City Council
City of Hillsboro, Texas
Minutes of Regular Meeting
March 15, 2022

Present:
Andy Smith, Mayor
Larry Lloyd, Councilmember
Dana Robinson, Councilmember
Frances Zarate, Councilmember
Leann Richmond, Councilmember
Scott Johnson, Mayor Pro Tem

Megan Henderson, City Manager
Tony Cain, Asst. City Manager
Richard Reinhardt, Planning Tech.
Art Mann, Econ. Dev. Administrator
Susan Mann, Library Director
Karen S. Warren, City Secretary

Councilmember Eric Fleming was absent.

Mayor Smith called the meeting to order at 6:01 p.m.

The Invocation was given by Rev. Michael Nemec of Christ Lutheran Church, Hillsboro and Councilmember Zarate led the Pledge of Allegiance.

Hear Statements from Persons Wishing to Address the Council.
No one addressed Council at this time.

Consent Agenda
Mayor Smith informed Council that agenda numbers 5 through 11 require no formal public hearing and are subject to being approved in a single motion. However, any City Council Member or the City Manager may remove an item from the Consent Agenda to allow discussion and voting on the item individually.

(Agenda Item #5)
Deliberate and Act on the Approval of the Minutes for the Regular Meeting on March 1, 2022.

(Agenda Item #6)
Act on the Approval of Bills.

(Agenda Item #7)
Deliberate and Act on a Resolution Accepting the Recommendations of the Planning and Zoning Commission Accepting a Preliminary Plat, High Point at Balcones Addition in the Extra Territorial Jurisdiction (ETJ) of the City of Hillsboro on a Certain Tract of Land Being Approximately 25.95 Acres Situated in the J. A. Harlan Survey, Abstract No. 397 and Being the Same Property by Reference as Recorded in Volume 2071, Page 513 of the Official Public Records of Hill County, Texas. Also Known as the Property Fronting on HCR 3212 between 289 HCR 3123 and 309 HCR 3123.
[Planning Official Richard Reinhardt provided Council with the following information in the Council packets prior to the meeting: A Preliminary Plat has been submitted for a twenty-one lot subdivision in the Extra Territorial Jurisdiction (ETJ) of the City of Hillsboro, located to the east

of the City Limits. While the majority of the addition is within the ETJ, a small portion extends outside of the ETJ. Since a portion extends beyond the ETJ, the County is also reviewing this subdivision. The developer has already constructed a water line in the proposed subdivision to provide water serve to each of the lots from Brandon-Irene Water Supply Corporation.
This matter was presented to the Planning and Zoning Commission on March 14, 2022 to deliberate and forward their recommendation.] It was noted by the Mayor that the Commission forwarded their recommendation to the City Council for approval.
Resolution No. R2022-03-13

(Agenda Item # 8)
Deliberate and Act on a Resolution Approving an Agreement By and Between the City Hillsboro and the City of Hillsboro and the Hillsboro Sports Association and Authorizing the City Manager to Negotiate and Execute All Necessary Documents.
[Director of Recreation Samantha Montes provided Council with the following information in the Council packets prior to the meeting: Council passed Resolution No. R2021-03-14 at the March 16, 2021 Regular City Council Meeting and approved entering into an agreement with the Hillsboro Sports Association for the 2021 season providing the Association would contribute $1,300 per month for a part-time employee, up to three months through the 2021 season. HSA provided $3,900 for the part-time employee. The new amount for the 2022 season that HSA would provide for the part-time employee would be $4,000. The arrangement had benefited both the HSA and the City and it is the recommendation that the agreement be continued through the 2022 season. The city hires the employee through the Top-Notch Employment Agency and the job lasts through the baseball season.]
Resolution No. R2022-03-14

(Agenda Item # 9)
Deliberate and Act to Approve the General Form and Content of a Request for Proposals for Development of up to Eight City Owned Properties on East Third and Sweeney Streets.
[City Manager Megan Henderson provided Council with the following information in the Council packets prior to the meeting: The City Council, in re-seating the Board of the Housing Finance Corporation, invited the Board to investigate housing needs and opportunities in the City of Hillsboro. The Board has generally prioritized increasing housing variety and supply, and one of its first actions was to recommend the City seek appropriate development on various City-owned properties. This first group of properties was located in close proximity to one another and, in the opinion of staff, created a good first test case for the Request for Proposals (RFP) process. The Housing Finance Corporation reviewed the draft included in the Council packet and recommended the City proceed with issuing. Staff can issue the RFP without a resolution from Council, but since this is a new approach, staff wanted to offer Council the opportunity to weigh in before proceeding.]

(Agenda Item # 10)
Deliberate and Act on a Resolution Authorizing an Application Requesting Funds for Library Expansion From the United States Department of Agriculture, Rural Development, Community Facilities Program, Pledging Assets, and Authorizing the City Manager to Execute All Necessary Documents.

[Library Director Susan Mann provided Council with the following information in the Council packets prior to the meeting: The proposed resolution would allow City staff to submit an application for funding of the Library Expansion Project from the Community Facilities Program of the United States Department of Agriculture, Rural Affairs Division. The request for funding could be in the form of a grant or loan funds or a combination of both. The resolution would allow the City Manager to act in all matters in connection to the application. If successful, these funds could contribute $3,512,000.00 to the total project of $6,862,728.50.]
Resolution No. R2022-03-15

(Agenda Item # 11)
Deliberate and Act on a Resolution Authorizing Award of Bid and Contract for the Industrial Water Tower Project Phase II and Authorizing the City Manager or Mayor to Negotiate and Execute All Necessary Documents.
[City Manager Megan Henderson provided Council with the following information in the Council packets prior to the meeting: For over two years, the City of Hillsboro had been working towards replacing the elevated storage tank serving the Industrial Park. The majority of the project was being administered by the Texas Water Development Board (TWDB) and was partially funded through the Drinking Water State Revolving Fund (DWSRF). The first phase of the project is underway. However, costs increased and the second phase of the project could not be accomplished within the amount of funding approved by TWDB. Local funds from the issuance of water and wastewater revenue Certificates of Obligation have been identified to cover the shortfall.
MRB Group, the engineering company working with the City on this project, has overseen a procurement process to select a contractor to complete the second phase of the project to construct the pump house, ground storage tank, water lines and other related improvements. Bids were opened and a low bidder identified as MRB finished checking and vetting all the bid components and submitted its recommendation. There were two bids received on March 1, 2022 at 2:00 p.m. The base bids from the Contractors were $1,244,290.75 and $1,444,922. The lowest bid submitted was Quality Contractors, with a base bid of $1,244,290.75 that was within the project budget. The Additive Alternate bid submitted was for $468,483. MRB said based upon the bid received and the associated references, they recommended that the City consider awarding this project to Quality Contractors and if funding allowed, consider awarding the Additive Alternate bid items for inclusion of the waterline along Spur 579. The total for the base bid and the Additive Alternate would be $1,712,773.75]
Resolution No. R2022-03-16

On motion by Mayor Pro Tem Johnson and second by Councilmember Richmond the consent agenda was approved for agenda items #5, #6, and #7, #8 # 9, #10, and #11.
On roll call the following votes were cast:
Ayes: Lloyd, Robinson, Zarate, Richmond, Johnson
Nays: None Absent: Fleming

Regular Agenda

(Agenda Item # 12)

Hold a Public Hearing, First Reading of an Ordinance, and Deliberate on Amending Ordinance No. O2002-12-3, Comprehensive Fee Schedule, Adopted on December 17, 2002, as Amended, by Amending Department 32, Sanitation Services.

City Manager Megan Henderson told Council that the current agreement with Republic Services for Waste Materials Management was approved on February 19, 2019. The agreement included a provision that Republic may have an automatic rate increase each year that is the rate of inflation over the previous 12 months or five percent, whichever is less. Republic submitted information that the rate increase this year would be 3.61% so, it was necessary to amend the City's rate ordinance to implement this change. The City Manager said Republic's rates go up each year but the City has not increased rates to keep up. Amending the rate ordinance would help to catch up with the increases. According to Ms. Henderson, the rates will go up to $1.50 per month for the residential base rate. The following Exhibit was provided to Council in their packets prior to the meeting: Information from Republic showing dollar amounts of the change is below as "Exhibit A".

Exhibit A to Ordinance O2022-04-06

RESIDENTIAL RATES:

Residential / Curbside Service:

Residential Trash Collection & Disposal	$13.49
Residential Recycle Collection	$ 3.36
Residential Recycle Processing	$ 2.64
TOTAL Residential Rate	**$19.49 per home/month**

Residential / Backdoor Service:

Residential Trash Collection & Disposal	$17.70
Residential Recycle Collection	$ 3.36
Residential Recycle Processing	$ 2.64
TOTAL Residential Backdoor Rate	**$23.70 per home/month**

Small Commercial Curbside Service:

Comm Curbside Trash Coll. & Disposal	$27.11
Comm Curbside Recycle Collection	$ 3.36
Comm Curbside Recycle Processing	$ 2.64
TOTAL Comm Curbside Rate	**$33.11 per business/month**

Special Curbside Residential Pickup for Brush & Bulk Items:

Residential customers may make individual arrangements with Republic Services for collection of bulk or brush items that are not normally picked up on regular routes. The charge for this service shall depend on the type and amount of refuse. The minimum charge shall be $44.28 per collection for up to 6 cubic yards.

COMMERCIAL RATES:

SIZE	1X week	2X week	3X week	4X week	5X week	6X week	Extra Lift
2 yard	91.51	163.75	233.61	304.11	375.72	447.95	85.52
3 yard	105.96	190.26	274.54	356.41	439.92	522.60	97.76
4 yard	122.82	219.16	313.09	409.41	503.31	599.65	110.00
6 yard	156.53	276.95	394.95	515.38	633.35	753.80	122.21
8 yard	187.84	329.95	474.45	616.50	761.02	903.12	134.42
6 yard Comp	257.58	455.76	649.94	848.08	1042.26	1240.42	196.48

Additional Fees: Lock Bar: $7.11/month Extra Yardage: $33.84/yard

INDUSTRIAL RATES:

SIZE	Type	Delivery	Rental	Haul Rate
20 yard	Open Top	88.01	2.93	366.11
30 yard	Open Top	88.01	2.93	470.11
40 yard	Open Top	88.01	2.93	551.96
30 yard	Compactor	Negotiable	Negotiable	498.10
35 yard	Compactor	Negotiable	Negotiable	581.12
40/42 yard	Compactor	Negotiable	Negotiable	661.92

Additional Services: Relocate: $88.01 Obstruction/Return Trip: $88.01

With no further questions or comments from the Councilmembers, the Mayor opened the Public Hearing at 6:10 p.m. and one person asked for clarification on the increase. No one spoke for or against the proposed ordinance. The Public Hearing was closed at 6:12 p.m. and the Mayor declared the first reading of the ordinance completed. The second reading on the ordinance would be held at the April 5, 2022 Regular Council meeting.
Proposed Ordinance No. O2022-04-06

(Agenda Item # 13)
Hear and Deliberate on City Manager's Report:

a) **Street Improvements** – Walker Partners will be at Hillsboro on March 16th to meet with City Staff to review the first four major street projects and later twelve additional projects.

b) **Water and Sewer Systems**
   - The meter replacement project will begin around April 4th and it is estimated to take around 3 to 3 ½ months to complete.

c) **Communication and Citizen Involvement**
   - According to the City Manager, the City Boards and Commissions continue to be active and have continued to have strong participation and enthusiasm. The Airport Board met on Wednesday, March 9th.

d) Strategic Planning

- Draft Goals have been sent to MRB Group
- Work is currently being done on the City tag line, vision and mission statements and the values statement. Council was asked to respond back to the City Manager with their comments.
- Next steps include:
    * Water system study – soon depending on procurement
    * Wastewater system study – unscheduled
    * Comprehensive Plan – After October, pending grant

Hold a Closed Session Under the Provisions of Section 551.072 of Government Code (Deliberations Regarding Real Property).

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

Reconvene in Open Session.
The Council reconvened at 6:40 p.m. with all Councilmembers present except Councilmember Fleming.

Deliberate and Act on Matters Discussed in the Executive Session, If Any.
No action was taken.

There being no further business, the meeting was adjourned at 6:41 p.m.

Andrew L. Smith, Mayor

ATTEST:

Karen S. Warren, City Secretary