

CITY OF BURTON

COUNCIL MEETING MINUTES

A Regular Meeting of the Burton City Council at 5:30 p.m. was held on
TUESDAY, December 9, 2025, in the Burton City Hall
at 12200 E. Mulberry Street Spur 125, Burton, Texas.

Members Present:

Mayor Karen Buck

Councilmember Jeff Eckhardt

Councilmember Macey Tidwell

Councilmember Tommie Gilmon

Councilmember Paul McLaughlin

Members Absent: Councilmember Nathan Kalkhake

Others Present: City Secretary Angela Harrington, Utility Clerk Rachel Belvin, and Chad Emmel (BEFCO Engineering).

Citizens Present: Josh Blaschke (KWHI), Tiffany Eckhardt, Ned & Lauren Ross, Dennis Wood, Dyann White (WCAD), Alicia Shepard, Melinda Faubion, Barbee Gonzales, and Rocky Rodriguez & Eli Fernandez of AOKA Engineering.

Mayor Karen Buck called the meeting to order at 5:30 pm. A quorum was established and all in attendance were led in the Pledge of Allegiance.

Citizen Presentations

1. Tiffany Eckhardt told those in attendance about the Small Town Summit to be held at the Deeply Rooted Ranch on January 12, 2026. The summit will include a panel discussion on hospitality and tourism driven economic development in regards to the City of Burton and the surrounding area.
2. Dennis Wood asked council to make road repairs on Mulberry Street west of Spur 125. He is asking for caliche or rock to be put down to alleviate the holes and rough terrain of the portion between the Cotton Gin property and Spur 125.
3. Alicia Shepard, owner of Orvie's Hall (previously the Burton Roadhouse), also commented on the Small Town Summit and the reliance of the city on tax revenue.
4. Ned Ross stated that the town needs to attract small businesses and entrepreneurs to create a more robust sales tax income for the city given that sales tax is the greatest revenue producer in the city.
5. Barbie Gonzales encouraged city council and all in attendance to attend the Small Town Summit.

CONSENT AGENDA

- (1) **Minutes of the November 12, 2025 Regular Meeting**
- (2) **Financial Reports-Revenue & Expenditures**
- (3) **Mayor's Report – Attached**
- (4) **City Secretary's Report – Attached**
- (5) **Utility Report – Attached**

A motion was made by Councilmember McLaughlin and seconded by Councilmember Gilmon to **ACCEPT** the consent agenda.

FOR: Eckhardt, Tidwell

AGAINST: None

The motion passed.

UPDATES:

1. **General Land Office Contract #24-065-042-E534 – Water Well #5.** Several parts are scheduled to be delivered this week and crews should be on-site to install the Sub-monitor on WW#4 that will protect the motor in the event of electrical surge (current one in place is not working) and to replace the aging water level probes in the ground storage tank (GST) with floats that will work with the newly installed control panel.

2. **2023-2024 TDA CDBG – Knittel Lift Station Improvement Project (Item #1)**

3. **Texas Target Communities** – The Texas A&M students have been in town several times as they continue to map the city's sewer/wastewater system. Rachel Belvin (Utility Manager) and Mayor Buck have met with them and continue to work with them on the project.

The mayor also told council that the next group of students in the spring will be working on updating components of the 2000 City of Burton Comprehensive Plan. Those components include but are not limited to studies of population, housing, land use, utility infrastructure, streets and storm drainage. (Note: see the mayor's report for additional information.)

DISCUSSION, CONSIDERATION AND/OR ACTION TO APPROVE, ACCEPT, DENY, REMOVE OR TABLE ON:

1. Discuss, Review and Take Action on the Award of a Construction Services Contract to A+ Professor of Plumbing DBA Rub-A-Dub Plumbing, for the TDA Project CDV23-0012 Knittel Lift Station Improvement Project in the Amount of \$354,721.00

Engineer Chad Emmel of BEFCO Engineering read the recommendation letter that he had prepared for council explaining the bid process and the steps to awarding the bid for the lift station improvement project. He also informed council of his recommendation to include the addition of wet well coating due to the age of the wet well since it is not being replaced in this project. There was some discussion regarding the amount of funds that the city will need to provide to complete the project and a motion was made by Councilmember Eckhardt and seconded by Councilmember McLaughlin to **APPROVE** awarding the Construction Services Contract to A+ Professor of Plumbing dba Rud-a-Dub Plumbing.

FOR: Gilmon, Tidwell

AGAINST: None

The motion passed.

2. Take No Action or Veto the WCAD Request to Reallocate the Surplus for Specified Uses

Washington County Chief Appraiser Dyann White was in attendance to explain this item to council. She told those in attendance that the building that the WCAD is located is a Brenham ISD old agriculture building that has had no improvements made since the 1980's. She said that making improvements to that building would be much cheaper than finding a new space that would cost over \$30 per square foot when they are currently paying \$0.30 per square foot. A motion was made by Councilmember Eckhardt and seconded by Councilmember Tidwell to **TAKE NO ACTION**.

FOR: Gilmon, McLaughlin

AGAINST: None

The motion passed.

3. To Approve the 2026 Holiday Schedule

A motion was made by Councilmember McLaughlin and seconded by Councilmember Gilmon to **APPROVE**.

FOR: Eckhardt, Tidwell

AGAINST: None

The motion passed.

Council Meeting Adjourned at 6:44pm.

FOR: Eckhardt, Gilmon, McLaughlin, Tidwell

AGAINST: None



ATTEST:

Angela Harrington
City Secretary Angela Harrington

Karen Buck
Mayor Karen Buck

Mayor's Report – December 2025

Activities during the month of November included –

+Attended County Commissioners' Court Meetings on – November 3, November 10, and November 24

+Attended the Legislative Luncheon on November 10 sponsored by the Washington County, Chappell Hill, and Burton Chambers of Commerce.

+Attended the Veterans' Day Program (November 11) at the Brenham American Legion Hall. Per invitation, offered comments.

+Attended the required monthly GLO Teams meeting regarding Water Well #5. This meeting includes a representative from Langford Community Grant Management, the BEFCO engineer, 1-2 staff with the Texas General Land Office, the City Secretary and myself.

+Sent article to Banner Press for "Burton Matters"

+Texas Target Communities – BAEN A&M Students

*Spent half day walking town with the students and utility contractor as they located and mapped sewer manholes, discovered multiple manholes that have been paved over, located and mapped previously unknown wastewater lines, took A&M students out to eat for lunch. Students continued to map wastewater lines the rest of the afternoon.

*TEAMS meeting with the students during Thanksgiving week; required of students to have bi-weekly contact with the city regarding project progress.

*Researched and sent information to students regarding wastewater line. Rachel contacted resident who has been directly impacted by sewage line issues on multiple occasions for photos/impact.

+Met with AOKA Engineering representatives regarding their services to assist the City of Burton with Public Safety issues regarding building codes and ordinance enforcement.

+Attended the Economic Development Workshop sponsored by the Brazos Valley Council of Governments. Councilmember Jeff Eckhardt also in attendance.

+Was invited to attend a "SWOT" workshop with the Economic Development Rep with the BVCOG. Short notice of meeting; I already had travel plans. So, I did my "homework" and sent it to the BVCOG rep ahead of the meeting.

A "SWOT" is an acronym for "Strengths, Weaknesses, Opportunities and Threats".

The SWOT for the City of Burton is attached.

I also used the BVCOG's Comprehensive Economic Development Strategy (2021) Goals to see how the City of Burton lined up with those. This review is also attached.

+Economic Development Research for the City of Burton

Last month's report –

**Phone calls and emails with Teresa Rosales, Brenham|Washington County Economic & Community Development Director*

**Brief conversation with Judge Durrenberger regarding a ILA that the County has with the City of Brenham regarding economic development. Also, the county pays \$100,000 in this ILA for ED services.*

**Stopped by the City of Brenham offices to visit with Teresa in person regarding the City of Burton and economic development*

**Emailed Carolyn Miller and Atwood Kenjura regarding the possibility of the City of Burton entering into an ILA similar to the one had with the County.*

**Email from Teresa indicating that she could “make myself available to your community, similar to Chappell Hill, and endeavor to participate in events related to business activities, such as the Burton Chamber of Commerce.”*

NOTE: Chappell Hill is not incorporated and falls under the ILA with Washington County. The City of Burton is incorporated and works under ILAs with other entities.

**Email to Judge Durrenberger and his staff requesting a copy of the ILA.*

**Phone conversation with former County Commissioner Joy Fuchs regarding history behind the ILA. Learned that former Mayor Zajicek did not participate in those meetings or conversation.*

**In person visit with current County Commissioner Dustin Majewski regarding this ILA.*

Updates -

**Received and reviewed the ILA between Washington County and the City of Brenham.*

**Set up an appointment with Dr. Tina Henderson, the Washington County Extension Agent for Community and Economic Development. (Met on Monday, December 1; 2 handouts attached)*

**Sent an mail asking the County Judge and County Commissioners to AMEND the current ILA to include the City of Burton.*

**Have had conversations with multiple commissioners regarding this ILA and the City of Burton.*

**Follow up meeting with Commissioner Dustin Majewski regarding this issue.*

**(12/4/25) Have been invited to a Workshop Meeting with County Commissioners, County Staff, and City of Brenham officials in January regarding this issue.*

Total Volunteer Hours for the month of November - 61

Economic Development SWOT - City of Burton - 2025

Strengths -

Water Well # 5 to be operational by March 2026 (or earlier pending TCEQ testing)

A growing and vibrant school district campus with new football field/track and gymnasium

Many new businesses opening in town - some for tourists/some for people who live here

A medical pod/clinic will be moved next to the EMS station in Spring of 2026 enabling accessibility for lower income residents in the area as well as seniors who are no longer up for longer drives for medical care

Burton Bridge Ministry's Client Choice Food Pantry is now open to serve those in need

Internet availability in town includes fiber capabilities

Partnership with Texas Target Communities and Texas A&M students to help city evaluate wastewater system as well as assistance in updating areas of Comprehensive Plan

Great working relationship with county partners - Commissioners, Road & Bridge, Sheriff's Dept, EMS

New helipad at the EMS station

South Burton recently had new water lines and more fire hydrants installed

2026 will see the rehab of the Knittel lift station which serves South Burton

Installation of emergency generators at both the water and wastewater plants in case of loss of power in town

Weaknesses -

Affordable [workforce] housing and housing availability

Lack of subdivision ordinance to monitor growth and protect water and wastewater systems

Inability to enforce building codes or ordinances, specifically in relationship to Public Safety

The City of Burton is neither included nor excluded from the Economic Development ILA between the City of Brenham and Washington County. The City of Burton has no access to local economic development opportunities or conversations.

Opportunities -

Spring 2026 - Working with A&M Students to update pieces of Comprehensive Plan

The City of Burton has asked for the Economic Development ILA between the City of Brenham and Washington County to be AMENDED so that the City of Burton and its elected leadership can be included in local economic development conversations and plans.

Threats -

Lack of subdivision ordinance to monitor growth and protect water and wastewater systems

Inability to enforce building codes or ordinances, specifically in relationship to Public Safety

**Comprehensive Economic Development Strategy
2021 Goals & Accomplishments
City of Burton**

Goal 1 - Cultivate and maintain an environment that fosters economic development on a regional and local level.

The City of Burton is neither included nor excluded from the Economic Development ILA between the City of Brenham and Washington County. The City of Burton has no access to local economic development opportunities or conversations.

The City of Burton has asked for the Economic Development ILA between the City of Brenham and Washington County to be AMENDED so that it can be included.

About 7 years ago, the City Council appointed an Economic Development Committee. The committee never met or organized.

Last year, the City Council was given a binder of information on Economic Development from the Texas Municipal League. Council did not act on it. I think that there is a desire of some for economic development, but it is divided on the focus - tourism or business that locals can use.

The City of Burton has posted information on economic and business education opportunities at Prairie View A&M.

The City of Burton Facebook page continuously re-posts items from local businesses to assist them with visibility.

Goal 2 - Guide increasing transportation growth through the fostering of safe and innovative multi-modal transportation solutions.

Burton Bridge Ministry has a van for transportation usage for those whom have need. Information is kept in the entry to City Hall for referral purposes.

Information regarding modes of transportation available in ALL of the Brazos Valley is also made available in the entry to City Hall for referral purposes.

Information regarding transportation has been sent to water customers/residents via a newsletter in early/mid 2025

Goal 3 - Support and encourage economic development opportunities by building and maintaining infrastructure.

Spring 2026 - Completion of Water Well #5
Evaluation of wastewater system for current and future growth
GIS mapping of wastewater system
Second submission of a Project Information Form (PIF) with the Texas Water Development Board to replace a major waterline as well as booster pumps for water system. (Between Dec 2025 and Feb 2026)
Internet - Fiber system available for both residents and school campuses.
Pursuing a Subdivision/Land Division Ordinance
Working on process outlined in December 2018 Council Minutes for enforcing city ordinances, including a path to hire an ordinance officer
New water lines and more fire hydrants were placed in South Burton
Several roads were re-paved fall of 2025
2026 will see the rehabilitation of a wastewater lift station in South Burton

Goal 4 - Promote and expand healthcare resources and social services in the region to improve quality of life those of all ages.

EMS, Texas A&M, and Burton Bridge Ministry is partnering to bring a medical pod to “town”; next to the EMS station as one enters town.
Transportation to Brenham for doctor appointments is available via Burton Bridge Ministry
Texas A&M Nursing School weekly visits at Burton ISD
There is ONE licensed day care in town.
Burton ISD now includes a Pre-Kindergarten program

Goal 5 - Using identified industries, promote diverse workforce, training, and new industries to create a diverse and resilient economy.

Diversity of tourism in terms of recreational, sports, cultural and heritage is accomplished via non-profit groups in town including Burton Friends and Neighbors (ball park); Burton Chamber of Commerce; Burton Heritage Society; and Destination Burton.

Largest industry in town is the ISD.
Industrial business – AMKIN
Other businesses with a storefront- Dollar General, Citizens State Bank, Nick’s Automotive, Burton Veterinary Clinic, and others
Multiple restaurants, live music venues, and shops for locals and visitors alike
Numerous small businesses located in homes

Working to Improve *the lives of the* COMMUNITY

THE COMMUNITY & ECONOMIC DEVELOPMENT UNIT

WE OFFER PROGRAMS IN:

Certificate Training and Job Placement

The CED Unit provides training in specialty skills such as Nursing Assistance, Construction, Low Voltage, Cybersecurity, and more. We connect you with local employers to receive "on-the-job" (OTJ) training through an apprenticeship.

Small Business Programs

The CED Unit offers government contracting "training" for small business owners to teach essential business skills and effective strategies for working, managing, and doing business with state agencies at no cost. We also provide business consultations and lending services.

Homeownership Education Programs

The CED Unit provides hands-on assistance, outreach, and education to help individuals and communities build or sustain wealth through homeownership programs and workshops.

PROGRAMS OFFERED:

- Skills Training
- Job Coaching
- Youth Entrepreneurship
- Business Planning
- Business Marketing
- Business Lending
- Homebuyer Assistance
- Home Financing Assistance
- Credit Counseling and Review

For more information:



EXTENSION

Grow with Google CERTIFICATIONS



Earn credentials that can lead to jobs in high-growth fields!

Data Analytics



Data analysts collect, transform and organize data in order to help make informed business decisions.

If you like: uncovering trends and patterns, visualizations.

IT Support



IT Specialists troubleshoot problems so computers and networks run correctly.

If you like: solving problems, helping others.

Digital Marketing & E-Commerce



Digital Marketers use online tools to reach customers. E-commerce specialists grow online sales.

If you like: connecting with people online, building an online presence.

Project Management



Project managers ensure projects within an organization are managed and completed with maximum value.

If you like: solving problems, organization, working with people.

UX Design



UX designers make digital and physical products easier and more enjoyable to use.

If you like: understanding people, drawing, thinking creatively.

Cybersecurity





Cybersecurity analysts are responsible for monitoring and protecting information and systems.

If you like: investigating, solving puzzles.

FOR MORE INFORMATION

Tina Henderson, PhD
Extension Agent, Washington County
COMMUNITY & ECONOMIC DEVELOPMENT UNIT

 TBHENDERSON@PVAMU.EDU

 310-613-5802



COMMUNITY AND ECONOMIC DEVELOPMENT

Texas Target Communities – Spring Semester 2026

(In Fort Stockton), over the semester, they explored Seven Core Themes -

1 – Historic Preservation, Heritage Tourism, and Adaptive Reuse – identifying redevelopment opportunities tied to cultural heritage

2 – Mixed-Use Development, Housing, and Real Estate Innovation – analyzing zoning barriers and proposing real estate innovations

3 – Streetscapes and Connectivity for Multimodal Transportation – assessing walkability and streetscape improvements

4 – Transportation Networks, Infrastructure, and Parking Strategies – evaluating traffic patterns and infrastructure needs

5 – Public Spaces and Cultural Placemaking – proposing ways to activate parks and civic areas through cultural programming

6 – Economic Development, Local Business Support, and Community Collaboration – mapping income disparities and supporting local businesses

7 – Sustainability, Resilience, and Environmental Design – creating a master plan for green infrastructure and climate resilience

Other areas of a Comp Plan that they could explore –

Population Study

Wastewater System Study

Housing Study

Storm Drainage System Study

Land Use Study

Street System Study

Water System Study

Secretary's Report

December 9, 2025

- 1) Steph Jarvis and I have had no luck on finding someone to help us with the wench & cable system at the water tower used for Christmas lights. We have decided to drop it for this season and have both put it on our calendars to work on in March or April. Our goal is to find a better place to attach the pulley that is more accessible if and when problems arise.
- 2) The P&L for November is skewed due to the Washington County Engineering and Development Invoice for Road Repairs. Removing that would make the Net Ordinary Income amount go up to \$9304.87.
Note: I did not move money from Savings to pay for the road repairs. There was enough balance in the General Fund to cover it.
- 3) In November, we discussed the trailer at the residence located at 12503 W. Hickory. Due to the death of his daughter, Karen and I decided not to bring legal into the situation until after the holidays. Karen has sent a letter regarding some information and contacts for possible financial assistance. According to the policy outlined in the December 10, 2018 minutes, having legal send a letter is the next step in the process of remedying this situation. I will contact Joseph Hays in January to send that letter.
- 4) On February 3 & 4, I will be attending a Floodplain Management 101 webinar online with the TWDB. Floodplain Manager is one of the hats on the City Secretary's hat rack and I know absolutely nothing about it. So, I will be attending this webinar to get an introduction to what the title actually means and involves.

DECEMBER 2025 COUNCIL MEETING

UTILITY REPORT:

1. NO TRASH COMPLAINTS
2. WATER LOSS IS AT A 3.62%
3. SUBMITTED FOR THE WUTAP- TWDB
4. MET WITH A&M STUDENTS
5. ATTENDED THE BID OPENINGS FOR KNITTEL LIFT STATION WITH BEFCO
6. LAST CUSTOMER ON PRIVATE WATER LINE IS OFF OF OUR WATER SYSTEM
AND ON THEIR OWN PRIVATE WELL.

System Totals Report

City of Burton

| | |
|---------------------------------------|-------------------|
| Water Pumped This Month | 1,995,100 Gallons |
| Water Sold This Month | 1,522,910 Gallons |
| Water Used for Fire and Flushing Line | 400,000 Gallons |
| Water Loss | 72,190 Gallons |
| Water Loss (%) | 3.62 % |

| | Amount (\$) | # Of Accounts |
|------------------------------------|------------------|---------------|
| Total Water | 11,862.47 | 214 |
| Total Sewage | 8,475.02 | 185 |
| Total GARBAGE | 2,598.00 | 183 |
| Total Adjustments | | |
| Total Other Charge | -11.74 | 3 |
| Total Current Charges | 22,923.75 | 223 |
| Amount Past Due 1-30 Days | 2,893.94 | 32 |
| Amount Past Due 31-60 Days | 1,234.60 | 15 |
| Amount Past Due Over 60 Days | 4,162.16 | 15 |
| Amount Of Overpayments/Prepayments | (1,559.05) | 39 |
| Total Receivables | 29,655.40 | 232 |

| | | |
|--|-----------|-----|
| Total Receipts On Account | 22,293.18 | 185 |
| Net Change in Deposits | 250.00 | 1 |
| Amount of All Deposits | 29,662.05 | 233 |
| Amount of All Deposit 2 | 100.00 | 2 |
| Turned Off Accounts (Amount Owed) | 1,257.61 | 64 |
| Collection Accounts (Amount Owed) | 941.70 | 22 |
| Number Of Unread (Turned On) Meters | | 11 |
| Average Usage For Active Meters | 6,621 | 230 |
| Average Water Charge For Active Meters | 55.43 | 214 |

| Usage Groups | Gallons | # Of Accounts | Usage | Gallons | % Of Usage | % Of Sales |
|---------------------|---------|---------------|------------------|---------|---------------|---------------|
| Over 50,000 | | 3 | 589,200 | | 38.69 | 7.42 |
| 40,001-50,000 | | 2 | 85,400 | | 5.67 | 1.48 |
| 30,001-40,000 | | 2 | 67,500 | | 4.43 | 2.45 |
| 20,001-30,000 | | 3 | 70,800 | | 4.65 | 2.84 |
| 10,001-20,000 | | 16 | 221,850 | | 14.57 | 10.28 |
| 8,001-10,000 | | 11 | 99,110 | | 6.51 | 6.14 |
| 6,001-8,000 | | 9 | 63,700 | | 4.18 | 4.07 |
| 4,001-6,000 | | 19 | 93,200 | | 6.12 | 8.64 |
| 2,001-4,000 | | 55 | 160,280 | | 10.52 | 21.71 |
| 1-2,000 | | 83 | 70,870 | | 4.65 | 29.24 |
| Zero Usage | | 27 | 0 | | 0.00 | 5.73 |
| Total Meters | | 230 | 1,522,910 | | 100.00 | 100.00 |



BEFCO ENGINEERING, INC.
Consulting Engineering/Land Surveying
P.O. BOX 615 485 NORTH JEFFERSON
LA GRANGE, TEXAS 78945-0615
979 / 968-6474 FAX 979 / 968-3056
www.befcoengineering.com E-mail: office@befcoengineering.com
Texas Registered Engineering Firm F-2011 Texas Licensed Surveying Firm #10001700

December 5, 2025

City of Burton
Karen Buck, Mayor
12200 E. Mulberry St.
Burton, Texas 77835

**RE: Bid Award Recommendation
Knittel Lift Station Improvements
2023 TDA TxCDBG contract No. CDV23-0012
BEFCO Job No. 22-8614**

Mayor Buck:

On Friday, November 21st, the City of Burton received bids for the Knittel Lift Station Improvements Project. The project will renovate the existing Knittel Lift Station by replacing the station's electrical and mechanical equipment, improving drainage concerns, and incorporating TCEQ required access and site security.

In total, BEFCO sent the bid advertisement for the project directly to 102 contractors and suppliers and 15 plan rooms during the bidding process. The project was also posted on CIVCAST, an online project bid portal, where the bid documents were downloaded by 9 general contractors. And finally, the bid advertisement was also placed in the November 6th and 13th editions of the Brenham Banner-Press.

On the day of the bid opening, the City received four (4) bids for the project from the following contractors: A+ Professor of Plumbing DBA Rub-A-Dub Plumbing, Jahnz Site Services, Mercer Construction Company, and J&K Utility Services. The base bids, as they were read aloud, ranged from \$337,576.00 to \$531,587.00. The low bidder is Rub-A-Dub Plumbing. Attached you will find the Bid Tabulation for all four bidders. Note that adjustments were made to both Jahnz Site Services and J&K Utility Services submissions due to discrepancies within their Bid Schedules. Each has to do with the unit price written word being different than the unit price numeric value provided. Note #9 on the Bid Schedule states: "In the event of discrepancies in unit prices between written word and numerical value, the written words will prevail, and the total bid amount will be adjusted accordingly." Rub-A-Dub Plumbing had no such discrepancies.

The bid included several alternative bids and additive alternates. Alternate Bid 'A' would replace the pumping equipment included in the base bid with what many in the industry consider higher-end pumps. Alternate Bid "B" would replace the aging wooden culvert along the lift station access road with a new 36" culvert and concrete headwalls. Two additive alternates were included; one to install a coating system on the wall of the existing lift station wet well which would increase the useful life of the existing infrastructure. The other would include a light pole to illuminate the lift station site to aid in maintenance activities. A Bid Evaluation has been attached which calculates the various options available.

BEFCO was not familiar with Rub-A-Dub Plumbing. Post bid we have contacted their provided references, including city staff members and engineering firms. Additionally, BEFCO hosted a phone interview with Rub-A-Dub Plumbing's owner, Brent McDonald, Mayor Buck, City Secretary Angela Harrington, and Angela Sifuentes of Langford Community Management. Rub-A-Dub has a 40+ year history in the plumbing industry, primarily in the private sector. Recently, they expanded into the public sector and hired additional staff with relevant experience including Mr. Chris Porter. BEFCO interviewed Mr. Porter and determined he appears to have the experience and expertise required to successfully complete the proposed lift station improvements. After reviewing Rub-A-Dub Plumbing's submitted qualifications and discussion with their staff, BEFCO considers them capable and qualified to complete the scope of work and deems their bid the

lowest, most responsive bid. Therefore, BEFCO recommends the City award the Knittel Lift Station Improvements project to Rub-A-Dub Plumbing. We defer to the City to determine what, if any, additive alternates and or alternate bids are added to the base bid of \$337,576 based on budget availability. As a reminder, the city awarded TDA construction budget for this project is \$327,500, minus easement acquisition.

If you have any questions, please do not hesitate to contact me.

Very truly yours,

BEFCO ENGINEERING, INC.

A handwritten signature in black ink, appearing to read "Chad Emmel", written over a horizontal line.

Chad Emmel, P.E.

CE:cae

Attachment – Bid Tabulation
Bid Evaluation

CITY OF BURTON
KNITTEL LIFT STATION IMPROVEMENTS
2023 TDA TxCDBG Project CDV23-0012
BEFCO JOB NO. 22-8614
NOVEMBER 21, 2025

| NOVEMBER 21, 2025 | | | | | | | | | | | | | | | |
|--|-----------|-------|---|---|--------------|------------|--------------|---|--------------|-------------|-----------------|---|--|--|--|
| A+ Professor of Plumbing DBA Rub-A-Dub Plumbing 13213 Hwy 165 S, Ste. A Tyler, TX 75703 | | | | Jahrz Site Services, LLC 4810 Andreas Rd. Round Top, TX 78954 | | | | Mercer Construction Co. PO Box 888 Edna, TX 77957 | | | | J&K Utility Services, LLC 5607 Williamson Rd. Creedmoor, TX 78610 | | | |
| Item No. | Est. Qty. | Units | Description in Words | Unit Price | Total Price | Unit Price | Total Price | Unit Price | Total Price | Unit Price | Total Price | | | | |
| BASE BID ITEMS | | | | | | | | | | | | | | | |
| 1 | 1 | LS | ROW Preparation | | \$3,265.00 | | \$5,000.00 | | \$4,500.00 | | \$13,344.00 | | | | |
| 2 | 1 | LS | Stormwater Pollution Prevention | | \$8,776.00 | | \$4,500.00 | | \$2,500.00 | | \$9,438.00 | | | | |
| 3 | 80 | LF | Remove Barbwire Fence | \$14.00 | \$840.00 | \$500.00 | \$30,000.00 | \$20.00 | \$1,200.00 | \$879.00 | \$52,740.00 | | | | |
| 4 | 645 | SY | Gravel Access Road | \$35.00 | \$22,575.00 | \$25.00 | \$16,125.00 | \$23.00 | \$14,835.00 | \$25,155.00 | \$16,224,375.00 | | | | |
| 5 | 34 | LF | 18" UltraFlo Spiral Rip CLMP, 16 Gauge w/Polymer Coating & Neoprene Gaskets as Req. | \$115.00 | \$3,910.00 | \$3,400.00 | \$115,950.00 | \$250.00 | \$8,500.00 | \$22,892.00 | \$777,980.00 | | | | |
| 6 | 120 | SF | 6" Concrete Paving for Culvert Crossing | \$34.00 | \$4,080.00 | \$70.00 | \$8,400.00 | \$100.00 | \$12,000.00 | \$11,400.00 | \$1,356,000.00 | | | | |
| 7 | 1 | LS | Access Road Entrance Fencing Repair | | \$2,543.00 | | \$2,500.00 | | \$5,100.00 | | \$5,468.00 | | | | |
| 8 | 2 | EA | 4-Foot Diameter Pre-Cast Concrete Manhole (All Depths) | \$6,225.00 | \$12,450.00 | \$3,500.00 | \$7,000.00 | \$10,400.00 | \$20,800.00 | \$34,370.00 | \$68,740.00 | | | | |
| 9 | 1 | LS | Bypass Pumping | | \$17,924.00 | | \$15,000.00 | | \$32,200.00 | | \$39,318.00 | | | | |
| 10 | 20 | LF | 4" SDR 21 PVC (ASTM D2241) Sewer Force Main | \$296.00 | \$5,920.00 | \$75.00 | \$1,500.00 | \$40.00 | \$800.00 | \$11,460.00 | \$229,200.00 | | | | |
| 11 | 1 | LS | Lift Station Renovation | | \$43,053.00 | | \$181,400.00 | | \$136,000.00 | | \$173,926.00 | | | | |
| 12 | 1 | LS | Pumping Equipment - Liberty Pumps, Model LGV073A, or approved equal | | \$190,409.00 | | \$67,338.00 | | \$68,000.00 | | \$74,335.00 | | | | |
| 13 | 1 | LS | Electrical Installation | | \$10,205.00 | | \$46,735.00 | | \$143,000.00 | | \$98,028.00 | | | | |
| 14 | 1 | LS | Lift Station Security Fencing | | \$11,628.00 | | \$8,500.00 | | \$14,000.00 | | \$11,596.00 | | | | |
| TOTAL FOR BASE BID (Item Nos. 1-14) | | | | | \$337,576.00 | | \$489,595.00 | | \$461,435.00 | | \$19,147,084.00 | | | | |

| Item No. | Est. Qty. | Units | Description in Words | A+ Professor of Plumbing DBA Rub-A-Dub Plumbing 13213 Hwy 155 S. Ste. A Tyler, TX 75703 | | | Jahnz Site Services, LLC 4810 Andreas Rd. Round Top, TX 78854 | | | Mercer Construction Co. PO Box 888 Edna, TX 77857 | | | J&K Utility Services, LLC 5607 Williamson Rd. Creedmoor, TX 78610 | | |
|----------------------------|-----------|-------|--|--|-------|--------------|---|------------|-------------|---|-------------|-------------|---|-------------|-------------|
| | | | | Unit | Price | Total | Unit | Price | Total | Unit | Price | Total | Unit | Price | Total |
| Additive Alternates | | | | | | | | | | | | | | | |
| AA15 | 1 | LS | Well Well Coating System | | | \$17,145.00 | | | \$12,150.00 | | | \$12,000.00 | | | \$15,924.00 |
| AA16 | 1 | EA | Site Lighting | | | \$10,205.00 | | \$4,810.00 | \$4,810.00 | | \$30,000.00 | \$30,000.00 | | \$15,752.00 | \$15,752.00 |
| Alternate Bid 'A' | | | | | | | | | | | | | | | |
| A12 | 1 | LS | Pumping Equipment - Flygt Pumps, Model NP 3102 or approved equal | | | \$204,895.00 | | | \$74,585.00 | | | \$80,000.00 | | | \$84,591.00 |
| Alternate Bid 'B' | | | | | | | | | | | | | | | |
| B6 | 1 | LS | Access Road Culvert Replacement | | | \$15,510.00 | | | \$7,500.00 | | | \$24,000.00 | | | \$32,286.00 |

Notes:

1. In Line Item No. 5 of Jahnz Site Services' bid, the unit price quoted by written words did not match the unit price quoted by numerical value. Per Note 8 in the bid schedule, "In the event of discrepancies in unit prices quoted by written words or by numerical value, the written words will prevail" and "the total bid amount will be adjusted based on written words." Subtotals and total were adjusted accordingly.
2. In several line items of J&K Utility Services' bid, the unit price quoted by written words did not match the unit price quoted by numerical value. Per Note 8 in the bid schedule, "In the event of discrepancies in unit prices quoted by written words or by numerical value, the written words will prevail" and "the total bid amount will be adjusted based on written words." Subtotals and total were adjusted accordingly.

I certify that this is correct and true to the best of my knowledge and belief
BEFCO Engineering, Inc. (F-2011)

Chad Emmel, P.E.

Registration No. 103495
November 21, 2025



11/21/25

Bid Evaluation

City of Burton
Knittel Lift Station Improvements
2023 TDA TxDBG Project CDV23-0012

| | Alternate Delta | Base Bid | AA15 | Base Bid + Wet Well Coating (AA15) | AA16 | Base Bid + Site Light (AA16) | AA15+AA16 | Base Bid + Wet Well Coating (AA15) + Site Light (AA16) |
|----------------------|------------------|-------------------------------|-------------|---|-------------|---|-------------|---|
| Rub-A-Dub Plumbing | | \$337,576.00 | \$17,145.00 | \$354,721.00 | \$10,205.00 | \$347,781.00 | \$27,350.00 | \$364,926.00 |
| Mercer Construction | | \$461,435.00 | \$12,000.00 | \$473,435.00 | \$30,000.00 | \$491,435.00 | \$42,000.00 | \$503,435.00 |
| Jahnz Site Services | | \$489,598.00 | \$12,150.00 | \$501,748.00 | \$4,810.00 | \$494,408.00 | \$16,960.00 | \$506,558.00 |
| J&K Utility Services | | \$19,147,084.00 | \$16,924.00 | \$19,164,008.00 | \$15,752.00 | \$19,162,836.00 | \$32,676.00 | \$19,179,760.00 |
| | Alternate Delta | Base Bid + Alternate Bid 'A' | AA15 | Base Bid + Alternate Bid 'A' + Wet Well Coating (AA15) | AA16 | Base Bid + Alternate Bid 'A' + Site Light (AA16) | AA15+AA16 | Base Bid + Alternate Bid 'A' + Wet Well Coating (AA15) + Site Light (AA16) |
| Rub-A-Dub Plumbing | \$14,286.00 | \$351,862.00 | \$17,145.00 | \$369,007.00 | \$10,205.00 | \$362,067.00 | \$27,350.00 | \$379,212.00 |
| Mercer Construction | \$14,000.00 | \$475,435.00 | \$12,000.00 | \$487,435.00 | \$30,000.00 | \$505,435.00 | \$42,000.00 | \$517,435.00 |
| Jahnz Site Services | \$7,247.00 | \$496,845.00 | \$12,150.00 | \$508,995.00 | \$4,810.00 | \$501,655.00 | \$16,960.00 | \$513,805.00 |
| J&K Utility Services | \$10,256.00 | \$19,157,340.00 | \$16,924.00 | \$19,174,264.00 | \$15,752.00 | \$19,173,092.00 | \$32,676.00 | \$19,190,016.00 |
| | Alternate Delta | Base Bid + Alternate Bid 'B' | AA15 | Base Bid + Alternate Bid 'B' + Wet Well Coating (AA15) | AA16 | Base Bid + Alternate Bid 'B' + Site Light (AA16) | AA15+AA16 | Base Bid + Alternate Bid 'B' + Wet Well Coating (AA15) + Site Light (AA16) |
| Rub-A-Dub Plumbing | \$11,430.00 | \$349,006.00 | \$17,145.00 | \$366,151.00 | \$10,205.00 | \$359,211.00 | \$27,350.00 | \$376,356.00 |
| Mercer Construction | \$12,000.00 | \$473,435.00 | \$12,000.00 | \$485,435.00 | \$30,000.00 | \$503,435.00 | \$42,000.00 | \$515,435.00 |
| Jahnz Site Services | (\$900.00) | \$488,698.00 | \$12,150.00 | \$500,848.00 | \$4,810.00 | \$493,508.00 | \$16,960.00 | \$505,658.00 |
| J&K Utility Services | (\$1,335,714.00) | \$17,811,370.00 | \$16,924.00 | \$17,828,294.00 | \$15,752.00 | \$17,827,122.00 | \$32,676.00 | \$17,844,048.00 |
| | Alternate Delta | Base Bid + Alt. Bid 'A' & 'B' | AA15 | Base Bid + Alt. Bid 'A' & 'B' + Wet Well Coating (AA15) | AA16 | Base Bid + Alt. Bid 'A' & 'B' + Site Light (AA16) | AA15+AA16 | Base Bid + Alt. Bid 'A' & 'B' + Wet Well Coating (AA15) + Site Light (AA16) |
| Rub-A-Dub Plumbing | \$25,716.00 | \$363,292.00 | \$17,145.00 | \$380,437.00 | \$10,205.00 | \$373,497.00 | \$27,350.00 | \$390,642.00 |
| Mercer Construction | \$26,000.00 | \$487,435.00 | \$12,000.00 | \$499,435.00 | \$30,000.00 | \$517,435.00 | \$42,000.00 | \$529,435.00 |
| Jahnz Site Services | \$6,347.00 | \$495,945.00 | \$12,150.00 | \$508,095.00 | \$4,810.00 | \$500,755.00 | \$16,960.00 | \$512,905.00 |
| J&K Utility Services | (\$1,325,458.00) | \$17,821,626.00 | \$16,924.00 | \$17,838,550.00 | \$15,752.00 | \$17,837,378.00 | \$32,676.00 | \$17,854,302.00 |

Legend

1st Low
2nd Low

+ 27,221

burtonmayor

From: Dyann White <dwhite2@brenhamk-12.net>
Sent: Monday, November 24, 2025 9:40 AM
To: burtonsecr; burtonmayor
Subject: Proposed Budget Amendment
Attachments: Proposed Budget Amendment 3.pdf; C02 Estimated Refund Amendment 3.pdf

Good morning,

Our office has unused funds that need to be reallocated to specific uses or returned to the taxing entities. The WCAD Board of Directors is asking to reallocate the funds primarily to renovate our building. A detailed breakdown of surplus funds, requested uses, and potential refund for the City of Burton is attached.

Please do not hesitate to contact me if you have any questions or concerns.

Sincerely,



Dyann White, RCA, RPA
Chief Appraiser, Tax Assessor-Collector
Washington County Tax Appraisal District
Phone: (979)277-3749 | Mon – Fri: 8:00 am – 4:30 pm CST
Address: 1301 Niebuhr Street, Brenham, TX, 77833

www.washingtoncad.org



**WASHINGTON COUNTY APPRAISAL DISTRICT
ESTIMATED SURPLUS REFUND**

\$ 310,870.40

| ENTITY | 2025 LEVY | % OF TOTAL LEVY | ESTIMATED REFUND |
|--------------------------|------------------|--------------------|---------------------|
| Brenham ISD | \$ 34,957,682.54 | 37.27600% | \$ 115,880.05 |
| Burton ISD | 12,565,414.98 | 13.39900% | 41,653.52 |
| City of Brenham | 12,224,317.46 | 13.03500% | 40,521.96 |
| City of Burton | 164,460.70 | 0.17500% | 544.02 |
| Oak Hill FWD | 216,934.73 | 0.23100% | 718.11 |
| Washington County | 23,115,635.57 | 24.64900% | 76,626.44 |
| Washington County Fm | 6,271,808.23 | 6.68800% | 20,791.01 |
| Blinn College | 3,343,702.33 | 3.56500% | 11,082.53 |
| Giddings ISD | 851,573.15 | 0.90800% | 2,822.70 |
| Pecan Glen Road District | 68,084.77 | 0.07400% | 230.06 |

TOTALS \$ 93,779,614.46 100.00000% \$ 310,870.40

**WASHINGTON COUNTY TAX APPRAISAL DISTRICT
PROPOSED BUDGET AMENDMENT**

PURPOSE:

Part 1: To adjust all budget accounts to actual expenditure and identify unused funds.

Part 2: To un-obligate current fund balance and re-obligate for proposed uses.

PROCEDURE:

Property Tax Code, Section 6.06(c): The Board may amend the approved budget at any time, but the Secretary of the Board must deliver a written copy of a proposed amendment to the presiding officer of the governing body of each taxing unit participating in the district not later than the 30th day before the date the Board acts on it.

The Board of Directors is scheduled to act on the Proposed Budget Amendment at the January 27, 2026 regular meeting.

Tax units and/or the taxpayers may mail written opinion(s) and/or comments on the amendment to the Board of Directors, P. O. Box 2199, Brenham, TX 77834-2199.

PROPOSED ACTIONS:

Part 1: Surplus funds have been identified as follows:

| | |
|--|---------------------|
| Balance remaining for the year ended August 31, 2023 (audited) | \$54,706.00 |
| Balance remaining for the year ended August 31, 2024 (audited) | 169,790.00 |
| Estimated balance remaining for the year ended August 31, 2025 | 83,220.00 |
| Software Fund Balance remaining (project complete) | 9.44 |
| Security/Safety Fund Balance remaining (project complete) | 60.36 |
| Scanning/Sales Data/ARB Expenses Fund Balance remaining (project complete) | 2253.12 |
| Additional Printing/Postage Fund Balance remaining (project complete) | 831.48 |
| Total: | \$310,870.40 |

Part 2: The Chief Appraiser is requesting the following fund balance be obligated to assigned fund balance to items listed below.

| | |
|---|---------------------|
| PROPOSE Assigning Fund Balance to: | |
| Website Videos | \$4,000.00 |
| Fleet Replacement | 23,088.47 |
| Computer Hardware Replacement | 24,050.60 |
| Legal Fund | 39,700.00 |
| Office Renovation (Including building, furniture, and fixtures) | 220,031.33 |
| Total: | \$310,870.40 |

2026

CITY OF BURTON

HOLIDAY

SCHEDULE

(Paid. Based on Federal and TMLIRP)

| | |
|--------------------------------|----------------------------------|
| Thursday, January 1 | New Year's Day |
| Monday, January 19 | Martin Luther King Jr. Day |
| Monday, February 16 | President's Day |
| Thursday, April 2 | Good Friday/Easter Observed |
| Monday, May 25 | Memorial Day |
| Monday, July 6 | Independence Day |
| Monday, September 7 | Labor Day |
| Monday, October 12 | Columbus Day |
| Wednesday, November 11 | Veterans Day |
| Wed. and Thurs, November 25-26 | Thanksgiving Holiday |
| Thursday, December 24 | Christmas Eve |
| Friday, December 25 | Christmas Day (Floating Holiday) |
| Thursday, December 31 | New Year's Eve |
| * Birthday | |