

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

Present were:

Scott Johnson, Mayor	Megan Henderson, City Manager
Leann Richmond, Mayor Pro Tem	Jasmine Guy, City Secretary
Jay Jolly, Councilmember	Tony Cain, Assistant City Manager
Larry Lloyd, Councilmember	Dale Snyder, Director of Finance
Christi Ward, Communications & Executive Assistant	
Art Mann, Community and Economic Development Director	

Councilmember Eric Fleming and Frances Zarate were absent.

Others present:

Shannon Cottongame, Reporter
Sargent Dominique Anderson, Hillsboro Police Department
Robyn Mota, Manager, Municipal Services for Republic Services
Terrance Watts, Centrica Business Solutions

Mayor Johnson called the meeting to order at 6:04p.m.

Invocation was omitted.

Mayor Johnson led the Pledge of Allegiance.

Hear Statements from Persons Wishing to Address Council.

None of the attendees addressed Council at this time.

Consent Agenda

Mayor Johnson informed Council that agenda numbers five (5) and six (6) 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 January 2, 2024

(Agenda Item #6)

Act on the Approval of Bills.

Mayor Johnson asked Council if there were any questions or comments regarding the Consent Agenda Items. There were no responses or questions. There were no items removed from the Consent Agenda. On a motion by Councilmember Robinson and

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second by Councilmember Jolly, Consent Agenda Items #5 through #6 were accepted and approved.

On roll call, the following votes were cast:

Ayes: Lloyd, Robinson, Richmond, and Jolly

Nays: None Absent: Fleming and Zarate

Regular Agenda

(Agenda Item #07)

Hear a Presentation by Robyn Mota of Republic Solid Waste Services Regarding Current Services and Deliberate and Act on Renewing Solid Waste Contract or Opening a Procurement Process

Robyn Mota, Manager of Municipal Services for Republic Waste Services presented the agenda item. She shared that she would like to present on the city's current contract details, partnership, customer experience, and future contract. Specifics were given regarding Republic's Leadership Team and overall values. There are currently 9 Hillsboro residents employed with Republic Services. Republic Services has been in partnership with the City of Hillsboro for the last 20 years. Robyn shared how Republic Services has been active within the community of Hillsboro and will continue to provide safe and reliable services to all the residents and businesses in the City of Hillsboro. The current contract with Republic Services began on April 1, 2019 and will expire on March 30, 2024. The following contract components include: 1) Commercial and Industrial 2) Residential 3) Backdoor Collection 4) Free Residential Landfill Access 5) Beautification Projects 6) City Clean Up Events 7) 10% Franchise Fee / 5% admin 8) City handles 9) Residential and Commercial Billing 10) Republic invoices Industrial customers directly 11) Annual Performance Bond \$300k 12) Solid Waste-1x M, T, Th, F 13) Recycling-1x-W 14) Bulk & Brush-M, T, Th, F 15) Landfill Access-1x per month. Robyn was able to reference the PowerPoint to show the graphs of commercial tonnage between large and small containers from 2019 to 2023. The next graph indicated residential tonnage between residential and self-haul from 2019 to 2023. Robyn continued to discuss tonnage and reference another graph to illustrate the amount of tons collected during city clean up events from 2020 to 2023. Robyn was able to show all of the facilities servicing Hillsboro. Disposal Facilities are located at the following Republic landfills: Itasca, Southeast, and Mexia. Non-Republic facilities are located at the following landfills: Turkey Creek, City of Waco, Lacy Lakeview, and City of Corsicana. Robyn discussed customer experience next. She referenced a graph on the PowerPoint to show the survey results of the percentage of customers that have been able to utilize their customer service system and how Republic Services has or has not met the set customer services goal(s) over the years from 2019 to 2023. She informed council about Republic Services' app and its current capabilities. She shared that there will be additional features added in 2024 for residential customers. She discussed the benefits of the current technology that they utilize for their operations and future technology to come. Robyn discussed education and keeping the community educated of the efforts of reducing customer complaints and improving accountability. Robyn presented on the components of a future contract with the City of Hillsboro. She presented the following advantages of renewal, upcoming

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changes (cart conversion,) and a transition from rear loading trucks to automated trucks. She provided the timeline for the trucks transition and thanked council for being able to partner with the City before opening for questions. Mayor Johnson asked if there would be an option for a month to month contract to discuss the information presented. Robyn stated no, but there is an option for a one year contract. Mayor Johnson then asked if she believed that automation is coming up in the future. Robyn stated that she does believe things are moving towards automation system and they are looking to add certain options within the renewal to address automation demand. Council expressed their concerns regarding street space, the future of the automated trucks, and consumer responsibility.

With no further questions or comments from the Councilmembers, Councilmember Richmond made a motion to take no action at this time and second by Councilmember Lloyd. No vote was taken.

(Agenda Item #08)

Deliberate and Act on a Resolution Approving Energy Saving Performance Contracting TIPS Contract #220104 with Centrica Business Solutions with a not to exceed amount of \$350,000.00 for Energy Solution Upgrades and Authorizing the City Manager to Negotiate and Execute the Necessary Documents.

City Manager, Megan Henderson introduced Terrance Watts from Centrica Business Solutions to present the agenda item. Terrance shared that Centrica Business Solutions analyze, develop, and install efficient energy solutions to help balance cost-effectiveness and sustainability. Mr. Watts shared that he has met with City Manager Henderson and other city staff to discuss the needs of the City and a preliminary energy audit has been conducted to determine how the city could benefit from Centrica. The audit was able to produce some potential cost-saving improvement projects that would improve overall efficiency and generate enough savings to pay for themselves. The proposed projects would upgrade lighting at Wallace Park, add lighting to the City Parks, and complete efficiency upgrades at other city buildings throughout the downtown area. With council's approval, City Staff will be able to negotiate a project with a contract amount not to exceed \$350,000. If the energy savings is lower than the company's estimates, the company must make up the difference needed to service the debt. Mr. Watts shared that the plan is to get the contract executed to move forward with some of the lighting at the ballpark and decorative lighting for the Eclipseboro event in April. Mr. Watts opened for questions, Mayor Scott asked about the type of lighting that will be placed at the ballpark. He shared that all lighting will be converted to LED lighting. Councilmember Robinson asked about advantages of Centrica and why should it chosen over other companies. Mr. Watts was able to inform council about Centrica's benefits and what makes it different from other companies. Council Member Lloyd ask about how long is term of contract. Mr. Watts reported between 10 years or 15 years.

On a motion by Councilmember Richmond and second by Councilmember Jolly, the resolution was accepted and approved.

On roll call, the following votes were cast:
Ayes: Lloyd, Robinson, Richmond and Jolly

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Nays: None Absent: Fleming and Zarate
Resolution No. R2024-01-01

(Agenda Item #09)

Hear and Deliberate on City Manager's Report.

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	Award	Park Drive Street Reconstruction: curb and gutter is expected to be completed by the end of this month, weather permitting. When temperatures permit, sections of failed base material will be removed and replaced. After that, the road will be milled down and overlaid with new asphalt, one side at a time, expected in February.
Old Brandon Rd (WP)			
Church Street (WP)			
Walnut Street (WP)			Old Brandon Road Mill and Overlay: curb is expected to be completed by the end of this month, weather permitting. When temperatures permit, cement treated base will be added to the last portions of the project. CTB will be finished and pavement will begin in February. Walnut Street Utilities and Reconstruction will be the next portion to start; utilities work will begin in February.
Water Tower (MRB)	\$4,770,518	Phase I: Closing Out Phase II: Construction Phase III: Construction	Tank is up and Phase I is functionally complete. Pump station is in place and project is finished except for SCADA system, which will take 2-3 months. The industrial park water line is almost complete.

vi. Deliver Essential Services

- Water Utility Rates
 - By ordinance, our wastewater rate system must be revised as needed in order to ensure that it
 - Maintains proportionate distribution of operation and maintenance costs among users and user classes
 - Generates enough revenue to pay the total operation and maintenance costs necessary to proper functioning of the system
 - Applies any extra revenues generated to the operations & maintenance fund and then lowers the rates accordingly for the subsequent year
- Water Utility Rates
 - Generates enough revenue to pay the total operation and maintenance costs necessary to proper functioning of the system
 - To cover our current total operation and maintenance costs, we'd need to increase rates by 65%.
 - Aquilla Water Supply District is anticipating a major capital

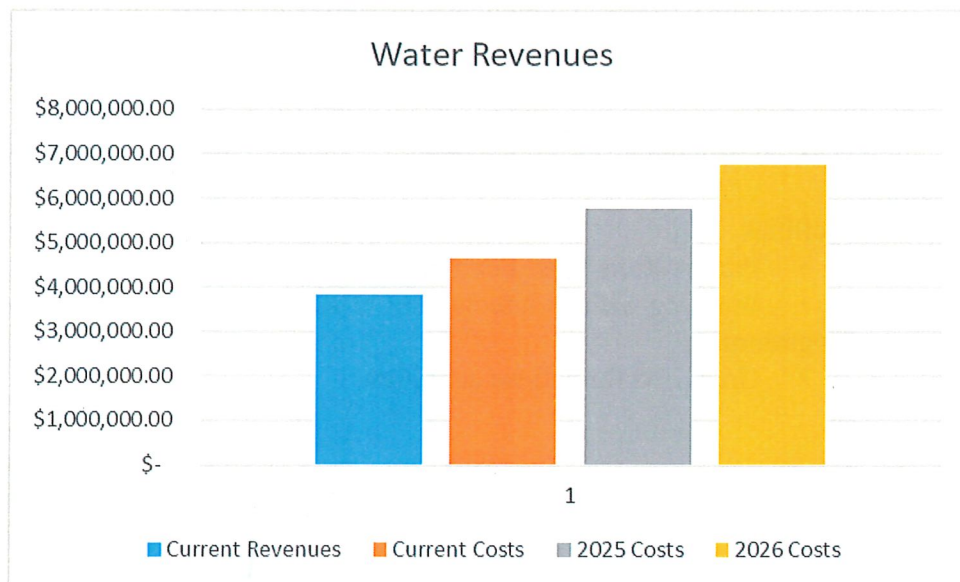
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improvement program which would increase our costs by an additional 20%.

- Adding funds to pay for increased maintenance to improve our system would increase our costs by an additional 24%
- Water Utility Rates
 - Generates enough revenue to pay the total operation and maintenance costs necessary to proper functioning of the system
 - Estimated annual revenues from water sales: \$3.8M
 - Estimated annual cost of current O + M program: \$4.6M
 - Estimated annual cost of added maintenance: \$1.1M
 - Estimated annual cost of Aquilla improvements: \$1M
 - 21% to cover current costs
 - 76% to cover eventual costs



- Water Utility Rates
- Maintains proportionate distribution of operation and maintenance costs among users and user classes
 - Do we have the right “classes” of users – meaning, are we properly addressing different groups that have different needs and values
- Citizen input is needed here
 - Residential needs: does there need to be more than one residential category?
 - Business needs: what different business categories do we need?
 - Small business (360 @0 – 10k)
 - Medium business (42 @10k – 20k)
 - Large or Industrial business (168 @20k+)

vii. Boost Economic Development

7.1 Business Attraction

- Economic Development team working on Project GO – lots of

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- progress
- Responding to Request for Information from retail prospect
- 7.3 Entrepreneurship and Small Businesses
 - Main Street Manager meeting with downtown businesses & collecting data
 - Meeting with SBA
- 7.6 Pursue redevelopment of the Outlet Mall
 - One site visit from restaurant prospect last week, another next week
- vii. Enhance Quality of Life
 - Parks & Rec
 - Facilities
 - Parks Board recommends upgrades to restrooms prior to eclipse; options are being reviewed
 - Parking lot at Wallace Park to be expanded
 - Programming
 - Basketball season underway
 - Library
 - Facilities
 - Preservation Trust Fund grant paperwork executed
 - Working with architects to right-size expansion plans
 - Programming
 - Grant nod for eclipse activities

With no further business to address, Mayor Johnson adjourned the meeting at 7:43p.m.



M. Scott Johnson, Mayor

ATTEST:



Jasmine Guy, City Secretary

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