax Office

Kathy.Hollomon@co.mclennan.tx.us

254-757-5132

Item 8.



Randy H. Riggs, CPA
TAX ASSESSOR/COLLECTOR

From: Mike Dixon (mdixon@haleyolson.com) <mdixon@haleyolson.com>

Sent: Tuesday, March 7, 2023 12:32 PM

To: 'Kathy Hollomon' <kathy.hollomon@co.mclennan.tx.us>

Cc: Bo Thomas <bthomas@cityofhewitt.com>

Subject: FW: UTEC/UTEM

Can you help me with these that were sent to Hewitt? What the actual postmark was, date of check, etc. THANK YOU!

HALEY  OLSON
ATTORNEYS AT LAW

100 N. Ritchie Road, Suite 200

Waco, Texas 76712

Phone: 254-776-3336

Fax: 254-776-6823

Email: mdixon@haleyolson.com

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otherwise. If you have received this communication in error, please notify me immediately by reply e-mail or by telephone at 254-776-3336 and destroy all electronic and printed copies of this communication and any attached document. Thank you.

Item 8.

From: Bo Thomas <bthomas@cityofhewitt.com>
Sent: Tuesday, March 7, 2023 10:59 AM
To: Mike Dixon <mdixon@haleyolson.com>
Subject: UTEC/UTEM

Mike,

Please see the attached. Thanks.

Bo Thomas
City Manager
City of Hewitt



200 Patriot Court
Hewitt, TX 76643
(254)666-6171

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HEWITT TEXAS

COUNCIL AGENDA ITEM FORM

MEETING DATE: March 20, 2023

AGENDA ITEM #: 9

SUBMITTED BY: Kevin Reinke, Utilities Director

ITEM DESCRIPTION:

Discussion and presentation of the Hewitt Drought Contingency Plan.

STAFF RECOMMENDATION/ITEM SUMMARY:

Presentation/Discussion to Council of Hewitt's Drought Contingency Plan.

FISCAL IMPACT:

Amount Budgeted – NA
Line Item in Budget – NA

SUGGESTED MOTION:

None

ATTACHMENTS:

Power Point Presentation

Hewitt Drought Contingency Review

Summer 2023 Outlook

2022 Summary

- ▶ Stage 2 implemented July 14
- ▶ Stage 2 revised August 16
- ▶ Well production from May-Sept.- 248,907,000 mil gal
- ▶ Purchased Waco water from May-Sept.- 61,411,000 mil gal

Water Use

- Per Texas A&M AgriLife extension, 25% of water produced in urban areas goes toward irrigating
- Of the 310,318,000 mil gal produced- 77,579,500 gal for irrigation

Account Comparison - Before/After



2018		2019		2020		2021		2022	
Aug	32,900	Aug	11,500	Aug	11,400	Aug	3,400	Aug	24,800
Sep	27,600	Sep	24,800	Sep	30,500	Sep	8,400	Sep	34,500
Oct	8,400	Oct	24,900	Oct	22,200	Oct	13,800	Oct	12,000
	68,900		61,200		64,100		25,600		71,300

2018		2019		2020		2021		2022	
Aug	33,500	Aug	33,300	Aug	28,800	Aug	16,600	Aug	41,600
Sep	29,500	Sep	36,800	Sep	45,000	Sep	19,200	Sep	18,600
Oct	33,100	Oct	23,200	Oct	18,900	Oct	16,700	Oct	19,300
	96,100		93,300		92,700		52,500		79,500

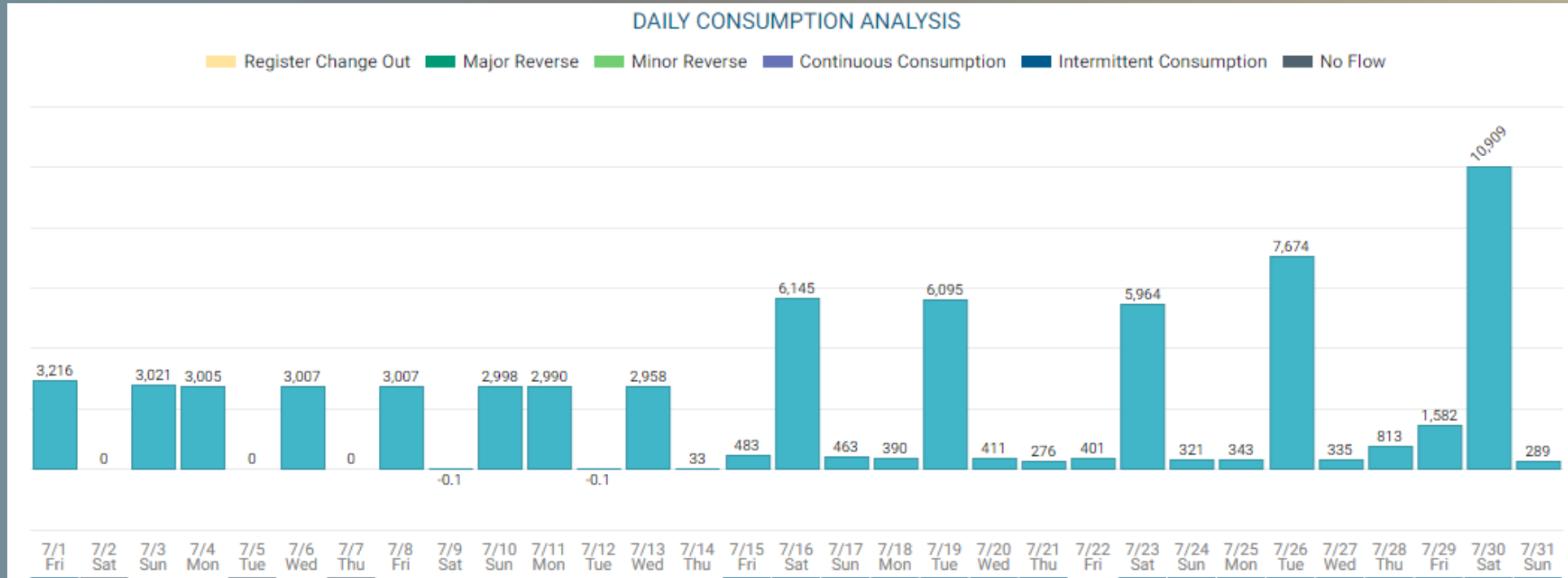
2018		2019		2020		2021		2022	
Aug	21,000	Aug	26,200	Aug	59,600	Aug	25,200	Aug	63,000
Sep	33,100	Sep	28,700	Sep	48,600	Sep	21,400	Sep	48,500
Oct	31,200	Oct	33,200	Oct	3,800	Oct	30,800	Oct	22,200
	85,300		88,100		112,000		77,400		133,700

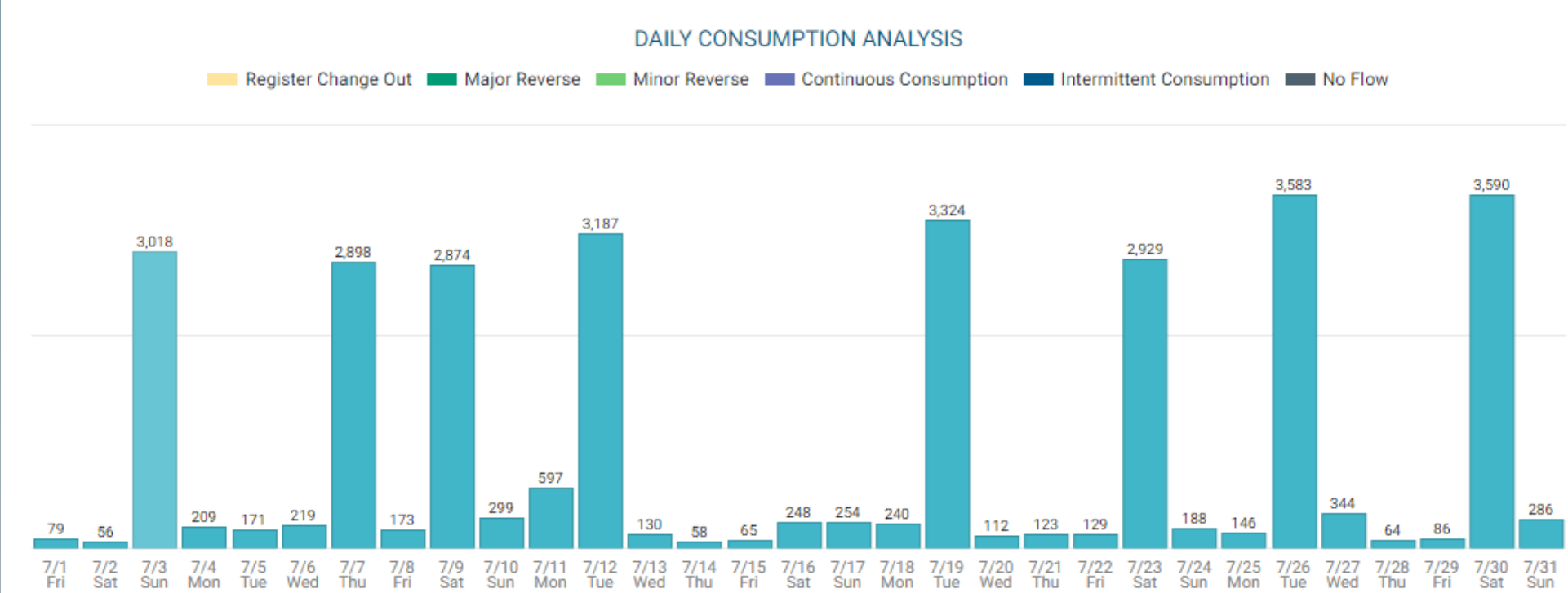
2018		2019		2020		2021		2022	
Aug	100,400	Aug	28,000	Aug	61,500	Aug	34,700	Aug	56,100
Sep	58,200	Sep	71,900	Sep	85,000	Sep	55,900	Sep	82,200
Oct	40,900	Oct	40,100	Oct	59,900	Oct	41,600	Oct	66,500
	199,500		140,000		206,400		132,200		204,800

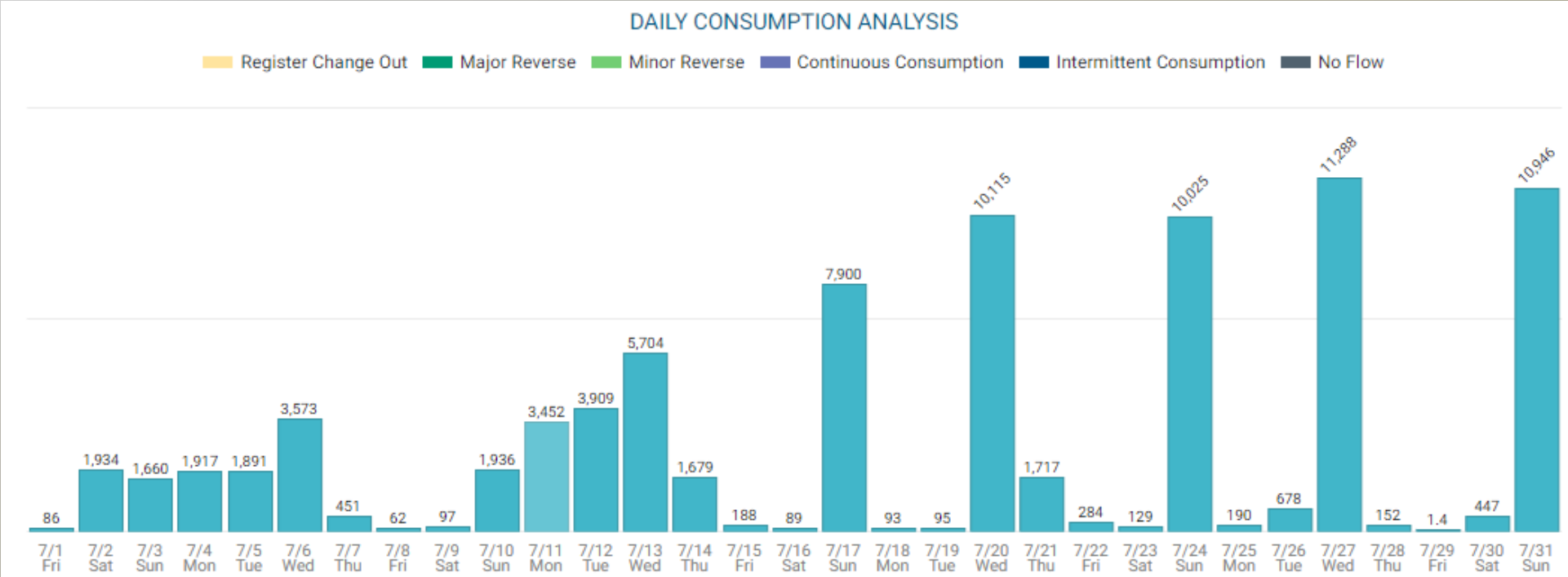
2018		2019		2020		2021		2022	
Aug	51,700	Aug	62,900	Aug	37,900	Aug	68,500	Aug	22,500
Sep	39,500	Sep	53,300	Sep	86,500	Sep	37,500	Sep	103,300
Oct	12,300	Oct	48,200	Oct	76,200	Oct	39,800	Oct	124,900
	103,500		164,400		200,600		145,800		250,700

2018		2019		2020		2021		2022	
Aug	55,300	Aug	40,700	Aug	40,500	Aug	29,200	Aug	59,900
Sep	63,600	Sep	36,500	Sep	47,200	Sep	35,200	Sep	38,100
Oct	38,100	Oct	41,800	Oct	19,100	Oct	36,500	Oct	42,800
	157,000		119,000		106,800		100,900		140,800

Data from AMI System







Looking ahead for 2023

- ▶ Lake Waco Reservoir Level
 - ▶ Maintain?
 - ▶ Drop?
 - ▶ Likelihood City of Waco (COW) will implement Stage 3 or 4 of their Drought Contingency Plan

- ▶ Outlook for Hewitt
 - ▶ How long can we sustain from supplementing with COW water?
 - ▶ Do we alter our Stage 2 restrictions?
 - ▶ If COW issues Stage 3, Hewitt will **HAVE** to follow **IF** we purchase water during that time

Current/Future Drought Contingency Plan

Stage 2:

Mandatory restrictions – Criminal penalties do apply during Stage 2 restrictions; violations can reach up to \$2,000.

Upon implementation by the city, the following restrictions shall apply unless specifically exempted:

1. All landscape and other outdoor water usage at each service address shall be limited to two days a week based on the last digit in the meter service address or the type of connection; however, landscape and outdoor water usage is prohibited from 9:00 A.M. to 6:00 P.M.

Thursday – No Watering, Storage Recovery Day

Last Digit Address Residential:	Allowed Landscape Water Days
Odd:	Tuesday and Saturday
Even:	Wednesday and Sunday
All Non-Residential Accounts:	Monday and Friday

ALL FOLLOWING WATER USE EXCEPTIONS ARE STILL PROHIBITED FROM 9:00 A.M. TO 6:00 P.M.

- 2. Apartments, office building complexes, or other properties containing multiple addresses, will be identified by the lowest physical street address number. Where there are no numbers, a number will be assigned by the Building Official.
- 3. Watering of newly installed landscaping is exempt from Stage 2 restrictions for no more than one month from the date of planting. Residents may apply for this exemption by contacting: kwatson@cityofthetwain.com. After the first month, the landscape water day's schedule and hourly restrictions must be followed.
- 4. Hand-watering with waters hoses or hose-end sprinklers is allowed for trees, shrubs, gardens, etc., on your two additional days of hand-watering. **However, No watering allowed on Thursdays.**
- 5. Soaker hoses (i.e. Foundations) are allowed on your designated days plus two additional days of your choice. **However, No watering allowed on Thursdays.**

For more information email kwatson@cityofthetwain.com

► Ideas to improve conservation

1. Shorten irrigation times, 4-6hrs?
2. Change irrigation time frame?
3. Change # of recovery days from 1 to 2?
4. Encourage more hand watering?

Thoughts / Questions Ideas?