

City Council
City of Hillsboro, Texas
Minutes of Regular Meeting
March 18, 2025

Present were:

Scott Johnson, Mayor	Megan Henderson, City Manager
Leann Richmond, Mayor Pro Tem	Tony Cain, Assistant City Manager
Larry Lloyd, Councilmember	Jasmine Guy, City Secretary
Jay Jolly, Councilmember	Richard Reinhardt, Planning Official
Eric Fleming, Councilmember	Jessica Trew, Executive Director HEDC
Dana Robinson, Councilmember	
Christi Ward, Communications & Executive Assistant	

Councilmember Frances Zarate was absent

Others present:

Shannon Cottongame, the Reporter
Hillsboro Police Department
Minister David Hurt-First Baptist Church of Hillsboro

Mayor Johnson called the meeting to order at 6:02p.m.

The invocation was completed by Minister David Hurt of the First Baptist Church of Hillsboro

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) through (11) 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 the Approval of the Minutes for the Regular Meeting on
March 4, 2025**

(Agenda Item #6)

Act on the Approval of Bills.

(Agenda Item #07)

Deliberate and Act on a Resolution Approving a Municipal Maintenance Agreement By and Between the City of Hillsboro and the Texas Department of Transportation (TxDOT) for the Purpose of Maintenance, Control, Supervision, and Regulation of Certain Highways and/or Portions of State Highways in the City of Hillsboro.

[City Manager, Megan Henderson provided council with the following information within the council packet prior to the meeting: TxDOT has updated their Municipal Maintenance Agreement (MMA) to add some updates for the City of Hillsboro. Please reference the MMA packet for updates.]

(Agenda Item #08)

Deliberate and Act on a Resolution Appointing a Member to the Planning and Zoning Commission.

[Planning Official, Richard Reinhardt provided council with the following information within the council packet prior to the meeting: A vacancy has been created within the Planning and Zoning Commission due to the recent resignation of Paloma Montes. An application has been submitted by Jeff Vaughn expressing an interest in serving on the Planning and Zoning Commission. His experience indicates that he is qualified to serve on the Planning and Zoning Commission. Staff's recommendation is that he be appointed to fulfill the remaining term of Paloma Montes that is set to expire in 2026.]

(Agenda Item #09)

Deliberate and Act on a Resolution Approving a Services Agreement By and Between the City of Hillsboro and Hill County for Use of Electronic Election Equipment and Programming of the Equipment for the May 3, 2025 Election and Authorizing the City Manager to Negotiate and Execute All Necessary Documents.

[City Secretary, Jasmine Guy provided the following information within the council packet prior to the meeting: In 2006, HAVA (Help Americans Vote Act) mandated that electronic voting machines be available for the disabled in every polling place where federal elections were held. For this year's election, the city will be hosting a joint election with Hillsboro Independent School District. The city and HISD will be leasing election equipment from the county with each entity being responsible for 50% of the cost. The price break down is listed in the proposed agreement attached. The agreement is valid only for the May 3, 2025 Election only.]

(Agenda Item #10)

Deliberate and Act on a Resolution Appointing Election Judges and Alternate Judges, Setting an Hourly Rate of Compensation for Officials Conducting the City

Officers Election, and Designating the Central Polling Place for the Election to be Held May 3, 2025.

[City Secretary, Jasmine Guy provided the following information within the council packet prior to the meeting: On February 6, 2025 the City Council approved Resolution R2025-02-04 authorizing a Municipal Election to be held on May 3, 2025. Judges and clerks will be paid at an hourly rate of \$15.00 with \$25.00 paid to the election judge for returning materials. Early voting will be conducted at Historic City Hall, 127 E. Franklin Street, with voting on Election Day at the Central Polling Place at the Historic City Hall, 127 E. Franklin St. The City Secretary will conduct early voting at Historic City Hall. The Presiding Judge, Alternate Presiding Judge, Early Voting Clerks and the City Secretary will receive training on the electronic voting equipment. Clerks and Judges will receive election worker training offered by the office of the City Secretary. This year, the City of Hillsboro will be hosting a joint election with HISD.]

(Agenda Item #11)

Deliberate and Act on a Resolution Approving an Agreement By and Between the City of Hillsboro and Rise Broadband for Placement of Telecommunications Equipment on City Property and Authorizing the City Manager to Negotiate and Execute All Necessary Documents.

[City Manager, Megan Henderson provided the following information within the council packet prior to the meeting: Rise Broadband has requested to place a control cabinet inside our fenced area at the downtown water tower. We have negotiated the agreement, which provides us with fiber internet service to three locations and a small monthly lease amount, and recommend approval.]

Consent agenda items. There were no items removed from the Consent Agenda. There were no further questions or comments. On a motion by Councilmember Robinson and second by Councilmember Fleming, Consent Agenda Items #5 through #11 were accepted and approved.

On roll call, the following votes were cast:

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

Nays: none Absent: Zarate

Resolution No. R2025-03-15, 16, 17, and 18

Regular Agenda

(Agenda Item #12)

Hold a Public Hearing, Seconding Reading and Deliberate and Act on an Ordinance and Deliberate on Naming a Portion of Highway 81 and State Spur 579 as North Waco Drive in the City of Hillsboro.

City Manager, Megan Henderson presented the agenda item in the absence of Planning Director, Richard Reinhardt. She shared that multiple business within the area of Hwy 81 and State Spur 578 have reported concerns that when someone enters their address into a GPS it takes them to a location out of town. City Manager shared that one solution for this is to designate the section of highway as North Waco Street. She referenced the PowerPoint to show a map of the area in which is designated to be changed. It will begin at the northern extent of North Waco Street at the cemetery to the interstate. The projected change will be effective as of January 1, 2026 which will give enough time for notifications to be sent out. City Manager Henderson concluded and opened for questions.

There were no questions or comments from council, Mayor Johnson opened the public hearing at 6:07p.m. No one spoke for or against the ordinance. Mayor Johnson closed the public hearing at 6:08p.m. The second reading of the ordinance was declared complete. The ordinance was accepted and approved.

On roll call, the following votes were cast:

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

Nays: none Absent: Zarate

Ordinance No. O2025-03- 03

(Agenda Item #14)

Hold a Public Hearing, Second Reading, and Deliberate and Act on an Ordinance on Amending Ordinance No. O2024-05-08 Comprehensive Fee Schedule, as Amended, Adopted on May 7, 2024, by Amending Department 32, Sanitation Services.

City Manager Henderson presented the agenda item. She shared that an agreement has been formulated with Frontier Solid Waste Management and their rates associated. She provided that the rates will not be the same as what residents will be paying. Residents will now have access to brush/bulk pick up 1x per month and recycling will take place every other week. City Manager Henderson was able to review the monthly costs to residents and the cost differences from the past and current rates before opening for questions.

There were no questions or comments from council. Mayor Johnson was able to open the public hearing at 6:12p.m. No one spoke for or against the ordinance. Mayor Johnson closed the public hearing at 6:13p.m. The second reading of the ordinance was declared complete. The ordinance was accepted and approved

On roll call, the following votes were cast:

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

Nays: none Absent: Zarate

Ordinance No. O2025-03-02

(Agenda Item #14)

Hear and Deliberate on the City Manager's Report

a. City Manager Megan Henderson presented the following update on 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 + \$120,000 80% Complete as of 2/14/25	Park Drive: Near Completion	Park: Last element is the Ivy intersection; proceeding as soon as weather will permit
Old Brandon Rd (WP)		OBR: Near Completion	OBR: complete except for spot repairs and sod
Walnut Street (WP)		Walnut: Utilities and Street Underway	Walnut: needed more info on Walnut/Ivy intersection; then will proceed with remaining demo and lime
Church Street (WP)		Church: Utilities and Street Underway	Church: Intersection of Walnut and Church demo'd out, hoping to have intersection lined by the end of this week
Industrial Water Tower (MRB)	\$4,770,518	Complete	Working on closeout documentation, budget amendment and final draw processes

	Streets	Water	Sewer	Drainage	Facilities
System Assessment	Complete	Complete	Fall 2025	? 2026 ?	
Plan contract & in-house work Phase I	Complete	First draft complete	Winter 2025		
Fund contract work Phase 1	Complete	\$30M Loan Requested	Request Fall 2025		
Design contract work Phase I	Complete	Fall 2025?			
Fund in-house work Phase 1	Complete	Complete			
Implement contract work Phase 1	80%				
Implement in-house work Phase I	7%	1%			
Plan contract work Phase II	Summer 2025??				

- Street Plan:
 - Study the system
 - Initial study completed 2021

- Updated street condition study commissioned from NEXCO; to be performed in November/ December
 - This will analyze the entire system and predict future conditions
- Perform block-by-block replacements
 - 20% of the blocks, 80% of the cost: work by outside contractors
 - 80% of the blocks, 20% of the cost: work self-performed
 - 6 streets prepped for chip seal: Lamar, Pine, McDonald, Crumley, Sweeney, Hummingbird.
 - Chip seal performed on one block of Boone; results unsatisfactory
- Water Plan
 - Study the system
 - Initial study completed 2024
 - Perform line replacements
 - \$55-65 million in replacements needed
 - \$30 million requested from Texas Water Development Board
 - County adopted MSRs and TWDB reviewing those for compliance
 - Self-performing:
 - Crews scheduling replacement of line in Hummingbird
- Sewer Plan
 - Study the system
 - Initial study not yet begun
 - Walker Partners selected; negotiating a scope of services and fee proposal
 - Perform line replacements
 - Hummingbird selected for line replacement; need to go out for bids
- Drainage Plan
 - Study the system
 - We do not currently have funds to perform a drainage study
 - Working with MRB Group we have added a drainage study to the Texas Water Plan, which will allow us to apply for funds for this study

vi. Deliver Essential Services

- Street Maintenance – focused on utility cuts for the foreseeable future
- Water/Wastewater
 - Water tower issues over the weekend
 - Working through reporting to get updated leak data for customers
 - Scheduling line replacement in Hummingbird

- Working with developers on system improvements adjacent to new developments
- Sewer – need to go out for bids for line replacement in Hummingbird
- Drainage – two new issues identified last week
- Parks – minor repairs at Wallace Park
- Public Safety – ordered 6 patrol vehicles through Enterprise lease
- Solid Waste – Republic and Frontier coordinating service switch April 1

vii. Boost Economic Development

7.1 Business Attraction

- Economic Development team working on
 - Project Dispatch – biweekly meetings starting
 - Project Spark Zero – awaiting updates on finalist sites
 - Project Freeze Pop - anticipate contract and sale soon
 - Project Ice Man – developing potential infrastructure
 - Project Treasure Hunt – prospect has selected Hillsboro and is moving forward
- Retail Coach continuing to work with prospects
 - At least one restaurant and one retail prospect are being pursued for specific Hillsboro locations

7.3 Entrepreneurship and Small Businesses

- Successful Main Street business promotion over the weekend
- Distillery, retail space now open

7.6 Pursue redevelopment of the Outlet Mall

- Glaser Retail Partners is working with 7 prospects; hoping for an announcement in April or May
- “Mallmageddon” scheduled April 17-20
- Mall demolition planned for May

viii. Enhance Quality of Life

• Library

- Facilities
 - Gearing up for grant-funded work to the facade
 - Updating ask to USDA for expansion plans
- Programming
 - Annual report submitted
 - Accreditation received (50 years!)
 - Spring Break programming every day with great attendance
 - Weekly programming continues, including knitting, chess club, story hour, Club Code, and others

• Parks & Recreation

- Baseball/ Softball Season
 - Tournament this weekend
 - Parade scheduled April 5
- Tournaments coming up
- Glowing Easter Egg Hunt scheduled for April 18 with 24,000 eggs

b. Recent and Upcoming Staff Activities and Events

Staffing Update:

- Key positions filled; openings remain
- Employee Appreciation event held March 5
- Customer Service Training Unit 3 this week

Upcoming Events:

- Hillsboro Day in Austin tomorrow
- Mallmageddon April 17-20
- ChurroFest May 17
- City Wide Clean up, March 22nd
- Starlight Bar Night, April 4th

(Agenda Item #15)

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

Mayor Johnson announced entrance into closed session at 6:28p.m.

(Agenda Item #16)

Reconvene in open session

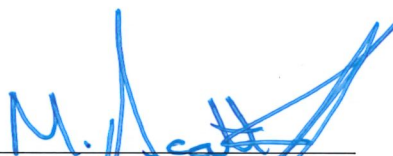
Mayor Johnson announced the exit from closed session at 6:55p.m.

(Agenda Item #17)

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

None

With no further business to address, Mayor Johnson adjourned the meeting at 6:48p.m.


M. Scott Johnson, Mayor

ATTEST:

Jasmine Guy, City Secretary

Hillsboro City Council – Regular Meeting

March 18, 2025