

CITY OF BURTON

COUNCIL MEETING MINUTES

A Regular Meeting of the Burton City Council at 5:30 p.m. was held on

TUESDAY, SEPTEMBER 9, 2025, in the Burton City Hall

at 12200 E. Mulberry Street Spur 125, Burton, Texas.

Members Present:

Mayor Karen Buck

Councilmember Paul McLaughlin

Councilmember Tommie Gilmon

Councilmember Macey Tidwell

Councilmember Jeff Eckhardt

Members Absent: Councilmember Nathan Kalkhake

Others Present: County Chief Appraiser Dyann White, City Attorney Philip Boedeker, City Secretary Angela Harrington, Utility Clerk Rachel Belvin, and Dustin Lozano (HDU Services).

Citizens Present: David Zajicek (Burton Bulletin), Ned & Lauren Ross, Chuck & Debra Johnson, Tiffany Eckhardt, Jason May (Banner Press), Joshua Blaschke (KWHI), Cathy Liles, Gayle Weeren, Peter Horn, Barbee Gonzales, Susan S. Kiel, and Lizveth Galvan.

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.

Tax Rate Public Hearing:

Cathy Liles, Gayle Weeren, Ned Ross, Chuck Johnson, Debra Johnson, Tiffany Eckhardt, Peter Horn, & Susan Kiel all spoke at length against the proposed tax rate and were critical of the city staff and mayor. The Public Hearing was closed at 6:00 pm.

Citizen Comments: None

CONSENT AGENDA

(1) **Minutes of the August 12, 2025 Regular Meeting**

(2) **Financial Reports-Revenue & Expenditures**

(3) **Mayor's Report** – Attached.

(4) **City Secretary's Report** – Attached.

(5) **Utility Report** – Attached. Her report includes the coming "Dumpster Days" on October 24 – 26. Contractor Dustin Lozano informed council: that the average daily usage of water has been around 45K gallons a day; he will be installing a private lift station for the owner of a new home on Colorado St.; and is going to be addressing the FM 2780 private water line connection the day after this meeting.

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:

GLO Water Well #5 – Test results from the 36-hour testing have not been received yet. The engineer and drilling company hope to have the new well completely operational before Thanksgiving.

2023-2024 TDA CDBG Knittel Lift Station Rehab – The easement for the Knittel Lift Station is on the agenda of this meeting. Actual work on the project should begin soon.

2025 Texas Water Development Board DWSRF Project Information Form (PIF) – No new news.

Texas Target Communities – Mayor Buck emailed council that the agreement that they approved last month was completed with no changes. She also told them of the student questionnaire she received for information.

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

1. **Ordinance 20250909 Adopting a Property Tax Rate of \$0.3363 per \$100 Valuation Tax Rate for 2025 Resulting in a No New Revenue Rate of \$0.043823 for Maintenance & Operation and a Debt Service (Interest & Sinking) Rate \$0.292477**

A motion was made by Councilmember Tidwell and seconded by Councilmember Gilmon to **APPROVE** the tax rate.

FOR: McLaughlin

AGAINST: Eckhardt

THE MOTION PASSED

2. **Closing E. Texas St. Between N. Railroad St. & N. Main St. Between the Hours of 2:00pm until 7:00 pm for “Fun in the Park” hosted by the Burton Beautification Association**

The mayor explained that the city has received a Park Use Application from the Burton Beautification Association for October 4th with a possible rain date of October 18. She also explained that the Association is asking for variance of Rule #13 regarding amplified music. A motion was made by Councilmember McLaughlin and seconded by Councilmember Eckhardt to **APPROVE** the park use application with the variance to Rule 13 (amplified music).

FOR: Gilmon, Tidwell

AGAINST: None

THE MOTION PASSED

3. **Allowing Friends & Neighbors to Purchase and Install Metal Covering over Seating Areas at the Ball Fields Purchased from DDM & Installed by Burton Home Builders at a Cost of \$44,000 and No Cost to the City**

The mayor told council that due to the recent agreement with Friends & Neighbors stipulated that any improvements made to the city’s property be approved by the city council. A motion was made by Councilmember Gilmon and seconded by Councilmember Eckhardt to **APPROVE**.

FOR: McLaughlin, Tidwell

AGAINST: None

THE MOTION PASSED

At 6:33 pm, the regular council meeting was adjourned and council was reconvened into an Executive Session to receive legal advice from the City Attorney. At 7:04 pm, the Executive Session was adjourned and reconvened back into the regular meeting.

4. Easement Agreement for Knittel Lift Station

A motion was made by Councilmember McLaughlin and seconded by Councilmember Gilmon to **APPROVE** the legal easement agreement as presented between the city and Quirt Knittel.

FOR: Eckhardt, Tidwell

AGAINST: None

THE MOTION PASSED

Council Meeting Adjourned at 7:06 pm.

FOR: Gilmon, Kalkhake, McLaughlin, Tidwell

AGAINST: None



Mayor Karen Buck

ATTEST:



City Secretary Angela Harrington

Mayor's Report
September 2, 2025

Activities for the month of August included...

*Monthly Teams meeting with the Governor's Land Office, Langford Community Services, BEFCO Engineering, and city staff regarding movement forward for Water Well #5.

*Attended the monthly BVCAP meeting via Zoom from City Hall as the day's schedule did not allow for an in-person trip to the Council of Government bldg.

*Attended County Commissioner meetings – 8/5, 8/12, and 8/19

*Drafted and prepped emails with Utility Manager regarding the Stage 4 Drought Plan for the first and second weeks of August. Emails were sent to community leaders and as a press release for KWHI and Banner Press.

*Met with Bradley with BEFCO in anticipation of how to best understand and prepare for the 36-hour shutdown for testing of Water Well #5.

*Drafted and prepped a set of 5 emails with Utility Manager and input from Bradley regarding the set of emails preparing for the 36-hour shutdown for testing. Emails were sent to community leaders and as a press release for KWHI and Banner Press.

*36-hour shutdown...communication from Utility Manager & Utility Contractor with updates on water levels. Residents and businesses did an excellent job with water conservation during this time!

*Met with student rep with Texas Target Communities regarding any other questions and let her know that Council approved the draft contract.

*Having received Council's approval at the August 12 Council Meeting to sign contract with Texas Target Communities, contract was signed. No changes made to the contract that Council reviewed and approved. Email notification was sent on 8/26 to Council after the contract was signed.

*Submitted the requested application/questions to the professor that the City of Burton will be working with via Texas Target Communities. Follow up email from him wanted a video about the City of Burton and our "pitch" to his students.

*Worked with Carrina on script and video production about the City of Burton for Texas Target Communities submission. Video submitted to the professor on 8/15.

*Emails with city attorney regarding easement for Knittel Lift Station. Phone call from landowner with question(s); directed landowner back to their attorney with question(s) as I am not an attorney nor am authorized to make legal decisions. Reminded landowner that Council will be the authorizing body for the easement.

*Met with County Engineer Wes (x2) regarding road work updates as well as to look at culvert work on S. Railroad that needs to be addressed as well as ditch digging in area around that culvert. This work is on the list of projects that the county will work on when they are working on the ditches on S. Main Street.

*Updated the in-house city calendar with community events taking place this fall. (LOTS going on here in town!)

*Wrote "Burton Matters" article for Banner Press.

***SENT** emails to Council members regarding information about –
+Texas Target Communities Annual Report (link in the email to view it)
+The Brazos Valley Council of Governments Economic and Community Development Newsletter (link in the email to subscribe).

***REQUEST** – From Harrison Williams, Director of the Washington County Expo for a date/time to meet with Council regarding a "strategic plan stakeholder meeting with council". We will look to schedule a visit from him with Council as soon as possible. The September Council Meeting's agenda looked to be long enough for us.

***FYI**

* Enrollment at Burton ISD 654 students per KWHI report on 8/20/2025

*Invitations to local, city, and county community leaders were sent on 9/3/25, inviting them to attend the Burton Area National Night Out event on Tuesday, October 7 at 5:30pm.

*Received a 56 Question list from TAMU students about our wastewater system; Will meet with them via Teams on Monday, September 8 as small groups will be choosing their projects.

Total number of volunteer hours for the month of August – 63.25

Secretary's Report

September 9, 2025

1) Explanation of Proposed Tax Rate.

These are the rates that are explained in the "Tax Rate Calculation Worksheet":

No New Revenue Rate –	Maintenance & Operation	<u>\$0.043823</u>	
	Interest & Sinking (Debt)	<u>\$0.242477</u>	Total NNR \$0.2863
No Voter Approval Rate -	Maintenance & Operation	\$0.045357	
	Interest & Sinking (Debt)	<u>\$0.336870</u>	Total NVAR \$0.382227
Proposed Tax Rate -	Maintenance & Operation	<u>\$0.043823</u>	
	Interest & Sinking (Debt)	<u>\$0.292477</u>	Total Proposed Rate \$0.3363

Note: The No Voter Approval Rate is based on amount of debt owed. It is my opinion that the City will be able to cover the 2026 payments with the proposed tax rate revenue for 2025 by using some savings to cover the difference (see handout).

- 2)** Auditors were in the office on Wednesday, Aug. 27, to complete the 2024-2025 Fiscal Year Audit. As far as I know, everything was good. They will be at the October or November meeting to explain the results to Council.
- 3)** On Wednesday, September 03, 2025, a representative was in house to examine my records retention for the GLO Water Well #5 project.

SEPTEMBER UTILITY REPORT:

1. NO TRASH COMPLAINTS
2. WATER LOSS IS AT 3.13%- GOOD
3. AUDIT COMPLETE
4. MET WITH LANGFORD AND ENGINEERS ON SOUTHSIDE FOR GRANT CHECK LIST
5. SUBMITTED LEAD & COPPPER REPORT- ALL TESTING CAME BACK GOOD
6. WATER WELL #5 UPDATE: 36HR SHUT DOWN

-WENT SMOOTHLY- THANKS TO C. MILLER DRILLING.

HAVING A "REAL TIME" ALERT SYSTEM ON OUR STORAGE TANK HELPED SIGNIFICALLY- THANKS DUSTIN FOR INSTALLING THAT BEFORE THE SHUT DOWN.

WE SENT OUT ALERTS THROUGHOUT THE WEEK TO PREPARE RESIDENTS AND THEN ONCE THE SHUT DOWN STARTED. SHAWN (C. MILLER), DUSTIN, AND MYSELF WERE IN COMMUNICATION THROUGHOUT THE WHOLE TESTING PERIOD. POSTED UPDATES AND WATER LEVELS ON FACEBOOK. TOOK LUNCH UP TO C. MILLER SATURDAY IN THE MIDDLE OF THE SHUT DOWN. WE SENT OUT THE ALL-CLEAR SUNDAY AFTERNOON A LITTLE AFTER NOON. THANK YOU TO THE RESIDENTS FOR CONSERVING WATER DURING THIS TIME!

*COUNCIL- IN THE FUTURE COULD WE HAVE DONE ANYTHING DIFFERENT OR BETTER, TO ASSIST OUR RESIDENTS DURING TIMES LIKE THESE?

System Totals Report

City of Burton

Water Pumped This Month	1,612,000 Gallons
Water Sold This Month	1,161,530 Gallons
Water Used for Fire and Flushing Line	400,000 Gallons
Water Loss	50,470 Gallons
Water Loss (%)	3.13 %

	Amount (\$)	# Of Accounts
Total Water	10,793.61	213
Total Sewage	8,500.23	184
Total GARBAGE	2,642.00	184
Total Late Charge	93.47	11
Total Adjustments	179.79	9
Total Current Charges	22,209.10	222
Amount Past Due 1-30 Days	2,551.65	27
Amount Past Due 31-60 Days	878.00	12
Amount Past Due Over 60 Days	4,752.28	17
Amount Of Overpayments/Prepayments	(2,067.63)	34
Total Receivables	28,323.40	233

Total Receipts On Account	21,282.81	195
Net Change in Deposits	-100.12	1
Amount of All Deposits	29,490.95	231
Amount of All Deposit 2	100.00	2
Turned Off Accounts (Amount Owed)	1,235.46	60
Collection Accounts (Amount Owed)	941.70	22
Number Of Unread (Turned On) Meters		14
Average Usage For Active Meters	5,094	228
Average Water Charge For Active Meters	50.67	213

Usage Groups	Gallons	# Of Accounts	Usage	Gallons	% Of Usage	% Of Sales
Over 50,000		4	460,000		39.60	3.90
40,001-50,000		0	0		0.00	0.00
30,001-40,000		0	0		0.00	0.00
20,001-30,000		1	29,900		2.57	1.23
10,001-20,000		13	181,000		15.58	9.13
8,001-10,000		4	35,230		3.03	2.49
6,001-8,000		17	117,940		10.15	8.90
4,001-6,000		25	121,400		10.45	12.45
2,001-4,000		50	145,890		12.56	22.19
1-2,000		80	70,170		6.04	30.46
Zero Usage		34	0		0.00	9.26
Total Meters		228	1,161,530		100.00	100.00

ORDINANCE 20250909

**AN ORDINANCE LEVYING AD VALOREM TAXES FOR USE AND
SUPPORT OF THE MUNICIPAL GOVERNMENT OF THE CITY OF
BURTON FOR THE 2025-2026 FISCAL YEAR, PROVIDING WHEN
TAXES SHALL BECOME DUE AND WHEN SAME SHALL BECOME
DELINQUENT IF NOT PAID.**

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BURTON:

SECTIONS I. That there is hereby levied and there shall be collected for the use and support of the municipal government of the City of Burton, upon all property, real, personal, and mixed, within the corporate limits of said City subject to taxation, an operating tax of 0.043823 and a debt service of 0.292477 per each \$100.00 valuation of property, said tax being so levied and apportioned to the specific purposes here set forth equaling \$0.3363.

For the maintenance and support of the general government (General Fund) \$0.043823 each \$100.00 valuation of property.

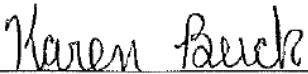
For the special obligation bond fund, \$0.292477 each \$100.00 valuation of property.

SECTION II. That taxes levied under this ordinance shall become delinquent on February 1, 2026.

SECTION III. All taxes shall become a lien upon property against which assessed, the City assessor and collector of the City of Burton is hereby authorized and empowered to enforce the collection of such taxes according to the Constitution and laws of the State of Texas and ordinance of the City of Burton shall, by virtue of the tax rolls, fix and establish a lien by levying upon such property, whether real or personal, for the payment of said taxes, penalty and interest, and the interest and penalty from such delinquent taxes shall be apportioned to the general fund of the City of Burton. All delinquent taxes shall bear interest from date of delinquency at the rate as prescribed by state law.

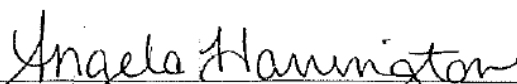
SECTION IV. That this ordinance shall take effect and be in force from and after its passage.

PASSED AND APPROVED this 9th day of September, 2025.



Karen Buck, Mayor

ATTEST:



Angela Harrington, City Secretary



Agenda Item Request Form

City of Burton City Council

Regular Meetings 5:30 P.M. every 2nd Tuesday of the Month

****Please verify schedules as it is subject to change
from time to time.****

Ph: 979-289-3402 Fax: 979-289-3418

Agenda items are due in the Burton City Office no later than noon on the
Tuesday (1st Tuesday of the Month) prior to the meeting date requested.

Rules of Procedures and Conduct at Meetings may be obtained by request.

Presenters are asked to limit presentation time to no more than 3 minutes.

Today's Date: August 13, 2025

Requested by: David Zajack for Burton Beautification Assoc.

Agenda Item: (Check One)

1. Discussion and/or Action regarding: ☒
2. Presentation: ☐
3. Executive Session: ☐
4. Resolution: ☐

Subject: Closing of Texas Street between Main Street
and North Railroad Street for "Fall in the Park"
event to be held on October 4th with a possible
rain date on October 18.

5. Meeting Date Requested (Required): SEPT. 9, 2025

Approved by (Required):

Check One:

1. Mayor Karen Buck ☐

2. City Secretary, Angela Harrington ☒



LAAS-WEEREN PARK

USE AGREEMENT

12500 W. Texas St.

Burton, Texas 77835

979-289-3402

burtonsecr@cityofburton-tx.gov

Use/Rental Application & Agreement

Laas-Weeren Park is available for use for wedding, receptions, showers, group picnics, birthday parties and other events. The Use/Rental Hours are Sunday through Saturday from Dawn to dusk.

NAME OF PERSON AND/OR ORGANIZATION: Burton Beautification Association
DAY & DATE OF EVENT: October 4, 2025 2pm to 7pm (Rain Date October 18, 2025)
TIME OF EVENT (INCLUDE SET-UP & CLEAN-UP): 12pm to 7:30 pm
ESTIMATED ATTENDANCE: ADULTS: 50 PERSONS BELOW 18 YEARS OLD: 10

INDEMNIFICATION ACKNOWLEDGEMENT

The undersigned hereby makes application to the City of Burton for use of the Laas-Weeren Park and understands that there are no public facilities (public restrooms, water fountains, pavilion, etc.) located at the park. The undersigned certifies that the information in this application is correct and agrees to exercise the utmost care in the use of the premises and adhere to all use agreement rules and regulations.

The user/renter shall indemnify and hold harmless the City of Burton, its elected officials, its employees and agents from and against any and all claims, demands, suits, actions, payments, and judgements as a result of injury or death of any person or damage to any property sustained by user/renter, its agents, guests, or employees in the execution of this agreement, including any and all expenses, including attorney fees and costs, legal or otherwise, incurred by the City or its representatives in the defense of any suit or claim. The City of Burton is not responsible for lost or stolen property.

The user/renter also understands that all City of Burton ordinances apply to this rental agreement. The user/renter agrees to pay for damages to or replacement of property owned by the City of Burton if such property is damaged while the user/renter has use of the park. The user/renter will leave the park free of debris and/or trash and will be responsible for the disposal of trash collected.

I acknowledge that I have reviewed all information on this form and have reviewed and received a copy of the Laas-Weeren Use/Rental Application and Agreement.

NAME: David Zajack
PHYSICAL ADDRESS: 419 N. BRAZOS ST. POST OFFICE BOX: 374
CITY: BURTON STATE: TEXAS ZIP: 77835
PHONE: _____ ALTERNATE PHONE: _____

SIGNATURE: David B Zajack DATE: September 4, 2025

BURTON BEAUTIFICATION ASSOCIATION

PO BOX 374 BURTON, TEXAS 77835

PHONE: (979) 530-3044

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

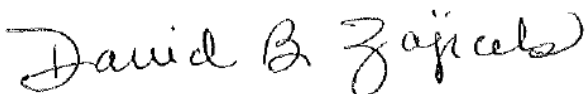
September 4, 2025

Dear Mayor Buck;

I am attaching the Laas-Weeren Park Use Agreement. Our event will be on October 4, 2025 from 2pm to 7 pm., with a rain date of October 18, 2025. We have applied for and been approved for a one day insurance coverage through Great American Insurance Group. We will have security as well through the Washington County Sheriff Department.

We have read the rules and regulations for usage of the park. We noticed item 13, stating that amplified music is prohibited. We ask that that item be waived as per item 18. We have one singer playing for a period of time and then later karaoke. There will not be a band playing during this event.

Thank you for your consideration.



David Zajicek
Treasurer of BBA

THE CITY, TOGETHER WITH ITS OFFICERS, OFFICIALS, EMPLOYEES, AGENTS, REPRESENTATIVES, LICENSEES, SUCCESSORS, AND ASSIGNS, SHALL AT ALL TIMES HAVE THE RIGHT AND privilege to access the easement property for the easement purpose.