

City Council  
City of Hillsboro, Texas  
Minutes of Regular Meeting  
April 16, 2024

Present were:

|                                                    |                                      |
|----------------------------------------------------|--------------------------------------|
| Frances Zarate, Councilmember                      | Megan Henderson, City Manager        |
| Dana Robinson, Councilmember                       | Dale Snyder, Finance Director        |
| Eric Fleming, Councilmember                        | Jasmine Guy, City Secretary          |
| Larry Lloyd, Councilmember                         | Richard Reinhardt, Planning Official |
| Leann Richmond, Mayor Pro Tem                      | Jay Jolly, Councilmember             |
| Christi Ward, Communications & Executive Assistant |                                      |

Mayor Scott Johnson and Assistant City Manager, Tony Cain were absent.

Others present:

Shannon Cottongame, Reporter  
Sargent Justin Penney, Hillsboro Police Department  
Rev. Mike McReynolds-Church on the Hill

Mayor Pro Tem Richmond called the meeting to order at 6:01p.m.

Invocation was completed by Rev. Mike McReynolds of Church on the Hill

Councilmember Jolly led the Pledge of Allegiance.

**Hear Statements from Persons Wishing to Address Council.**

None of the attendees addressed council.

**Consent Agenda**

Mayor Johnson informed Council that agenda numbers five (5) through eight (8) 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 2, 2024.**

**(Agenda Item #6)**

**Act on the Approval of Bills.**

**(Agenda Item #7)**

**Deliberate and Act on a Resolution to Approve a Request by the Main Street Board to Close Franklin St. Between Waco St. and Covington St. as Well as Covington St.**

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**Between W. Elm St. and Paschal St. for the Purpose of Holding Churrofest and Related Events on May 11, 2024.**

*Resolution No. R2024-04-29*

(Agenda Item #8)

**Deliberate and Act on a Resolution to Award the Bid for the Mark Street Drainage Project to A T Construction, LLC with a Bid Amount of \$359,220.00**

*Resolution No. R2024-04-30*

Consent agenda items. There were no items removed from the Consent Agenda. On a motion by Councilmember Robinson and second by Councilmember Zarate, Consent Agenda Items #5 through #8 were accepted and approved.

On roll call, the following votes were cast:

Ayes: Fleming, Lloyd, Robinson, Zarate, and Jolly

Nays: none Absent: Mayor Johnson

**Regular Agenda**

(Agenda Item #9)

**Hold a Public Hearing, First Reading, and Deliberate on an Ordinance on Amending Ordinance No. O2023-03-21 Comprehensive Fee Schedule, Adopted on December 17, 2002, as Amended, by Amending Department 32, Sanitation Services.**

Finance Director Dale Snyder presented the agenda item. He informed council that Republic has submitted information that documents the rate increase for this year will be at 7%. The current agreement states that an increase will occur each year. Finance Director Snyder was able to present the proposed amount and increase percentage rate for residential/curbside service.

There were no further questions or comments from the Councilmembers. Mayor Pro Tem Richmond opened the Public Hearing at 6:06PM. No one spoke for or against the ordinance. The public hearing was closed at 6:07PM. Mayor Pro Tem Richmond declared the first reading of the ordinance complete.

*Ordinance No. O2024-05-08*

(Agenda Item #10)

**Hold a Public Hearing, Second Reading and Deliberate and Act on an Ordinance Accepting the Recommendations of the Planning and Zoning Commission to Amend the Terms of the 2007 Zoning Ordinance, Known as Ordinance O2007-01-01, Whereby the Purpose is to Create a New Zoning Overlay Classification "Increased Density Single Family Residential Overlay" (ISF).**

City Manager, Megan Henderson presented the agenda item in the absence of Planning Official Richard Reinhardt. She shared that the purpose of this ordinance will create a category (does not specify a specific location) that will be utilized on a case by case basis

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to provide flexibility regarding lot size, front and rear setbacks, and exterior side yard setbacks without changing the underlying zoning. The overlay would permit an overall 25% decrease in the size of the lot, but will not decrease the size of the house. City Manager Henderson shared that this will ultimately put houses close together and explained its importance to council.

There were no further questions or comments from the Councilmembers. Mayor Pro Tem Richmond opened the Public Hearing at 6:11PM. Mr. Buddy Sheppard (developer) was able to speak giving his comments in support of the ordinance and made himself available for any questions. Mr. Tommy Cook (a resident of Hillsboro) was able to speak providing his comments as he is against the ordinance. He shared his concerns regarding safety and if the City's utilities will be able to meet the housing demand. He added comments regarding the yardage size and how families will be unable to have a backyard to enjoy. Mrs. Susan Cook (a resident of Hillsboro) was able to ask questions in regards to the zoning districts and how this overlay will be applicable. There were no further questions or comments. The Public Hearing was closed at 6:18PM. On a motion by Councilmember Robinson and second by Councilmember Fleming, the ordinance was accepted and approved.

On roll call, the following votes were cast:  
 Ayes: Fleming, Lloyd, Robinson, Zarate, and Jolly  
 Nays: none Absent: Mayor Johnson

*Ordinance No. O2024-04-07*

(Agenda Item #11)

City Manager Megan Henderson presented the following update on Goals 5-8

a. Update on Strategic Goals 5-8

**v. Build Better Infrastructure**

| Project Progress                         |             |                                                                                                                                        |                                                                                                                                                                                                                                                                                  |
|------------------------------------------|-------------|----------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Concept                                  | Funding     | Prof Svc Procurement                                                                                                                   | Pre-Design   Design   Bidding   Award   Construction                                                                                                                                                                                                                             |
| Street                                   | Total       | Status                                                                                                                                 | Notes                                                                                                                                                                                                                                                                            |
| Park Drive (WP)                          | \$6,083,741 | Park Drive: Near Completion<br><br>OBR: Near Completion<br><br>Walnut: Utilities and Street Underway<br><br>Church: Utilities Underway | 4/15/24 – 4/19/24<br>OBR: backfill behind curb on old Brandon Road<br>Walnut: continue demo, cut subgrade, demo drive approaches, and prepare a section to be lime stabilized Thursday or Friday. Lay sewer and water lines on east ½.<br>Church: continue laying new sewer line |
| Old Brandon Rd (WP)                      |             |                                                                                                                                        | 4/22/24 – 4/26/24<br>OBR: Monday and Tuesday milling and asphalt paving will follow Wednesday – Friday. Our hope is to have paving wrapped up on Old Brandon Thursday and pave Park: begin paving as soon as Friday                                                              |
| Church Street (WP)                       |             |                                                                                                                                        | Walnut: Demo will continue and have another section prepped for lime stabilization by end of week. Continue sewer line addition and complete water line tie-in<br>Church: start storm drain by mid-week and continue work until completion. Continue sewer line addition.        |
| Walnut Street (WP)                       |             |                                                                                                                                        | 4/29/24 – 5/3/24<br>OBR and Park: Complete paving operations.<br>Walnut: Continue demo and lime stabilization                                                                                                                                                                    |
| Hillsboro City Council – Regular Meeting |             |                                                                                                                                        | Tank is up and Phase I is functionally complete.<br>Pump station is in place and project is finished except for SCADA system, which may take until July.                                                                                                                         |
| April 16, 2024<br>Water Tower (MRB)      | \$4,770,518 | Phase I: Closing Out<br>Phase II: Construction<br>Phase III: Construction                                                              |                                                                                                                                                                                                                                                                                  |

**vi. Deliver Essential Services**

- Water Utility Rates
  - Volunteer is modeling various rate impacts
- Texas Water Development Board
  - Notice of Funding Availability
  - Loan/ Grant Funds of up to \$20M per project
  - This NOFA was only for stormwater
- Utilities Preparation for Development
  - Working with Engineers to Anticipate Utilities Extension for Future Development
    - Current Projects will need to contribute \$200/ lot
    - Staff will review additional need for impact fees

**vii. Boost Economic Development**

- 7.1 Business Attraction
  - Economic Development team working on Project GO – lots of progress
  - Retail Coach continuing to work with prospects
- 7.3 Entrepreneurship and Small Businesses
  - Small businesses downtown reported record sales over eclipse weekend
- 7.6 Pursue redevelopment of the Outlet Mall
  - First phase of demolition targeted for June
  - Glaser Retail Partners has identified 7 pad sites (6 businesses) and one gas station; three are secure and three are still in play
  - We are starting process to move existing tenants into longer-term locations

**viii. Deliver Efficient, Effective Government**

- Parks & Rec
  - Facilities
    - Wallace Park preparing for eclipse and summer sports
    - Parking lot at Wallace Park being expanded for eclipse; will help with regular seasonal play as well
    - Sesquicentennial Park repairs almost complete, with swings coming this week
  - Programming
    - Baseball/ softball season underway
- Library
  - Facilities
    - Preservation Trust Fund grant paperwork executed
    - Working with architects and local businesses to right-size expansion plans
  - Programming

- Eclipse carnival was successful and well-attended
- Susan Mann being honored shortly
- Hill Pavilion:
  - Leadership Greater Hillsboro installed new landscaping and tables
  - Hill County Farm Stall Market held 4/6 and Trade Days on 4/13

b. Recent and Upcoming Staff Activity and Events

**Staff Updates/ Activities/ Events**

- Staff Updates
  - Director-level openings are in the process of being filled in the Economic Development and Library departments. Candidates have been received and next steps are underway.
- Events
  - Eclipse
    - Events held at mall, park and downtown
      - Citywide numbers being tabulated
      - Downtown had 15k unique visitors (21k visits) between April 4-9
      - Saturday and Sunday had 4200 visitors each; Monday 3800
    - De-clipse activities held to thank city workers and partners
  - Churrofest
    - Increased interest by vendors and community in upcoming events
    - Music lineup secure; headed by Kane Alvarado and Frankie J

(Agenda Item #12)

**Hold a Closed Session Under the Provisions of Section 551.087 of the Government Code (Economic Development.)**

Mayor Pro Tem Richmond announced entrance into closed session at 6:35PM.

(Agenda Item #13)

**Reconvene in Open Session.**

Mayor Pro Tem Richmond announced the exit from closed session at 7:07PM.

(Agenda Item #14)

**Deliberate and Act on Matters Discussed in Closed Session, If Any.**

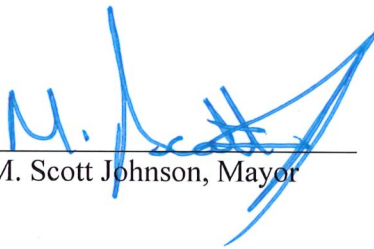
Mayor Pro Tem Richmond announced that there was no deliberation or action needed to be taken from closed session.

With no further business to address, Mayor Pro Tem Richmond adjourned the meeting at 7:08PM

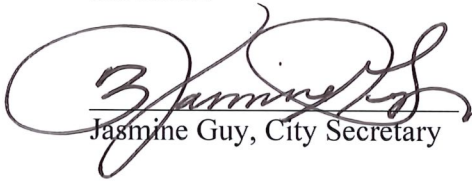
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M. Scott Johnson, Mayor

ATTEST:

  
Jasmine Guy, City Secretary

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