

FINANCE COUNCIL COMMITTEE
July 15, 2026
DRAFT MINUTES

Council Present:

Adam Russell, Chair
Larry H. Scott

Council Absent:

Dan McClendon

Staff:

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

1. CALL TO ORDER – 9:00 a.m.

Chair Adam Russell called the meeting to order. **Time: 9:00 a.m.**

2. CITIZEN APPEARANCES

- No speakers.

3. GENERAL

A. Minutes from the March 4, 2026 Infrastructure & Development committee meeting. (Staff Contact: Monica Solko, Deputy City Secretary)

Motion was made by Larry Scott and seconded by Adam Russell to approve the minutes.

Motion passed 2-0. Dan McClendon absent

4. REPORTS AND PRESENTATIONS

A. Receive a report, hold a discussion, and provide recommendations to the city council regarding the FY 2026-2027 budget supplemental requests and receive additional directions regarding the annual budget for fiscal year 2026-2027. (Staff Contact: Tommy Ludwig, City Manager)

Tommy Ludwig, City Manager presented to the committee the FY 2026-2027 budget supplemental requests discussing the primary budget focus; strong fund balance, 5-year forecasting, and supplemental recommendations based on the strategic goals of the city.

City Manager Ludwig, presented the proposed general fund reductions and salary savings totaling \$1,204,340. He presented the details of reductions by department and funds. He covered the general fund and park performance fund, highlighting

the city council high priorities communicated at the council retreat. He also pointed out that the proposed budget is assuming a proposed Stormwater Fee.

City Manager Ludwig continued with discussing and presenting the Stormwater requests and recommendations. The committee and staff reviewed long-term forecasting that allows the city council flexibility.

The presentation continued with the General Fund forecast FY 2025 to FY 2031 and a review of the requested supplements vs the recommended supplementals. The details were covered and questions answered.

Chief Davis presented to the city council the Peak Hour Demand to highlight the discussion on the need for a 4th ambulance and the integration of the personnel of the members. The 4 FTE requested is more about assembly needed when there are structure fire and the EMS personnel, who are dual positions EMS/Fire Fighter.

The following departments were reviewed requested vs recommended:

- 4B Fund
- Park Performance Fund
- Hidden Creek Golf Course
- Bartlett Park Soccer complex Fund
- Chisenhall Sports complex Fund
- 4B Fund Forecast – taking into consideration the capital investments we are making. Community Park and Shannon Creek Park

City Manager Ludwig assured the committee that staff worked to achieve the city council's direction from the council retreat to restore the merit raises to October 1 start date from January 1 date and to make sure we stay close to the market rate.

The following departments were reviewed requested vs recommended:

- 4A Fund
- Equipment Service Fund
- Medical Transport Fund
- Miscellaneous Special Revenue Fund (Opioid Lawsuit funds) – all would be one-time fund and limited on how we can use these.

Support Services Fund recommend restoring merit raise to October 1 in accordance with city council priority.

TIF#2 Fund reviewed requested vs recommended. Several city council members has requested a full report to the city council on the funds and its activity. All presented assumes the continued use of the funds in the TIF area, if the funds are not available the supplements will move to the General Fund. Ultimately it is a council decision. The forecast of FY2026-2031 was reviewed.

Water & Wastewater Fund reviewed requested vs recommended. 5 items were recommended for funding and agreed upon. The committee was assured we would be watching the funds to make certain we are keeping a safe fund for any future improvements and the CIP. The forecast of FY 2026-2031 was reviewed.

Unfunded requests reviewed as additional information for the council committee.

- Hidden Creek Golf Course – chemicals reduction need to make sure we are keeping the golf course up to par since we are increasing fees.
- Police – Police Records Coordinator discussion of the position and the need for the position in the operations of the police, moving from part-time to full-time request
- Fire – Captain Logistics Admin discussion of the position and the need for the position in the fire operations – critical needs are training and assembly of structure fire – future talks about 2 FF and 1 training Captain
- Community Service – Part time vet to full-time – in discussion with city of Mansfield to share a full-time position and cost sharing. Discussed the needs and the function of the position.
- Human Resources – ADA Accessibility Coordinator – discussed the function and the operation of the proposed position through HR. Parks requested a position that helps ADA but this position is real hands-on personnel.
- Public Works – Sidewalk cost share program was discussed and questions answered.
- Public Works – Pedestrian signal control units discussed the entire procedure for use.
- Christmas tree – review of cost and need will be discussed in TIF#2 funds and discussed through Economic Development
- Public Works - Manhole rehab and sewer - how the cost play out in cost recovery once you rehab to cut down on the cost of the wastewater bill from FW.

The committee wanted to clarify the presentation will be given to the full council. Committee member Russell leans towards discussing adding in 2 FF and 1 Fire Captain Training and making the Police Records Coordinator to full time and not part time. The committee is supportive of the items presented for funding and will discuss the other unfunded items with the full council.

Break 10:36am – 10:45am

B. Receive a report, hold a discussion, and provide recommendations to the city council regarding the FY 2026-2027 fee schedule change requests and receive additional directions regarding the annual budget for fiscal year 2026-2027. (Staff Contact: Natalie Turner, Budget and Fiscal Services Manager)

Natalie Turner, Budget and Fiscal Services Manager presented to the committee the proposed Fee Schedule updates for FY 2026-2027. Informed the committee of the comparison cities and reviewed the following areas, code enforcement, Parks, BRiCK, Golf, Russell Farm, Utility Customer Service, and Solid Waste.

Code Enforcement

- Eliminate plan review, childcare facility, commissary, farmer's market, and food court health permit
- Increase multi day temporary food service
- Increase grocery and food service health
- Create school food establishments that are for profit
- Create Re-inspection fee if you fail
- Create after-hour inspection

Park & Recreation

- Increase green fees at Golf Course and will be in phases as improvements are made to the course
- Increase rental deposits and late rental fees
- Camp BTX increase
- Credit card fees shift to clients this will be consistent throughout the city
- Increase rental fees and late fees at Russell Farm

Utility Customer Service

- Combine initiation and transfer fees to one same price
- Increase same day turn on and temporary service

Administrative Services

- Increase solid waste fee

Committee members expressed support of the proposed fees as proposed with the e-check addition for clarification. The e-check addition was calculated but was an oversight left out.

C. Receive a report, hold a discussion, and provide recommendations to the City Council regarding the optional enhancement of household hazardous waste (HHW) services, including the implementation of monthly curbside collection, and provide direction regarding an associated fee for the FY 2026-2027 fee schedule. (Staff Contact: Lauren Seay, Deputy Director of Administrative Services)

Lauren Seay, Deputy Director of Administrative Services, presented to the committee proposed optional service enhancements to the Household Hazardous Waste program.

Optional service enhancements

- Residents schedule curbside HHW and electronic collection
- Establish a fixed monthly service fee

Committee were supportive of the new changes including new ordinances and fee changes but recommended not making changes until we re-negotiate the current contract. The members asked about the specific requirements for the service and regulations and enforcement. The committee clarified this was for residential only and does not include commercial.

Citizen addressed the committee: Bill Janusch requested the city increase the marketing effort to make the community aware of the current program and any other enhancements.

The committee agreed and would like staff to increase the marketing efforts.

D. Receive a report, hold a discussion, and provide recommendations to the city council on reinstating the Home Improvement Rebate Program. (Staff Contact: Tony D. McIlwain, Development Services Director)

Tony McIlwain, Development Services Director, presented to the committee the possibility of reinstating the Home Improvement Rebate Program. He reviewed the background of the program and reviewed in detail the process and what the program covers and does not.

Tony continued with reviewing modifications to the original program if reinstated.

- Allow any occupancy and ownership to qualify
- No expenditure requirement for improvements on property
- Decrease general fund maximum from \$5,000 to \$2,500
- Establish water fund maximum rebate of \$5,000 with 50% match
- Total maximum rebate per project \$7,500

FY 2026-2027 need approval of council for \$25,000 supplemental request general fund to reinstate program and \$25,000 supplemental request water fund, listed in unfunded supplemental requests.

Staff presented the considerations of utilization of Water Fund resources on private property and the process to assure we are using the funds properly and will be checked. There will be clear criteria and documentation for each project.

Structure:

- General Fund – 25% rebate on exterior improvements
- General Fund – 10% rebate on interior improvements
- General Fund – Max. \$2,500 rebate
- Water Fund – 50% matching funds needed for \$5,000 with compliance to criteria
- Water Fund – Max. \$7,500 limit per project

Committee members were not in agreement for the proposed change to include the removal of the qualification for only owner occupied homes to qualify and allow renters to apply for the rebate.

The committee members were happy with the presentation and requested staff to present the item to the full council at a council meeting. The committee requested staff leave this item as an unfunded supplemental request and see if anyone from the council has a desire to bring forward.

E. Receive a report, hold a discussion, and provide recommendations to the city council regarding the 2026 monthly financial and investment reports. (Staff Contact: Kevin Hennessey, Director of Finance)

Kevin Hennessey, Director of Finance, presented to the committee the Monthly Financial & Investment reports covering four major sections – financial summary, economic analysis, investment reports, and special interest.

The committee members had no significant questions and accepted the information as presented, with no changes.

F. Receive a report, hold a discussion, and provide recommendations to the city council regarding the Investment Policy, as required annually by the Public Funds Investment Act. (Staff Contact: Michael Franklin, Deputy Director of Finance)

Michael Franklin, Deputy Director of Finance, presented to the committee the City Council Investment Policy # 30 annual review as required by the Texas Public Funds Investment Act.

There are no GTOT recommended changes and after review by Valley View Consultants no other changes will be recommended.

The committee members were in agreement with the staff recommendations of no changes to the Policy.

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

- No executive session is needed.

7. ADJOURN

There being no further discussion Chair Adam Russell adjourned the meeting.

Time: 12:07 p.m.

Amanda Campos, City Secretary