

City Council
City of Hillsboro, Texas
Minutes of Regular Meeting
April 4, 2023

Present were:

Andrew Smith, Mayor
Larry Lloyd, Councilmember
Dana Robinson, Councilmember
Leann Richmond, Councilmember
Mayor Pro-Tem, Scott Johnson

Megan Henderson, City Manager
Dale Snyder, Finance Director/HR
Sharon McFadden, City Secretary
Christi Ward, Admin. Assistant
Tony Cain, Asst. City Manager

Councilmember Frances Zarate was absent.

Others present:

Shannon Cottongame, Reporter
Officer Justin Penny, Hillsboro Police Department
Lynette Hearrell, Chamber Executive Director
Greg Walker, Hillsboro Citizen
Matt Minuci, Hillsboro Citizen
Clara Walters, Hillsboro Citizen

Mayor Smith called the Regular Meeting to order at 6:00 p.m.
Councilmember Richmond led the Pledge of Allegiance.

Hear Statements from Persons Wishing to Address Council.
No attendees addressed Council.

Consent Agenda

Mayor Smith informed Council that agenda numbers five (5) through ten (10) require no formal public hearing and are subject to being approved in a single motion. However, any City Councilmember 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 Approval of the Minutes for the Regular Meeting on April 4, 2023

(Agenda Item #6)

Act on the Approval of Bills.

(Agenda Item #7)

Deliberate and Act on a Resolution Regarding a Request by Carroll Estes, Roadside America Museum, 212 E. Elm Street, for the Closing of the 200 Blocks of East Elm Street From the East Side of Church Street to North Pleasant Street, and Church

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Street, South for the Purpose of Holding the Hot Rod Tour of Texas (Car Show) on April 30, 2023

(Agenda Item #8)

Deliberate and Act on a Resolution Regarding a Request by the Main Street Board to Close Franklin St. Between Waco St. and Covington St. as Well as Covington St. Between W. Elm St. and Paschal St. for the Purpose of Holding Churrofest and Related Events on May 13, 2023.

(Agenda Item #9)

Deliberate and Act on a Resolution Approving a Commercial Management Agreement with The Cromwell Company, LP, for Management of the Outlet Mall and Authorizing the City Manager to Negotiate and Execute All Necessary Documents.

(Agenda Item #10)

Consider a Resolution suspending for 45 days the effective date proposed by Atmos Energy-Mid-Texas Division (Atmos-MidTex) in its application filed on or about February 24, 2023, pursuant to section 104.301 of the Gas Utility Regulatory Act.

Mayor Smith asked Council if there were any questions or comments regarding the Consent Agenda Items. There were no responses. On a motion by Councilmember Richmond and second by Councilmember Lloyd, Consent Agenda Items #5 through #10 were accepted and approved.

On roll call, the following votes were cast:

Ayes: Fleming, Lloyd, Robinson, Richmond, Johnson

Nays: None Absent: Zarate

Regular Agenda

(Agenda Item #11)

Deliberate and Act on a Resolution to Award a Contract to the Lowest Responsible Bidder for Work Associated With Community Development Block Grant Project No. CDV21-0481 for Park Drive Water Improvements

City Manager Megan Henderson introduced Jared Biermann and Jacob Bell with Walker Partners. This engineering firm had been working with the City on the Park Drive improvement and the larger street and utility improvement projects. On Thursday, March 30, 2023 we received 8 bids for the Community Development Block Grant Project No. CDV21-0481 for Park Drive Water Improvements. They were at the meeting to make a recommendation on awarding the general contractor bid to All-Tex Utilities, Inc. for \$458,125.00 in connection with the Park Drive water line improvements.

On a motion by Councilmember Johnson and second by Councilmember Richmond, the ordinance was accepted and approved.

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On roll call, the following votes were cast:
Ayes: Fleming, Lloyd, Robinson, Richmond, Johnson
Nays: None Absent: Fleming, Zarate

(Agenda Item #12)

Opportunity for Questions/ Answers of Jared Biermann, Engineer with Walker Partners, Regarding Upcoming Utility and Street Projects Including Park Drive, Old Brandon Road, Church, and Walnut Streets

City Manager Megan Henderson introduced Jared Biermann and Jacob Bell with Walker Partners. This engineering firm had been working with the City on the Park Drive improvement and the larger street and utility improvement projects. The construction time for the water line project will be 90 days. Regarding the larger project of utility improvements on Walnut and Church Streets and street improvements on Old Brandon Road, Walnut, Church, and Park Drive, Councilmember Richmond ask if the work will be done all at once or separately. Biermann and Bell explained that the successful bidder would schedule the work, and it would depend on whether a utility company was subcontracted to do the utility work while a pavement contractor worked elsewhere, or other details to be determined by the contractor. They highlighted some drainage concerns and answered questions regarding Old Brandon Road, which will receive a flat “ribbon” curb while the other streets will have the existing curb and gutter replaced. The engineering estimate for the project has grown to a total of \$7,458,125 for all the work, which includes the CDBG grant-funded water line improvements. CDBG funds will contribute \$327,950 towards that project. The CDBG work will begin soon, and the engineers are finishing the design for the rest of the project and hope to have it ready to go out for bid at the end of April or beginning of May.

(Agenda Item # 13)

Deliberate and Act on a Resolution Establishing Holidays for 2023 According to Section 19.01, General Policy on Holidays of the City of Hillsboro Human Resources Policy.

The Finance Director Dale Snyder said historically, regular full-time and regular part-time employees have had ten paid holidays plus one floating holiday used at the employee’s discretion. This year HR is recommending the addition of Juneteenth.

2023 Holidays

Date	Holiday
01/02/2023	New Year’s
01/16/2023	MLK Day
04/07/2023	Good Friday
05/29/2023	Memorial Day
06/19/2023	*Juneteenth*
07/04/2023	Independence Day
09/04/2023	Labor Day

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11/23/2023 & 11/24/2023
12/25/2023 & 12/26/2023

Thanksgiving + Day After
Christmas Eve + Christmas Day

On a motion by Councilmember Fleming and second by Councilmember Richmond, the resolution, with the schedule including Juneteenth, was accepted and approved.

On roll call, the following votes were cast:

Ayes: Fleming, Lloyd, Robinson, Richmond, Johnson

Nays: None Absent: Zarate

Agenda Item #8

Hear and Deliberate on City Manager's Report

a. Update on Strategic Goals 1-4

City Manager, Megan Henderson, provided the update for this strategic goal.

i. Ensure Responsible, Equitable Growth

- Pursue residential development
- Discussion proceeding with developers and property owners
- Current residential people show approximately 1330 units or 75 percent of capacity
- Of those, approximately 75 percent are single-family, 25 percent multifamily
- Water Supply: Pursuing legislation
- Foster Transparency and Connection

ii. City Manager, Megan Henderson, provided the update for this strategic goal.

- Continuing to use social media to communicate updates and respond to concerns
- Citizens Communication Committee met on February 9, 2023, gave feedback and suggestions, and will meet again in May 2023
- Between social media and the Hillsboro Reporter/KHBR, people seem to have a better idea of city initiatives

iii. Support Preservation and Beautification

Assistant City Manager, Tony Cain provided the update for this strategic goal.

- Researching ordinances on limiting commercial trucks on certain city streets
- Making contact with private businesses about partnering on beautification projects for the upcoming City Wide Clean Up on April 22, 2023

- Contact professional lawn services again about blowing grass into the street(s) before we start the next phase of enforcement
- Following up with property owners and hot spots in the City Gateways

iv. Deliver Efficient, Effective Government

City Manager, Megan Henderson, provided the update for this strategic goal.

- 24 % increase this year in the first quarter inspections verse 1st quarter of last year
- 76% increase in inspection fees collected verse 1st quarter of last year
- Sale tax revenue is up to \$2.778 million dollars for the first half of the fiscal year. If we continue to meet last year's numbers, we will meet the year budget 9 months into the year.

b. Recent and Upcoming Staff Activity and Events

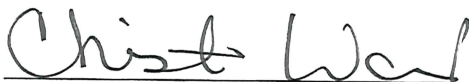
- They will be interviewing for the City Secretary position in the coming weeks.
- Four new employees were starting this past week in fire, streets, and water.
- Churrofest-May, 13, 2023

Mayor Smith said with no further business to address, the meeting was adjourned at 6:25 p.m.



Andrew L. Smith, Mayor

ATTEST:



Christi Ward, Acting City Secretary

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