

City Council
City of Hillsboro, Texas
Minutes of Regular Meeting
September 7, 2021

Present:

Andy Smith, Mayor
Eric Fleming, Councilmember
Larry Lloyd, Councilmember
Dana Robinson, Councilmember
Leann Richmond, Councilmember
Scott Johnson, Mayor Pro Tem

Megan Henderson, City Manager
Tony Cain, Asst. City Manager
Art Mann, Econ. Dev. Admin
Karen S. Warren, City Secretary

Councilmember Frances Zarate was absent.

Mayor Smith called the meeting to order at 6:00 p.m.

The Invocation was given by Pastor Michael McReynolds of Church on the Hill and Councilmember Robinson led the Pledge of Allegiance.

Hear Statements from Persons Wishing to Address the Council.

No one addressed Council at this time.

Consent Agenda

Deliberate and Act on the Approval of the Minutes for the Regular Meeting on August 17, 2021.

Deliberate and Act on the Approval of Bills.

On motion by Councilmember Robinson and second by Councilmember Fleming the consent agenda was approved.

On roll call the following votes were cast:

Ayes: Fleming, Lloyd, Robinson, Richmond, Johnson

Nays: None Absent: Zarate

Regular Agenda

Hold a Public Hearing to Adopt a 2021 Ad Valorem Tax Rate That Exceeds the No-New-Revenue Tax Rate (NNR) But Does Not Exceed the Voter-Approval Tax Rate (VAR).

[For informational purposes the following information was provided to Council in their packets prior to the meeting: In accordance with Local Government Code Title 4. Finances Subtitle A. Municipal Finances Chapter 102. Municipal Budget – in Section 102.007 Adoption of Budget (a) At the conclusion of the public hearings, the governing body shall take action on the proposed budget.]

City Manager Megan Henderson informed Council that the tax rates per \$100 of assessed property valuation required to fund the FY 2021-22 General Fund and Debt Service Fund budgets are as follows and noted that the tax rate was the same as last year:

Distribution of the \$.806400 per \$100 assessed valuation is:

General Maintenance & Operating	\$0.647100
Debt Service	<u>\$0.159300</u>
Total Tax Rate	\$0.806400

The tax rate for FY 2021-22 will be adopted at the Special Meeting held on September 14, 2021 at 6:00 p.m. The meeting will be held at the Historic City Hall, 127 E Franklin Street in Hillsboro, Texas.

With no further questions or comments from the Councilmembers, the Mayor opened the Public Hearing at 6:04 p.m. No one spoke during the public hearing. The Public Hearing was closed at 6:05 p.m. and the Mayor declared the Public Hearing completed.

Hold a Public Hearing, First Reading and Deliberate on an Ordinance Adopting the Budget for Fiscal Year 2021-2022.

[For informational purposes the below information was provided to Council prior to the meeting: The 2021-2022 Annual Budget called for the following request for expenses: (Ms. Henderson noted that this was the First Reading on the Ordinance to adopt the FY 2021-2022 Budget presented to Council last month.)

The 2021-2022 annual budget calls for the following request for expenses:

	2020-21	2021-2022
	Expenditures	Expenditures
General Fund	\$8,640,750	\$8,859,525
Water & Sewer	8,261,010	7,462,645
Airport	264,330	265,500
Debt Service	870,895	1,011,120
EDC	1,873,385	1,718,675
Hotel & Motel	217,000	234,250
Sanitation	1,115,000	1,115,000
Main Street	86,080	98,840
Police Federal Forfeiture	19,500	5,000
Police Local Forfeiture	88,245	93,250
Street Improvement	0	9,000
Total	\$21,436,195	\$20,872,805

The proposed budget is based on the proposed tax rate of \$0.806400 per \$100.]

[For informational purposes, this budget will raise more total property taxes than last year's budget by \$180,091.91 which is 4.10906%, and of that amount \$75,433.32 is tax revenue to be raised from new property added to the tax roll this year.]

With no further questions or comments from the Councilmembers, the Mayor opened the Public Hearing at 6:06 p.m. and no one spoke for or against the proposed ordinance. The Public Hearing was closed at 6:07 p.m. and the Mayor declared the first reading of the ordinance completed. The final reading on the ordinance will be held at the September 14, 2021 Special Council meeting.

Proposed Ordinance No. O2021-09-09

Hold a Public Hearing, First Reading and Deliberate on an Ordinance Adopting the Tax Rate for the Fiscal Year 2021-2022.

Ms. Henderson explained that the tax rates per \$100 of assessed property valuation required to fund the FY 2021-22 General Fund and Debt Service Fund budgets are as follows:

Distribution of the \$.8064 per \$100 assessed valuation is:

General Maintenance & Operating	\$0.647100
Debt Service	<u>\$0.159300</u>
Total Tax Rate	\$0.806400

The tax rate for FY 2021-22 will be adopted at the Special Meeting held on September 14, 2021 at 6:00 p.m. The meeting will be held at the Historic City Hall, 127 E Franklin Street in Hillsboro, Texas.

[For informational purposes: The tax rate will raise more taxes for Maintenance and Operations than last year's tax rate. The tax rate will effectively be raised by 27.0722% and will raise taxes for Maintenance and Operations on a \$100,000 home by approximately \$12.50.]

With no further questions or comments from the Councilmembers, the Mayor opened the Public Hearing at 6:08 p.m. and no one spoke for or against the proposed ordinance. The Public Hearing was closed at 6:09 p.m. and the Mayor declared the first reading of the ordinance completed. The final reading on the ordinance will be held at the September 14, 2021 Special Council meeting.

Proposed Ordinance No. O2021-09-10

Deliberate and Act on a Resolution Approving the Recommendation of the Selection Review Committee to Award an Engineering Firm for Engineering Services and Grant Administration for the Texas Department of Transportation Safe Routes to School Sidewalk Project and Authorizing the City Manager or Mayor to Negotiate and Execute All Necessary Documents.

[For informational purposes, the City of Hillsboro solicited proposals for engineering services and grant administration for the Hillsboro Middle School Safe Routes to School Phase 2 Project under the oversight of the Texas Department of Transportation. The deadline for proposals was 12:00 p.m. on Monday, August 23, 2021. Statements of Qualifications were submitted by four qualified engineering firms.]

Ms. Henderson said that a Selection Review Committee reviewed the proposals on Friday, August 27, 2021 and out of a possible total score of 100, the average score for the four firms were as follows:

- MRB Group – 94.3
- Teague Nall & Perkins, Inc. – 89
- EST Comprehensive Engineering Services – 82.7
- Colliers Engineering & Design – 65.7

Ms. Henderson informed Council that it was the recommendation of the Selection Review Committee to select MRB Group to provide engineering services and grant administration for the Hillsboro Middle School Safe Routes to School Phase 2 Project. She informed Council that the project was 100% funded with grant funds and there was no local match required. Mayor Smith noted that Tony Beach, the Sr. Project Manager for MRB Group was present to answer questions. On motion by Councilmember Richmond and second by Mayor Pro Tem Johnson the resolution was approved.

On roll call the following votes were cast:

Ayes: Fleming, Lloyd, Robinson, Richmond, Johnson

Nays: None Absent: Zarate

Resolution No. R2021-09-46

Hear and Deliberate on City Manager's Report.

a. Streets

- i. Create recommended priorities: 85% complete
 - 1) Condition Inventory - complete
 - 2) Public Input – complete (although always open)
 - 3) Connectivity – complete
 - 4) Engineering Considerations – in progress, setting up core sampling. The engineers continue with the core sampling and will provide feedback to assess costs and help Staff to determine what work will be needed on the prioritized streets.
- ii. Assess costs: 40% complete
 - 1) Costs for improvements:
 - a) Obtain general costs for different types of improvements – complete
 - b) Obtain general costs for partnering with the County, if agreeable – complete
 - c) Obtain cost estimates for specific multi-block sections – in progress, evaluating projects of varying scales.
 - 2) Obtain cost estimates for routine repair and maintenance – in progress
- iii. Create street improvement plan

b. Water and Sewer Systems

- i. \$1.05M in ARP funds have been received. Staff is in the process of determining how the funds will be spent.

c. Communication and Citizen Involvement

- i. Boards and Commissions – The City Manager encouraged citizens to apply for the various Boards and Commissions and noted that there were open board positions in the Hillsboro Housing Finance Corporation and the Building and Standards Commission, among others.

d. Budget – There was no new information to report.

e. Strategic Planning

- i. Community Snapshot/ SWOT Analysis
 - 1) Staff workshop feedback
 - 2) Snapshot presentation – SCHEDULE – Efforts would be made to coordinate the best possible time for the presentation when all Councilmembers could be present.
- ii. Visioning and Goalsetting
- iii. Strategy Development
- iv. Implementation and Evaluation
 - 1) Strategic Alignment: Comprehensive Plan
 - 2) Projects

f. Special Council Meeting on September 14, 2021, 6:00 p.m. at Historic City Hall

Hold a Closed Session Under the Provisions of Section 551.087 of Government Code (Economic Development) Project 10-4 and Section 551.074 of Government Code (Personnel) City Manager – 6 Month Evaluation.

The Mayor announced the City Council would begin its Closed Sessions at 6:15 p.m. with all Councilmembers present except Councilmember Zarate.

Reconvene in Open Session.

The Council reconvened at 7:15 p.m. with all Councilmembers present except Councilmember Zarate.

Deliberate and Act on Matters Discussed in the Executive Session, If Any.

Mayor Pro Tem Johnson made a motion to authorize the City Manager to negotiate and execute a contract with Project 10-4. Seconded by Councilmember Fleming.

On roll call the following votes were cast:

Ayes: Fleming, Lloyd, Robinson, Richmond, Johnson

Nays: None Absent: Zarate

There being no further business, the meeting was adjourned at 7:17 p.m.



Andrew L. Smith, Mayor

ATTEST:



Karen S. Warren, City Secretary

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