

**BURLESON CITY COUNCIL SPECIAL MEETING  
SEPTEMBER 3, 2024  
MINUTES**

**ROLL CALL**

**COUNCIL PRESENT:**

Victoria Johnson  
Phil Anderson  
Alexa Boedeker  
Chris Fletcher  
Larry Scott  
Dan McClendon  
Adam Russell

**COUNCIL ABSENT:**

**Staff present**

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

**1. CALL TO ORDER – 5:30 p.m.**

Mayor Fletcher called the meeting to order. **Time: 5:32 p.m.**

**2. CITIZEN APPEARANCES**

- None.

**3. BUDGET**

Amanda Campos, City Secretary, announced that items 3A-3M would be presented as one presentation but would be voted on separately.

Harlan Jefferson, Deputy City Manager, presented items 3A-3M to the city council.

**RECESS AND BACK TO ORDER**

Mayor Fletcher recessed for a short break at 5:58 p.m. and called the meeting back to order at 6:27 p.m. with all members present.

Mr. Jefferson continued with the budget presentations.

There were no questions from council.

- A. Hold a public hearing on the Fiscal Year 2024-2025 proposed annual budget. This budget will raise more property taxes than last year's budget by an amount of \$4,381,461 which is an 11.57 percent increase, and of that amount \$1,258,438 is**

tax revenue to be raised from new property added to the tax roll this year. *(Staff Contact: Harlan Jefferson, Deputy City Manager)*

Mayor Fletcher opened the public hearing. **Time: 6:43 p.m.**

No speakers.

Mayor Fletcher closed the public hearing. **Time: 6:43 p.m.**

- B. Hold a public hearing on the proposed ad valorem tax rate for Tax Year 2024. The proposed tax rate is \$0.6627 per \$100 valuation. The proposed tax rate exceeds the no-new-revenue tax rate. *(Staff Contact: Harlan Jefferson, Deputy City Manager)***

Mayor Fletcher opened the public hearing. **Time: 6:44 p.m.**

No speakers.

Mayor Fletcher closed the public hearing. **Time: 6:44 p.m.**

- C. Consider approval of an ordinance adopting the budget for Fiscal Year 2024-2025 beginning October 1, 2024, and terminating September 30, 2025, and making appropriations for each fund; repealing conflicting ordinances; providing a savings clause and an effective date; and finding that the meeting at which this ordinance is passed is open to the public. This budget will raise more property taxes than last year's budget by an amount of \$4,381,461 which is an 11.57 percent increase, and of that amount \$1,258,438 is tax revenue to be raised from new property added to the tax roll this year. (First Reading) *(Staff Contact: Harlan Jefferson, Deputy City Manager)***

Motion made by Adam Russell and seconded by Victoria Johnson to approve the ordinance adopting the budget for FY 2024-2025.

Motion passed 7-0.

- D. Consider approval of an ordinance levying the ad valorem property tax of the City of Burleson for Tax Year 2024 on all taxable property within the corporate limits of the city on January 1, 2024, and adopting a tax rate of \$0.6627 per \$100 of valuation for Tax Year 2024; providing for revenues for payment of current municipal maintenance and operation expenses and for payment of interest and principal on outstanding City of Burleson debt; providing for enforcement of collections; repealing conflicting ordinances; providing a savings clause and an effective date; and finding that the meeting at which this ordinance is passed is open to the public. The proposed tax rate exceeds the no-new-revenue tax rate. (First Reading) *(Staff Contact: Harlan Jefferson, Deputy City Manager)***

Motion made by Dan McClendon and seconded by Phil Anderson to approve that the property tax rate be increased by the adoption of a tax rate of \$0.6627 per one hundred dollars valuation, which is effectively a 6.22% increase in the tax rate;

Motion passed 7-0.

Motion made by Dan McClendon and seconded by Alexa Boedeker to approve that of the total tax rate, \$0.4704 for each one hundred dollars of valuation to fund maintenance and operation expenditures; and the total tax rate,

Motion passed 7-0.

Motion made by Dan McClendon and seconded by Larry Scott to approve that \$0.1923 for each one hundred dollars of valuation to fund the City's debt service.

Motion passed 7-0.

**E. Consider approval of an ordinance approving the 2024 tax rolls; and declaring an effective date. (First Reading) (Staff Contact: Harlan Jefferson, Deputy City Manager)**

Motion made by Alexa Boedeker and seconded by Adam Russell to approve the ordinance approve the 2024 tax rolls.

Motion passed 7-0.

**F. Consider approval of an ordinance amending Chapter 1, General Provisions by adding Section 1-16: Payment of Fees and Other Cost by Credit Card/Debit Cards or Electronic Means and Section 1-17: Non-Sufficient Fund Fee. (First Reading). (Staff Contact: Harlan Jefferson, Deputy City Manager)**

Motion made by Phil Anderson and seconded by Dan McClendon to approve the ordinance adding the payment of fees for credit cards and debits cards and the non-sufficient fund fee.

Motion passed 7-0.

**G. Consider approval of an ordinance providing a Fiscal Year 2024-2025 schedule of fees for various City of Burleson services. (First Reading) (Staff Contact: Harlan Jefferson, Deputy City Manager)**

Motion made by Larry Scott and seconded by Alexa Boedeker to approve the fee ordinance for FY Year 2024-2025.

Motion passed 7-0.

**H. Consider approval of an ordinance providing Fiscal Year 2024-2025 rates for water and wastewater service. (First Reading) (Staff Contact: Harlan Jefferson, Deputy City Manager)**

Motion made by Dan McClendon and seconded by Phil Anderson to approve the ordinance providing water and wastewater rates for FY 2024-2025.

Motion passed 7-0.

- I. **Consider approval of an ordinance providing Fiscal Year 2024-2025 rates for collection and disposal of residential and non-residential solid waste, recyclables, and trash. (First Reading) (Staff Contact: Harlan Jefferson, Deputy City Manager)**

Motion made by Alexa Boedeker and seconded by Dan McClendon to approve the ordinance providing solid waste and recyclable rates for FY 2024-2025.

Motion passed 7-0.

- J. **Consider approval of an ordinance providing for a residential homestead exemption from the ad valorem tax for Tax Year 2025 and all future years unless revised of an amount equal to five percent of the appraised value; repealing conflicting ordinances; providing a savings clause; incorporating the recitals; finding that the meeting at which this ordinance is passed is open to the public; and declaring an effective date. (First Reading) (Staff Contact: Harlan Jefferson, Deputy City Manager)**

Motion made by Larry Scott and seconded by Victoria Johnson to approve the ordinance providing for a residential homestead exemption from the ad valorem tax for Tax Year 2025 in an amount equal to 5% of the appraised value.

Motion passed 7-0.

- K. **CSO#5534-09-2024, minute order ratifying the Burleson 4A Economic Development Corporation Board's action to adopt an annual budget for Fiscal Year 2024-2025. (Staff Contact: Harlan Jefferson, Deputy City Manager)**

Motion made by Adam Russell and seconded by Victoria Johnson to approve the minute order ratifying the Burleson 4A Economic Development Corporation Board's action to adopt an annual budget for FY 2024-2025.

Motion passed 7-0.

- L. **CSO#5535-09-2024, minute order ratifying the Burleson Community Service Development Corporation Board's action to adopt an annual budget for Fiscal Year 2024-2025. (Staff Contact: Harlan Jefferson, Deputy City Manager)**

Motion made by Larry Scott and seconded by Phil Anderson to approve the minute order ratifying the Burleson Community Service Development Corporation Board's action to adopt annual budget for FY 2024-2025.

Motion passed 7-0.

- M. **CSO#5536-09-2024, resolution adopting the City of Burleson Investment Policy (formerly City Council Policy #30) and stating the City Council has reviewed the**

**policy in accordance with Section XI. Investment Policy Adoption. (Staff Contact: Harlan Jefferson, Deputy City Manager)**

Motion made by Adam Russell and seconded by Victoria Johnson to approve the resolution adopting and approving the City's Investment Policy.

Motion passed 7-0.

#### **4. REPORTS AND PRESENTATIONS**

**A. Receive a report, hold a discussion, and provide staff direction regarding the FY 2024-2025 Strategic Plan. (Staff Contact: Janalea Hembree, Assistant to the City Manager)**

Janalea Hembree, Assistant to the City Manager, presented the FY 2024-2025 Strategic Plan to the city council.

There were no questions from city council.

#### **5. 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. The City Council may reconvene into open session and take action on posted items.

**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 was needed.

#### **6. ADJOURNMENT**

Motion made by Adam Russell and seconded by Victoria Johnson to adjourn.

Mayor Fletcher adjourned the meeting. **Time: 6:57 p.m.**

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Monica Solko  
Deputy City Secretary