

City Council
City of Hillsboro, Texas
Minutes of Regular Meeting
June 2, 2026

Present were:

Leann Richmond, Mayor Pro-Tem/ Councilmember	Megan Henderson, City Manager
Dana Robinson, Councilmember	Tony Cain, Asst. City Manager
Larry Lloyd, Councilmember	Jasmine Guy, City Secretary
Edgar Hernandez, Councilmember	Richard Reinhardt, Planning Director CD
Brianna Garner, Councilmember	Justin Dyer, Library Director
John Graham, Airport Manager	Jessica Trew, Executive Director HEDC

Absent: Mayor Scott Johnson and Councilmember Eric Fleming

Others present:

Shannon Cottongame, the Reporter
Hillsboro Police Department
Lynette Hearrell-Director-Hillsboro Chamber of Commerce
Reverend Kenny Kennedy-Trails to the Cross Cowboy Church

Mayor Pro-Tem Richmond called the meeting to order at 6:03p.m.

Rev. Kenny Kennedy completed the invocation and Mayor Pro-Tem Richmond led the Pledge of Allegiance.

Hear Statements from Persons Wishing to Address Council.

- Frank Kellner-Hillsboro, TX-presented comments regarding the nuisance of non-licensed peddlers- expressed safety concerns and how permitting needs to be enforced.
- Brenda White-Hillsboro, TX-expressed thanks and gratitude towards the City Council for their service to the community-a special shout out was given to Councilmember Richmond for assisting her neighborhood with resolving some issues on their street-expressed looking forward to seeing the efforts to move the city forward in a positive and constructive direction.
- Melissa Awtrey-Brandon, TX-representing the Hillsboro Farmer's Market-stated concerns regarding the proposed application process and the lack of benefit it brings to the Farmer's Market-asked the council to please grandfather the Farmer's Market from the annual application process-reported the greatest challenge between the Farmer's Market and the City is consistency-asked council to grant a waiver for the

Farmer's Market- emphasized the Farmer's Market is not monopolizing the Courthouse Square, but contributing to the vitality of the community.

- Linda Polley-member of Save Hill County and the Farmer's Market Coalition Advocacy Group-spoke in regards to the Farmer's Market-asked council to grant the Farmer's Market a waiver regarding agenda item #9-gave comments regarding the Farmer's Market's commitment to the local farmers-expressed concerns that the Farmer's Market has been targeted for the last five years-stated comments regarding the long standing commitment of the Farmer's Market and they cannot depend on having their dates be dictated-shared that the Farmer's Market has given 13 years to the county/city; asked council to consider passing a proclamation that the first Saturday in May until the last Saturday in October, would be for the farmers' market.
- Basil Zangare-comments addressing what happened at the Farmer's Market involving the Chamber of Commerce trespass issue-the city is s operating through backdoor channels instead of legal process-reported that Tiffany Barron sits on the Chamber Board and Megan Henderson serves as an ex officio member of the board-expressed that the trespass action was allegedly pushed without proper paperwork-made comments regarding lack of transparency and due process-reported being interrupted by two officers as he was lawfully conducting business at the Farmer's Market-emphasized intimidation by badge-reported to have filed an internal affairs complaint and is expecting it to be investigated seriously-stated comments regarding previous complaints filed that were not handled properly-asked who's running the city-asked why citizens are not getting straight answers-made comments regarding people showing up on the same boards, same deals, same money, and same lack of transparency-emphasized the city not having any money when it comes to infrastructure, water, basic services, and public records, but money for events, pet projects, theater, and campaigns-expressed the concerns for raising utility rates and "controlling the narrative"-expressed that the city does not need more intimidation, but more accountability, public records, open meetings, honest answers, leadership, and service to people.

Consent Agenda

Mayor Pro Tem Richmond 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 the Approval of the Minutes for the Regular Meeting on May 19, 2026.

(Agenda Item #6)

Act on the Approval of Bills.

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 Lloyd, Consent Agenda Items #5 and #6 were accepted and approved.

On roll call, the following votes were cast:

Ayes: Lloyd, Robinson, Hernandez, Richmond, Garner

Nays: none Absent: Fleming

Regular Agenda

(Agenda Item #7)

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

Planning Director, Richard Reinhardt presented the agenda item. He shared that a vacancy was created on the Planning and Zoning Commission due to the resignation of Matthew Southard. An application was received by Joe Denison to serve on the Commission. Planning Director Reinhardt shared that staff is recommending to appoint Mr. Denison to the Planning and Zoning Commission to fill the vacancy. Term is set to expire in 2027.

There were questions or comments from council. On a motion by Councilmember Robinson and second by Councilmember Garner the resolution was accepted and approved.

On roll call, the following votes were cast:

Ayes: Lloyd, Robinson, Hernandez, Richmond, Garner

Nays: none Absent: Fleming

Resolution No. R2026-06-45

(Agenda Item #8)

Deliberate and Act on a Resolution Appointing a Member to the Airport Advisory Board.

Airport Manager, John Graham presented the agenda item. He shared that the Airport Advisory Board has a current vacancy due to the recent resignation of Chuck Schneider. He reported that applications have been received by Irene Benero and Tommy Eskind Jr. to fill the vacancy. Staff is recommending for Irene Benero to fill the vacancy with a term expiring in 2027.

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

On roll call, the following votes were cast:

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Ayes: Lloyd, Robinson, Hernandez, Richmond, Garner

Nays: none Absent: Fleming

Resolution No. R2026-06-44

(Agenda Item #9)

Deliberate and Act on a Resolution Approving the Use of City Streets for Recurring Market Events, Including the Establishment of an Annual Application Process, Deadlines for Requests and Guidelines to Ensure Fair and Equitable Access to Downtown Public Spaces.

Jessica Trew, Executive Director of Hillsboro EDC presented the agenda item on behalf of the Main Street Program. Executive Director Trew explained that this item seeks to create a process to ensure that there is fair and equitable access to the public spaces within the downtown area. Executive Director Trew mentioned that the Farmer's Market has been around for 13 years and the ultimate goal is to make sure they continue to have equitable access around the Courthouse Square while also allowing for new residents, programs, organizations, coalitions, etc to have the same access and use as well. She explained that the item is not limiting anyone's access, but to ensure that there is orderly coordination during the use of the space.

Councilmember Robinson asked about the details related to the process and what it will consist of. Executive Director Trew was able to explain the process and overall purpose of communication, coordination, and documentation. She emphasized that the city and the Main Street program has continued to work vigorously to ensure that the farmers market has the access that it needs to that space and that it continues to be promoted. She continued and shared that the Farmer's Market has been around for 13 years and everyone wants it to stay, see it get stronger, and support it. Mayor Pro Tem Richmond clarified that the item is in no way intended to shut down the existing farmers' market, but more of a formal paperwork process since there is no specific form or process. Executive Director Trew confirmed and provided that there's no existing kind of process on paper. She continued and shared that as the city grows, a more standard procedure is needed. Councilmember Robinson asked about the paperwork aspect. Executive Director Trew provided that this is the purpose of the item to implement paperwork. It is not just for the Farmer's Market, but for everyone. Mayor Pro Tem Richmond asked if the process is limiting anything that the Farmer's Market is already doing and Executive Director Trew confirmed that it is just the paperwork. Councilmember Lloyd was able to question surrounding the process as it is basically a first come first serve procedures and Executive Director Trew stated yes. She reiterated that there is no current process or standard at this time. Mayor Pro Tem Richmond was able to ask the president of the Farmer's Market, Melissa Awtrey questions regarding the Farmer's Market's opposition to the item and there was a discussion regarding the issues and clarification of the application that was provided. Mayor Pro Tem Richmond emphasized that the item is a very important matter and a decision will be made after thorough consideration. There was further discussion regarding a possible waiver, collaboration with the Farmer's Market and the importance of having a paper

trail/documentation. City Manager Henderson was able to clarify the application process and details associated with the application requirements. Continued discussion was held regarding the application guidelines and specifics as it applies to the Farmer's Market. Mayor Pro Tem Richmond explained that the item is simply implementing guidelines to obtain the information that the city needs while also having it documented. She added that if any issues arise, council will be more than happy to come back and resolve them with the effected party/parties. Mayor Pro Tem continued by explaining the importance of implementing some form of written communication for the city to be able to approve. After continuous discussion regarding specifics related to the agenda item and additional concerns, Mayor Pro Tem Richmond announced that no action will be taken on the item. It was recommended for the item to be reexamined and for city staff, council, and the Farmer's Market to meet to further discuss what's in their best interest.

(Agenda Item #10)

Hold a Public Hearing, Second Reading and Deliberate and Act on an Ordinance, Amending Article 1.900, Historic Landmarks and Districts, in the City Code of Ordinances, Whereby the Purpose is to Add a Section for Definitions of Historic Terms.

Planning Director, Richard Reinhardt presented the agenda item. He provided that the purpose of this amendment is to create a section in the Historic Landmarks and Districts Ordinance for the definition of historic terms. Planning Director Reinhardt shared that presently, the definitions are in the design guidelines for the historic districts only. He added that the Historic Preservation Commission is looking at ways to simplify processes to make things more understandable for property owners and one of the ways is to put the definitions within the ordinance. Planning Director Reinhardt reported that the Historic Preservation Commission reviewed this amendment at their meeting on May 7th and recommended approval. He concluded by adding that the definitions will remain the same as they exist now, they will just be added to the ordinance.

There were no questions or comments from council. Mayor Pro Tem Richmond opened the public hearing at 6:45PM. No one spoke for or against the ordinance. Mayor Pro Tem Richmond closed the public hearing at 6:46PM. The ordinance was accepted and approved.

On roll call, the following votes were cast:

Ayes: Lloyd, Robinson, Hernandez, Richmond, Garner

Nays: none Absent: Fleming

Ordinance No: O2026-06-05

(Agenda Item #11)

Hold a Public Hearing, First Reading on an Ordinance to Increase Water Service Rates.

City Manager, Megan Henderson presented the agenda item. She explained the reasoning why staff is currently considering raising water rates earlier than planned and reviewed the history of recent rate increases and ongoing infrastructure problems. City Manager Henderson reviewed some of the past water system financial and infrastructure challenges that included the following:

- Prior to 2024, water rates had not been significantly increased for decades.
- The city discovered it was losing about \$1 million per year due to rates not covering operating costs.
- Much of the water infrastructure is extremely old, with some pipes over 100 years old.
- Frequent leaks and water line breaks are causing service disruptions and significant water loss.

City Manager Henderson was able to provide an in-depth overview information regarding the previous rate increases, city revenue, water line issues, and waterline replacement projects dating back to 2024-2025. City Manager Henderson reported that the city received about \$3.9 million in water revenues in 2024. A 70% increase was implemented, followed by at 15% increase which would have increased revenue to \$7.1 million. City Manager continued and explained that the city's cost to Aquilla went from about \$2.6 million in 2024 to almost \$3.8 million in 2025. She added that the money paid to Aquilla was two-thirds of what was received in terms of water revenue which left \$1.3 million for operations. She explained that the goal was with those two increases together in 2025 was to drop our percentage paid to Aquilla to about 53%, giving the city \$3.3 million. She provided that with the 2 million extra dollars, the city would then be able to do some work to repair the water system and start to gain some ground on the city's deteriorating infrastructure. City Manager Henderson expressed that sadly that's not what happened. She reported that actual revenues for 2025 were \$5.3 million. Aquilla's share of the city's revenue actually went up instead of down. City Manager Henderson reported that the city was left with about less than \$300,000 instead of the \$2 million. She shared that the two increases generated an increase of about \$1.5 million in revenue with Aquilla receiving \$1.1 million. As a result of this, City Manager Henderson emphasized that the city still lacks sufficient funds for major infrastructure improvements. City Manager Henderson then discussed water loss. She reported that roughly 744 million gallons of water in was purchased in 2025. Only about 45% of that water was billed to customers and the remainder was lost through leaks in aging pipes. City Manager Henderson provided that staff has estimated that replacing all aging cast-iron and asbestos-cement pipes could cost from \$55–65 million.

City Manager Henderson provided that the city has begun to target the most problematic water lines and replacement project scopes are underway. She provided that a major transmission line from the college water tower area toward the outlet mall was replaced and reportedly reduced water losses significantly and additional replacement projects are underway. City Manager Henderson discussed that staff is currently recommending to implement the new rate increase a few months earlier as the city would like to replace all

of the utility work around the courthouse square. She explained the TxDot project and added that it would be beneficial to go ahead and get the work done now. City Manager Henderson provided that a grant application will be submitted for \$7 million grant funded dollars from the Texas Water Development Board, but requires engineering work to be completed by July. She shared that the engineering work will cost approximately \$370,000 and another \$530,000 in engineering costs is needed for utility relocation around the courthouse. City Manager Henderson provided that staff is recommending the following increases: a.) 12% increase (minimum needed) or b.) 15% increase (consistent with what the city has previously warned residents to expect). She noted that the city expects Aquila's charges to increase by another \$700,000 next year to cover higher wholesale costs and help pay engineering expenses. City Manager Henderson was able to reference the PowerPoint to show the impact on residential customers.

- 2,000 gallons/month: bill would increase about \$10.50 per month.
- 4,000 gallons/month: bill would increase about \$13 per month.

City Manager Henderson concluded by providing that the city's overall goals are to continue replacing water lines more frequently while reducing water loss, continue to apply for grants, stabilize/reduce future rates increases, decrease service interruption, and move toward smaller rate adjustments.

Several Councilmembers of the council provided their commentary and questions regarding the increases and concerns for citizens. Mayor Pro Tem Richmond opened the public hearing at 7:09PM. Audience members provided their concerns and statements regarding the increase and their opposition to it. Several questions were asked if any alternatives can be looked at and if the contract with Aquilla can be renegotiated. Additional comments were made regarding the hardships that people are already facing due to the previous increases and how this will impact their current finances. It was suggested that the city budget be reevaluated and funds be shifted around to assist with water replacement projects rather than increasing rate again. City Manager Henderson explained that the recent rate increases were largely consumed by rising wholesale water costs rather than creating surplus funds. She added that the city's biggest problem is massive water loss from deteriorating infrastructure, and that gradual pipe replacement is the best path toward long-term financial stability and improved water service. Mayor Pro Tem Richmond closed the public hearing at 7:36PM. The first reading of the ordinance was declared complete.

Ordinance No. 02026-06-06

(Agenda Item #12)

Hold a Public Hearing, First Reading on an Ordinance to Increase Wastewater Service Rates.

City Manager Henderson presented the agenda item. She shared that the proposed wastewater rate increase is to address the declining wastewater revenue caused by a

reduction in water consumption after the previous water rate increase. City Manager Henderson presented that staff is looking at a 10% increase for residential and 30% for commercial. City Manager Henderson presented that staff is recommending to reduce the wastewater base rate from \$17.33 to \$13.00 per month and removing the 2,000 gallons currently included in the base rate. Non-residential wastewater rates to increase \$3.50 per 1,000 gallons. City Manager Henderson provided that although the percentage increases appear significant, the actual dollar impact is relatively small. City Manager Henderson presented that a residential customer using 2,000 gallons would see an increase of about \$1.67 per month. Commercial users using 4,000 gallons would see an increase of about \$2.29 per month. A customer using 4,000 gallons would see an increase of about \$2.29 per month.

Councilmember Hernandez and Councilmember Robinson expressed their concerns regarding raising rates on residents, particularly those on fixed incomes, and questioned whether commercial and industrial users should bear more of the cost since residents are already being encouraged to conserve water. City Manager Henderson provided a response and shared that commercial and industrial customers already pay significantly higher rates than residential customers and that annual rate reviews are intended to keep utility revenues aligned with operating costs. City Manager Henderson offered to set up a time to go through Councilmember Hernandez's concerns for further clarity. There were no further questions or concerns from council. Mayor Pro Tem Richmond opened the public hearing at 7:42PM. Several members from the audience voiced their comments and concerns regarding the increase. There was an additional discussion regarding a hypothetical scenario involving a large industrial water user. City Manager Henderson explained that if a major industrial customer were to locate in the city, the city could potentially use a utility services agreement to secure funding for infrastructure improvements, such as water line replacements before service begins. There was further discussion regarding groundwater options and its reliability. There were no further questions or comments. Mayor Pro Tem Richmond closed the public hearing at 7:50PM. The first reading of the ordinance was declared complete

Ordinance No. O2026-06-07

(Agenda Item #13)

Hold a Public Hearing, First Reading on an Ordinance to Increase Trash Service Rates.

City Manager, Megan Henderson presented the agenda item. She shared that council recently approved an increase for trash services fees for residential and commercial trash collection. City Manager Henderson provided that the ordinance's purpose is to formally implement the contractually authorized rate adjustments and pass the costs through to customers. She reiterated the increase of 5% for residential customers, 10% for commercial customers, and a 0% increase for manifested customers. City Manager Henderson noted that the contract, approved in April 2025, allows for annual rate adjustments based on the

Consumer Price Index (CPI). She added that the rate structure was designed so that the combined increases remain within the overall contractual increase allowance. City Manager Henderson emphasized that with the increase, residential trash rates will still be lower than they were under the previous Republic Services contract. Commercial rates will be approximately the same.

There were no questions or comments from council. Mayor Pro Tem Richmond opened the public hearing at 7:52PM. No one spoke for or against the ordinance. Mayor Pro Tem Richmond closed the public hearing at 7:53PM. The first reading of the ordinance was declared complete.

Ordinance No. O2026-06-08

(Agenda Item #14)

Deliberate and Act on a Resolution Approving the Water Conservation Plan for the City of Hillsboro

City Manager Henderson presented the agenda item. She provided that the draft Water Conservation Plan was provided in the packet. She added that the plan was originally generated by the city's engineering firm, MRB Group, but has been amended to add considerable detail by the city's process improvement specialist. City Manager Henderson reported that the plan now includes specific goals in terms of activities that the city is conducting in addition to line replacement to lower our water loss.

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

On roll call, the following votes were cast:

Ayes: Lloyd, Robinson, Hernandez, Richmond, Garner

Nays: none Absent: Fleming

Resolution No. R2026-06-43

Hear and Deliberate on City Manager's Report.

City Manager Megan Henderson presented the following update on Goals 1,3, and 4. Assistant City Manager, Tony Cain presented on Goal 3

a. Update on Strategic Goals 1-4



OUR GOALS

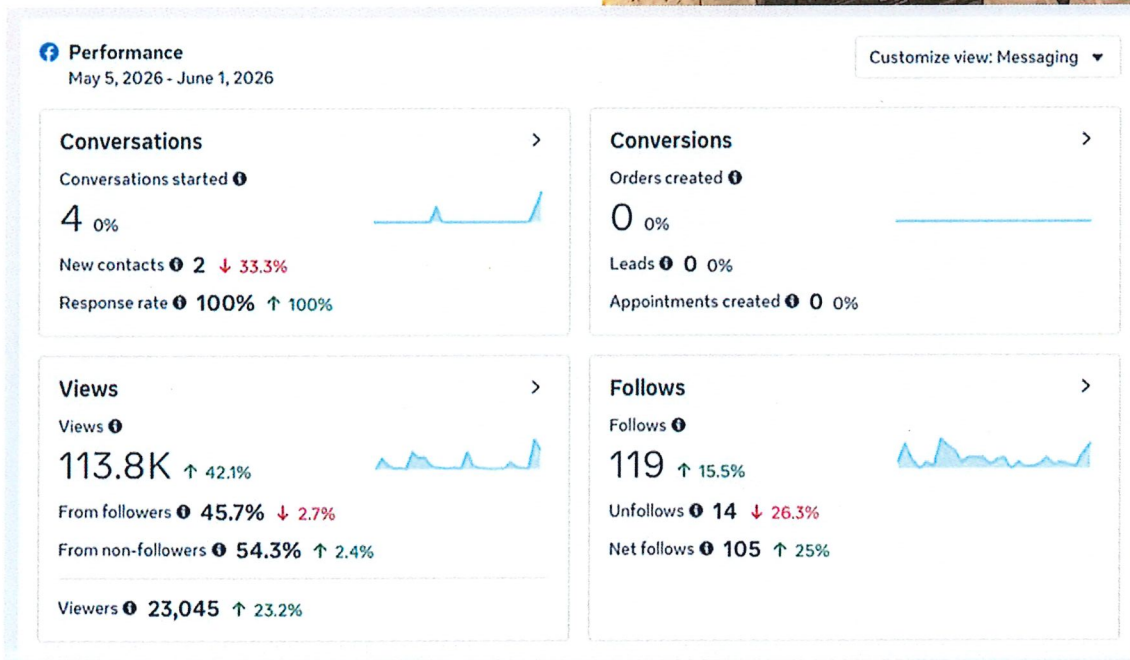
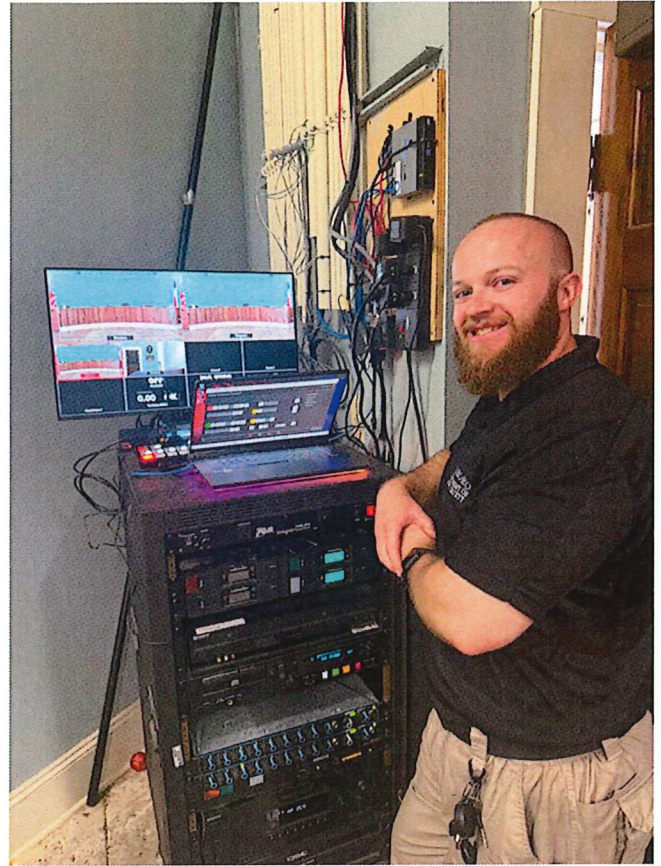
-  Ensure responsible and equitable growth.
-  Foster transparency and connection.
-  Support preservation and beautification.
-  Deliver efficient and effective government.
-  Build better infrastructure.
-  Deliver essential services.
-  Boost economic development.
-  Enhance quality of life.

i. Responsible, Equitable Growth

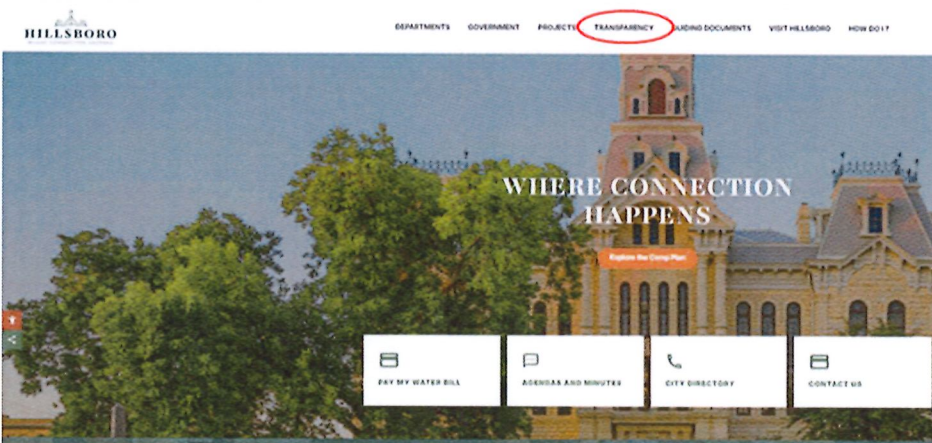
- Development Updates
 - Project Pipeline
 - Roughly 1500 single family houses in development pipeline
 - Multifamily projects haven't passed the conceptual stage
 - Multiple commercial and industrial prospects
 - Water Supply
 - Raising Lake Aquilla (no movement)
 - Make Better Use of Existing Water
 - Reduce water loss to free up more water
 - Explore reuse of "grey water" for industry/ irrigation
 - Reallocation of Lake Whitney (no movement)

ii. Foster Transparency and Connection

- Trying out new options to record and post Council meetings.
- Kudos to Tony Cain and Kian Lind for putting a plan together
- Kudos to Jasmine Guy for learning the system and being willing to operate
- Trying out new options to record and post Council meetings.
- Staff is using in-person, newsletter, newspaper, website and social media to share information regarding city initiatives.
- Water rates, Outlet Mall excitement and data center project top topics



- Updating web site with project information and transparency topics



TRANSPARENCY

Home » Transparency

The City of Hillsboro is committed to providing clear, accessible information about how local government works, how decisions are made, and how public resources are used.

This section was created to help residents better understand City processes, finances, boards and commissions, public records, and major initiatives. Transparency and communication are identified as priorities in the City's [2022-2027 Strategic Plan](#), which calls for reliable public communication, accountability, and greater connection between residents and local government.

Local government can be complex. Our goal is to make these systems easier to understand and easier to access.

Authorities & Hierarchies

Learn how Hillsboro's local government is structured, where authority comes from, and how decisions move through City Council, staff, boards, commissions, and partner organizations.

→ View information on Authorities & Hierarchies

Finance & Budgets

Understand how the City's budget works, where different types of funding come from, and how funds like water, tourism, economic development, and public safety are legally separated and managed.

→ View information on Finance & Budgets

Records & Access

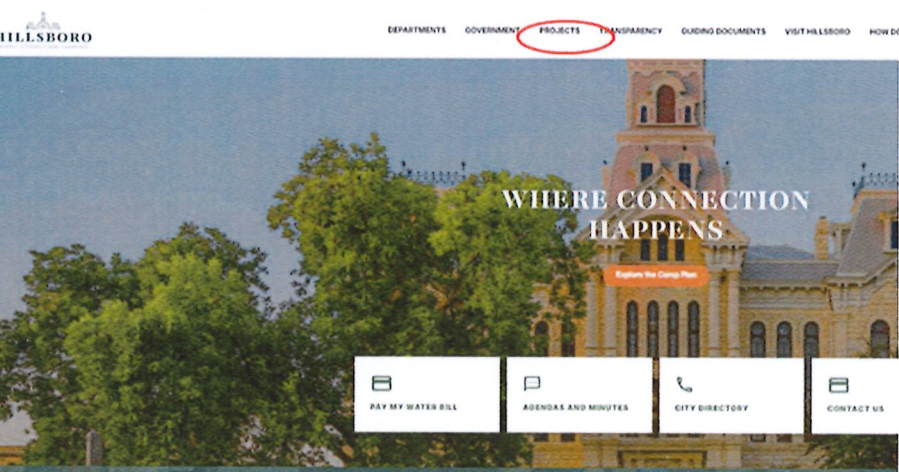
Find information about public meetings, open records, financial transparency, and how residents can request documents or ask questions to better understand City programs and decisions.

→ View information on Records & Access

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PROJECTS

Home » Projects

The City of Hillsboro manages a range of projects that support our community's growth, quality of life, and long-term planning. This page provides an overview of current projects and links to more detailed information about each one, including funding sources, timelines, and progress updates.

Outlet Mall Redevelopment

Status: In Progress

The City is working with a private development partner on the redevelopment of the former Hillsboro Outlet Mall property. The project has included public input, council discussions, property acquisition, infrastructure planning, demolition, and ongoing recruitment of new retail and restaurant uses.

→ [Learn more](#)

Texas Theater

Status: In Progress

The City is evaluating and stabilizing the historic Texas Theater property. Current work includes structural assessment, planning, and community engagement to determine potential future uses for the building.

→ [Learn more](#)

Downtown Rooftop Lighting

Status: In Progress

This project involves installing permanent, downward-facing lighting on downtown buildings. The goal is to improve visibility and the nighttime environment while reducing unnecessary light spill.

→ [Learn more](#)

Eclipseboro

Status: Completed

Eclipseboro was a series of community events and activities organized around the April 2024 total solar eclipse. The effort focused on public safety, visitor coordination, and providing opportunities for residents and visitors to gather and experience the event.

→ [Learn more](#)

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iv. Deliver Efficient, Effective Government

- Deliver Comprehensive Planning Process
 - Chapters 1 and 2 are being laid out with graphics package as we speak
 - Chapters 3 and 4 expected by June 26.
 - Joint P&Z and City Council Work Session to Discuss Draft - August 3- 17
 - P&Z Recommendation – August 24
 - City Council Recommendation - September 15

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- Human Resources
 - Hiring/ interviewing for open positions
 - Working on policy updates for various topics

viii. Enhance Quality of Life

- Library
 - Door replacement project complete
 - Summer programming scheduled to kick off June 4
 - Regular programming continues, including knitting, chess club, story hour, Club Code, and others
- Parks & Recreation
 - Splash Pad at City Park comes on this weekend
 - Wallace Park
 - Leadership Greater Hillsboro is improving Wallace Park as its project this year and have placed some benches
 - keeping up with baseball/softball season
- Process Improvement
 - Minimum Night Flow (MNF) Program (STATUS: Currently working on meter grouping by tower and research to make sure we have everything we need to perform the test using the Neptune data and tower readings for the time interval)
 - The Minimum Night Flow Program is a system level leakage screening tool designed to help identify where real (physical) water losses are likely occurring. Using existing tower flow data, each water tower is treated as a “virtual” pressure zone, allowing night time flow to be analyzed when legitimate customer use is at its lowest. By comparing observed night flow to estimated legitimate night use, the program highlights zones with elevated leakage indicators.
 - This program helps the water loss control effort by prioritizing leak detection and field investigation where it is most needed, tracking leakage trends over time, and avoiding unfocused or inefficient leak surveys. The attached MNF document outlines the methodology, data requirements, and recommended follow up actions in detail.
 - Meter Accuracy Testing Program (STATUS: Spoke with Chris and will work out details- may be able to utilize the technician assigned to billing and myself to perform this testing with minimal disruption to daily operations)
 - The Meter Accuracy Testing Program focuses on reducing uncertainty in apparent losses by replacing the current assumption of 100% meter accuracy with measured, defensible data. Using a small, stratified random

sample of customer meters, the program establishes an initial systemwide meter accuracy estimate consistent with AWWA M36 guidance.

- This program strengthens the Water Audit by improving data validity, supporting more accurate separation between real and apparent losses, and informing future meter replacement decisions. It is designed to be affordable and manageable using existing staff and bench testing equipment. The attached document provides full details on sampling design, testing procedures, and how results are applied to the audit.
- Billing Department Flowcharting Program (STATUS: Scheduled for May 11th start date- Session One)
- The Billing Flowcharting Program addresses potential apparent losses caused by billing, data handling, and process errors. It documents the complete path from meter reading through billing, payment, and account maintenance, then identifies high risk points where water delivered may not be properly billed or recorded.
- This program helps the water loss control effort by uncovering recoverable revenue, improving confidence in billed consumption data, and increasing AWWA audit credibility through documented controls and procedures. The flowcharting plan explains the scope, step by step process, and expected deliverables.
- These Programs work together to address both sides of non revenue water:
 - Minimum Night Flow targets where real losses are likely occurring,
 - Meter Accuracy Testing improves the reliability of measured customer consumption, and
 - Billing Flowcharting reduces process related apparent losses.

b. Staff Activities and Events

- Staff Convocation planned for June 15th
- Bond's Alley Picnic June 12th
- Bond's Alley June 13th
- Firefly Activities June 12-13th

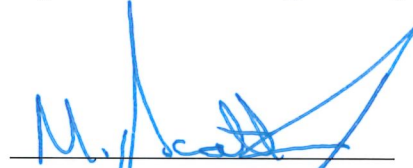


iii. Support Preservation and Beautification

- Staffing Update: New Community Enhancement member is scheduled to start on June 8th.
- Grass Clippings: Staff continues to address this issue.
- Knox Fuel Stop: No Update.
- Gateway Travel Center (Amigos): Owners still plan on completing the project but unknown re-start date.
- 81 Motel: This project is complete and is in operation.
- Building and Standards Board: No meeting in June.
- Curb clean-up: Staff continues to address this issue.
- Donation Bins: Staff continues to address this issue.
- Traffic Lights: E. Franklin/Church St. and E. Elm/Church St: Traffic lights are up and operating.
- Tires: Staff plans on starting back on project this week.
- Alley ways: Starting to address this issue by educating residents and home owners of the ordinance.
- Parade Route: Staff checking and addressing issues on the routes.

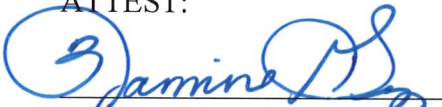
- Mow List: Currently there are 24 properties on the mow list.

With no further business to address, Mayor Johnson adjourned the meeting at 8:05p.m.



M. Scott Johnson, Mayor

ATTEST:



Jasmine Guy, City Secretary