



Infrastructure & Development
Committee Agenda

Wednesday, August 19, 2026
9:00 AM

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 May 26, 2026 Infrastructure & Development committee meeting. (Staff Contact: Monica Solko, Deputy City Secretary)

4. **REPORTS AND PRESENTATIONS**

A. Receive a report, hold a discussion, and provide recommendations to the city council on Advanced Metering Infrastructure. (Staff Contact: Brandi Rendon, Customer Service Manager)

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**

RANDY MORRISON, PE, PMP, MCE
Capital Engineering
Director of Capital Engineering
rmorrison@burlesontx.com
Phone: (817) 426-9295

CERTIFICATE

I hereby certify that the above agenda was posted on this the 6th of August 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 (\$301,997 for tax year 2025, \$297,979 for tax year 2026), the City's portion of the property tax bill in dollars for the current fiscal year (FY25-26) is \$2,180, the City's portion of the property tax bill for the upcoming fiscal year (FY26-27) for the same property if the proposed budget is adopted is estimated to be \$2,151, and the City's portion of the property tax bill in dollars for the upcoming fiscal year (FY26-27) 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 \$2,175. A copy of the proposed budget is accessible on the home page of the governmental body's Internet website (www.burlesontx.com).

**The figures used in the statement above are based on information received from the Johnson County Central Appraisal District and Tarrant Appraisal District.*

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.

Infrastructure & Development Committee

DEPARTMENT: City Secretary's Office

FROM: Monica Solko, Deputy City Secretary

MEETING: August 19, 2026

SUBJECT:

Consider and take possible action of the minutes from the May 26, 2026 Infrastructure & Development committee meeting. *(Staff Contact: Monica Solko, Deputy City Secretary)*

STRATEGIC PRIORITY AND GOAL(S):

Strategic Priority	Strategic Goal
 High Performing City Organization Providing Exceptional, People Focused Services	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 Infrastructure & Development committee duly and legally met on May 26, 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:

Monica Solko, TRMC
Deputy City Secretary
msolko@burlesontx.com
817-426-9682

INFRASTRUCTURE & DEVELOPMENT COUNCIL COMMITTEE
MAY 26, 2026
DRAFT MINUTES

Council Present:

Dan McClendon, Chair
Chris Fletcher
Alexa Boedeker

Council Absent:

Staff:

Tommy Ludwig, City Manager
Harlan Jefferson, Deputy City Manager
Monica Solko, Deputy City Secretary
Matt Ribitzki, Deputy City Attorney

1. CALL TO ORDER – 9:00 a.m.

Chair Dan McClendon called the meeting to order. **Time: 9:05 a.m.**

2. CITIZEN APPEARANCES

- No speakers.

3. GENERAL

A. Minutes from the March 25, 2026 Infrastructure & Development committee meeting. (Staff Contact: Amanda Campos, City Secretary)

Motion was made by Chris Fletcher and seconded by Alexa Boedeker to approve the minutes.

Motion passed 3-0.

4. REPORTS AND PRESENTATIONS

A. Receive a report, hold a discussion and provide recommendations to the city council on the city's wastewater capacity. (Staff Contact: Michelle McCullough, P.E., CFM, Deputy Director/City Engineer)

Michelle McCullough, Deputy Director/City Engineer, presented an overview of the City's wastewater capacity, existing contractual obligations with Fort Worth, and future wastewater needs. The presentation reviewed the history of the City's wastewater master plans, including the 2010 Masterplan with projected 2030 flows of 21.5 MGD and the City's originally purchased capacity of 8.76 MGD. Amendment 1 to the wholesale wastewater agreement increased the City's allowable capacity to 25 MGD at a cost of \$14.3 million based on the 2015 Masterplan. Amendment 2, currently under review, is based on the 2023 Masterplan and includes projected buildout flows of 41.3 MGD, select ETJ developments, and a proposed purchase of an additional 10 MGD from Fort Worth for \$3.671 million, increasing total allowable capacity to 35 MGD. Staff

also discussed known developments included in the flow projections, including Hooper Business Park, Chisholm Summit, Hyder Ranch, Lakes of Burleson, Shannon Creek, and portions of Tall Grass. It was noted that Tall Grass is projected to require an additional 3.6 MGD that was not included in the current masterplan calculations. Staff explained peak wet weather flow monitoring, industry standards related to inflow and infiltration (I&I), and that the City's calculated existing peak wet weather flow is 14.1 MGD compared to the current sewer capacity maximum flow of 14.5 MGD. The committee was advised that upgrades to the meter station would be required to allow 35 MGD capacity, and additional improvements or alternate routes would eventually be necessary beyond 25 MGD. Current initiatives include amending the wholesale wastewater contract, evaluating four long-term wastewater capacity options, including additional Fort Worth system capacity, partnering with JCSUD for plant expansion, and studying the feasibility of a city-owned wastewater treatment plant. Staff also discussed Fort Worth's concerns regarding the City's CCN boundary and the ability to provide long-term wastewater service throughout the ETJ.

Committee discussion focused on inflow and infiltration testing, future wastewater capacity planning, CCN decertification, and long-term system strategies. Staff explained that Public Works is actively conducting I&I testing and monitoring to identify abnormal inflows during rain events and wet weather conditions. Committee members discussed whether grant funding opportunities may exist for wastewater infrastructure improvements and infiltration reduction efforts. Questions were raised regarding the City's ability to increase capacity beyond 35 MGD, with staff explaining that additional routes and system improvements would likely be necessary rather than relying solely on the westside meter station. Discussion also included the potential decertification of selected ETJ areas from the City's CCN to limit obligations to provide wastewater service in areas not currently planned for service or where capacity is constrained. Staff explained that decertification would allow the City greater flexibility to selectively provide service for future developments while protecting limited wastewater capacity. Staff noted that decertification of an area would not prevent the city from recertifying the area in the future. Committee members discussed the impact of future redevelopment and unknown development densities within the ETJ, noting that Fort Worth evaluates potential future flows beyond current zoning assumptions. Additional discussion addressed the feasibility of a city-owned wastewater treatment plant, with staff noting the significant operational, regulatory, staffing, and maintenance requirements associated with operating a treatment facility.

Committee members expressed support for continuing to evaluate CCN decertification options and moving forward with negotiations with Fort Worth regarding the additional 10 MGD capacity purchase anticipated in 2027.

- B. Receive a report, hold a discussion, and provide recommendations to the city council on Advanced Metering Infrastructure. (Staff Contact: Brandi Rendon, Customer Service Manager)**

Brandi Rendon, Customer Service Manager, presented an update on the development of the City's Advanced Metering Infrastructure (AMI) Program, which is focused on improving the condition, accuracy, and reliability of the City's water meter infrastructure. Staff explained that while AMI is the long-term goal, the City's immediate priority is replacing aging and underperforming meters that have exceeded their service life. Burleson currently serves approximately 16,500 metered water connections, with the existing Automated Meter Reading (AMR) system requiring field personnel to manually collect readings over several business days. Staff noted the current system experiences missed readings, aging mechanical meter failures, and operational inefficiencies. Ameresco was hired in 2025 to evaluate the City's metering infrastructure and identify opportunities to restore meter accuracy, increase revenue, reduce operational costs, and modernize the system. Findings showed several meters had unsecured registers and aging equipment contributing to reduced accuracy. Staff stated an upgraded AMI system would provide near real-time data, leak detection capabilities, customer usage alerts, and improved operational efficiency through solid-state ultrasonic meters and long-range communications technology.

Discussion included potential funding options for the estimated \$10-12 million project, including inclusion in the Capital Improvement Program, phased funding through the Water Fund, and pursuing grant opportunities such as programs through the Texas Water Development Board. Staff explained the project could be implemented in phases, with Phase 1 focused on replacing aging meters and Phase 2 addressing AMI communications infrastructure, software integration, and customer web portal deployment. Committee members discussed the operational benefits of ultrasonic meters, future communication network requirements, startup software costs, and impacts on water conservation efforts and future water rates. Staff noted that beginning in Fiscal Year 2027, the city will standardize all new and replacement meters to solid-state ultrasonic technology to support future AMI capabilities.

Committee members expressed support for the project and the phased implementation approach. Staff emphasized the item was informational only at this time and stated additional information, vendor input, final project costs, and future recommendations would be brought back to the committee during upcoming budget and infrastructure discussions.

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

- None.

7. ADJOURN

There being no further discussion Chair Dan McClendon adjourned the meeting.

Time: 10:43 p.m.

Monica Solko
Deputy City Secretary

Infrastructure & Development Committee

DEPARTMENT: Finance

FROM: Brandi Rendon, Customer Service Manager

MEETING: August 19, 2026

SUBJECT:

Receive a report, hold a discussion, and provide recommendations to the city council on Advanced Metering Infrastructure. (*Staff Contact: Brandi Rendon, Customer Service Manager*)

STRATEGIC PRIORITY AND GOAL(S):

Strategic Priority	Strategic Goal
 High Performing City Organization Providing Exceptional, People Focused Services	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 City Manager's Office has established an inter-departmental committee of staff focused on developing a recommendation regarding the development of an Advanced Meter Infrastructure (AMI) Program. This effort is focused on addressing the condition, accuracy, and reliability of the City's existing meter infrastructure while progressing toward the City's long-term AMI goal.

While AMI remains the long-term objective, the committee has identified that the most immediate and significant need is the replacement of aging and underperforming meters, many of which have reached or exceeded their expected service life. These conditions impact system accuracy, operational efficiency, and revenue visibility. Addressing these core infrastructure issues first provides the City with the strongest foundation for future AMI capabilities.

Today, the City's water usage data is collected through a manual, route-based process supported by a mix of aging meter infrastructure. Each service location is equipped with a meter and register. To collect usage data, staff are required to physically drive routes throughout the city, using laptops to collect meter data. Once collected, the data must be uploaded into meter software, downloaded, and then transferred into a separate system for billing and analysis.

Completing a full citywide read takes approximately eight business days and is divided into four routes each month. Due to inconsistencies such as missing reads or irregular usage, staff generate approximately 200 or more recheck work orders monthly, requiring additional field visits to perform hands-on validation of the data.

As part of the program evaluation, the city engaged Ameresco as an external vendor partner to conduct field surveys, meter testing, and system analysis. Ameresco staff worked directly onsite with City personnel to validate existing conditions and provide technical insight into system performance. This work confirmed that a significant portion of the City's meter infrastructure is beyond its expected service life and that current processes rely heavily on manual effort with limited system visibility. Field validation also confirmed that not all water usage is currently being captured, meaning portions of usage and associated revenue are not fully visible within existing processes.

Over the past 19 years, the city has experienced 65% growth, increasing from approximately 10,000 to over 16,500 service locations without a commensurate growth in staffing. As system demand has increased, staff have prioritized customer support, work orders, and reactive maintenance activities to maintain service levels. As a result, the number of planned meter replacements completed annually has been reduced. Improving meter accuracy through replacement ensures that all water usage is properly measured and billed, strengthening overall revenue capture.

RECOMMENDATION:

N/A

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

N/A

REFERENCE:

N/A

FISCAL IMPACT: N/A

Proposed Expenditure/Revenue:
Account Number(s):
Fund:
Account Description:
Procurement Method:

STAFF CONTACT:

Brandi Rendon

Customer Service Manager
brendon@burlesontx.com

Advanced Metering Infrastructure (AMI) Implementation Development - Update

Infrastructure & Development Committee
August 19, 2026



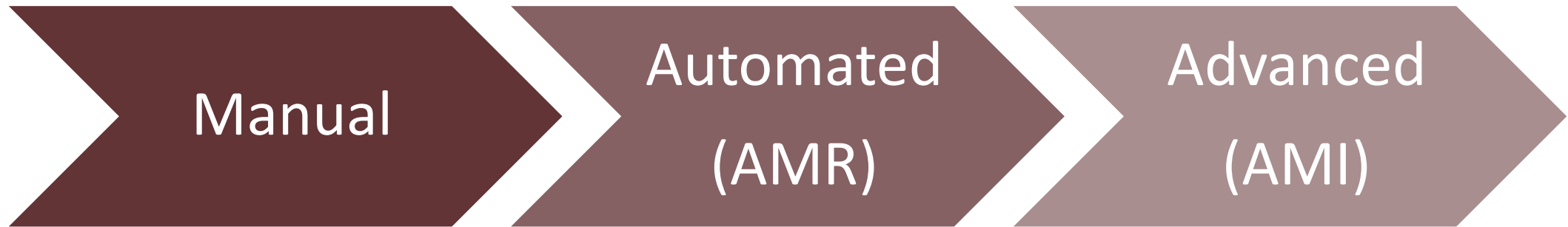
Recap

- The City has initiated the development of an Advanced Meter Infrastructure (AMI) Program through an interdepartmental committee, focused on improving the condition, accuracy, and reliability of the City's meter infrastructure.
- While AMI remains the long-term goal, the most immediate need is the replacement of aging and underperforming meters that have reached or exceeded their expected service lives.
- Addressing these core infrastructure issues first provides the foundation for future AMI capabilities.

Department	Name
Utility Customer Service	Brandi Rendon
Utility Customer Service	Mandi Waybourn
Public Works – Water	Andy Jabben
Public Works – Admin	Errick Thompson
Public Works – Admin	Brandi Stigler
Finance	Kevin Hennessey
Finance	Jeremy McCann
Capital Engineering	Randy Morrison
IT	James Grommersch

AMI Planning Committee Members

Evolution of Meter Reading



1855: Henry Worthington issued first patent in U.S. for water meter

1950s: Visual Readings Remotely (without entering building)

1980s: Radio Frequency Remote Readings

1990s: Fixed Frequency Radio Readings (cellular)

2000s: Two-way Communication Systems Deployed

**Current
Operations**

Future State of Meters

Advanced Metering Infrastructure (AMI) system

- Eliminates the need for physical visits and vehicle-based meter reading by transmitting data over long ranges. (typically 0.5 to 5 miles)
- Sends readings to the cloud as frequently as every 15 minutes.
- Provides highly detailed water usage data, helping quickly identify and address leaks.
- Uses solid-state, ultrasonic meters for accurate and reliable measurement.
- Enhances customer access and communication through web portal, giving residents near real-time insight and greater control over their water usage.
- Allows customers to setup consumption alerts to notify them almost immediately of abnormal usage / potential problems.
- We will begin transitioning to this type of meter as soon as we receive our first shipment.



Project Scope

PHASE 1: ADDRESS METER AGING

- Replace meters currently beyond their recommended service life consistent with Water Conservation Plan
- Replace meters that are not AMI compatible
- Total of 12,787 meters to be replaced

PHASE 2: AMI IMPLEMENTATION

- Deploy Communication Infrastructure (monopoles and data collectors)
- Integrate system
- Deploy web portal for customers

Total cost: \$9,407,810

Project Funding Options Under Consideration

Option 1

Fund project in full (one year) or in phases (multiple years) by including in the five-year Capital Improvement Plan

We are in the process of obtaining quotes for the additional meter replacements needed to complete the project.

Option 2

Fund the project over several years from working capital in the Water Fund

Replace a set number of meters each year to get all inventory up to date and AMI compatible (number of meters to be replaced and timeline would be determined based on approved funding for the multi-year program)

Option 3

Pursue a grant (or grants) to fund the entire project or portions of the project.

Option 1 – Capital Improvement Plan

Possibility:

Fund project in full (one year) or in phases (multiple years) by including in the five-year Capital Improvement Plan

We are in the process of obtaining quotes for the additional meter replacements needed to complete the project.

Result:

The proposed Capital Improvement Program has been updated to reflect the updated cost increases from Fort Worth, staff will evaluate the impact of adding the AMI project on working capital and future utility rates.

Option 2 – Working Capital in Water Fund

Possibility:

Fund the project over several years from working capital in the Water Fund

Replace a set number of meters each year to get all inventory up to date and AMI compatible (number of meters to be replaced and timeline would be determined based on approved funding for the multi-year program)

Result:

The fund balance over the five-year planning horizon supports a gradual increase in the budget for meter replacements but does not provide sufficient funding for an immediate, full-scale replacement project.

Option 3 – Grant

Possibility:

Pursue a grant (or grants) to fund the entire project or portions of the project.

Result:

The Texas Water Development Board (TWDB) grant application process is extensive and requires a significant amount of supporting documentation and reports, making it a time-intensive effort for staff to complete. Adequate time is needed to gather, prepare, and refine all required application materials.

After reviewing the application requirements and considering the low probability of receiving funding, the committee determined that we would not apply during the current funding cycle. Staff plans to begin the process earlier and conduct additional research on the opportunity to better position the organization for a potential application next year. We will also continue to explore other grant opportunities as they arise.

Next Steps

- The FY 2027 budget includes an additional \$201,500 for advanced meter replacement.
- The internal AMI Committee will continue to coordinate with the City Manager's Office and Finance to evaluate options for incorporating the AMI project into the Five-Year Capital Improvement Program or implementing the project in a phased, practical, and cost effective manner.
- Recommendations will consider impacts to working capital and future utility rates. Staff will return to the Infrastructure & Development Committee during FY 2027 with recommendations on the preferred implementation approach and timing.

Questions/ Comments
