

**BURLESON CITY COUNCIL SPECIAL MEETING  
AUGUST 12, 2024  
MINUTES**

**ROLL CALL**

**COUNCIL PRESENT:**

Victoria Johnson  
Phil Anderson  
Alexa Boedeker  
Chris Fletcher  
Larry Scott  
Dan McClendon  
Adam Russell

**COUNCIL ABSENT:**

**Staff present**

Tommy Ludwig, City Manager  
Eric Oscarson, Deputy City Manager  
Harlan Jefferson, Deputy City Manager  
Amanda Campos, City Secretary  
Monica Solko, Deputy City Secretary  
Matt Ribitzki, Deputy City Attorney

**1. CALL TO ORDER – 9:00 a.m.**

Mayor Fletcher called the meeting to order. **Time: 9:02 a.m.**

**2. CITIZEN APPEARANCES**

- None.

**3. BUDGET**

**A. Receive a report, hold a discussion, and provide staff direction on the proposed Fiscal Year 2024-2025 budget and related items. (Staff Contact: Tommy Ludwig, City Manager)**

Tommy Ludwig, City Manager, presented the proposed Fiscal Year 2024-2025 budget and related items to the city council.

Discussion included:

- Transparent Budget process and Strategic Focus Areas
- City budget survey results
  - Top three priorities: streets, traffic control, police and fire
- Compensation and benefits
  - Market adjustments, merit/step increases, health insurance, and benefits.
- General Fund Supplemental Requests:

- ITS equipment and staffing
- Parks slope mower
- Police Real Time Crime Center Technology and Flock LPR add ons
- Police Axon Tethered drone
- Police Axon Air Streaming Software
- Animal Services Veterinarian (PT)
- Police Tactical Gear
- City Manager's Office Burleson Opportunity Fund
- Public Works Low Water Crossing Enhancements
- Solicitation application fee increase
- General Fund balance forecast (5 years) at 22.57%
- Medical Transport forecast (3 ambulances)
- Debt Service Fund forecast expenditures at 4.79% (one line)
  - Outstanding bond debt:
    - Tax supported debt - \$60,890,626 (35%)
    - Water and Sewer - \$59,425,000 (34%)
    - 4A - \$29,101,088 (17%)
    - 4B - \$13,445,000 (8%)
    - TIF2 - \$8,005,000 (5%)
    - Golf - \$723,286 (1%)
  - Projects:
    - Water and Sewer Rehabilitation \$13.7M
    - Industrial Pump Station \$15.9M
    - Offsite Water Supply \$15.7M
    - Parallel Sewer Line \$20.5M
  - Capital Improvement Program
    - No bond issue proposed in FY 24/25
    - 5 year capital improvement plan 2025-2030
      - Water - \$78.8M
      - Sewer - \$58.9M
  - Water and sewer rate increase for FY25 - propose 5.9% to 6.6%
  - Conduct rate study for both water and sewer for FY 2025-2030.
- Solid Waste small increase about \$1.00 for litter abatement
  - Residential \$21.84 to \$24.23
  - Non-residential Small collections \$26.40 to \$31.50 and
  - Non-residential Large collection \$39.31 to \$46.73
- IT department proposing one supplemental radio technician
- 4A Fund supplemental of an Economic Development Analyst position
- 4B Fund supplemental of tree(s) installation and irrigation for parks
  - Park Performance Fund supplementals Monday Day Camp, concrete repairs at Chisenhall, wireless alert system at Brick, scoreboard controllers at athletic fields.
- Golf Fund / Hidden Creek Golf course supplemental – chemigation system
  - Fee increases at golf course
- Additional Supplemental Packages:
  - Abatement funding for nesting egrets - preventing nesting and financial impact to the residents during nesting period. Perhaps a

water credit for cleaning, establish abatement fund for the residents, property repairs, tree pruning, purchasing for deterrent devices.

Bill Janusch, 117 NE Clinton, came forward with a tool he's used to keep the egrets from nesting.

- Council direction was to help the citizens now and in the future. Look at long term solutions by having the community write letters to our Congressman and state Representative about the egret issue. Get other communities with similar issues to come together and start a movement. City Manager Tommy Ludwig mentioned that he would like to ask Council to request the addition of \$30,000 during the adoption of the budget as an abatement fund for water consumption forgiveness. This would be a one-time funding to see what the funds could do, then look at maybe a recurring fund in the future but a one-time cost until we could see what is effective.

**B. Receive a report, hold a discussion, and provide staff direction on the proposed tax rate for Fiscal Year 2024-2025 and the proposed homestead exemption for Fiscal Year 2025-2026. (Staff Contact: Harlan Jefferson, Deputy City Manager)**

Harlan Jefferson, Deputy City Manager, presented the proposed tax rate for Fiscal Year 2024-2025 and the proposed homestead exemption for Fiscal Year 2025-2026 to the city council.

Discussion included the homestead exemption history, average residential fee totals at 3%, 4% and 5% and homestead revenue impacts.

Council was in support of a 2% increase in the homestead exemption from 3% to 5%.

**C. Consider approval of a minute order setting the date and time of the public hearings on the proposed 2024 tax rate and proposed Fiscal Year 2024-2025 budget for September 3, 2024, at 5:30 p.m. (Staff Contact: Harlan Jefferson, Deputy City Manager)**

Harlan Jefferson, Deputy City Manager, presented a minute order to the city council.

Motion made by Victoria Johnson and seconded by Dan McClendon to approve setting the public hearings on the proposed 2024 tax rate and proposed FY 2024-2025 budget for September 3, 2024, at 5:30 p.m.

Motion passed 7-0.

**D. Consider approval of a resolution proposing a tax rate for the 2024 tax year with a record vote. (Staff Contact: Harlan Jefferson, Deputy City Manager)**

Harlan Jefferson, Deputy City Manager, presented a resolution to the city council.

Motion made by Dan McClendon and seconded by Larry Scott to approve the tax rate of \$0.6627 per \$100 value for the 2024 tax year.

A record vote was taken with the following results:

For: Chris Fletcher, Mayor  
Victoria Johnson, Place 1  
Phil Anderson, Place 2  
Alexa Boedeker, Place 3  
Larry Scott, Place 4  
Dan McClendon, Place 5  
Adam Russell, Place 6

Against: None.

Abstain: None.

Absent: None.

Motion passed 7-0.

## **RECESS AND BACK TO ORDER**

Mayor Fletcher recessed for a short break at 10:14 a.m. and called the meeting back to order at 10:22 a.m. with all members present.

## **4. REPORTS AND PRESENTATIONS**

### **A. Receive a report, hold a discussion, and provide staff direction regarding vertical construction projects included in the capital improvement program. (*Staff Contact: Eric Oscarson, Deputy City Manager*)**

Eric Oscarson, Deputy City Manager, reported on vertical construction projects to the city council.

Billy Cordell, Chief of Police, gave an update on the police expansion including the gas pipeline rerouting, new building and parking locations, building room schematic and building elevations. Beginning construction on the project is anticipated for August 2025.

Casey Davis, Fire Chief, gave an update on Station 1 remodel and timeline.

Eric Oscarson, Deputy City Manager, gave an update on City Hall renovation status. Bid in September, award in November, and begin construction in January and complete by October.

Vertical Construction Manager that works on behalf of the city to oversee all aspects of construction from a bidding the project, bid assessment, and project coordination and management. Staff is requesting to hire a third party firm to assist with Fire Station #1 and city hall renovation. Next meeting will have an agenda item for consideration.

**B. Receive a report, hold a discussion, and provide staff direction regarding the naming of City Hall. (Staff Contact: Eric Oscarson, Deputy City Manager)**

Eric Oscarson, Deputy City Manager, reported on naming of city hall to the city council. Discussion included names and steps for naming and to consider naming a street dedicated to them as well.

Mayor Pro Tem Dan McClendon requested city hall be named after former Mayor Ken Shetter. After brief discussion, majority of council was in favor.

**5. RECESS INTO EXECUTIVE SESSION**

In accordance with Chapter 551 of the Texas Government Code, the City Council may convene in Executive Session in the City Council Workroom in City Hall to conduct a closed meeting to discuss any item listed on this Agenda. The City Council may reconvene into open session and take action on posted items.

**A. Pending or contemplated litigation or to seek the advice of the City Attorney pursuant to Section 551.071, Texas Government Code**

- No executive session was needed.

**6. ADJOURNMENT**

Motion made by Adam Russell and seconded by Victoria Johnson to adjourn.

Mayor Fletcher adjourned the meeting.

**Time: 11:24 p.m.**

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Monica Solko  
Deputy City Secretary