
Finance Committee

DEPARTMENT: Finance

FROM: Harlan Jefferson, Deputy City Manager

MEETING: May 8, 2024

SUBJECT:

Receive a report, hold a discussion, and provide staff direction regarding a Water and Sewer Rate Study prepared by Willdan Financial Services (Willdan). *(Staff Contact: Harlan Jefferson, Deputy City Manager)*

SUMMARY:

A formal Water and Sewer Rate Study proposal was presented to the City on October 18, 2022, and the City and Willdan executed the original project engagement letter on January 26, 2023. Willdan presented a change order engagement letter to continue to assist the City of Burleson in preparing the Water and Sewer Rate Study Project, which was executed initially in 2023. The project was put on hold in May 2023 with the change in city management and is now ready to be completed. The period the project has been on hold requires updating all base information within the rate models, including the operating budget, user accounts, volumes, Capital Improvement Plan, debt schedules, etc., to accommodate the 2024 test year instead of the original 2023 test year.

They are preparing a written rate study report, but typically they do not complete these detailed written reports until after the initial City Council presentation. This is because they want staff, the Finance Committee, and the Council to all have input into their analysis and assumptions before preparing the report – this saves time and effort for all parties in preparing multiple drafts of the rate study report itself. In the meantime, we can work off the PowerPoint presentation.

RECOMMENDATION:

Staff recommends that the Committee discuss the merits of the Water and Sewer Rate Study and provide feedback and direction before forwarding this matter to the entire Council for consideration.

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

At the September 11, 2023, City Council meeting, the Council approved a 3% rate increase.

REFERENCE:

N/A

FISCAL IMPACT:

N/A

STAFF CONTACT:

Harlan Jefferson
Deputy City Manager
hjefferson@burlesontx.com
817-426-9651