
Wednesday, May 06, 2026
1:00 PM

City Hall - 141 W. Renfro
Burleson, TX 76028

1. **CALL TO ORDER**

2. **CITIZEN APPEARANCES**

Each person in attendance who desires to speak to the Committee on an item NOT posted on the agenda, shall speak during this section. A speaker card must be filled out and turned in to the City Secretary prior to addressing the Committee. Each speaker will be allowed three minutes to speak.

Each person in attendance who desires to speak on an item posted on the agenda shall speak when the item is called forward for consideration.

3. **GENERAL**

A. Consider and take possible action of the minutes from the February 4, 2026 Community Services committee meeting. *(Staff Contact: Lisandra Leal, Assistant City Secretary)*

4. **REPORTS AND PRESENTATIONS**

A. Receive a report, hold a discussion, and provide recommendations to the city council on new billboards with revenue sharing on City property. *(Staff Contact: Alex Philips, Economic Development Director)*

B. Receive a report, hold a discussion, and provide recommendations to the city council on FY27 employee compensation and benefit strategies. *(Staff Contact: Cheryl Marthiljohni, Director of Human Resources)*

C. Receive a report, hold a discussion, and provide recommendations to the city council on the new 8% contribution rate with Texas Municipal Retirement System (TMRS). *(Staff Contact: Cheryl Marthiljohni, Director of Human Resources)*

5. **REQUESTS FOR FUTURE AGENDA ITEMS AND REPORTS**

6. **RECESS INTO EXECUTIVE SESSION**

In accordance with Chapter 551 of the Texas Government Code, the Committee 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.

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

7. **ADJOURN**

Allison Smith
Deputy Director of Recreation
asmith@burlesontx.com
817.426.9629

CERTIFICATE

I hereby certify that the above agenda was posted on this the 23rd of April 2026, by 5:30 p.m., on the official bulletin board at the Burleson City Hall, 141 W. Renfro, Burleson, Texas.



Amanda Campos

City Secretary

BUDGET STATEMENT

Pursuant to Section 551.043, Government Code, the following taxpayer impact statement must be on the City Council meeting agenda at which the City Council will discuss or adopt a budget for the City of Burleson: For a median-valued homestead property (\$306,724), the City's portion of the property tax bill in dollars for the current fiscal year (FY24-25) is \$2,032.66, the City's portion of the property tax bill for the upcoming fiscal year (FY25-26) for the same property if the proposed budget is adopted is estimated to be \$2,213.93, and the City's portion of the property tax bill in dollars for the upcoming fiscal year (FY25-26) for the same property if a budget funded at the no-new-revenue rate under Chapter 26, Tax Code, is adopted is estimated to be \$2,021.62.

ACCESSIBILITY STATEMENT

The Burleson City Hall is wheelchair accessible. The entry ramp is located in the front of the building, accessible from Warren St. Accessible parking spaces are also available in the Warren St. parking lot. Sign interpretative services for meetings must be made 48 hours in advance of the meeting. Call the A.D.A. Coordinator at 817-426-9600, or TDD 1-800-735-2989.


Community Services Committee

DEPARTMENT: City Secretary’s Office
FROM: Lisandra Leal, Assistant City Secretary
MEETING: May 6, 2026

SUBJECT:

Consider and take possible action of the minutes from the February 4, 2026 Community Services committee meeting. *(Staff Contact: Lisandra Leal, Assistant City Secretary)*

STRATEGIC PRIORITY AND GOAL(S):

Strategic Priority	Strategic Goal
 <p>High Performing City Organization Providing Exceptional, People Focused Services</p>	1.2 Continue to improve the efficiency and productivity of operations 1.3 Deliver high-quality service and communications to external and internal customers

SUMMARY:

The Community Services committee duly and legally met on February 4, 2026 for a regular meeting.

RECOMMENDATION:

Committee may approve the minutes as presented or approve with amendments.

PRIOR ACTION/INPUT (Council, Boards, Citizens):

N/A

REFERENCE:

N/A

FISCAL IMPACT:

N/A

STAFF CONTACT:

Lisandra Leal, TRMC
Assistant City Secretary
lleal@burlesontx.com
817-426-9687

**COMMUNITY SERVICES COUNCIL COMMITTEE
FEBRUARY 4, 2026
MINUTES**

Council present:

Victoria Johnson
Phil Anderson
Alexa Boedeker

Council Absent:Staff present

Tommy Ludwig, City Manager
Eric Oscarson, Deputy City Manager
Harlan Jefferson, Deputy City Manager
Monica Solko, Deputy City Secretary
Lisandra Leal, Assistant City Secretary

1. CALL TO ORDER – Time: 1:00 p.m.

Chair Victoria Johnson called the meeting to order. **Time: 1:11 p.m.**

2. CITIZEN APPEARANCES

- None.

3. GENERAL**A. Minutes from the November 5, 2025 Community Services committee meeting. (Staff Contact: Monica Solko, Deputy City Secretary)**

Motion made by Alexa Boeder and seconded by Phil Anderson to approve.

Motion passed 3-0.

4. REPORTS AND PRESENTATIONS**A. Receive a report, hold a discussion and provide recommendations to city council on potential changes to the hotel/motel tax grant policy. (Staff Contact: Alex Philips, Economic Development Director)**

Alex Philips, Economic Development Director, presented potential changes to the hotel/motel tax grant policy.

Presentation included:

- Usage of Hot/Mot funds is dictated by Chapter 351 of the Tax Code
- Hot Grand Policy Requirements
- Current Process/Procedures Overview

- Latest Policy Revisions
- FY 25-26 Grant Recipients

Discussion included:

Mr. Philips provided an overview of the current Hotel/Motel Tax (HOT) grant program, including the application process, eligibility requirements, and past policy updates. He explained that grants are awarded on a reimbursement basis following submission of a post event report. Mr. Philips also noted that current policy allows up to 50% of the prior years' revenue to be allocated for grants and, if continued, increasing operating expenses may cause HOT fund expenditures to exceed annual revenues.

Committee discussion included the current HOT grant program and how it supports Council's goal of increasing tourism. They had concerns regarding the program's ability to generate overnight stays and the process for awarding funds.

The Committee recommended establishing a \$50,000 cap on total annual grant funding and limiting eligibility to events held at designated event spaces within the City. The Committee was also in favor of maintain Council discretion in awarding funds.

B. Receive a report, hold a discussion, and provide recommendations to the city council on the city fleet and air quality. (Staff Contact: Errick Thompson, Director of Public Works)

Errick Thompson, Director of Public Works, presented on the city fleet and air quality.

Presentation included:

- Air quality in the region
- Fleet repair grants/rebates
- City fleet profile
- Discussion

Discussion included:

Mr. Thompson provided an overview of regional air quality efforts led by the Council of Governments (COG). The region, including Johnson and Tarrant counties, has not met the 2008 or 2015 Environmental Protection Agency (EPA) standards. Staff noted that population growth and increased vehicle travel are expected to continue impacting regional air quality. The COG manages the Regional Air Quality Plan that includes strategies to reduce emissions across the region.

Mr. Thompson also reviewed grant and rebate opportunities offered through the EPA and the Texas Commission on Environmental Quality (TCEQ) that focus on low/zero-emission replacements such as compressed natural gas, electric, hybrid,

fuel cell, etc. Participation in many of these grant programs encourages cities to adopt green technologies and may require adopting policies such as a Clean Fleet Policy and an Anti-Idling Policy.

The Committee directed staff to develop a Clean Fleet and Anit-idling Policy, noting that pursuing grant opportunities is not a priority at this time due to infrastructure and funding constraints.

C. Receive a report, hold a discussion, and provide recommendations to the city council on updates to the water conservation ordinance. (Staff Contact: Errick Thompson, Director of Public Works)

Errick Thompson, Director of Public Works, presented updates to the water conservation ordinance.

Presentation included:

- High-level overview of state water use data
- Wholesale water supply agreement with Fort Worth
- Fort Worth Changes to irrigation violations enforcement
- Corresponding revisions to Burleson Ordinance and Enforcement

Discussion included:

Mr. Thompson presented updated water restrictions implemented by the City of Fort Worth, which is Burleson's wholesale water supplier. Under the wholesale water agreement, Burleson must align its water use restrictions with those adopted by Fort Worth.

Mr. Thomspon provided data from the Texas Water Development Board showing irrigation represents the largest portion of water usage in the region, followed by municipal water usage. He also discussed projected population growth and increasing demand for water, which could lead to potential supply shortages in the future if conservation measures are not implemented.

The City of Fort Worth recently changed their enforcement procedures for water use violations utilizing an advanced infrastructure meter. They have transitioned from issuing citations to using administrative fees for violations, which can be added directly to a customer's water bill. This approach allows for more efficient enforcement and reduces the need for in-person inspections. While the City does not currently have the same capabilities as Fort Worth, staff noted that progress is being made toward improving monitoring and enforcement.

Mr. Thompson presented a proposed progressive enforcement process to be incorporated into an amended ordinance. The proposed process would begin with a written notice for the first violation, followed by a \$25.00 fine for the second violation. Subsequent violations would increase in \$25.00 increments, up to a maximum fine of \$75.00. If violations continue beyond the fourth notice, the next violation will result in a non-emergency termination of water service. At that point,

the customer would be required to pay lockout, tampering (if applicable), and service restoration fees to have water service reinstated. Monitoring would be shared responsibilities with both the Water Department and Code Enforcement.

Committee discussion included comments regarding water conservation practices, irrigation systems, and enforcement challenges. The Committee was in favor of incorporating the proposed changes into an amended ordinance bringing the item forward for Council consideration.

5. REQUESTS FOR FUTURE AGENDA ITEMS OR REPORTS

- None.

6. 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.

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

7. ADJOURN

Chair Victoria Johnson adjourned the meeting.

Time: 2:31 p.m.

Lisandra Leal
Assistant City Secretary


Community Services Committee

DEPARTMENT: Economic Development
FROM: Alex Philips, Director
MEETING: May 6, 2026

SUBJECT:

Receive a report, hold a discussion, and provide recommendations to the city council on new billboards with revenue sharing on City property. *(Staff Contact: Alex Philips, Economic Development Director)*

STRATEGIC PRIORITY AND GOAL(S):

Strategic Priority	Strategic Goal
 <p>Dynamic & Preferred City Through Managed Growth</p>	<p>2.1 Attract and retain top-tier businesses 2.2 Promote sustainable residential and commercial development through strategic and long-term planning</p>

SUMMARY:

Staff will provide an overview of a billboard program that has been presented to staff from private companies.

RECOMMENDATION:

N/A

PRIOR ACTION/INPUT (Council, Boards, Citizens):

N/A

REFERENCE:

N/A

FISCAL IMPACT:

Proposed Expenditure/Revenue: N/A

Account Number(s):

Fund:

Account Description:

Procurement Method:

STAFF CONTACT:

Alex Philips

Economic Development Director

aphilips@burlson.tx.com

817-426-9613

ARC MEDIA

555 E HIDDEN CREEK PKWY

THE CITY OF
BURLESON
TEXAS



The ARC Team



Jesse Laizure- Founder & CEO

- Graduate of Wheaton College
- Co-Founder of 2 Startups, both acquired in M&A
- 18 Years Building International Companies



Rob Laizure Sr- Chairman

- 35+ Years in Outdoor
- M&A Transaction with Martin Media- 13,000 Locations
- Built Laizure/Cooney Outdoor, sold to Eller (Clear Channel)



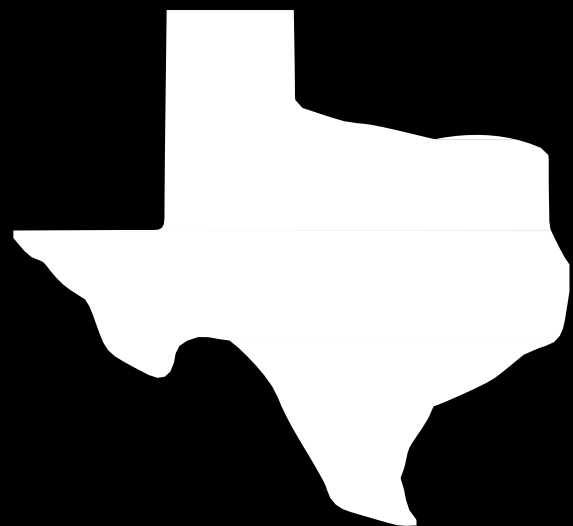
Travis Heriaud- Partner

- Partner and Board Member of Zenith Bank
- Chairman of OPNAD from 2016-2020
- Spent 15+ years building McDonalds Franchisee Organization



SG Ellison- Partner

- CEO & President of Diversified Restaurant Group- 300+ Taco Bells Nationwide
- President & CEO of A&C Ventures- Real Estate Portfolio
- Founder of First Street Development



Partnering Team



**David
Parker**



**Colt
McCoy**



**George
Jennings**



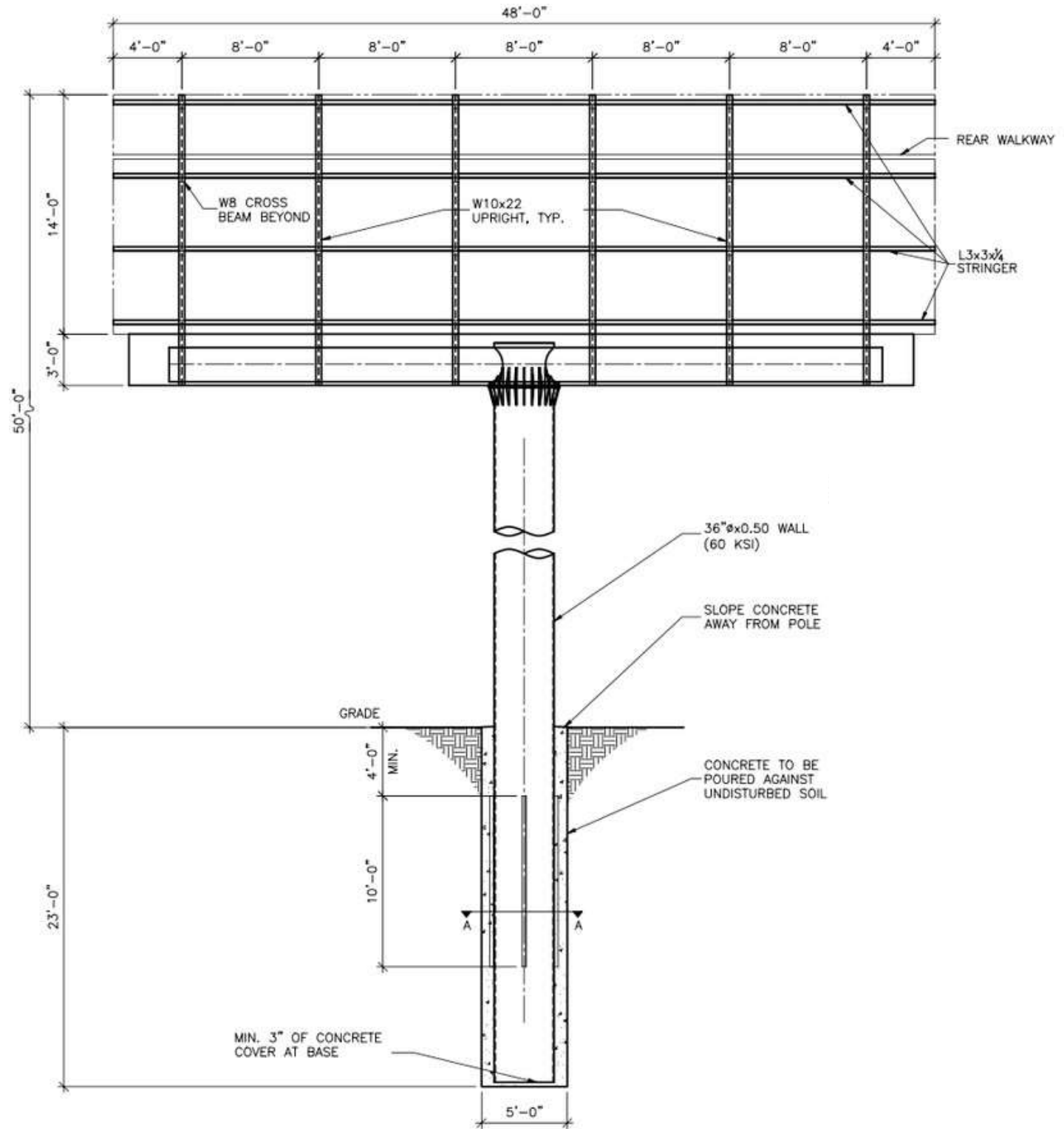
The Site

555 E HIDDEN
CREEK PKWY



Proposed Builds:

THREE 14 X 48 back to back digital structure



Monument Design



City Voice

THE CITY OF
BURLESON
TEXAS



Proposed Partnership

- **One Burleson Monument** (Open to more)
- **\$50K Annual Base Revenue** (Guaranteed)
- **30% Revenue Share** on top of base rent
 - **Estimated \$120K+ annual revenue**
- **1 Advertising Turn per Month** for the City of Burleson
- **Alerts/Urgent Messaging Priority**
- **Controlled Advertising Content**
- **Costs Covered**- ARC MEDIA will be responsible, at its sole cost and expense, for obtaining all necessary entitlements and approvals from applicable governmental authorities for the construction and operation of the board.



Revenue Projections

Burleson Monument

DIGITAL Proforma	
(One Structure) 14 X 48	
<i>DIGITAL- 16 spots total</i>	Normalized Run Rate
Occupancy	80%
Faces Sold	12.8
Avg Rate / Face Sold	\$ 2,500
Four Week Period Revenue	\$ 32,000
Gross Annual Revenue	\$ 416,000
City of Burleson Annual Base Rent	\$ 50,000
City of Burleson Annual Revenue (30%) less base rent	\$ 74,800
Total Annual Revenue to Burleson	\$ 124,800

Digital Technology

Light Eliminating Technology- Preserving Dark Skies



Before-Static



After-Digital

Digital Technology

Light Eliminating Technology- Preserving Dark Skies



Digital Technology

Light Eliminating Technology- Preserving Dark Skies



ARC MEDIA

WWW.THEARCMEDIAGROUP.COM/TEXAS



Community Services Committee

DEPARTMENT: Human Resources


FROM: Cheryl Marthiljohni, Director of Human Resources

MEETING: May 6, 2026

SUBJECT:

Receive a report, hold a discussion, and provide recommendations to the city council on FY27 employee compensation and benefit strategies. *(Staff Contact: Cheryl Marthiljohni, Director of Human Resources)*

STRATEGIC PRIORITY AND GOAL(S):

Strategic Priority	Strategic Goal
 <p>High Performing City Organization Providing Exceptional, People Focused Services</p>	<p>1.1 Develop a high-performance and diverse workforce 1.4 Be a responsible steward of the city's financial resources.</p>

SUMMARY:

This item is being presented to the committee to review FY27 compensation and benefit strategies, including the recommendation at the Council Retreat in February 2026, to review equitable pay solutions for maintenance positions within Public Works and Parks Department. This presentation will cover current pay programs, the possibility of equitable pay changes for full and part-time employees, and employer-of-choice benefit strategies.

The city conducts an annual review of compensation and benefits using comparable city and “next best alternative” market data to help provide direction on compensation and benefit decisions. The city also pays close attention to its turnover target of 12% and hard-to-fill positions.

For the FY27 review of compensation, the city has developed three options to consider:

1. Average 3% merit pay program and average 3% step plan for police and fire, with no market adjustments.
2. Average 3% merit + market adjustments, average 3% step plan for police and fire, and part-time position adjustments raising the minimum rate to \$14.00/hour.

3. Average 3% merit pay program + market adjustments, average 3% step plan for police and fire, and part-time position adjustments raising the minimum rate to \$13.00/hr.

In addition to the annual base compensation review, the city also reviews benefits as a key part of employee value. The city received feedback in 2025 on what was important to employees, expressing Strong Leadership & Vision, Competitive Pay & Benefits, Healthy Work Culture, Career Development, Work-Life Balance, Employee Recognition and Employee Engagement as areas of focus. To continue as an employer of choice, the city looks for opportunities in these categories, therefore, a variety of benefit strategies will be presented for the committee's review and input.

RECOMMENDATION:

N/A

PRIOR ACTION/INPUT (Council, Boards, Citizens):

Council Retreat, February 23, 2026

REFERENCE:

FY25-26 City Budget

FISCAL IMPACT:

The fiscal impact will depend on FY27's funding, direction from committee, and approval from council.

STAFF CONTACT:

Cheryl Marthiljohni
Director of Human Resources
cmarthiljohni@burlesontx.com
817-426-9641



Human Resources FY27 Compensation and Benefits Strategies

Cheryl Marthiljohni, Director of Human Resources
Community Service Committee – May 6, 2026

FY27 Compensation

Includes feedback from the Council Retreat on reviewing equitable pay solutions for laborer positions:

- Streets Maintenance Workers
- Utility Maintenance Workers
- Parks Maintenance Workers



Annual Review of Compensation

- Research comparable cities for similar positions
- Rank the City of Burleson on the min and max of salary ranges
- Review the “actual” average rate of pay for market positions
- Consider next best “market alternative” for positions. Example, lifeguards, camp counselors, maintenance workers, other cities or industries outside of our comparable cities.
- Prepare review of internal position benchmarking
- Make recommendations on compensation plans/direction
- Work closely with Finance on preparing proposals for FY budget related to pay/benefits

In addition to the above process being an annual review, these steps are also taken through-out the year if a department is hiring for a vacant position and/or if a department proposes a reorganization of an existing position

Overview of Compensation

- Current Employee Population
 - Review Compensation Strategy
 - Compensation History
 - Benchmarking Comparable Market
 - General (Non-Sworn) positions
 - Public Safety positions in Step plan
 - Estimated Financial Impact
-



Employee Population

Headcount	Full-time	Part-time
Authorized	447	282
Current	418	234
Vacant	23	47 (seasonal)
Positions on hold per City Manager*	6	0
Position Eliminated	0	1

*FY26 on hold positions:
Public Works Operations Manager
Field Supervisor – Streets
Planner
Sr. Building Inspector
Recreation Manager
Development Engineer

*FY26 position eliminated:
Athletic Field Attendant (PT)

Current Turnover

- Full-Time employee turnover is annualized to be 11.6% for FY26 is slightly below our target of 12%
- Entry level positions continue to be most vulnerable to market influencers – wages, benefits, incentives, work life balance

Annualized Turnover Statistics

Fiscal Year	FT and PT - Regular			FT Only - Regular		
	Avg Headcount	Terms	Turnover	Avg Headcount	Terms	Turnover
2018-2019	400	70	17.5%	333	26	7.8%
2019-2020	408	62	15.2%	339	30	8.8%
2020-2021	423	70	16.5%	344	27	7.8%
2021-2022	464	87	18.8%	370	49	13.3%
2022-2023	508	81	16.0%	396	46	11.6%
2023-2024	539	89	16.5%	412	51	12.4%
2024-2025	549	103	18.8%	413	52	12.6%
2025-2026 (YTD-Annualized)	554	69.0	12.5%	415.5	48.0	11.6%

Excludes Status: Seasonal/Temporary
 Elected
 Election Workers

Excludes Termination Reasons: Normal Retirement
 Expiration of Leave
 Deceased
 Reduction in Force
 Assignment Ended

Year to Date Reasons for Separation
 Resignations = #11
 Retired = #3
 Dismissed = #4

Less than 5 years of service = #11
 Greater than 5 years of service = #7

FY26 Current Year to Date Turnover above 12% Target

Public Safety
Communications
(division of BPD)

Capital and Development
Engineering*

Animal Services*
(division of Community
Services)

Parks and Recreation

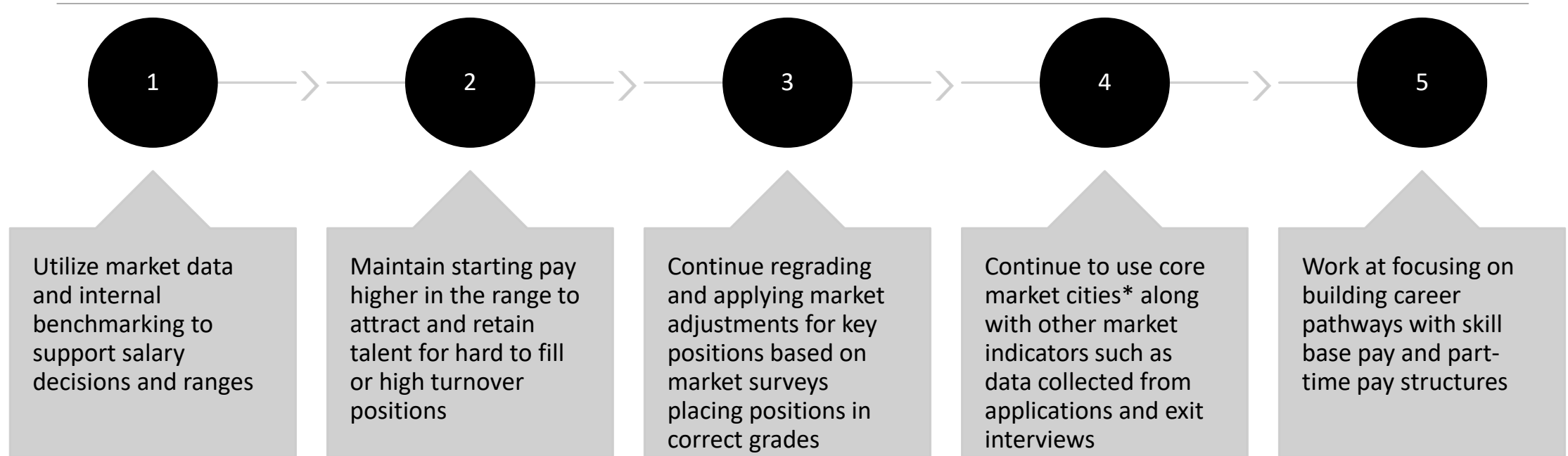
Wastewater and Water
Services
(division of Public Works
Department)

Fleet Services*
(division of Public Works
Department)

Municipal Court*
(division of City Secretary's
Office)

**smaller groups with less than 10 employees*

Compensation Strategy



*Arlington, Cedar Hill, Cleburne, Coppell, Euless, Ft. Worth, Grand Prairie, Hurst, Keller, Mansfield, Midlothian, North Richland Hills, The Colony and Waxahachie

Compensation History

Fiscal Year	Compensation Plan	Adjustment Type	Average Pay Increase %
FY20	City Compensation (Non-Step) Police & Fire Pay Step	Merit Step + Market Adjustments	3% 16%
FY21	City Compensation (Non-Step) Police & Fire Pay Step	Merit + Market Adjustments Step + Market Adjustments	3% 6.7%
FY22	City Compensation (Non-Step) Police & Fire Pay Step Targeted positions falling behind market (3 years without adjustments)	Merit New Step Plan + Market Adjustments Market Adjustments	3.5% 4% Varied by position
FY23	City Compensation (Non-Step) Police & Fire	Merit Step + Market adjustments due to new FY'23 market data	3.5% 11%
FY24	City Compensation (Non-Step) Police & Fire Pay Step Targeted Departments	Merit Step Market Adjustments	3.5% 3% Varies by position
FY25	City Compensation (Non-Step) Police & Fire Pay Step	Merit Step	3% 3%
FY26	City Compensation (Non-Step) Police & Fire Pay Step	Merit Step + Market Adjustments	3% 7.2%

General Population (Non-Sworn) Current Compensation Details

Full-Time Filled Positions

Salary Position	Number of Employees	Percent of Employees
At or above Midpoint	149	57%
Below Midpoint	111	43%
Total	260	100%

Part-Time Filled Positions*

Salary Position	Number of Employees	Percent of Employees
At or above \$15 hr.	69	33%
Below \$15 hr.	139	67%
Total	208	100%

*Includes seasonal employees (Lifeguards, Camp Counselors)

FY27 and Beyond Compensation Strategies

Plan and budget for city-wide compensation study for FY27

Review Merit, Step, and Equitable pay solutions, especially for laborer type positions

Maintain Fire/Police Step Plans and general government pay for performance programs

Focus on part-time positions that fall below \$15.00/hr. and develop a part-time pay structure with a minimum of \$13 - \$14/hr.

Continue to focus on high turnover or hard to fill positions

Pay Options and Estimated Financials

FY27 Pay Option Considerations

Option 1	Option 2	Option 3
Avg. 3% Merit for eligible employees (No Market Adjustments)	Avg. 3% Merit + Market Adjustments for eligible employees	Avg. 3% Merit + Market Adjustments for eligible employees
Avg. 3% Police/Fire Step	Avg. 3% Police/Fire Step	Avg. 3% Police/Fire Step
	\$14/hr. minimum adjustments for Part-time employees	\$13/hr. minimum adjustments for Part-time employees

Benchmarking – Public Works

Position – Public Works	Current Ranking		Current Average Hourly Rate		FY27 Proposed Average Hourly Rate		
	Min	Max	Market	City of Burleson	Market*	Option 1	Option 2/3
Streets Maintenance Worker I	10 of 14	7 of 14	\$19.87	\$20.18	\$20.47	\$20.79	\$21.20
Streets Maintenance Worker II	9 of 10	8 of 10	\$23.74	\$22.03	\$24.45	\$22.69	\$23.50
Streets Maintenance Worker III	10 of 11	11 of 11	\$27.57	\$25.51	\$28.40	\$26.28	\$27.50
Utility Maintenance Worker I	6 of 14	6 of 14	\$20.23	\$20.94	\$20.84	\$21.57	\$21.83
Utility Maintenance Worker II	7 of 12	7 of 12	\$25.17	N/A**	\$25.93	N/A**	\$24.92
Utility Maintenance Worker III	10 of 10	10 of 10	\$28.47	\$24.17	\$29.32	\$24.89	\$28.00

*assumes a 3% market adjustment

**currently no employees assigned as a level II

Benchmarking – Parks and Recreation Positions

Item B.

Position – Parks and Recreation	Current Ranking		Current Average Hourly Rate		FY27 Proposed Average Hourly Rate		
	Min	Max	Market	City of Burleson	Market*	Option 1	Option 2/3
Customer Service Attendants (CSA) - (Part-time)	10 of 12	8 of 12	\$15.19	\$12.73	\$15.64	\$13.11	\$14.33/\$13.36
Lead CSA (Part-time)	3 of 6	2 of 6	\$17.01	\$16.44	\$17.52	\$16.93	\$18.50/\$17.51
Lifeguards (Part-time)	10 of 10	6 of 10	\$15.32	\$12.66	\$15.78	\$13.04	\$14.21/\$13.21
Maintenance Worker	9 of 13	6 of 13	\$19.97	\$20.16	\$20.57	\$20.76	\$21.21
Sr. Maintenance Worker	7 of 9	6 of 9	\$24.04	\$22.92	\$24.76	\$23.61	\$25.38
Maintenance Crew Leader	11 of 13	10 of 13	\$28.96	\$25.83	\$29.83	\$26.60	\$29.80

*assumes a 3% market adjustment



Benchmarking – Fire Step

Item B.

Position – Fire	Current Ranking		Current Average Annual Salary		FY27 Proposed Average Annual Salary	
	Min	Max	Market	City of Burleson	Market*	City of Burleson
Firefighter	10 of 14	9 of 14	\$83,467.64	\$81,010.41	\$85,971.67	\$83,440.72
Fire Apparatus Operator	9 of 14	12 of 14	\$106,164.61	\$101,398.35	\$109,349.55	\$104,440.30
Fire Lieutenant	10 of 14	10 of 14	\$114,492.04	\$115,990.67	\$117,926.80	\$119,470.39
Fire Captain	4 of 8	5 of 8	\$120,132.21	\$123,054.51	\$123,736.18	\$126,746.14
Fire Battalion Chief	8 of 14	9 of 14	\$135,772.98	\$139,897.37	\$139,846.17	\$142,702.17

*assumes a 3% market adjustment

Benchmarking – Police Step

Position – Police	Current Ranking		Current Average Annual Salary		FY27 Proposed Average Annual Salary	
	Min	Max	Market	City of Burleson	Market*	City of Burleson
Police Officer	10 of 14	11 of 14	\$93,856.07	\$90,129.07	\$96,671.75	\$92,279.12
Police Sergeant	9 of 14	13 of 14	\$118,724.13	\$113,121.81	\$122,285.85	\$116,515.46
Police Lieutenant	5 of 6	5 of 6	\$137,779.47	\$125,590.63**	\$141,912.85	\$129,358.35**

*assumes a 3% market adjustment

** recent promotions to Step 1

FY27 Pay Options Summary *

Fund	Option 1	Option 2 3% Merit & Planned Step + Market Adjustments Part-time Minimum = \$14.00	Option 3 3% Merit & Planned Step + Market Adjustments Part-Time Minimum = \$13.00	
	3% Merit & Planned Step	Market Adjustment	3% Merit & Planned Step	Market Adjustment
General	\$1,165,386.82	+\$89,459.96	\$1,165,386.82	+\$89,459.96
Med Transport	\$68,042.45		\$68,042.45	
4A	\$20,651.10		\$20,651.10	
4B	\$9,736.43		\$9,736.43	
Parks Performance	\$113,476.19	+\$193,503.55	\$113,476.19	+\$70,055.01
TIF 2	\$1,288.44	+\$1,379.48	\$1,288.44	+\$1,379.48
WWW	\$76,364.39	+\$72,297.34	\$76,364.39	+\$72,297.34
HCG	\$47,900.22	+\$53,558.53	\$47,900.22	+\$21,547.33
ES	\$15,865.10		\$15,865.10	
Supt. Services	\$59,976.18		\$59,976.18	
TOTALS	\$1,578,687.32**	+\$410,198.86	\$1,578,687.32	+\$254,739.12
		\$1,988,886.18	\$1,833,426.44	

*Depending upon direction, HR will work with Finance Department to finalize cost review for FY27

**Total reflects a 12-month amount of which 9 months is accounted for in FY27 budget planning

Part-time minimum amounts in Option 2 or 3 would apply to all part-time positions

Employer of Choice Focus



Benefits - a key part of employee value

Health Benefits	Work/Life Balance	Well-being	Recognition
<div style="background-color: #d4c0a0; padding: 5px; text-align: center;">HEALTH ADVOCACY</div> <ul style="list-style-type: none"> ✓ Healthcare navigation service ✓ EAP/mental health service ✓ Telemedicine ✓ Condition specific solutions 	<div style="background-color: #d4c0a0; padding: 5px; text-align: center;">WORK/LIFE</div> <ul style="list-style-type: none"> ✓ Flexible work schedules ✓ Paid time off 	<div style="background-color: #d4c0a0; padding: 5px; text-align: center;">FINANCIAL</div> <ul style="list-style-type: none"> ✓ Discount programs ✓ Financial wellness/education ✓ Discount on city products 	<div style="background-color: #d4c0a0; padding: 5px; text-align: center;">EMPLOYEE RECOGNITION</div> <ul style="list-style-type: none"> ✓ Personalized experiences ✓ Peer to Peer Recognition ✓ Team building/bonding events
<div style="background-color: #d4c0a0; padding: 5px; text-align: center;">SUPPLEMENTAL HEALTH</div> <ul style="list-style-type: none"> ✓ Accident insurance ✓ Hospital indemnity insurance ✓ Critical illness insurance 	<div style="background-color: #d4c0a0; padding: 5px; text-align: center;">CARE GIVING/FAMILY SUPPORT</div> <ul style="list-style-type: none"> ✓ Family Medical leave ✓ Return-to-work support ✓ Parental Paid Leave 	<div style="background-color: #d4c0a0; padding: 5px; text-align: center;">PHYSICAL</div> <ul style="list-style-type: none"> ✓ Gym discounts ✓ Onsite classes 	<div style="background-color: #d4c0a0; padding: 5px; text-align: center;">FOOD</div> <ul style="list-style-type: none"> ✓ In-office meals ✓ Snacks
<div style="background-color: #d4c0a0; padding: 5px; text-align: center;">OTHER INSURANCE</div> <ul style="list-style-type: none"> ✓ Pet insurance ✓ Identity theft insurance 		<div style="background-color: #d4c0a0; padding: 5px; text-align: center;">TRANSPORTATION</div> <ul style="list-style-type: none"> ✓ Transit benefit 	



STRONG LEADERSHIP & VISION

- ✓ Culture Priority
- ✓ Leadership Development
- ✓ Values Input
- ✓ Mentorship

COMPETITIVE PAY & BENEFITS

- ✓ Market Focus
- ✓ Attracting Top Talent
- ✓ Stay Interviews
- ✓ Benefits

HEALTHY WORK CULTURE

- ✓ Culture Focus
- ✓ BTX Core Values
- ✓ Employee Brand
- ✓ Leading with Purpose
- ✓ Recruitment

CAREER DEVELOPMENT

- ✓ Career Pathways
- ✓ Job Shadowing
- ✓ Leadership Training
- ✓ Succession Planning

WORK-LIFE BALANCE

- ✓ Flexible Work Schedules
- ✓ Telecommute*
- ✓ Setting Boundaries
- ✓ Paid Time off

EMPLOYEE RECOGNITION & ENGAGEMENT








- ✓ Service Anniversaries
- ✓ Core Spotlight
- ✓ Employee Committees
- ✓ Celebrations
- ✓ Expressing Appreciation
- ✓ Recognizing BTX Service

Details are based on 2025 BTX Core Culture employee feedback

*available for certain positions

Working on what is important



Category	Creation	Recognized	Sustain
Strong Leadership & Vision			
Competitive Pay & Benefits			
Healthy Work Culture			
Career Development			
Work-Life Balance			
Employee Recognition			
Employee Engagement			

Explore the following based upon employee feedback – including but not limited to:

Add extra personal holiday

Volunteer Paid Leave*

Four-day work week*

Sell back paid leave time (Vacation/Sick)

Purchase additional paid leave time (Vacation/Sick)

“In the Seat” Leadership Opportunities

Stay Interviews conducted by Leadership

Veteran Day Celebration/Appreciation and/or add as part of paid holidays*

Review additional certification pay opportunities in various departments

Shift differential pay for certain departments

Build career pathways for certain positions (Level I, II, III)

Update position descriptions to better align with responsibilities

Define essential personnel

Review top-out ranges in compensation/step plans

FY27 and Beyond Benefit Strategies

* *Benefits seen within market*

Questions/Comments

Community Services Committee

DEPARTMENT: Human Resources


FROM: Cheryl Marthiljohni, Director of Human Resources

MEETING: May 6, 2026

SUBJECT:

Receive a report, hold a discussion, and provide recommendations to the city council on the new 8% contribution rate with Texas Municipal Retirement System (TMRS). *(Staff Contact: Cheryl Marthiljohni, Director of Human Resources)*

STRATEGIC PRIORITY AND GOAL(S):

Strategic Priority	Strategic Goal
 <p>High Performing City Organization Providing Exceptional, People Focused Services</p>	<p>1.1 Develop a high-performance and diverse workforce 1.4 Be a responsible steward of the city's financial resources.</p>

SUMMARY:

Texas Municipal Retirement System (TMRS) is a statewide public employee retirement system. Established in 1948, TMRS provides retirement, disability and death benefits to employees of more than 900 participating cities in Texas. Enrollment is mandatory for employees when they begin work for a TMRS participating city. All employees contribute the same percentage of pay depending on the city's plan. The City of Burleson's plan currently has a contribution rate of 7%.

During the 89th Legislative Session, TMRS introduced a new 8% contribution rate in addition to their current rates of 5%, 6% and 7%. The 8% employee contribution rate became effective on September 1, 2025 as an option that cities could adopt.

When researching comparable cities, the majority are staying at their current contribution rate for next fiscal year. Also, when looking across TMRS cities that have adopted the 8% contribution rate, the average population is 12,897, indicating smaller cities with fewer employees have adopted this new rate; however, larger cities with more employees have not.

Staff, along with TMRS, have reviewed several options to consider the 8% contribution rate. These options include funding the contribution rate with no design changes to the city's current TMRS plan and then two other options where plan design changes would help fund the cost of updating to the 8% rate.

Each 8% option would cost the city additional funding in TMRS. Option 1, with no design changes, would be an additional \$1.7M. The 2nd option would include removing the Transfer Updated Service Credit plan provision to help reduce the increase; however, this option would result in an additional cost of \$800,013, and the third option would lower the Updated Service Credit plan provision from 100% to 75% and result in the city paying an additional \$531,932.

With an assumption retirement age of 60, the 2nd and 3rd options show a decrease in retirement benefits for employees. Option 2 would impact #25 employees and Option 3 would impact one employee.

RECOMMENDATION:

Staff's recommendation is to maintain the city's current market position with TMRS retirement benefits and continue to monitor the city's comparable cities for next fiscal year.

PRIOR ACTION/INPUT (Council, Boards, Citizens):

N/A

REFERENCE:

N/A

FISCAL IMPACT:

If approved and depending upon which option, the city would see an estimated increase in funding for TMRS of \$1.7M for option 1, \$800,013 for option 2, and \$531,932 for option 3.

STAFF CONTACT:

Cheryl Marthiljohni
Director of Human Resources
cmarthiljohni@burlesontx.com
817-426-9641



Human Resources

Texas Municipal Retirement System (TMRS)

Cheryl Marthiljohni, Director of Human Resources
Community Service Committee – May 6, 2026

Texas Municipal Retirement System (TMRS)



Texas Municipal Retirement System (TMRS)

TMRS is a statewide public employee retirement system. Established in 1948, TMRS provides retirement, disability and death benefits to employees of more than 900 participating cities in Texas.

TMRS is a mandatory retirement system. Employees are enrolled at the beginning of their employment and contribute the same percent of pay from their paychecks depending on their city's plan. The City of Burleson has a contribution rate of 7%.



TMRS Plan Designs

Each city elects from a menu of options to design the city's plan

- Employee contribution rate options include 5%, 6%, 7% or 8%*
- City matching ratio options: 1:1, 1.5:1 or 2:1
- Vesting options: 5 or 10 years
- Retirement eligibility options 20 or 25 years

Cities can also adopt additional benefit provisions such as

- Restricted Prior Service Credit
- Military Service Credit
- Cost of Living Adjustments
- Updated Service Credit
- Supplemental Death Benefit

**new contribution rate option*



TMRS Retiree Benefit

When eligible to retire, employee's lifetime monthly benefit is calculated using the following:

- Contributions
- City Match
- Earned Updated Service Credit
- Age & Life Expectancy
- Retirement Option Selection (Retiree Only, Retiree + Survivor, etc.)



Burleson's Current TMRS Plan

- 7% Employee Deposit Rate (Mandatory)
- 2:1 City Match
- Vested after 5 years of service
- Updated Service Credit (USC) Rate 100%
- Updated Service Credit (USC) Transfer
- Retro Cost of Living Allowance (COLA) for Retirees at 70% of CPI
- Military Service Credit
- Restricted Prior Service Credit
- Supplemental Death benefit for employees and retirees

An attractive element of our overall benefit package

The City of Burleson has elected the maximum options for our plan design to attract and retain employees.

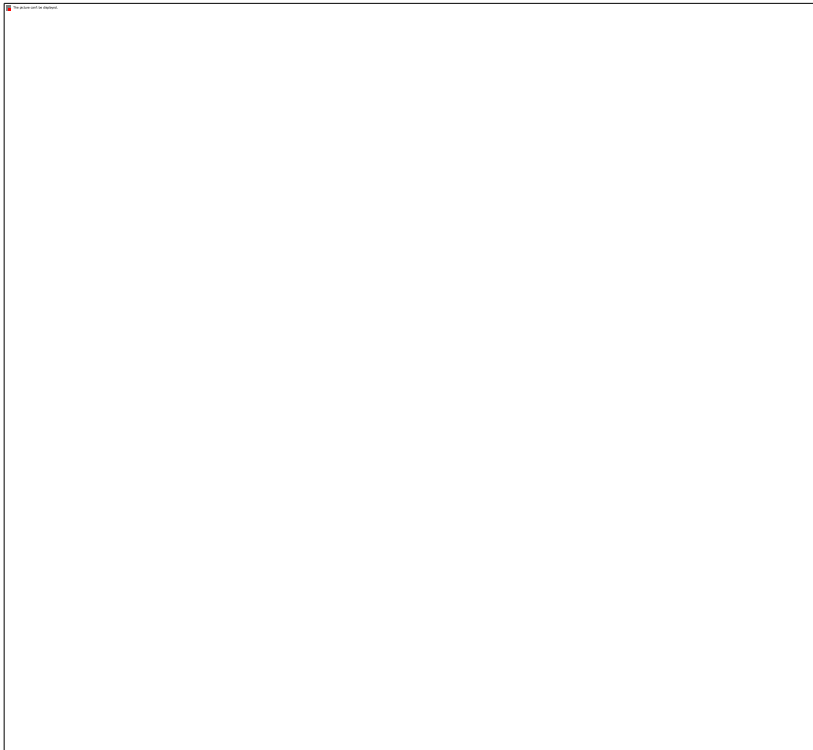
TMRS - 8% Option

HB 3161, passed in the 89th Legislative Session, providing participating cities with a **new 8%** employee contribution rate in addition to TMRS' current 5%, 6% and 7% options. The 8% employee contribution rate became effective on September 1, 2025, but does not impact any retiree's current benefit.

Cities who want to offer the new rate will need to adopt an ordinance.



What we know of other cities



Comparable Cities: Arlington, Cedar Hill, Cleburne, Coppell, Eules, Ft. Worth, Grand Prairie, Hurst, Keller, Mansfield, Midlothian, North Richland Hills, The Colony and Waxahachie

Note: Fort Worth is not a TMRS city

CONTRIBUTION RATES

~#930 ENTITIES WITH TMRS

#284 CITIES AT 5%

#104 AT 6%

#486 AT 7%

#56 AT 8%

CITIES AT 8% HAVE AN AVG.
POPULATION OF #12,897

The City of Cleburne is the only city from our comparable cities that is currently at an 8% contribution rate.

Comparable Cities*

City	Employee Contribution Rate	City Matching Rate	Vesting Requirement	Retirement Eligibility	Updated Service Credit	USC Transfer	COLA	COLA Type	Military Service Credit	Restricted Prior Service Credit	SDB Employees/Retirees	Population**
Arlington	7%	2:1	5 Years	20 Years	100%	Yes	50%	Retroactive	Yes	Yes	Yes	341,784
Burleson	7%	2:1	5 Years	20 Years	100%	Yes	70%	Retroactive	Yes	Yes	Yes	56,253
Cedar Hill	7%	2:1	5 Years	20 Years	100%	Yes	50%	Non-Retroactive	Yes	Yes	Yes	49,618
Cleburne	8%	2:1	5 Years	20 Years	50%	No	50%	Retroactive	Yes	Yes	Yes	38,131
Coppell	7%	2:1	5 Years	20 Years	100%	Yes	70%	Retroactive	Yes	Yes	Yes	41,785
Eules	7%	2:1	5 Years	20 Years	100%	Yes	70%	Retroactive	Yes	Yes	No	60,010
Grand Prairie	7%	2:1	5 Years	20 Years	100%	Yes	70%	Retroactive	Yes	Yes	Yes	207,331
Hurst	7%	2:1	5 Years	20 Years	100%	No	No	N/A	Yes	Yes	No	39,500
Keller	7%	2:1	5 Years	20 Years	100%	Yes	50%	Retroactive	Yes	Yes	Yes	46,643
Mansfield	7%	2:1	5 Years	20 Years	100%	Yes	70%	Retroactive	Yes	Yes	Yes	80,803
Midlothian	7%	2:1	5 Years	20 Years	100%	Yes	70%	Retroactive	Yes	Yes	Yes	44,104
North Richland Hills	7%	2:1	5 Years	20 Years	100%	Yes	70%	Retroactive	Yes	Yes	No	71,436
The Colony	7%	2:1	5 Years	20 Years	100%	Yes	30%	Retroactive	Yes	Yes	Yes	45,897
Waxahachie	7%	2:1	5 Years	20 Years	100%	Yes	70%	Retroactive	Yes	Yes	Yes	48,617

*Data as of April 2026

**US Census Population Estimates, July 2024

Note: Fort Worth is not a TMRS city

2026 Rates - Burleson

Plan Provisions	Current	Option 1	Option 2	Option 3
Employee Contribution Rate	7%	8%	8%	8%
City Matching Ratio	2 to 1	2 to 1	2 to 1	2 to 1
Updated Service Credit (USC)	100% (Repeating)	100% (Repeating)	100% (Repeating)	75% (Repeating)
Transfer USC *	Yes	Yes	No	Yes
COLA	70% (Repeating)	70% (Repeating)	70% (Repeating)	70% (Repeating)
Retroactive COLA	Yes	Yes	Yes	Yes
Retirement Eligibility	20 years	20 years	20 years	20 years
Vesting	5 years	5 years	5 years	5 years
Supplemental Death Benefit	Actives + Retirees	Actives + Retirees	Actives + Retirees	Actives + Retirees
Contribution Rates	2026	2026	2026	2026
Normal Cost Rate	12.04%	13.98%	12.45%	12.68%
Prior Service Rate	<u>5.85%</u>	<u>7.85%</u>	<u>7.24%</u>	<u>6.38%</u>
Retirement Rate	17.89%	21.83%	19.69%	19.06%
Supplemental Death Rate	<u>0.18%</u>	<u>0.18%</u>	<u>0.18%</u>	<u>0.18%</u>
Total Contribution Rate	18.07%	22.01%	19.87%	19.24%
Unfunded Actuarial Liability	\$28,483,656	\$38,734,616	\$35,633,436	\$31,200,892
Funded Ratio	83.2%	78.4%	79.8%	81.9%
Benefit Increase Amortization Period	20 years	20 years	20 years	20 years

Additional City Cost

\$1.7M

\$800,013

\$531,932

General Fund Impact

\$1.23M

\$600,451

\$398,009

* As of the December 31, 2024 valuation date, there were 96 employees with service in other TMRS cities eligible for transfer USC.

Updated Service Credit (USC) & USC Transfer



Updated Service Credit (USC) is a TMRS financial credit that can increase an employee's benefit at retirement based on changes in their salary or the city's retirement plan. To receive USC, the city must provide it. The USC percentage is adopted by the city, either 50%, 75%, or 100%.

A city may also include any time worked for another TMRS city in the USC calculation (USC transfer).

USC is added to the employee's TMRS cash balance when they retire and is included in retirement estimates.

Employee Impact – 8% Options*

Option 1			
	Count	Avg \$ Change	Avg % Change
Increase	428	\$1,468	14%
Decrease	0		
Less Than +/- 1% Change	0		
Option 2			
	Count	Avg \$ Change	Avg % Change
Increase	395	\$1,320	13%
Decrease	25	(\$700)	-9%
Less Than +/- 1% Change	8	\$52	0.4%
Option 3			
	Count	Avg \$ Change	Avg % Change
Increase	426	\$881	9%
Decrease	1	(\$162)	-1%
Less Than +/- 1% Change	1	\$76	0.3%

**Assumptions include employee retirement at age 60 and a 3% salary increase annually.*

Maintain competitiveness in market

(Note: when asking other cities if they will be moving to an 8% option for next fiscal year the majority are taking a “wait/see” approach or have already decided they will not be adopting)

Meet with employees to gain feedback on options, including Benefits Committee and Police/Fire Association members

Consider impact on existing employees

Consider overall financial impact to recurring city budget

FY27 and Beyond Strategies

FY27 Staff Recommendation

- Review funding for the 8% option while also considering funding for any merit, step, and/or equitable pay program(s).
- Strive to maintain the city's competitive position with TMRS benefits by monitoring comparable cities.

Questions/Comments
