

City Council  
City of Hillsboro, Texas  
Minutes of Regular Meeting  
March 3, 2026

Present were:

|                               |                               |
|-------------------------------|-------------------------------|
| Leann Richmond, Mayor Pro Tem | Megan Henderson, City Manager |
| Larry Lloyd, Councilmember    | Tony Cain, Asst, City Manager |
| Eric Fleming, Councilmember   | Jasmine Guy, City Secretary   |
| Dana Robinson, Councilmember  | Jessica Trew, ED HEDC         |
| Jay Jolly, Councilmember      | Justin Dyer, Library Director |
| Dale Snyder, Finance Director |                               |

Mayor Scott Johnson and Councilmember Edgar Hernandez were absent.

Others present:

Shannon Cottongame, The Reporter  
Hillsboro Police Department  
Lynette Hearrell, ED Hillsboro Chamber of Commerce

Mayor Johnson called the meeting to order at 6:00PM

Mayor Pro Tem Richmond led the Pled of Allegiance

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

None

**Consent Agenda**

Mayor Johnson 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 #05)**

**Deliberate and Act on the Approval of the Minutes for the Regular Meeting on February 17, 2026.**

**(Agenda Item #06)**

**Act on the Approval of Bills.**

(Agenda Item #07)

**Deliberate and Act on a Resolution to Select Engineering Firm to Provide Engineering Services for Courthouse Square Infrastructure Improvements and Authorize the City Manager to Negotiate and Execute Necessary Documents**

[City Manager, Megan Henderson provided council with the following information in the council packet prior to the meeting: The city will need to work very quickly to have work done in time for TxDOT's reconstruction of Waco and Elm Streets through downtown. Walker Partners was working on this project when we understood it to be just the sewer line, but given that the work is expanding to include water lines and utility coordination it was necessary to go out for qualifications. The Scoring Committee unanimously recommends that the City Council approve the selection of Walker Partners, LLC to provide engineering services for the Courthouse Square Infrastructure Project.]

(Agenda Item #08)

**Deliberate and Act on a Resolution to Select Engineering Firm to Provide Engineering Services for Water Line Replacements Phase I and Authorize the City Manager to Negotiate and Execute Necessary Documents.**

[City Manager, Megan Henderson, provided council with the following information in the council packet prior to the meeting: There are two grant programs for which the City can apply for water line replacement dollars. Both of these have a very quick turnaround, and it would benefit the city to have engineering services already completed in order for the projects to be quickly bid and constructed if we're awarded funds. Staff recommends hiring an engineering firm to design the waterline replacements, and we can then apply for funds from these two programs. MRB Group prepared the city's water system improvements plan and is familiar with the sections recommended for soonest replacement. The Scoring Committee unanimously recommends that the City Council approve the selection of MRB Group to provide engineering services for the Waterline Replacements Phase I project.]

(Agenda Item #09)

**Deliberate and Act on a Resolution to Enter into a Contract By and Between the City of Hillsboro and Government Capital Corporation for the Purpose of Financing a Tanker Truck, Heavy Equipment, and Various Personal Property.**

[Finance Director, Dale Snyder provided council with the following information in the council packet prior to the meeting: The Contract is for the financing of a Tanker Truck, Heavy Equipment and various Personal Property with OpenGov, which was approved in the 2025 Budget. The financing total of \$1,282,133.85 will be paid in (5) annual installments with interest at 4.556%. Payments beginning one year from signing, annually thereafter. The following is a list of equipment:

- Tanker Truck \$577,600 (Fire Department)
- Backhoe \$179,427.50 (Streets)
- Cracksealer \$93,327.35 (Streets)
- Asphalt Zipper \$303,288.50 (Streets)

- Gator \$21,690 \$21,690 ]

(Agenda Item #10)

**Deliberate and act on a Resolution Authorizing the City to apply for a Grant of up to \$10 million Through the FY2027 Community Project Funding Program.**

[Jessica Trew Executive Director of Hillsboro EDC provided council with the following information in the council packet prior to the meeting: Community Project Funding is available through Congressman Jake Ellzey's office and offers the City the opportunity to apply for funds for a project that can be completed within the 2027 fiscal year. If approved, the funding would be used for water line replacement, primarily in downtown. This would not only reduce water waste but would also replace lines that will soon be made less accessible when TxDOT begins their street replacement project in 2028.]

There were no questions or comments from council. City Manager, Megan Henderson informed Mayor Pro Tem Richmond and Councilmembers that Councilmember Robinson filed an Affidavit of Substantial Interest regarding agenda items #7 and #8. Mayor Pro Tem Richmond informed council that agenda item #7 and #8 will be moved to the regular agenda for action. There were no further questions or comments. On a motion by Councilmember Robinson and second by Councilmember Lloyd, Consent Agenda Items #5, #6, #9, and #10 were accepted and approved.

On roll call, the following votes were cast:

Ayes: Fleming, Lloyd, Robinson, Jolly

Nays: none Absent: Hernandez

***Resolution No: R2026-03-20, 23***

**Regular Agenda**

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(Agenda Item #07 )

**Deliberate and Act on a Resolution to Select Engineering Firm to Provide Engineering Services for Courthouse Square Infrastructure Improvements and Authorize the City Manager to Negotiate and Execute Necessary Documents**

City Manager, Megan Henderson presented the agenda item. She provided that this item is in regards to water and sewer line replacements around the courthouse square. She shared that TxDOT is preparing for a major reconstruction project within the same area with the bidding process beginning around January 2028. Being so, the city will need to complete the engineering and design portion of this within 2026 and the actual work will need to be completed in 2027. She emphasized that the city will need to do any utility work prior to TxDOT's project. City Manager Henderson shared that Walker Partners was working on this project when we understood it to be just the sewer line, but given that the work is expanding to include water lines and utility coordination it was necessary to go out for qualifications. City Manager Henderson informed council that the Scoring Committee has

reviewed all proposals and recommends to select Walker Partners, LLC to provide engineering services this project.

There were no further questions or comments. On a motion by Councilmember Lloyd and second by Councilmember Fleming, the resolution was accepted and approved.

On roll call, the following votes were cast:

Ayes: Fleming, Lloyd, Mayor Pro Tem Richmond, and Jolly

Nays: none Absent: Hernandez Sustain: Robinson

***Resolution No. R2026-03-21***

(Agenda Item #08)

**Deliberate and Act on a Resolution to Select Engineering Firm to Provide Engineering Services for Water Line Replacements Phase I and Authorize the City Manager to Negotiate and Execute Necessary Documents.**

City Manager, Megan Henderson presented the agenda item. She informed council about two different pools of funding that the city will be applying for within the next couple of months and both have quick turnarounds. She added that MRB group has done the city's water system study which included recommendations regarding waterline replacements. City Manager Henderson provided the replacement projects that the city has been able to complete but believes that between both of these phases, both projects will total up to about \$10 million dollars worth of work. She informed council that the city has an opportunity to apply for a grant in that amount through Community Project Funding available through Congressman Jake Ellzey's office, but it must be completed within a year. City Manager Henderson shared that it would benefit the city to have engineering services already completed in order for the projects to be quickly bid and constructed if the city is awarded funds. She reported that there is also funding from the Texas Water Development Board, which the city is eligible to apply for up to \$5 million dollars. City Manager Henderson added that applications are due in July and explained the benefit of having a "design ready" project. She shared staff's recommendations for selecting MRB Group for phase I of the project before concluding.

There were no further questions or comments. On a motion by Councilmember Fleming and second by Councilmember Jolly, the resolution was accepted and approved.

On roll call, the following votes were cast:

Ayes: Fleming, Lloyd, Mayor Pro Tem Richmond, and Jolly

Nays: none Absent: Hernandez Sustain: Robinson

***Resolution No. R2026-03-22***

(Agenda Item #11)

**Hear and Deliberate on the City Manager's Report**

City Manager, Megan Henderson presented an update on Goals #1, #2, and #4. Assistant City Manager, Tony Cain provided an update on Goal #3.

- Water Supply
  - Raising Lake Aquilla
    - Requesting reopening of study
  - Make Better Use of Existing Water
    - Reduce water loss to free up more water
    - Explore reuse of partially treated “grey water” for industry/ irrigation
  - Reallocation of Lake Whitney
    - Some momentum seems to be building around “recommended alternative,” which includes lots of water for municipal use
    - Left BRA meeting feeling hopeful that we could receive allocation
    - Need to evaluate how to use

## **ii. Foster Transparency and Connection**

- Still working with new software to create public-facing budget info
- Staff is using in-person, newsletter, newspaper, website and social media to share information regarding city initiatives.
- Exploring new technology options to record and post Council meetings

## **iv. Deliver Efficient, Effective Government**

- Comprehensive Planning Process
  - Downtown Activation Plan underway with lots of public input and several property owners considering projects to increase use and occupancy
  - Future Land Use Maps being constructed
  - Site Visit completed last week:
    - CHARM workshop for planning resiliency and disaster prep
    - Public engagement opportunities Wednesday and Thursday
    - Meeting with Council/CPAC/P&Z Thursday
- Human Resources
  - Working on policy updates for various topics
- Process Improvement
  - Process Improvement staff is reviewing water department operations and software

## **b. Staff Activities and Events**

- Employee Appreciation Day Friday, March 6

## **iii. Support Preservation and Beautification**

- Grass Clippings: We will be starting this initiative again as spring is right around the corner.
- Knox Fuel Stop: No update

- Gateway Travel Center (Amigos): They have all their permits, they are cleared to start working.
- 81 Motel: CO has been issued for the motel side. Waiting for the convenience store to be completed and will issue CO when they are ready.
- Building and Standards Board: We had to cancel February meeting due to lack of quorum. Next meeting is scheduled for March 19<sup>th</sup>.
- Operation Welcome Mat: No Update
- Traffic Lights at Franklin and Elm St: No Update
- City Wide Clean Up: Next scheduled clean up day is March 21st.
- Tires: Total for February 1.42 tons, over the past year approx. 8,760 pounds
- Substandard houses: Vendor has removed 3 of the 4 houses that have been approved to be removed.
- Donation Bins: No update

(Agenda Item #12)

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

Mayor Pro Tem Richmond announce entrance into closed session at 6:22PM

(Agenda Item #13)

**Reconvene in Open Session**

Mayor Pro Tem Richmond announced the exit from closed session at 6:51PM

(Agenda Item #14)

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

None

With no further business to address, Mayor Pro Tem Richmond adjourned the meeting at 6:52p.m.

  
Leann Richmond, Mayor ProTem

ATTEST:

  
Jasmine Guy, City Secretary