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Live Stream at <https://www.burlesontx.com/watchlive>

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City Hall Council Chambers, 141 W. Renfro, Burleson, TX 76028

1. **CALL TO ORDER**

2. **CITIZENS APPEARANCES**

Each person in attendance who desires to speak to the City Council 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 City Council. Each speaker will be allowed three (3) minutes.

Please note that City Council may only take action on items posted on the agenda. The Texas Open Meetings Act prohibits the City Council from deliberating or taking action on an item not listed on the agenda. City Council may, however, receive your comments on the unlisted item, ask clarifying questions, respond with facts, and explain policy.

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

3. **BUDGET AND TAX RATE**

A. Consider approval of an ordinance adopting the budget for Fiscal Year 2023-2024 beginning October 1, 2023, and terminating September 30, 2024, 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 \$2,134,839, which is an 8.8 percent increase, and of that amount \$1,485,617 is tax revenue to be raised from new property added to the tax roll this year. (Final Reading) (*Staff Presenter: John Butkus, Assistant Finance Director*)

B. Consider approval of a minute order ratifying the adoption of the Fiscal Year 2023-2024 annual operating budget beginning October 1, 2023, and terminating September 30, 2024. (*Staff Presenter: John Butkus, Assistant Finance Director*)

C. Consider approval of an ordinance levying the ad valorem property tax of the City of Burleson for Tax Year 2023 on all taxable property within the corporate limits of the city on January 1, 2023, and adopting a tax rate of \$0.6325 per \$100 of valuation for Tax Year 2023; 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. (Final Reading) *(Staff Presenter: John Butkus, Assistant Finance Director)*

- D. Consider approval of an ordinance approving the 2023 tax rolls; and declaring an effective date. (Final Reading) *(Staff Presenter: John Butkus, Assistant Finance Director)*
- E. Consider approval of an ordinance providing a Fiscal Year 2023-2024 schedule of fees for various City of Burleson services. (First Reading) *(Staff Presenter: John Butkus, Assistant Finance Director)*
- F. Consider approval of an ordinance providing Fiscal Year 2023-2024 rates for water and wastewater service. (Final Reading) *(Staff Presenter: John Butkus, Assistant Finance Director)*
- G. Consider approval of an ordinance providing Fiscal Year 2023-2024 rates for collection and disposal of residential and non-residential solid waste, recyclables, and trash. (Final Reading) *(Staff Presenter: John Butkus, Assistant Finance Director)*
- H. Consider approval of an ordinance providing for a residential homestead exemption from the ad valorem tax for Tax Year 2024 and all future years unless revised of an amount equal to three 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. (Final Reading) *(Staff Presenter: John Butkus, Assistant Finance Director)*

4. **GENERAL**

- A. Consider approval of a Medical Services Mutual Aid Agreement between the City of Burleson and CareFlite (Texas non-profit corporation). *(Staff Presenter: Casey Davis, Assistant Fire Chief)*

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.

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

6. **ADJOURN**

Staff Contact  
City Manager's Office  
817-426-9680

**CERTIFICATE**

I hereby certify that the above agenda was posted on this the 6th of September 2023, by 6:00 p.m., on the official bulletin board at the Burleson City Hall, 141 W. Renfro, Burleson, Texas.



Amanda Campos

City Secretary

**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.

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## City Council Special Meeting

**DEPARTMENT:** Legal & Purchasing

**FROM:** Matt Ribitzki, Deputy City Attorney/Compliance Manager

**MEETING:** September 11, 2023

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**SUBJECT:**

Consider approval of an ordinance adopting the budget for Fiscal Year 2023-2024 beginning October 1, 2023, and terminating September 30, 2024, 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 \$2,134,839, which is an 8.8 percent increase, and of that amount \$1,485,617 is tax revenue to be raised from new property added to the tax roll this year. (Final Reading) *(Staff Presenter: John Butkus, Assistant Finance Director)*

**SUMMARY:**

On August 9, 2023, the city manager filed the proposed annual budget for Fiscal Year 2023-2024. On that same day, the city manager delivered a copy of the proposed budget to the city council. At the August 15, 2023, special city council meeting, the city manager presented the proposed budget to the council and members of the public.

**OPTIONS:**

Approve the ordinance, approve the ordinance with modifications, or deny the ordinance

**RECOMMENDATION:**

Approve the ordinance

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

At the August 15, 2023, special city council meeting, the city manager presented the proposed budget to the council and members of the public.

After a public hearing, the City Council approved the ordinance on first reading on September 5, 2023.



**FISCAL IMPACT:**

n/a

**STAFF CONTACT:**

Matt Ribitzki  
Deputy City Attorney/Compliance Manager  
[mribitzki@burlesontx.com](mailto:mribitzki@burlesontx.com)  
817-426-9664

# Proposed Budget FY2024 Tax Rate and Related Ordinances

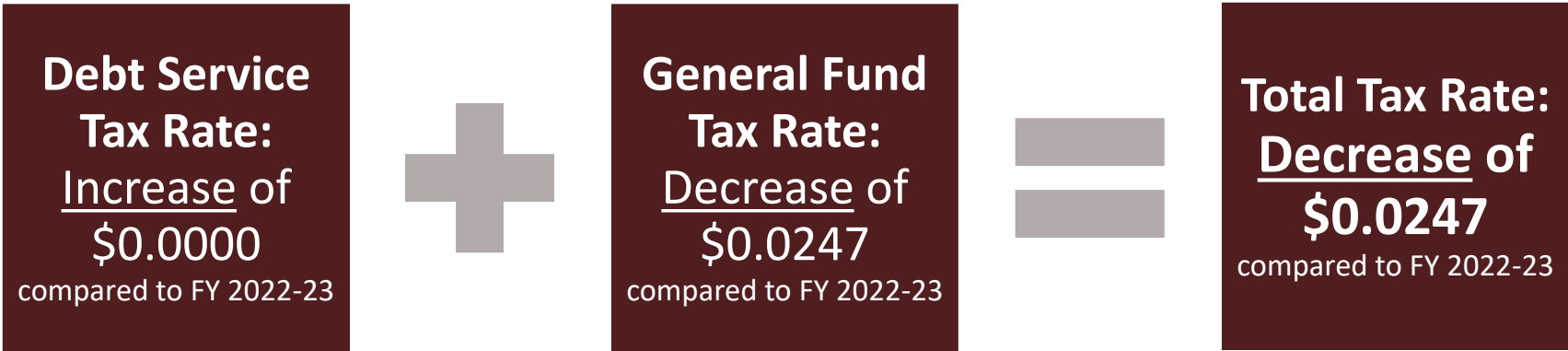
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*PRESENTED TO THE CITY COUNCIL ON SEPTEMBER 11, 2023*

# Assumptions for General Fund

## Assessed Value Increases

- FY 2025-28: Assumes 3.5% growth of existing properties and 2% new improvements
- FY 2025-26: Assumes an additional 1% homestead exemption each year.



Sales Tax		
FY 2023: Assumes 6%	↑	FY 2024 Proposed: Assumes 3% increase
		↑
		FY 2025-2028: Assumes 3% increase
		↑

# Tax Rate History

Tax Year	GF Rate	Debt Rate	Total Rate	Decrease \$0.0247
Proposed FY2023-24	\$0.4402	\$0.1923	\$0.6325	
FY2022-23	\$0.4649	\$0.1923	\$0.6572	
FY2021-22	\$0.4974	\$0.1885	\$0.6859	
FY2020-21	\$0.5187	\$0.1924	\$0.7111	
FY2019-20	\$0.5106	\$0.2094	\$0.7200	
FY2018-19	\$0.5228	\$0.2122	\$0.7350	
FY2017-18	\$0.5228	\$0.2122	\$0.7350	
FY2016-17	\$0.5228	\$0.2122	\$0.7350	
FY2015-16	\$0.5278	\$0.2122	\$0.7400	
FY2014-15	\$0.5278	\$0.2122	\$0.7400	
FY2013-14	\$0.5278	\$0.1622	\$0.6900	

# Average Home Value

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Fiscal Year	Average Home Value	Tax Rate	Tax Levy	Homestead	Net Tax Bill
FY 2023	\$253,812	\$0.6572	\$1,668.05	(\$33.36)	\$1,634.69
FY 2024	\$282,966	\$0.6325	\$1,789.76	(\$53.69)	\$1,736.08
Net Difference	\$29,154	(\$0.0247)	\$121.71	\$20.33	\$101.39

- Monthly net tax bill increase of \$8.45 per month.

# Summary of Assumptions

	FY 24	FY 25	FY 26	FY 27	FY 28
Tax Levy	3.5%	3.5%	3.5%	3.5%	3.5%
New Construction Growth	2%	2%	2%	2%	2%
Sales Tax Growth	3%	3%	3%	3%	3%
Compensation	3.5%	3.0%	3.0%	3.0%	3.0%
Cash Funding – Capital Projects	\$1.4M	\$.64K	\$.88K	\$1.38M	\$0
Future Bond Sales	\$93.7M	\$74.5M	\$40.92M	\$15.93M	\$22.0M

# Water/Wastewater

Key issues in the development of the budget:

Projects	Capital Improvement Program	Rates
<ul style="list-style-type: none"><li>Water Line Rehabilitation \$2.0M</li><li>Hulen Ground Storage Tank Rehabilitation \$1.4M</li><li>Sewer Line Rehabilitation \$3.0M</li></ul>	<ul style="list-style-type: none"><li>\$9 million bond issue proposed in FY 2023/24</li><li>5 year Capital Improvement Plan 2024-2028:<ul style="list-style-type: none"><li>Water - \$48.8 million</li><li>Sewer - \$33.7 million</li></ul></li></ul>	<ul style="list-style-type: none"><li>Propose 3 percent for both water and sewer in FY 2024</li></ul>

# Water Rates -3% increase

Item A.

Section 1		
The base water rates per meter size shall be as follow:		
	Current	Proposed
3/4	\$15.56	\$16.03
1	\$22.41	\$23.08
1.5	\$42.19	\$43.46
2	\$62.18	\$64.05
3	\$149.55	\$154.04
4	\$249.26	\$256.74
6	\$497.41	\$512.33
8	\$745.56	\$767.93
10	\$991.51	\$1,021.26
12	\$1,144.90	\$1,179.25

Section 2		
In addition to the base water rate per meter size, the water rates for all areas of the City are as follows.		
	Current	Proposed
1 gallon to 10,000 gallons		
Meter Size		
All	\$4.76/1000 gallons	\$4.90/1000 gallons
10,001-20,000 gallons		
Meter Size		
All	\$5.75/1000 gallons	\$5.92/1000 gallons
Over 20,000 gallons		
Meter Size		
All	\$6.57/1000 gallons	\$6.77/1000 gallons
Gas Well Drilling		
Meter Size		
All	\$13.55	\$13.96



# Wastewater Rates -3% increase

Item A.

Section 3		
The base wastewater rate shall be as follows:		
	Current	Proposed
	\$19.16	\$19.73
Residential		
Residential wastewater volume will be determined as the average of water consumption billed in the months of January, February, and March up to a maximum of 12,000 gallons. If a customer has not established an average for these three months, wastewater volume will be determined as the citywide residential average for those months.		
The rate applied to this volume will be		
	Current	Proposed
	\$5.32/1,000 gallons	\$5.48/1,000 gallons
Maximum wastewater charge to residential customers using wastewater service only:		
Max	\$83.00	\$85.49
Commercial		
All usage	\$5.32	\$5.48
Abnormal Sewage Surcharge- rated determined by City of Fort Worth		
	Current	Proposed
Biochemical Oxygen Demand (BOD)	\$0.4407 per pound	\$0.5478 per pound
Total Suspended Solids (TSS)	\$0.2649 per pound	\$0.3175 per pound

# Solid Waste Fund

Revenues	
Projected 20% fee increase for FY 24 – \$3.64 per residential account	
Projected 10% fee increase for FY 25	
Project a 3% fee increase in FY 26-28	
2.50% increase in growth for FY 23-24	
Expenditures	
Collection contract	FY24 projected cost - \$3 million
Recycling program	FY24 projected cost - \$522,000
Current contract expires in FY 2029	

# Solid Waste Rates -20% increase

Item A.

Residential		
	Current	Proposed
Waste Collection	\$13.50	\$16.20
Recycling	\$2.50	\$3.00
Admin & Overhead	\$1.00	\$1.10
Franchise Fee	\$1.20	\$1.54
	\$18.20	\$21.84
Small Collection Business		
Base Rate	\$16.88	\$23.43
Admin & Overhead	\$3.50	\$1.10
Franchise Fee	\$1.62	\$1.87
	\$22.00	\$26.40
Major Collection		
Base Rate	\$28.42	\$35.38
Admin & Overhead	\$1.91	\$1.10
Franchise Fee	\$2.43	\$2.83
	\$32.76	\$39.31

# Total Expenditure Budget by Fund

(in millions)

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FUND	FY22-23 ESTIMATE	FY23-24 PROPOSED	VARIANCE
GENERAL FUND	\$ 57.7	\$ 60.2	\$ 2.5
DEBT SERVICE	7.7	8.6	0.9
WATER AND WASTEWATER	26.7	28.0	1.3
SOLID WASTE	4.1	4.3	0.2
HIDDEN CREEK GOLF COURSE	3.8	3.4	(0.4)
PARKS PERFORMANCE	5.5	5.7	0.2
4A SALES TAX	3.8	9.1	5.3
4B SALES TAX	9.5	8.1	(1.4)
CAPITAL PROJECTS	68.3	97.4	29.1
OTHER FUNDS	29.2	31.0	1.8
<b>TOTAL</b>	<b>\$ 216.3</b>	<b>\$ 255.9</b>	<b>\$ 39.6</b>

# Fee Schedule Ordinance

- Recent fee schedule updates
  - Cemetery Fees – approved by Council on August 15, 2023
  - Development Engineering Review and Inspection Fees (In response to HB3492), approved by Council August 21, 2023
  - Short Term Rental – approved by Council on May 1, 2023
  - EMS Fees / Policy – Established by Council in April and August of 2023.

# Action Requested

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## Approve or Deny the following ordinances:

- FY2023-24 Budget – October 1, 2023 – September 30, 2024
- Levying the property tax for tax year 2023 taxable values and adopting the property tax rate of \$0.6325 per \$100 value
- Approving Tax Year 2023 tax roll
- Approving the FY2023-2024 schedule of fees
- Establishing the FY2023-2024 rates for water and wastewater services (3% increase)
- Establishing the FY2023-2024 rates for solid waste services (20%)
- Approving a 3% residential homestead exemption for Tax Year 2024 to be effective October 1, 2024 for FY2024-2025

# QUESTIONS/COMMENTS

## ORDINANCE

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BURLESON, TEXAS, APPROVING AND ADOPTING THE BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2023, AND TERMINATING SEPTEMBER 30, 2024, AND MAKING APPROPRIATIONS FOR EACH FUND; FINDING THE RECITALS ARE TRUE AND CORRECT; INSTRUCTING THE CITY MANAGER TO FILE THE BUDGET WITH THE COUNTY CLERK AND POST TO THE CITY WEBSITE; REPEALING CONFLICTING ORDINANCES; PROVIDING A SAVINGS CLAUSE; DECLARING AN EFFECTIVE DATE; AND FINDING THAT THE MEETING AT WHICH THIS ORDINANCE IS PASSED IS OPEN TO THE PUBLIC AS REQUIRED BY LAW.**

**WHEREAS**, the City Manager of the City of Burleson, Texas (hereinafter referred to as the "City") has caused to be filed with the City Secretary a budget to cover all proposed expenditures of the government of the City for the fiscal year beginning October 1, 2023, and ending September 30, 2024, (hereinafter referred to as the "Budget"); and

**WHEREAS**, public notice of the public hearing on the Budget, stating the date, time, place and subject matter of said public hearing, was given as required by the City Charter and the laws of the State of Texas; and

**WHEREAS**, the notice of a public hearing on the Budget was published on August 24, 2023 in the *Fort Worth Star-Telegram*, which was not earlier than the 30th, or later than the 10<sup>th</sup> day before the date of the said public hearing; and

**WHEREAS**, other legal notices of the Budget and said public hearing were given in accordance with all applicable law; and

**WHEREAS**, the Burleson 4A Economic Development Corporation adopted the corporation's FY2023-2024 annual budget on August 15, 2023; and

**WHEREAS**, the City Council ratified the budget of the Burleson 4A Economic Development Corporation on September 5, 2023; and

**WHEREAS**, the Burleson Community Services Development Corporation adopted the corporation's FY2023-2024 annual budget on August 15, 2023; and

**WHEREAS**, the City Council ratified the budget of the Burleson Community Services Development Corporation on September 5, 2023; and

**WHEREAS**, the Tax Increment Reinvestment Zone Number Two, City of Burleson, Texas adopted the board's FY2023-2024 annual budget on August 15, 2023, by resolution; and

**WHEREAS**, such public hearing was held on September 5, 2023, prior approval of such date being hereby ratified and confirmed by the City Council, and all those wishing to



speak on the Budget were heard; and

**WHEREAS**, the City Council has studied the Budget and listened to the comments of the taxpayers at the public hearing held therefore and has determined that the Budget attached hereto is in the best interest of the City.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BURLESON, TEXAS:**

### **Section 1**

That all of the above premises are found to be true and correct and are incorporated into the body of this Ordinance as if copied in their entirety.

### **Section 2**

That the Budget attached hereto and incorporated herein for all purposes is adopted for the Fiscal Year beginning October 1, 2023, and ending September 30, 2024; and there is hereby appropriated from the funds indicated such projects, operations, activities, purchases and other expenditures as proposed in the Budget.

### **Section 3**

That, in accordance with state law, the City Manager shall file or cause to be filed a true and correct copy of the approved Budget, along with this ordinance, with the City Secretary and in the office of the County Clerk of Johnson and Tarrant County, Texas, and post a copy of the budget on the City's Internet website. The Budget shall contain a cover page with the information required by Local Government Code § 102.007(d).

### **Section 4**

That the distribution and division of the above-named appropriations is made at the fund level in the general fund and the water and sewer fund for the payment of operating expenses and capital outlay as set out in the municipal budget.

### **Section 5**

That at any time during the fiscal year, the City Manager may transfer part or all of any unencumbered appropriation balance among or between accounts within a fund. The City Council may, at the recommendation of the City Manager or on its own volition, transfer part or all of any unencumbered appropriation balance from one fund to another fund by ordinance or resolution.

### **Section 6**

That any and all ordinances, resolutions, rules, regulations, policies or provisions in conflict with the provisions of this Ordinance are hereby repealed and rescinded to the extent of conflict herewith.

### **Section 7**

That if any section, article , paragraph, sentence, clause, phrase or word in this Ordinance, or application thereto any person or circumstances is held invalid or unconstitutional by a Court of competent jurisdiction, such holding shall not affect the validity of the remaining portions of this Ordinance; and the City Council hereby declares it would have passed such remaining portions of this Ordinance despite such invalidity, which remaining portions shall remain in full force and effect.

### **Section 8**

That the necessity of adopting and approving a proposed budget for the next fiscal year as required by the laws of the State of Texas requires that this Ordinance shall take effect immediately from and after its passage, and it is accordingly so ordained.

### **Section 9**

That the City Council finds at that meeting adopting the Budget there was a quorum present and finds further that said meeting was held in accordance with the provisions of Texas Government Code § 551.001, et. seq.

### **Section 10**

The City Secretary is hereby directed to record this Ordinance and the vote to adopt the Budget.

**PASSED AND APPROVED** this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

### **FIRST READING - SEPTEMBER 5, 2023**

**The motion to approve this Ordinance was made by \_\_\_\_\_**  
**and seconded by \_\_\_\_\_, and the Ordinance was passed**  
**and approved by the vote [AYE \_\_\_\_\_ - NAY \_\_\_\_\_]:**

	<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>	<b>Absent</b>
Chris Fletcher, Mayor				
Victoria Johnson, Place 1				
Phil Anderson, Place 2				
Ronnie Johnson, Place 3				
Larry Scott, Place 4				
Dan McClendon, Place 5				
Adam Russell, Place 6				

**FINAL READING - SEPTEMBER 11, 2023**

The motion to approve this Ordinance was made by \_\_\_\_\_  
 and seconded by \_\_\_\_\_, and the Ordinance was passed  
 and approved by the vote [AYE \_\_\_\_\_ - NAY \_\_\_\_\_]:

	<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>	<b>Absent</b>
Chris Fletcher, Mayor				
Victoria Johnson, Place 1				
Phil Anderson, Place 2				
Ronnie Johnson, Place 3				
Larry Scott, Place 4				
Dan McClendon, Place 5				
Adam Russell, Place 6				

\_\_\_\_\_  
 Chris Fletcher, Mayor  
 City of Burleson, Texas

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
 Amanda Campos, City Secretary

\_\_\_\_\_  
 E. Allen Taylor, Jr., City Attorney

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## City Council Special Meeting

**DEPARTMENT:** Legal & Purchasing

**FROM:** Matt Ribitzki, Deputy City Attorney/Compliance Manager

**MEETING:** September 11, 2023

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**SUBJECT:**

Consider approval of a minute order ratifying the adoption of the Fiscal Year 2023-2024 annual operating budget beginning October 1, 2023, and terminating September 30, 2024. *(Staff Presenter: John Butkus, Assistant Finance Director)*

**SUMMARY:**

On August 9, 2023, the city manager filed the proposed annual budget for Fiscal Year 2023-2024. On that same day, the city manager delivered a copy of the proposed budget to the city council. At the August 15, 2023, special city council meeting, the city manager presented the proposed budget to the council and members of the public.

**OPTIONS:**

Approve the ordinance, approve the ordinance with modifications, or deny the ordinance

**RECOMMENDATION:**

Approve the ordinance

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

At the August 15, 2023, special city council meeting, the city manager presented the proposed budget to the council and members of the public.

After a public hearing, the City Council approved the ordinance adopting the annual budget on first reading on September 5, 2023.

**FISCAL IMPACT:**

n/a

**STAFF CONTACT:**

Matt Ribitzki  
Deputy City Attorney/Compliance Manager  
[mribitzki@burlesontx.com](mailto:mribitzki@burlesontx.com)  
817-426-9664

# Proposed Budget FY2024 Tax Rate and Related Ordinances

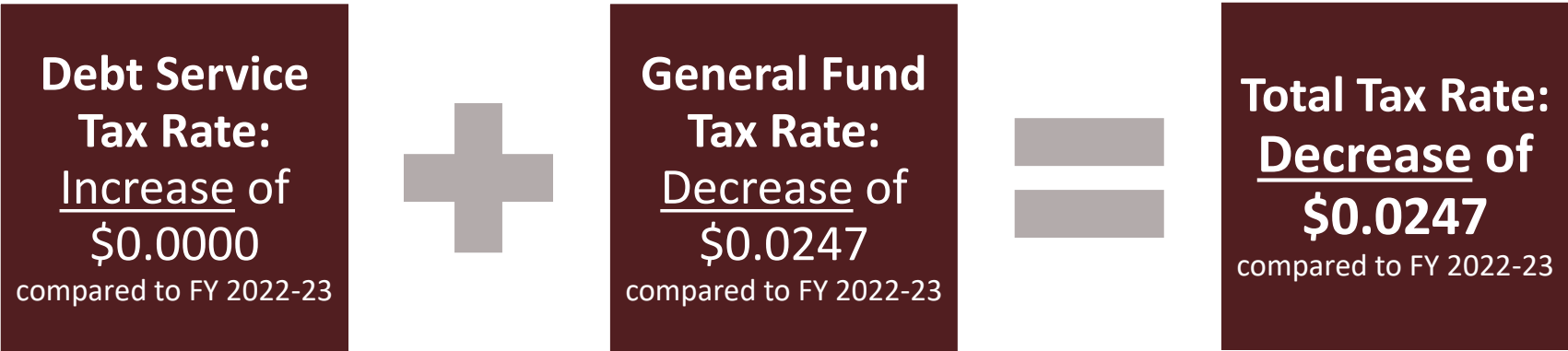
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*PRESENTED TO THE CITY COUNCIL ON SEPTEMBER 11, 2023*

# Assumptions for General Fund

## Assessed Value Increases

- FY 2025-28: Assumes 3.5% growth of existing properties and 2% new improvements
- FY 2025-26: Assumes an additional 1% homestead exemption each year.



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# Tax Rate History

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# Average Home Value

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FY 2023	\$253,812	\$0.6572	\$1,668.05	(\$33.36)	\$1,634.69
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- Monthly net tax bill increase of \$8.45 per month.

# Summary of Assumptions

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Compensation	3.5%	3.0%	3.0%	3.0%	3.0%
Cash Funding – Capital Projects	\$1.4M	\$.64K	\$.88K	\$1.38M	\$0
Future Bond Sales	\$93.7M	\$74.5M	\$40.92M	\$15.93M	\$22.0M

# Water/Wastewater

Key issues in the development of the budget:

Projects	Capital Improvement Program	Rates
<ul style="list-style-type: none"><li>Water Line Rehabilitation \$2.0M</li><li>Hulen Ground Storage Tank Rehabilitation \$1.4M</li><li>Sewer Line Rehabilitation \$3.0M</li></ul>	<ul style="list-style-type: none"><li>\$9 million bond issue proposed in FY 2023/24</li><li>5 year Capital Improvement Plan 2024-2028:<ul style="list-style-type: none"><li>Water - \$48.8 million</li><li>Sewer - \$33.7 million</li></ul></li></ul>	<ul style="list-style-type: none"><li>Propose 3 percent for both water and sewer in FY 2024</li></ul>

# Water Rates -3% increase

Item B.

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In addition to the base water rate per meter size, the water rates for all areas of the City are as follows.		
	Current	Proposed
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Meter Size		
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Meter Size		
All	\$5.75/1000 gallons	\$5.92/1000 gallons
Over 20,000 gallons		
Meter Size		
All	\$6.57/1000 gallons	\$6.77/1000 gallons
Gas Well Drilling		
Meter Size		
All	\$13.55	\$13.96

# Wastewater Rates -3% increase

Item B.

Section 3		
The base wastewater rate shall be as follows:		
	Current	Proposed
	\$19.16	\$19.73
Residential		
Residential wastewater volume will be determined as the average of water consumption billed in the months of January, February, and March up to a maximum of 12,000 gallons. If a customer has not established an average for these three months, wastewater volume will be determined as the citywide residential average for those months.		
The rate applied to this volume will be		
	Current	Proposed
	\$5.32/1,000 gallons	\$5.48/1,000 gallons
Maximum wastewater charge to residential customers using wastewater service only:		
Max	\$83.00	\$85.49
Commercial		
All usage	\$5.32	\$5.48
Abnormal Sewage Surcharge- rated determined by City of Fort Worth		
	Current	Proposed
Biochemical Oxygen Demand (BOD)	\$0.4407 per pound	\$0.5478 per pound
Total Suspended Solids (TSS)	\$0.2649 per pound	\$0.3175 per pound

# Solid Waste Fund

Revenues	
Projected 20% fee increase for FY 24 – \$3.64 per residential account	
Projected 10% fee increase for FY 25	
Project a 3% fee increase in FY 26-28	
2.50% increase in growth for FY 23-24	
Expenditures	
Collection contract	FY24 projected cost - \$3 million
Recycling program	FY24 projected cost - \$522,000
Current contract expires in FY 2029	

# Solid Waste Rates -20% increase

Item B.

Residential		
	Current	Proposed
Waste Collection	\$13.50	\$16.20
Recycling	\$2.50	\$3.00
Admin & Overhead	\$1.00	\$1.10
Franchise Fee	\$1.20	\$1.54
	\$18.20	\$21.84
Small Collection Business		
Base Rate	\$16.88	\$23.43
Admin & Overhead	\$3.50	\$1.10
Franchise Fee	\$1.62	\$1.87
	\$22.00	\$26.40
Major Collection		
Base Rate	\$28.42	\$35.38
Admin & Overhead	\$1.91	\$1.10
Franchise Fee	\$2.43	\$2.83
	\$32.76	\$39.31

# Total Expenditure Budget by Fund

(in millions)

---

FUND	FY22-23 ESTIMATE	FY23-24 PROPOSED	VARIANCE
GENERAL FUND	\$ 57.7	\$ 60.2	\$ 2.5
DEBT SERVICE	7.7	8.6	0.9
WATER AND WASTEWATER	26.7	28.0	1.3
SOLID WASTE	4.1	4.3	0.2
HIDDEN CREEK GOLF COURSE	3.8	3.4	(0.4)
PARKS PERFORMANCE	5.5	5.7	0.2
4A SALES TAX	3.8	9.1	5.3
4B SALES TAX	9.5	8.1	(1.4)
CAPITAL PROJECTS	68.3	97.4	29.1
OTHER FUNDS	29.2	31.0	1.8
<b>TOTAL</b>	<b>\$ 216.3</b>	<b>\$ 255.9</b>	<b>\$ 39.6</b>



# Fee Schedule Ordinance

- Recent fee schedule updates
  - Cemetery Fees – approved by Council on August 15, 2023
  - Development Engineering Review and Inspection Fees (In response to HB3492), approved by Council August 21, 2023
  - Short Term Rental – approved by Council on May 1, 2023
  - EMS Fees / Policy – Established by Council in April and August of 2023.

# Action Requested

---

## Approve or Deny the following ordinances:

- FY2023-24 Budget – October 1, 2023 – September 30, 2024
- Levying the property tax for tax year 2023 taxable values and adopting the property tax rate of \$0.6325 per \$100 value
- Approving Tax Year 2023 tax roll
- Approving the FY2023-2024 schedule of fees
- Establishing the FY2023-2024 rates for water and wastewater services (3% increase)
- Establishing the FY2023-2024 rates for solid waste services (20%)
- Approving a 3% residential homestead exemption for Tax Year 2024 to be effective October 1, 2024 for FY2024-2025

# QUESTIONS/COMMENTS

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## City Council Regular Meeting

**DEPARTMENT:** Legal & Purchasing

**FROM:** Matt Ribitzki, Deputy City Attorney/Compliance Manager

**MEETING:** September 11, 2023

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**SUBJECT:**

Consider approval of an ordinance levying the ad valorem property tax of the City of Burleson for Tax Year 2023 on all taxable property within the corporate limits of the city on January 1, 2023, and adopting a tax rate of \$0.6325 per \$100 of valuation for Tax Year 2023; 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. (Final Reading) *(Staff Presenter: John Butkus, Assistant Finance Director)*

**SUMMARY:**

On August 9, 2023, the city manager filed the proposed annual budget for Fiscal Year 2023-2024. On that same day, the city manager delivered a copy of the proposed budget to the city council. At the August 15, 2023, special city council meeting, the city manager presented the proposed budget to the council and members of the public.

The proposed ordinance will adopt a tax rate of \$0.6325 per \$100 of valuation for Tax Year 2023.

**OPTIONS:**

Approve the ordinance, approve the ordinance with modifications, or deny the ordinance

**RECOMMENDATION:**

Approve the ordinance

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

At the August 15, 2023, special city council meeting, the city manager presented the proposed budget to the council and members of the public.

At the same meeting the city council approved a resolution proposing a 2023 tax rate of \$0.6325 per \$100 value and set the date and time of the public hearing on the proposed tax rate for September 5, 2023.

**FISCAL IMPACT:**

n/a

**STAFF CONTACT:**

Matt Ribitzki  
Deputy City Attorney/Compliance Manager  
[mribitzki@burlesontx.com](mailto:mribitzki@burlesontx.com)  
817-426-9664

# Proposed Budget FY2024 Tax Rate and Related Ordinances

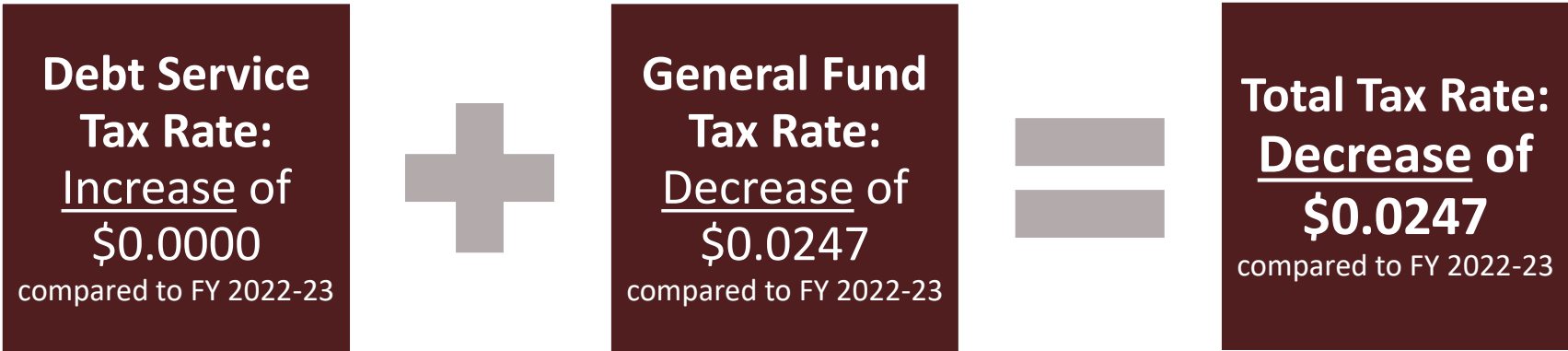
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*PRESENTED TO THE CITY COUNCIL ON SEPTEMBER 11, 2023*

# Assumptions for General Fund

## Assessed Value Increases

- FY 2025-28: Assumes 3.5% growth of existing properties and 2% new improvements
- FY 2025-26: Assumes an additional 1% homestead exemption each year.



Sales Tax		
FY 2023: Assumes 6%	↑	FY 2024 Proposed: Assumes 3% increase
		↑
		FY 2025-2028: Assumes 3% increase
		↑

# Tax Rate History

Tax Year	GF Rate	Debt Rate	Total Rate	
Proposed FY2023-24	\$0.4402	\$0.1923	\$0.6325	Decrease \$0.0247
FY2022-23	\$0.4649	\$0.1923	\$0.6572	
FY2021-22	\$0.4974	\$0.1885	\$0.6859	
FY2020-21	\$0.5187	\$0.1924	\$0.7111	
FY2019-20	\$0.5106	\$0.2094	\$0.7200	
FY2018-19	\$0.5228	\$0.2122	\$0.7350	
FY2017-18	\$0.5228	\$0.2122	\$0.7350	
FY2016-17	\$0.5228	\$0.2122	\$0.7350	
FY2015-16	\$0.5278	\$0.2122	\$0.7400	
FY2014-15	\$0.5278	\$0.2122	\$0.7400	
FY2013-14	\$0.5278	\$0.1622	\$0.6900	



# Average Home Value

Fiscal Year	Average Home Value	Tax Rate	Tax Levy	Homestead	Net Tax Bill
FY 2023	\$253,812	\$0.6572	\$1,668.05	(\$33.36)	\$1,634.69
FY 2024	\$282,966	\$0.6325	\$1,789.76	(\$53.69)	\$1,736.08
Net Difference	\$29,154	(\$0.0247)	\$121.71	\$20.33	\$101.39

- Monthly net tax bill increase of \$8.45 per month.

# Summary of Assumptions

	FY 24	FY 25	FY 26	FY 27	FY 28
Tax Levy	3.5%	3.5%	3.5%	3.5%	3.5%
New Construction Growth	2%	2%	2%	2%	2%
Sales Tax Growth	3%	3%	3%	3%	3%
Compensation	3.5%	3.0%	3.0%	3.0%	3.0%
Cash Funding – Capital Projects	\$1.4M	\$.64K	\$.88K	\$1.38M	\$0
Future Bond Sales	\$93.7M	\$74.5M	\$40.92M	\$15.93M	\$22.0M

# Water/Wastewater

Key issues in the development of the budget:

Projects	Capital Improvement Program	Rates
<ul style="list-style-type: none"><li>Water Line Rehabilitation \$2.0M</li><li>Hulen Ground Storage Tank Rehabilitation \$1.4M</li><li>Sewer Line Rehabilitation \$3.0M</li></ul>	<ul style="list-style-type: none"><li>\$9 million bond issue proposed in FY 2023/24</li><li>5 year Capital Improvement Plan 2024-2028:<ul style="list-style-type: none"><li>Water - \$48.8 million</li><li>Sewer - \$33.7 million</li></ul></li></ul>	<ul style="list-style-type: none"><li>Propose 3 percent for both water and sewer in FY 2024</li></ul>

# Water Rates -3% increase

Item C.

Section 1		
The base water rates per meter size shall be as follow:		
	Current	Proposed
3/4	\$15.56	\$16.03
1	\$22.41	\$23.08
1.5	\$42.19	\$43.46
2	\$62.18	\$64.05
3	\$149.55	\$154.04
4	\$249.26	\$256.74
6	\$497.41	\$512.33
8	\$745.56	\$767.93
10	\$991.51	\$1,021.26
12	\$1,144.90	\$1,179.25

Section 2		
In addition to the base water rate per meter size, the water rates for all areas of the City are as follows.		
	Current	Proposed
1 gallon to 10,000 gallons		
Meter Size		
All	\$4.76/1000 gallons	\$4.90/1000 gallons
10,001-20,000 gallons		
Meter Size		
All	\$5.75/1000 gallons	\$5.92/1000 gallons
Over 20,000 gallons		
Meter Size		
All	\$6.57/1000 gallons	\$6.77/1000 gallons
Gas Well Drilling		
Meter Size		
All	\$13.55	\$13.96

# Wastewater Rates -3% increase

Item C.

Section 3		
The base wastewater rate shall be as follows:		
	Current	Proposed
	\$19.16	\$19.73
Residential		
Residential wastewater volume will be determined as the average of water consumption billed in the months of January, February, and March up to a maximum of 12,000 gallons. If a customer has not established an average for these three months, wastewater volume will be determined as the citywide residential average for those months.		
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All usage	\$5.32	\$5.48
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Biochemical Oxygen Demand (BOD)	\$0.4407 per pound	\$0.5478 per pound
Total Suspended Solids (TSS)	\$0.2649 per pound	\$0.3175 per pound

# Solid Waste Fund

Revenues	
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Project a 3% fee increase in FY 26-28	
2.50% increase in growth for FY 23-24	
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Recycling program	FY24 projected cost - \$522,000
Current contract expires in FY 2029	

# Solid Waste Rates -20% increase

Item C.

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Waste Collection	\$13.50	\$16.20
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Base Rate	\$28.42	\$35.38
Admin & Overhead	\$1.91	\$1.10
Franchise Fee	\$2.43	\$2.83
	\$32.76	\$39.31

# Total Expenditure Budget by Fund

(in millions)

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FUND	FY22-23 ESTIMATE	FY23-24 PROPOSED	VARIANCE
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CAPITAL PROJECTS	68.3	97.4	29.1
OTHER FUNDS	29.2	31.0	1.8
<b>TOTAL</b>	<b>\$ 216.3</b>	<b>\$ 255.9</b>	<b>\$ 39.6</b>



# Fee Schedule Ordinance

- Recent fee schedule updates
  - Cemetery Fees – approved by Council on August 15, 2023
  - Development Engineering Review and Inspection Fees (In response to HB3492), approved by Council August 21, 2023
  - Short Term Rental – approved by Council on May 1, 2023
  - EMS Fees / Policy – Established by Council in April and August of 2023.

# Action Requested

---

## Approve or Deny the following ordinances:

- FY2023-24 Budget – October 1, 2023 – September 30, 2024
- Levying the property tax for tax year 2023 taxable values and adopting the property tax rate of \$0.6325 per \$100 value
- Approving Tax Year 2023 tax roll
- Approving the FY2023-2024 schedule of fees
- Establishing the FY2023-2024 rates for water and wastewater services (3% increase)
- Establishing the FY2023-2024 rates for solid waste services (20%)
- Approving a 3% residential homestead exemption for Tax Year 2024 to be effective October 1, 2024 for FY2024-2025

# QUESTIONS/COMMENTS

## ORDINANCE

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BURLESON, TEXAS, LEVYING THE AD VALOREM PROPERTY TAX OF THE CITY OF BURLESON, TEXAS, FOR THE YEAR 2023, ON ALL TAXABLE PROPERTY WITHIN THE CORPORATE LIMITS OF THE CITY ON JANUARY 1, 2023, AND ADOPTING A TAX RATE OF \$0.6325 PER \$100 OF VALUATION FOR 2023; PROVIDING 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; DECLARING AN EFFECTIVE DATE; AND FINDING THAT THE MEETING AT WHICH THIS ORDINANCE IS PASSED IS OPEN TO THE PUBLIC AS REQUIRED BY LAW.**

**WHEREAS**, notice of the tax rate and public hearing on the tax rate was published on August 24, 2022, in the *Fort Worth Star-Telegram*, in accordance with state law; and

**WHEREAS**, notice of the tax rate and public hearing on the tax rate was posted on the City of Burleson's Internet website in accordance with state law; and

**WHEREAS**, the City Council of the City of Burleson (the "City") held a public hearing on the proposed tax rate, and such public hearing was held on September 5, 2023, prior approval of such date being hereby ratified and confirmed by the City Council, and all those wishing to speak on the tax rate were heard; and

**WHEREAS**, this Ordinance sets a tax rate of \$0.6325 per \$100 of valuation that, if applied to the total taxable value, will impose an amount of taxes to fund maintenance and operation expenditures of the City that exceeds the amount of taxes imposed for that purpose in 2022; and

**WHEREAS**, the City Council has studied tax rate of \$0.6325 per \$100 of valuation and listened to the comments of the taxpayers at the public hearings held therefore, and has determined that the 2023 tax rate of tax rate of \$0.6325 per \$100 of valuation is in the best interest of the City.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BURLESON, TEXAS:**

### **Section 1**

That all of the above premises are found to be true and correct and are incorporated into the body of this Ordinance as if copied in their entirety.

### **Section 2**

By authority of the Charter of the City of Burleson, Texas, and the laws of the State of Texas, there is hereby levied and adopted for the tax year 2023, on all taxable property situated within the corporate limits of the City of Burleson, Texas, on January 1, 2023, a tax rate of \$0.6325 for each \$100 of taxable value.

### **Section 3**

Of the total tax rate, \$0.4402 for each \$100 of taxable value is hereby included, adopted and shall be distributed to fund maintenance and operation expenditures of the City in accordance with Section 26.05(a)(2) of the Texas Tax Code and any other applicable laws. **THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE. THE TAX RATE WILL EFFECTIVELY BE RAISED BY 3.48 PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$14.80.**

### **Section 4**

Of the total tax rate, \$0.1923 for each \$100 of taxable value is hereby included, adopted, and shall be distributed to pay the City's debt service as provided by Sections 26.04(e)(3)(C) and 26.05(a)(l) of the Texas Tax Code and any other applicable laws.

### **Section 5**

The City Manager, or the City Manager's designee, shall notify the tax assessor-collectors of Johnson and Tarrant counties of the ad valorem tax rate adopted by the City in this Ordinance before September 30, 2023.

### **Section 6**

The City Manager, or the City Manager's designee, shall include the following statement on the homepage of the City's Internet website: **THE CITY OF BURLESON, TEXAS, ADOPTED A TAX RATE THAT WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE. THE TAX RATE WILL EFFECTIVELY BE RAISED BY 3.48 PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$14.80.**

### **Section 7**

For enforcement of the collection of taxes hereby levied the City of Burleson shall have available all rights and remedies provided by law.

### **Section 8**

That any and all ordinances, resolutions, rules, regulations, policies or provisions in conflict with the provisions of this Ordinance are hereby repealed and rescinded to the extent of conflict herewith.

### **Section 9**

That if any section, article, paragraph, sentence, clause, phrase or word in this Ordinance, or application thereto any person or circumstances is held invalid or unconstitutional by a Court of competent jurisdiction, such holding shall not affect the validity of the remaining portions of this Ordinance; and the City Council hereby declares it would have passed such remaining portions of this Ordinance despite such invalidity, which remaining portions shall remain in full force and effect.

### **Section 10**

That the necessity of adopting and approving a proposed budget for the next fiscal year as required by the laws of the State of Texas requires that this Ordinance shall take effect immediately from and after its passage, and it is accordingly so ordained.

### **Section 11**

The City Council finds at that meeting adopting this Ordinance there was a quorum present and finds further that said meeting was held in accordance with the provisions of Texas Government Code § 551.001, et. seq.

### **Section 12**

The City Secretary is hereby directed to record this Ordinance and the vote to adopt the tax rate.

**PASSED AND APPROVED** \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

**FIRST READING - SEPTEMBER 5, 2023**

The motion to approve this Ordinance was made by \_\_\_\_\_  
and seconded by \_\_\_\_\_, and the Ordinance was passed  
and approved by the vote [AYE \_\_\_\_\_ - NAY \_\_\_\_\_]:

	<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>	<b>Absent</b>
Chris Fletcher, Mayor				
Victoria Johnson, Place 1				

Phil Anderson, Place 2				
Ronnie Johnson, Place 3				
Larry Scott, Place 4				
Dan McClendon, Place 5				
Adam Russell, Place 6				

**FINAL READING - SEPTEMBER 11, 2023**

The motion to approve this Ordinance was made by \_\_\_\_\_  
and seconded by \_\_\_\_\_, and the Ordinance was passed  
and approved by the vote [AYE \_\_\_\_\_ - NAY \_\_\_\_\_]:

	<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>	<b>Absent</b>
Chris Fletcher, Mayor				
Victoria Johnson, Place 1				
Phil Anderson, Place 2				
Ronnie Johnson, Place 3				
Larry Scott, Place 4				
Dan McClendon, Place 5				
Adam Russell, Place 6				

\_\_\_\_\_  
Chris Fletcher, Mayor  
City of Burleson, Texas

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Amanda Campos, City Secretary

\_\_\_\_\_  
E. Allen Taylor, Jr., City Attorney

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## City Council Special Meeting

**DEPARTMENT:** Legal & Purchasing

**FROM:** Matt Ribitzki, Deputy City Attorney/Compliance Manager

**MEETING:** September 11, 2023

---

**SUBJECT:**

Consider approval of an ordinance approving the 2023 tax rolls; and declaring an effective date. (Final Reading) (*Staff Presenter: John Butkus, Assistant Finance Director*)

**SUMMARY:**

On August 9, 2023, the city manager filed the proposed annual budget for Fiscal Year 2023-2024. On that same day, the city manager delivered a copy of the proposed budget to the city council. At the August 15, 2023, special city council meeting, the city manager presented the proposed budget to the council and members of the public.

The proposed ordinance will approve the tax rolls for Tax Year 2023.

**OPTIONS:**

Approve the ordinance, approve the ordinance with modifications, or deny the ordinance

**RECOMMENDATION:**

Approve the ordinance

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

At the August 15, 2023, special city council meeting, the city manager presented the proposed budget to the council and members of the public.

The city council passed the ordinance on first reading on September 5, 2023.

**FISCAL IMPACT:**

n/a

**STAFF CONTACT:**



Matt Ribitzki  
Deputy City Attorney/Compliance Manager  
[mribitzki@burlesontx.com](mailto:mribitzki@burlesontx.com)  
817-426-9664

# Proposed Budget FY2024 Tax Rate and Related Ordinances

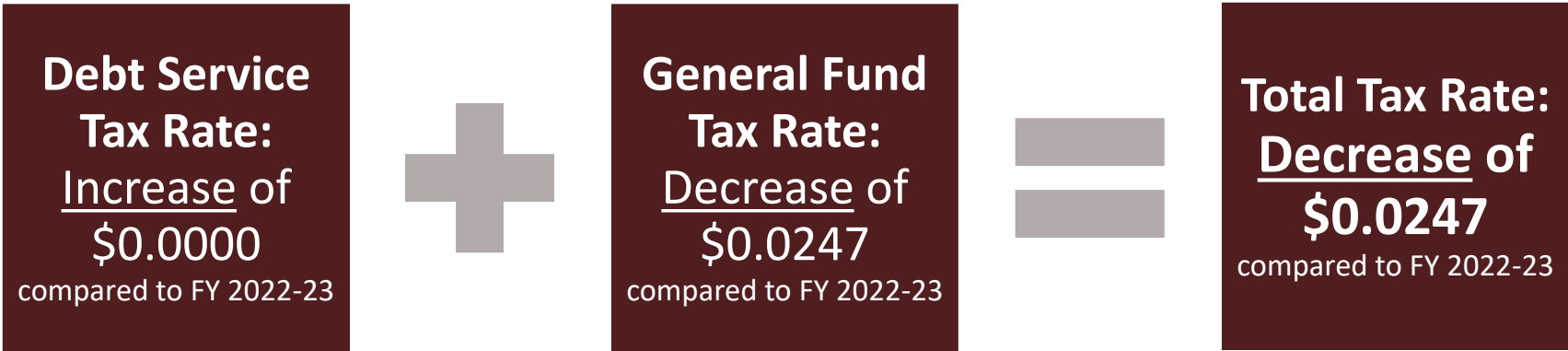
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*PRESENTED TO THE CITY COUNCIL ON SEPTEMBER 11, 2023*

# Assumptions for General Fund

## Assessed Value Increases

- FY 2025-28: Assumes 3.5% growth of existing properties and 2% new improvements
- FY 2025-26: Assumes an additional 1% homestead exemption each year.



Sales Tax		
FY 2023: Assumes 6%	↑	FY 2024 Proposed: Assumes 3% increase
		↑
		FY 2025-2028: Assumes 3% increase
		↑

# Tax Rate History

Tax Year	GF Rate	Debt Rate	Total Rate	
Proposed FY2023-24	\$0.4402	\$0.1923	\$0.6325	Decrease \$0.0247
FY2022-23	\$0.4649	\$0.1923	\$0.6572	
FY2021-22	\$0.4974	\$0.1885	\$0.6859	
FY2020-21	\$0.5187	\$0.1924	\$0.7111	
FY2019-20	\$0.5106	\$0.2094	\$0.7200	
FY2018-19	\$0.5228	\$0.2122	\$0.7350	
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FY2016-17	\$0.5228	\$0.2122	\$0.7350	
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# Average Home Value

Fiscal Year	Average Home Value	Tax Rate	Tax Levy	Homestead	Net Tax Bill
FY 2023	\$253,812	\$0.6572	\$1,668.05	(\$33.36)	\$1,634.69
FY 2024	\$282,966	\$0.6325	\$1,789.76	(\$53.69)	\$1,736.08
Net Difference	\$29,154	(\$0.0247)	\$121.71	\$20.33	\$101.39

- Monthly net tax bill increase of \$8.45 per month.

# Summary of Assumptions

	FY 24	FY 25	FY 26	FY 27	FY 28
Tax Levy	3.5%	3.5%	3.5%	3.5%	3.5%
New Construction Growth	2%	2%	2%	2%	2%
Sales Tax Growth	3%	3%	3%	3%	3%
Compensation	3.5%	3.0%	3.0%	3.0%	3.0%
Cash Funding – Capital Projects	\$1.4M	\$.64K	\$.88K	\$1.38M	\$0
Future Bond Sales	\$93.7M	\$74.5M	\$40.92M	\$15.93M	\$22.0M

# Water/Wastewater

Key issues in the development of the budget:

Projects	Capital Improvement Program	Rates
<ul style="list-style-type: none"><li>Water Line Rehabilitation \$2.0M</li><li>Hulen Ground Storage Tank Rehabilitation \$1.4M</li><li>Sewer Line Rehabilitation \$3.0M</li></ul>	<ul style="list-style-type: none"><li>\$9 million bond issue proposed in FY 2023/24</li><li>5 year Capital Improvement Plan 2024-2028:<ul style="list-style-type: none"><li>Water - \$48.8 million</li><li>Sewer - \$33.7 million</li></ul></li></ul>	<ul style="list-style-type: none"><li>Propose 3 percent for both water and sewer in FY 2024</li></ul>

# Water Rates -3% increase

Item D.

Section 1		
The base water rates per meter size shall be as follow:		
	Current	Proposed
3/4	\$15.56	\$16.03
1	\$22.41	\$23.08
1.5	\$42.19	\$43.46
2	\$62.18	\$64.05
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Meter Size		
All	\$13.55	\$13.96



# Wastewater Rates -3% increase

Item D.

Section 3		
The base wastewater rate shall be as follows:		
	Current	Proposed
	\$19.16	\$19.73
Residential		
Residential wastewater volume will be determined as the average of water consumption billed in the months of January, February, and March up to a maximum of 12,000 gallons. If a customer has not established an average for these three months, wastewater volume will be determined as the citywide residential average for those months.		
The rate applied to this volume will be		
	Current	Proposed
	\$5.32/1,000 gallons	\$5.48/1,000 gallons
Maximum wastewater charge to residential customers using wastewater service only:		
Max	\$83.00	\$85.49
Commercial		
All usage	\$5.32	\$5.48
<b>Abnormal Sewage Surcharge- rated determined by City of Fort Worth</b>		
	Current	Proposed
Biochemical Oxygen Demand (BOD)	\$0.4407 per pound	\$0.5478 per pound
Total Suspended Solids (TSS)	\$0.2649 per pound	\$0.3175 per pound

# Solid Waste Fund

Revenues	
Projected 20% fee increase for FY 24 – \$3.64 per residential account	
Projected 10% fee increase for FY 25	
Project a 3% fee increase in FY 26-28	
2.50% increase in growth for FY 23-24	
Expenditures	
Collection contract	FY24 projected cost - \$3 million
Recycling program	FY24 projected cost - \$522,000
Current contract expires in FY 2029	

# Solid Waste Rates -20% increase

Item D.

Residential		
	Current	Proposed
Waste Collection	\$13.50	\$16.20
Recycling	\$2.50	\$3.00
Admin & Overhead	\$1.00	\$1.10
Franchise Fee	\$1.20	\$1.54
	\$18.20	\$21.84
Small Collection Business		
Base Rate	\$16.88	\$23.43
Admin & Overhead	\$3.50	\$1.10
Franchise Fee	\$1.62	\$1.87
	\$22.00	\$26.40
Major Collection		
Base Rate	\$28.42	\$35.38
Admin & Overhead	\$1.91	\$1.10
Franchise Fee	\$2.43	\$2.83
	\$32.76	\$39.31

# Total Expenditure Budget by Fund

(in millions)

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FUND	FY22-23 ESTIMATE	FY23-24 PROPOSED	VARIANCE
GENERAL FUND	\$ 57.7	\$ 60.2	\$ 2.5
DEBT SERVICE	7.7	8.6	0.9
WATER AND WASTEWATER	26.7	28.0	1.3
SOLID WASTE	4.1	4.3	0.2
HIDDEN CREEK GOLF COURSE	3.8	3.4	(0.4)
PARKS PERFORMANCE	5.5	5.7	0.2
4A SALES TAX	3.8	9.1	5.3
4B SALES TAX	9.5	8.1	(1.4)
CAPITAL PROJECTS	68.3	97.4	29.1
OTHER FUNDS	29.2	31.0	1.8
<b>TOTAL</b>	<b>\$ 216.3</b>	<b>\$ 255.9</b>	<b>\$ 39.6</b>

# Fee Schedule Ordinance

- Recent fee schedule updates
  - Cemetery Fees – approved by Council on August 15, 2023
  - Development Engineering Review and Inspection Fees (In response to HB3492), approved by Council August 21, 2023
  - Short Term Rental – approved by Council on May 1, 2023
  - EMS Fees / Policy – Established by Council in April and August of 2023.

# Action Requested

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## Approve or Deny the following ordinances:

- FY2023-24 Budget – October 1, 2023 – September 30, 2024
- Levying the property tax for tax year 2023 taxable values and adopting the property tax rate of \$0.6325 per \$100 value
- Approving Tax Year 2023 tax roll
- Approving the FY2023-2024 schedule of fees
- Establishing the FY2023-2024 rates for water and wastewater services (3% increase)
- Establishing the FY2023-2024 rates for solid waste services (20%)
- Approving a 3% residential homestead exemption for Tax Year 2024 to be effective October 1, 2024 for FY2024-2025

# QUESTIONS/COMMENTS

## ORDINANCE

### AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BURLESON, TEXAS, APPROVING THE 2023 TAX ROLLS; AND DECLARING AN EFFECTIVE DATE.

**WHEREAS**, the City of Burleson, Texas (the "City") received the certified 2023 tax rolls of the City of Burleson; and

**WHEREAS**, the City desires to approve the tax rolls in accordance with state law.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BURLESON, TEXAS:**

#### **Section 1**

That the City Council hereby approves the 2023 tax rolls of the City of Burleson, Texas, which will result in a tax levy in the estimated amount of \$33,728,418 (of which \$1,192,589 is tax revenue from the Tax Increment Reinvestment Zone Number Two) based on the Certified Appraisal Rolls as approved and provided by the Appraisal Review Boards of the Johnson Central Appraisal District and the Tarrant Central Appraisal District.

#### **Section 2**

That it is hereby officially found and determined that the meeting at which this ordinance is passed is open to the public and that public notice of the time, place, and purpose of said meeting was given as required by law.

#### **Section 3**

This ordinance shall become effective immediately upon its passage and approval.

**PASSED AND APPROVED** the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

**First Reading:** the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

**Final Reading:** the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Chris Fletcher, Mayor  
City of Burleson, Texas



ATTEST:

APPROVED AS TO FORM:

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Amanda Campos, City Secretary

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E. Allen Taylor, Jr., City Attorney

## City Council Special Meeting

**DEPARTMENT:** Legal & Purchasing

**FROM:** Matt Ribitzki, Deputy City Attorney/Compliance Manager

**MEETING:** September 11, 2023

### **SUBJECT:**

Consider approval of an ordinance providing a Fiscal Year 2023-2024 schedule of fees for various City of Burleson services. (First Reading) (*Staff Presenter: John Butkus, Assistant Finance Director*)

### **SUMMARY:**

On August 9, 2023, the city manager filed the proposed annual budget for Fiscal Year 2023-2024. On that same day, the city manager delivered a copy of the proposed budget to the city council. At the August 15, 2023, special city council meeting, the city manager presented the proposed budget to the council and members of the public.

The chart below demonstrates fee schedules we have amended throughout the year:

Date	Description	CSO#
08/21/2023	Consider approval of an ordinance amending Ordinance CSO#3069-09-2022 the City's Fee Schedule by adding fees associated with the engineering review and inspection of private development; finding that the meeting at which this ordinance is passed was open to the public and that the recitals are true; containing a severability clause, cumulative clause, and effective date.	CSO#5192-08-2023
08/15/2023	Consider approval of an ordinance amending the City's fee schedule ordinance CSO#3069-09-2022 by adding fees associated with the Burleson Memorial Cemetery.	CSO#5180-08-2023

05/01/2023	Consider approval of an ordinance amending the City's fee schedule in Ordinance CSO# 3069-09-2022 by adding fees associated with the registration of short term rental properties; finding that the meeting at which this ordinance is passed was open to the public and that the recitals are true; containing a severability clause, cumulative clause, and effective date.	CSO#5093-05-2023
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The proposed ordinance will set fees for most City services and charges for Fiscal Year 2023-2024. Emergency Medical Services Fees are included on the second reading.

### **OPTIONS:**

Approve the ordinance, approve the ordinance with modifications, or deny the ordinance

### **RECOMMENDATION:**

Approve the ordinance

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

At the August 15, 2023, special city council meeting, the city manager presented the proposed budget to the council and members of the public.

### **FISCAL IMPACT:**

n/a

### **STAFF CONTACT:**

Matt Ribitzki  
Deputy City Attorney/Compliance Manager  
[mribitzki@burlesontx.com](mailto:mribitzki@burlesontx.com)  
817-426-9664

# Proposed Budget FY2024 Tax Rate and Related Ordinances

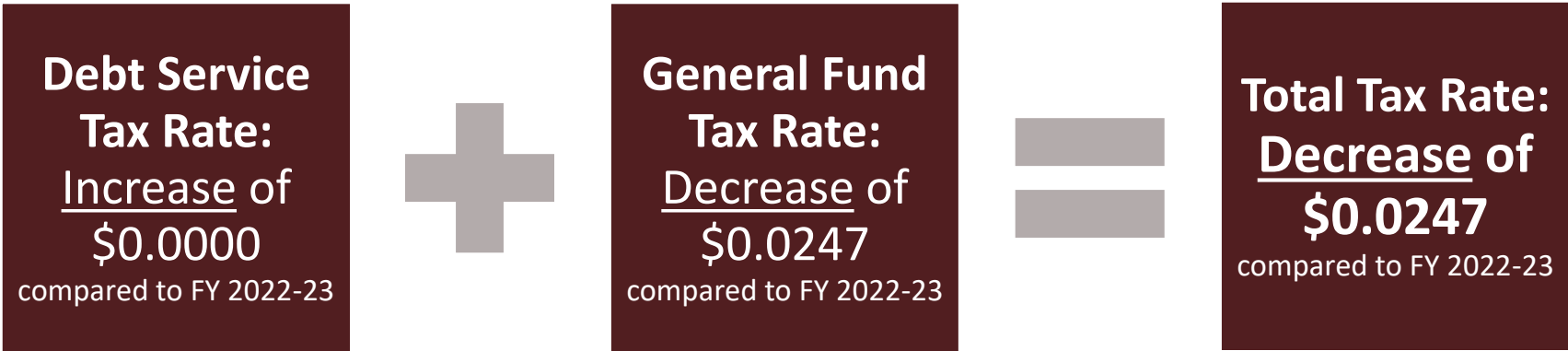
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*PRESENTED TO THE CITY COUNCIL ON SEPTEMBER 11, 2023*

# Assumptions for General Fund

## Assessed Value Increases

- FY 2025-28: Assumes 3.5% growth of existing properties and 2% new improvements
- FY 2025-26: Assumes an additional 1% homestead exemption each year.



Sales Tax		
FY 2023: Assumes 6%	FY 2024 Proposed: Assumes 3% increase	FY 2025-2028: Assumes 3% increase

# Tax Rate History

Tax Year	GF Rate	Debt Rate	Total Rate	
Proposed FY2023-24	\$0.4402	\$0.1923	\$0.6325	Decrease \$0.0247
FY2022-23	\$0.4649	\$0.1923	\$0.6572	
FY2021-22	\$0.4974	\$0.1885	\$0.6859	
FY2020-21	\$0.5187	\$0.1924	\$0.7111	
FY2019-20	\$0.5106	\$0.2094	\$0.7200	
FY2018-19	\$0.5228	\$0.2122	\$0.7350	
FY2017-18	\$0.5228	\$0.2122	\$0.7350	
FY2016-17	\$0.5228	\$0.2122	\$0.7350	
FY2015-16	\$0.5278	\$0.2122	\$0.7400	
FY2014-15	\$0.5278	\$0.2122	\$0.7400	
FY2013-14	\$0.5278	\$0.1622	\$0.6900	

# Average Home Value

Fiscal Year	Average Home Value	Tax Rate	Tax Levy	Homestead	Net Tax Bill
FY 2023	\$253,812	\$0.6572	\$1,668.05	(\$33.36)	\$1,634.69
FY 2024	\$282,966	\$0.6325	\$1,789.76	(\$53.69)	\$1,736.08
Net Difference	\$29,154	(\$0.0247)	\$121.71	\$20.33	\$101.39

- Monthly net tax bill increase of \$8.45 per month.

# Summary of Assumptions

	FY 24	FY 25	FY 26	FY 27	FY 28
Tax Levy	3.5%	3.5%	3.5%	3.5%	3.5%
New Construction Growth	2%	2%	2%	2%	2%
Sales Tax Growth	3%	3%	3%	3%	3%
Compensation	3.5%	3.0%	3.0%	3.0%	3.0%
Cash Funding – Capital Projects	\$1.4M	\$.64K	\$.88K	\$1.38M	\$0
Future Bond Sales	\$93.7M	\$74.5M	\$40.92M	\$15.93M	\$22.0M



# Water/Wastewater

Key issues in the development of the budget:

Projects	Capital Improvement Program	Rates
<ul style="list-style-type: none"><li>Water Line Rehabilitation \$2.0M</li><li>Hulen Ground Storage Tank Rehabilitation \$1.4M</li><li>Sewer Line Rehabilitation \$3.0M</li></ul>	<ul style="list-style-type: none"><li>\$9 million bond issue proposed in FY 2023/24</li><li>5 year Capital Improvement Plan 2024-2028:<ul style="list-style-type: none"><li>Water - \$48.8 million</li><li>Sewer - \$33.7 million</li></ul></li></ul>	<ul style="list-style-type: none"><li>Propose 3 percent for both water and sewer in FY 2024</li></ul>

# Water Rates -3% increase

Item E.

Section 1		
The base water rates per meter size shall be as follow:		
	Current	Proposed
3/4	\$15.56	\$16.03
1	\$22.41	\$23.08
1.5	\$42.19	\$43.46
2	\$62.18	\$64.05
3	\$149.55	\$154.04
4	\$249.26	\$256.74
6	\$497.41	\$512.33
8	\$745.56	\$767.93
10	\$991.51	\$1,021.26
12	\$1,144.90	\$1,179.25

Section 2		
In addition to the base water rate per meter size, the water rates for all areas of the City are as follows.		
	Current	Proposed
1 gallon to 10,000 gallons		
Meter Size		
All	\$4.76/1000 gallons	\$4.90/1000 gallons
10,001-20,000 gallons		
Meter Size		
All	\$5.75/1000 gallons	\$5.92/1000 gallons
Over 20,000 gallons		
Meter Size		
All	\$6.57/1000 gallons	\$6.77/1000 gallons
Gas Well Drilling		
Meter Size		
All	\$13.55	\$13.96

# Wastewater Rates -3% increase

Item E.

Section 3		
The base wastewater rate shall be as follows:		
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	\$19.16	\$19.73
Residential		
Residential wastewater volume will be determined as the average of water consumption billed in the months of January, February, and March up to a maximum of 12,000 gallons. If a customer has not established an average for these three months, wastewater volume will be determined as the citywide residential average for those months.		
The rate applied to this volume will be		
	Current	Proposed
	\$5.32/1,000 gallons	\$5.48/1,000 gallons
Maximum wastewater charge to residential customers using wastewater service only:		
Max	\$83.00	\$85.49
Commercial		
All usage	\$5.32	\$5.48
<b>Abnormal Sewage Surcharge- rated determined by City of Fort Worth</b>		
	Current	Proposed
Biochemical Oxygen Demand (BOD)	\$0.4407 per pound	\$0.5478 per pound
Total Suspended Solids (TSS)	\$0.2649 per pound	\$0.3175 per pound

# Solid Waste Fund

Revenues	
Projected 20% fee increase for FY 24 – \$3.64 per residential account	
Projected 10% fee increase for FY 25	
Project a 3% fee increase in FY 26-28	
2.50% increase in growth for FY 23-24	
Expenditures	
Collection contract	FY24 projected cost - \$3 million
Recycling program	FY24 projected cost - \$522,000
Current contract expires in FY 2029	

# Solid Waste Rates -20% increase

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	\$32.76	\$39.31

# Total Expenditure Budget by Fund

(in millions)

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SOLID WASTE	4.1	4.3	0.2
HIDDEN CREEK GOLF COURSE	3.8	3.4	(0.4)
PARKS PERFORMANCE	5.5	5.7	0.2
4A SALES TAX	3.8	9.1	5.3
4B SALES TAX	9.5	8.1	(1.4)
CAPITAL PROJECTS	68.3	97.4	29.1
OTHER FUNDS	29.2	31.0	1.8
<b>TOTAL</b>	<b>\$ 216.3</b>	<b>\$ 255.9</b>	<b>\$ 39.6</b>

# Fee Schedule Ordinance

- Recent fee schedule updates
  - Cemetery Fees – approved by Council on August 15, 2023
  - Development Engineering Review and Inspection Fees (In response to HB3492), approved by Council August 21, 2023
  - Short Term Rental – approved by Council on May 1, 2023
  - EMS Fees / Policy – Established by Council in April and August of 2023.

# Action Requested

---

## Approve or Deny the following ordinances:

- FY2023-24 Budget – October 1, 2023 – September 30, 2024
- Levying the property tax for tax year 2023 taxable values and adopting the property tax rate of \$0.6325 per \$100 value
- Approving Tax Year 2023 tax roll
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- Establishing the FY2023-2024 rates for water and wastewater services (3% increase)
- Establishing the FY2023-2024 rates for solid waste services (20%)
- Approving a 3% residential homestead exemption for Tax Year 2024 to be effective October 1, 2024 for FY2024-2025



# QUESTIONS/COMMENTS

## ORDINANCE

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BURLESON, TEXAS, PROVIDING A NEW SCHEDULE OF FEES; INCORPORATING THE RECITALS INTO THE BODY OF THE ORDINANCE; PROVIDING A SEVERABILITY CLAUSE, CUMLUATIVE CLAUSE, AND SAVINGS CLAUSE; FINDING THAT THE MEETING AT WHICH THIS ORDINANCE IS PASSED IS OPEN TO THE PUBLIC AS REQUIRED BY LAW; AND DECLARING AN EFFECTIVE DATE.**

**WHEREAS**, the City of Burleson, Texas is a home rule city acting under its charter adopted by the electorate pursuant to Article XI, Section 5 of the Texas Constitution and Chapter 9 of the Local Government Code; and

**WHEREAS**, the City Council passed an ordinance on September 12, 2022, which, among other things, provided a fee schedule that contained a list of all fees charged by the City of Burleson (save and except water and wastewater impact fees, trash, recycling, and garbage collection rates, and impact fees which are wholly contained in a separate ordinances); and

**WHEREAS**, the fee schedule needs to be amended to provide for a fees effective for the 2023-2024 fiscal year; and

**WHEREAS**, the proposed amended fee schedule is attached hereto as Exhibit "A" and incorporated as part of this Ordinance (the "Incorporated Fee Schedule"); and

**WHEREAS**, such fee schedule is intended to repeal and replace existing fees in conflict with the Incorporated Fee Schedule, save and except water and wastewater fees, trash, recycling, and garbage collection rates, and impact fees, which are wholly contained in a separate ordinances; and

**WHEREAS**, the City Council desires that the Incorporated Fee Schedule repeal and replace the current fee schedule; and

**WHEREAS**, the City Council has determined that the adopting the Incorporated Fee Schedule is in the best interest of the City, and further finds and determines that the rules, regulations, terms, conditions, provisions, and requirements of this ordinance are reasonable and necessary to protect public health, safety, and quality of life in the City.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BURLESON, TEXAS:**

### **Section 1**

The City of Burleson hereby adopts the Incorporated Fee Schedule (attached hereto as Exhibit "A" and incorporated herein for all purposes) and repeals and replaces any prior fee schedule in conflict with the Incorporated Fee Schedule, to be effective October 1, 2023.

## **Section 2**

That all of the above premises are found to be true and correct and are incorporated into the body of this ordinance as if copied in their entirety.

## **Section 3**

It is hereby declared to be the intention of the City Council that the phrases, clauses, sentences, paragraphs, and sections of this ordinance are severable, and if any phrase, clause, sentence, paragraph, or section of this ordinance shall be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs and sections of this ordinance, since the same would have been enacted by the City Council without the incorporation in this ordinance of any such unconstitutional phrase, clause, sentence, paragraph, or section.

## **Section 4**

This ordinance shall be cumulative of all provisions of ordinances and of the Code of Ordinances of the City of Burleson, Texas, as amended, except where the provisions of this ordinance are in direct conflict with the provisions of such ordinances and such Code, in which event the conflicting provisions of such ordinances and such Code are hereby repealed.

## **Section 5**

All rights and remedies of the City are expressly saved as to any and all provisions of any ordinance affecting fees of the City and to any and all violations of the provisions of any prior ordinance pertaining to the fee schedule and regulations within the City which have accrued as of the effective date of this ordinance; as to such accrued fees, collection activity, violations, and any pending litigation, both civil and criminal, whether pending in court or not, under such prior ordinances, same shall not be affected by this ordinance but may be prosecuted and pursued until final disposition by the courts.

## **Section 6**

That it is hereby officially found and determined that the meeting at which this ordinance is passed is open to the public and that public notice of the time, place, and purpose of said meeting was given as required by law.

**Section 7**

This ordinance shall be in full force and effect October 1, 2023 and after its passage and publication as provided by law.

**PASSED AND APPROVED** the \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

**First Reading:** the \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

**First Reading:** the \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Chris Fletcher, Mayor  
City of Burleson, Texas

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Amanda Campos, City Secretary

\_\_\_\_\_  
E. Allen Taylor, Jr., City Attorney



## 2023-2024 PROPOSED FEE SCHEDULE

## Animal Control

PERMIT/SERVICE	FEE
<b>1. Offense Fees (Impoundment)</b>	
A. First Offense (Altered/Unaltered)	\$30/\$45
B. Second Offense (Altered/Unaltered)	\$60/\$80
C. Third Offense (Altered/Unaltered)	\$85/\$120
<b>2. Small Animal Boarding Fee</b>	\$10/per Day
<b>3. Livestock Impounding Fee</b>	\$75
<b>4. Livestock Boarding Fee</b>	\$10/per Day
<b>5. Adoption Fee</b>	\$20/per Animal
<b>6. Adoption Spay/Neuter Fee</b>	\$75
<b>7. Immunization Fee</b>	
A. Distemper, Parvo and Bordetella	\$20
B. Rabies	\$10
<b>8. Quarantine Fee</b>	\$10/day
<b>9. Microchip Fee</b>	\$15
<b>10. Multi-Pet Permit</b>	
A. Application Fee	\$5
B. Permit Fee	\$25/Annually
<b>11. Kennel Permit</b>	
A. Application Fee	\$5
B. Permit Fee	\$100/Annually
<b>12. Dangerous Animal Registration Fee</b>	\$250/Annually

## BRiCK

PERMIT/SERVICE	FEE
<b>1. Definitions:</b>	
A. Adult	Ages 16-61
B. Non-Resident	Any individual or family not living within the defined city limits of Burleson
C. Resident	Person who resides within the city limits of Burleson
D. Senior	Ages 62 and older
E. Youth	Ages 3-15 (children under 3 years of age are free)
<b>2. General Policy for BRiCK:</b>	
A. Children below 10 years of age must be accompanied by an adult at all times.	
B. Children 15 and younger must have an adult present in the facility at all times and must be directly supervised in the fitness area.	
C. Children 13 and older may attend a fitness orientation class to be allowed future access to the fitness area without direct adult supervision. A parent or gaurdian must still be present in the facility.	
<b>3. Cancellations/Refunds/Transfers/Medical Policy:</b>	
A. Rentals canceled 30 calendar days or more prior to event date	Receive 100% of the deposit
B. Rentals canceled 29-15 calendar days prior to event date	Receive 50% deposit
C. Rentals cancelled 14 calendar days or less prior to the event date	Forfeit all deposits
D. Rentals downgraded from 2 rooms to 1 room 30 calendar days or more prior to event date	Refunded 100% of deposit paid for the additional room
E. Rentals downgraded from 2 rooms to 1 room less than 30 calendar days prior to event date	Forfeit the portion of the deposit paid for the additional room. For pool party rooms, one-half of the deposit paid for both rooms will be forfeited.
F. Sports rental cancellations	May be subject to an administrative fee not to exceed \$50.00

<b>5A. Memberships Fees</b>		<b>(Annual Contract/Monthly Draft/1 Month)</b>
Youth (3-15 yrs.)		\$235/\$25/\$30
Adult		\$330/\$35/\$40
Senior (62 & Up)		\$280/\$30/\$35
Family		\$505/\$50/\$65
<b>5B. Non-Resident Rate</b>		<b>(Annual Contract/Monthly Draft/1 Month)</b>
Youth (3-15 yrs.)		\$315/\$30/\$40
Adult		\$440/\$45/\$55
Senior (62 & Up)		\$380/\$40/\$50
Family		\$680/\$70/\$85
<b>5C. Military/First Responder Rate</b>		<b>(Annual Contract/Monthly Draft/1 Month)</b>
Youth (3-15 yrs.)		\$185/\$20/\$25
Adult		\$260/\$25/\$35
Senior (62 & Up)		\$225/\$23/\$30
Family		\$405/\$40/\$50
<b>5D. Corporate/Educator Rate</b>		<b>(Annual Contract/Monthly Draft/1 Month)</b>
Adult		\$285/\$30/\$35
Senior (62 & Up)		\$245/\$25/\$30
Family		\$445/\$45/\$60
<b>5E. Summer Punch Pass Rate</b>		<b>(5 Day/10 Day)</b>
Youth (3-15 yrs.)		\$20/\$25
Adult		\$25/\$30
Senior (62 & Up)		\$22/\$27
Family		\$35/\$40
<b>5F. Daily Guest Rate</b>		<b>(1 Day/ Military, First Responder, Educator)</b>
Daily Pass 3 & Up		\$8/\$6
Family Day Pass (up to 4)		\$20/\$15
Groups of 15+		\$6 each/\$4 each
<b>6. Fees in Addition to Membership</b>		
The following are available to members at an additional cost (not included in the membership fees) & subject to rules established by the Director of Parks and Recreation.		
<b>6A. Indoor Aquatics / Party Rooms</b>		<b>(Deposit/Member or Resident/Non-Resident)</b>
Pool Party Room - Max 25 guests		\$50/\$50 per hour/\$81 per hour
Pool Party Room - Max 50 guests		\$50/\$95 per hour/\$142 per hour
Private party without slide - Max 485 guests		\$50/\$237.50 per hour/\$262.50 per hour
Private party with slide - Max 485 guests		\$50/\$262.50 per hour/\$287.50 per hour
Private party with sundeck - 50 max		\$50/\$70/\$108
<b>General Policies (not limited to the following)</b>		
All rental rates are based on hourly rates with a minimum 2 hour rental.		
Rentals and private parties include the use of party room(s) and entire indoor aquatics area		
Private party fees include the cost of after-hours lifeguards		
<b>6B. Meeting Room Rentals</b>		
<b>(All rental rates are based on hourly rates with a minimum 2 hour rental)</b>		<b>(Deposit/Member or Resident/Non-Resident)</b>
1,400 square feet		\$50/\$45 per hour/\$61 per hour
2,800 square feet		\$50/\$80 per hour/\$108 per hour
Damage Deposit		Will be refundable provided the usage contract terms are met. Refund is subject to any remaining balance due on household.
After Hours Fee		<u><b>\$30/hr in addition to rental fees listed above</b></u>
<b>6C. Gymnasium Rentals</b>		<b>(Deposit/Member or Resident/Non-Resident)</b>
Half Court		\$50/\$25 per hour/\$46 per hour
Full Court		\$50/\$35 per hour/\$61 per hour

Two Full Courts	\$50/\$65 per hour/\$108 per hour
Damage Deposit	Will be refundable provided the usage contract terms are met. Refund is subject to any remaining balance due on household
After Hours Fee	<b><u>\$30/hr in addition to rental fees listed above</u></b>
<b>6D. Group Fitness</b>	<b>(Deposit/Member or Resident/Non-Resident)</b>
Group Exercise Room Rental - Max 25 guests	\$50/\$25 per hour/\$35 per hour
Damage Deposit	Will be refundable provided the usage contract terms are met. Refund is subject to any remaining balance due on household.
After Hours Fee	<b><u>\$30/hr in addition to rental fees listed above</u></b>
<b>6E. Kids Zone:</b>	
All Family memberships excluding Daily Guests	No additional cost
Daily Guests	\$2 per hour/per child
<b>General Policies (not limited to the following):</b>	
Ages 6 months through 12 years of age	
Parents/guardians must be on premises	
Maximum 2 hours	
Late fees will be charged for failure to pick up on time	
<b>6F. Outdoor Swimming Pool</b>	
<b>(All rentals are based on hourly rates with a minimum of two hour rental):</b>	<b>(Deposit/Member or Resident/Non-Resident)</b>
Daily Passes - Youth (Age 3-15)	\$0/\$3/\$3
Daily Passes - Adult (Age 16-61)	\$0/\$4/\$4
<b>6G. Outdoor Pool Rental/Private Parties:</b>	<b>(Deposit/Member or Resident/Non-Resident)</b>
0-49 attendees/ guests	\$75/\$65 per hour/\$75 per hour
50-149 attendees/ guests	\$75/\$75 per hour/\$85 per hour
<b>6H. Splash Pad Private Rental</b>	<b>(Deposit/Member or Resident/Non-Resident)</b>
<b>Max Guest: 150 Private Rental</b>	<b><u>\$50/\$60 per hour/\$70 per hour</u></b>
<b>6I. Party Packages (2 hours)</b>	<b>(Deposit/Fee)</b>
Basic - 1 Activity (24 participants)	\$50/\$225
Additional Activity (Pool or Gym/Boulder)	\$0/\$30
Additional Guests	\$5 each
<b>6J. Splash Pad Pavilion Rental</b>	<b>(Deposit/Member or Resident/Non-Resident)</b>
Cost per pavilion, 2 available	
Max guests: 20 per pavilion	\$50/\$30 per hour/\$40 per hour
<b>*Rentals of the splash pad pavilion will only be allowed during certain hours</b>	
<b>General Policies (not limited to the following):</b>	
Private party fees include the cost of afterhours lifeguards	
The Damage Deposit will be refundable provided the usage contract terms are met	
Refund is subject to any remaining balance due on household	

## Building Permits and Inspection

PERMIT/SERVICE	FEE
<b>1. Fees for new structural occupancy (Single family dwelling, duplex, townhouse)</b>	\$0.60/ft. all area under one roof
<b>2. Fees for new Commercial (Except apartment and shell buildings)</b>	
A. 500 SQ. FT. OR LESS	\$450
B. 501 - 1,000	\$850
C. 1,001 - 2,500	\$2,132
D. 2,501 - 8,500	\$65 + \$0.665/Sf
E. 8,501 - 50,000	\$5,000 + \$0.30/Sf
F. 50,001 - 100,000	\$12,285 + \$0.125/Sf

G. 100,001-500,000 SQ. FT.	\$17,485 + \$0.083/Sf
H. 500,001 or more SQ. FT.	\$43,485 + \$0.042/Sf

**3. Fees for Shell Buildings**

A. Completion of Structure	1/2 the rates in "2" Above
B. Interior completion	1/2 the rates in "2" Above

**4. Fees for new Apartment Only**

A. 50,000 or less SQ. FT.	\$.32/sq. ft
B. 50,001 - 100,000	\$4,000 + .24/sq.ft.
C. 100,001 - 200,000	\$12,000 + .16/sq.ft.
D. 201,000 or more SQ. FT.	\$20,000 + .12/sq.ft.

**5a. Commercial single trade permits**

A. \$2,500 or less	\$50
B. \$2,501 - \$10,000	\$70
C. \$10,001 and over \$2,500 increments	\$75 Plus \$10/per Increment

**5b. Residential single trade permits**

\$65/each

**6a. Residential Addition - addition to an existing residential structure**

\$0.50/Sq Ft

**6b. Residential Remodel - alterations, repairs & remodeling to an existing residential structure**

\$0.25 /Sq Ft

**7. Commercial Remodel / Addition - alterations, repairs, additions & remodeling to existing commercial structure. (Based on valuation)**

A. <\$500	\$70
B. \$500 - \$2500	\$75
C. \$2500 - \$5000	\$80
D. \$5000 - \$7500	\$85
E. \$7500 - \$10,000	\$90
F. More than \$10,000	\$90 + \$10/\$2500 increments over \$10,000

**8. New Construction for garages, barns & storage buildings over 200 Sq Ft**

A. <\$500	\$70
B. \$500 - \$2500	\$75
C. \$2500 - \$5000	\$80
D. \$5000 - \$7500	\$85
E. \$7500 - \$10,000	\$90
F. More than \$10,000	\$90 + \$10/\$2500 increments over \$10,000

**9. Certificate of Occupancy (Commercial remodel, new tenant, & tenant finish out)**

A. 1-500 SQ. FT.	\$50
B. 501 - 2,500 SQ. FT.	\$60
C. 2,501 - 5,000 SQ. FT.	\$80
D. 5,000 - 10,000 SQ. FT.	\$100
E. 10,000 or more	\$150
F. Clean & show (Commercial Electric Release)	\$50
G. Temporary Certificate of Occupancy	\$300/30 days not to exceed 90 days

**10. Reinspection Fees**

A. Reinspection Fee - 2nd red tag for same item	\$75
B. Reinspection Fee - 3rd red tag for same item	\$150

**11. Miscellaneous Permits**

A. Swimming Pool	
1. In-Ground	\$200
2. Above Ground	\$ 50
B. Other - Includes:	
1. Storage Buildings (Less than 200 sq. ft.)	\$25
2. Moving Permit	\$25
3. Carport/Awning	\$25
4. Fence (New & Replace)	\$25
5. Retaining Wall	\$25
6. Window Replacement	\$25



7. Foundation (New)	\$75
8. Demolition Permits	\$25 for residential / \$100 for commercial
9. Patio Cover	\$50
10. Freestanding Structure (i.e. Pergola, Gazebo, Arbor)	\$50
11. Subdivision Entry Wall Screen	\$150
C. Lawn Sprinkler	\$100
D. Signs	
1. Freestanding Sign	\$100 (Pole / Pylon / Monument / Flag Sign)
2. Wall Sign without CMS	\$50 (Awning / Canopy / Channel Letters / Marquee / Mural/Poster / Projection / Roof Sign / Sign Cabinet)
3. Wall Sign with CMS	\$100 (Awning / Canopy / Channel Letters / Marquee / Mural/Poster / Projection / Roof Sign / Sign Cabinet)
4. CMS added to existing Wall or Freestanding Sign	\$100
5. Shopping Center Sign Plan	\$250
6. Temporary Signs	\$25 (Banners / Homebuilder / Residential Subdivision Development)
7. Sign Variance	\$250
8. Billboard Conversion	\$200 (Static type to Electronic)
E. Subdivision Entry Wall Screen	\$150
<b>12. After Hours Inspection</b>	\$60 per hour (2 hour minimum)
<b>13. Plan Review</b>	
A. Commerical Plan Review (New Only)	40% of Building Permit Fee - \$250 minimum & a \$7,000 maximim (non-refundable)
B. Commerical Remodel/Addition	40% of Building Permit Fee (non-refundable)
C. Residential Plan Review (New)	\$75/each
D. Residential Plan Review (Remodel/Addition)	\$30
<b>14. Building Codes &amp; Standards Board</b>	\$150
<b>15. Electrician's License</b>	
A. Master	
1. First Annual	\$0
2. Renewal	\$0
B. Journeyman	
1. First Annual	\$0
2. Renewal	\$0
C. Sub-Contractor Base Permit Fee / Validation Fee	Residential \$65/Commercial \$75
<b>16. Mechanical License</b>	
A. Mechanical	
1. First Annual	\$100
2. Renewal	\$50
B. Sub-Contractor Base Permit Fee / Validation Fee	Residential \$65/Commercial \$75
<b>17. Plumbing Contractor's Registration</b>	
A. First Annual	\$0
B. Renewal	\$0
C. Sub-Contractor Base Permit Fee / Validation Fee	Residential \$65/Commercial \$75
<b>18. Temporary Use</b>	
A. Special Events	\$50
B. Seasonal Use	\$50
C. Temporary Outdoor Sales	\$50
D. Stationary Food Vendors	\$50
E. Carnival & Circus	\$50
<b>19. Administrative fee (Applied when changes are made to previously reviewed and/or permitted projects for residential or commercial -- i.e. revised site plan, floor plan, etc.)</b>	\$25
A. First Revision	\$75
B. Second Revision	\$150
C. Each Additional Revision	\$200/each
<b>20. Modular buildings/construction trailers (Utilities require separate permit - see #5 - one trade only permits)</b>	\$50
<b>21. Commercial Canopy/Cover</b>	1/4 cost of Commercial
A. 500 sq. ft. or less	\$120
B. 501-1,000	\$210
C. 1,001-2,500	\$410

D. 2,501-8500	\$12.50 + .16/sq. ft.
E. 8,501-50,000	\$862.50 + .06/sq. ft.
F. 50,001-100,000	\$2,362.50 + .03/sq. ft.
G. 100,001-500,000	\$3,362.50 + .02/sq. ft.
H. 500,001 or more sq. ft.	\$8,362.50 + .01/sq. ft.

### City Manager's Office

PERMIT/SERVICE	FEE
1. Solid Waste Collection Service application fee	\$75.00
2. Limousine Service Permit	\$25/Year
3. Annual License to operate any manufactured home park, mobile home park or travel trailer park within the City	\$25.00 plus \$1.00 per space for all spaces in excess of 25
4. Transfer fee for transfer of annual license to operate any manufactured home park, mobile home park or travel trailer park within the City	\$25

### City Secretary's Office

PERMIT/SERVICE	FEE
1. Amusement Center License	Occupation Tax \$7.50/ per machine annually
2. Pool Hall License	Occupation Tax \$7.50/ per machine annually
3. Taxicab Franchise	2% of Annual Gross Receipts
4. Taxicab Application Fee	\$50
5. Skating Rink Application	\$100 Annual License
6. Beer and Wine Permit	One half of fee assessed by TABC for each State permit issued
7. Mixed Beverage Permit-After 3rd yr of operations	One half of fee assessed by TABC for each State permit issued

### Code Enforcement

PERMIT/SERVICE	FEE
1. Administrative Cost to File Liens for Cost of Mowing and Nuisance Abatement	\$120
2. Weed mowing and nuisance abatement notification fee	\$50

### Cemetery

PERMIT/SERVICE	FEE
1. Original Cemetery Upright Monument	\$1,450
2. Original Cemetery Flat Monument	\$1,450
3. Original Cemetery Double Depth	\$900
4. Original Cemetery Baby Space	\$245
5. 2023 Expanded Cemetery Upright Monument	\$2,000
6. 2023 Expanded Cemetery Flat Monument	\$1,700
7. 2023 Expanded Cemetery Double Depth	\$900
8. 2023 Expanded Cemetery Baby Space	\$400
9. 2023 Expanded Cemetery Cremation Garden Space	\$995
10. 2023 Expanded Cemetery Cremation Columbarium Space	\$2,200
11. 2023 Expanded Cemetery Family Estate A	\$11,250
12. 2023 Expanded Cemetery Family Estate B	\$15,000

### Economic Development/TIF

PERMIT/SERVICE	FEE
<b>Mayor Vera Calvin Plaza in Old Town:</b>	
1. Plaza reservation: half-day (up to 6 hours)	\$2,500 + \$1,500 refundable deposit
2. Plaza reservation: full day (in excess of 6 hours)	\$5,000 + \$2,500 refundable deposit

## Engineering

PERMIT/SERVICE	FEE
<b>1. Construction Plan Review</b>	10% (residential) or 20% (commercial and industrial) of the following paid at submittal with balance due prior to Notice to Proceed for Public Improvements
A. Residential	\$500 + \$87.98 per hour x 4.28 hours x number of lots
B. Commercial	\$500 + \$87.98 per hour x 3.44 hours x number of acres (up to 15 acres)
C. Industrial (new)	\$1,000.00 + \$87.98 per hour
<b>2. Construction Inspection (\$500.00 + the following costs)</b>	
A. Water Line	\$0.88 per linear foot
B. Sewer Line	\$0.88 per linear foot
C. Storm Sewer	\$1.32 per linear foot
D. Roadway Paving (public and private)	\$1.14 per square yard
E. Sidewalk / Trail	\$2.79 per square yard
F. Handicap Ramps	\$28.39 each
G. Water and Sewer Services	\$17.39 each
H. Sewer Manholes	\$37.26 each
I. Storm Manholes / Inlets	\$37.26 each
J. Lift Station	\$1,242 each
K. Public Infrastructure not listed (includes private storm infrastructure associated with roadway)	\$49.68 per hour (estimated prior to Notice to Proceed for Public Improvements)
L. Final Inspections	\$49.68 per hour (Two hour minimum)
M. Construction Materials Testing	Applicant pays directly to City-approved vendor
<b>3. Inspection Overtime Rate</b>	\$74.52 per hour (Two hour minimum)
<b>4. Closing / Abandoning of</b>	
A. Right-of-Way	\$550.00
B. Easement	\$250.00
<b>5. Sign Installation</b>	\$250.00 per sign
<b>6. Easement/Right of Way Use Agreement</b>	\$125.00
<b>7. Traffic Study Fee</b>	\$1,400.00
<b>8. Flood Study Reviews (Includes detention/retention analysis)</b>	\$1 per foot of reach length (\$2,000 minimum)

## Environmental Health

PERMIT/SERVICE	FEE
<b>1. Food Safety Inspection Fees</b>	
A. Grocery	
1. ≤ 5,000 sq. ft.	\$275
2. > 5,000 sq. ft.	\$400
B. Food Service	
1. ≤ 500 sq. ft.	\$150
2. > 500 ≤ 1,500 sq. ft.	\$200
3. > 1,500 ≤ 3,000 sq. ft.	\$275
4. > 3,000 ≤ 6,000 sq. ft.	\$350
5. > 6,000 sq. ft.	\$400
C. Child Care Food Service	\$150
D. Catering Operation	\$250
E. Temporary Food Service	\$50
F. Food Court	\$200 per establishment
G. Adjunct Operation	
1. Food Service	\$150 per independent operation
2. Food Store ≤ 5,000 sq. ft.	\$150 per independent operation
3. Food Store > 5,000 sq. ft.	\$200 per independent operation
H. Commissary	
1. No food prep	\$100
2. With food prep	\$200
I. Mobile Units	
1. Prepackaged food only	\$100
2. Open and/or food prep	\$200
3. Push Carts	\$200

<b>J. Plan Review</b>	
1. ≤ 500 sq. ft.	\$0
2. >500 ≤ 3,000 sq. ft.	\$50
3. >3,000 sq. ft.	\$100
<b>K. Late Fee</b>	
The late fee increases 10% for each 30 day block until permit fee and late fee is paid. Permits that are more than 90 days overdue will be required to be applied for.	
1. From 1-30 days	10% of fee owed
2. From 31-60 days	20% of fee owed
<b>2. On-site sewage facility fees</b>	
DETERMINED BY TARRANT COUNTY	
<b>A. New System</b>	
1. Application Fee	\$0
2. Water research fee	\$10
3. Permit Fee	\$250
4. Total for new system	\$260
<b>B. Reinspection of system</b>	
\$75	
<b>C. Repair of system previously permitted</b>	
\$100	
<b>3. Beer and Wine Permit</b>	
One half the state fee assessed for each State permit issued	
<b>4. Mixed Beverage Permit- After third year of operations</b>	
One half the state fee assessed for each State permit issued	
<b>5. Municipal Settings Designation</b>	
A. Application Fee	\$2,000
B. Third-party environmental review fee	\$5,000
<b>6. Miscellaneous Permits</b>	
<b>A. Swimming Pool, Spa &amp; Interactive Water Feature</b>	
1. Plan Review and Opening Inspection	\$150
2. Annual Permit	\$250
3. Required Reinspection	\$75
<b>7. Food Truck Operational Site permit</b>	
\$50 for Six Months	
<b>8. Seasonal Permit (Farmers Market and Snow Cone Stand)</b>	
\$100	
<b>9. Food Handler Class Fee</b>	
\$15	

## Fire Department

PERMIT/SERVICE	FEE
1. Hazardous Materials Response	Cost + 10%
2. CPR Training Class	Overtime for Instructor
<b>3. Fire Fighter Training Courses</b>	
A. Fire Officer 1	\$250.00 per student
B. Fire Officer 2	\$250.00 per student
C. Instructor Certification	\$150.00 per student
D. Driver/Operator	\$150.00 per student

EMERGENCY MEDICAL AMBULANCE SERVICE	FEE
ALS-E-A0427	\$ 1,600.00
ALS2 - A0433	\$ 1,750.00
BLS-E-A0429	\$ 1,400.00
SCT-A0434	\$ 2,200.00
ALS DISP A0398	\$ 400.00
BLS DISP A0382	\$ 350.00
O2 A0422	\$ 150.00
Mileage A0425	\$ 24.00
TNT - A0998	\$ 175.00

Advanced Life Support – Emergent (ALS-E) – A patient is in more critical condition, and a paramedic is required to assist in the treatment of the patient.

Advanced Life Support 2 (ALS 2) – ALS-E combined with specific medication or interventions delivered.

Basic Life Support – Emergent (BLS-E) – An emergency transport provided by certified Emergency Medical Technicians (EMTs).

Specialty Care Transport – Interfacility transport of a critically ill patient, which requires specially trained paramedics.

Advanced Life Support Disposables – A bundled fee designed to cover supplies used during ALS-E or ALS 2 transports.

Basic Life Support Disposables – A bundled fee designed to cover supplies used during BLS-E transports

Oxygen – A fee for oxygen.

Mileage – A fee per mile of transport.

Treatment No Transport (TNT) – A fee that can be assessed when specific interventions are performed, but the patient is not transported.

Applicability. The initial fee schedule shall apply to both residents and non-residents of the City.

TNT Fee. The TNT fee shall apply only when an ALS intervention is performed.

Fees shall be applied in accordance with Emergency Medical and Ambulance Services Billing Policy

## Finance

PERMIT/SERVICE	FEE
1. Data Processing Services Request	\$25/hr or \$.42/Min
2. Return Check Fee	\$ 35 each

## Fire Prevention

PERMIT/SERVICE	FEE
<b>1. Fire Alarm System</b>	
A. 1 to 10 Devices	\$125
B. 11 to 25 Devices	\$150
C. 26 to 50 Devices	\$175
D. 51 to 100 Devices	\$225
E. 101 to 200 Devices	\$300
F. 201 to 500 Devices	\$450

G. Over 500 Devices	\$450 plus \$75 for each additional; 100 devices or fraction thereof in excess of 25.
H. Plan review fee for all fire alarm systems	25% of permit fee
<b>2. Automatic Sprinkler System Fees</b>	
A. Underground Installation	\$165
B. 1 to 20 Sprinklers	\$125
C. 21 to 100 Sprinklers	\$200
D. 101 to 150 Sprinklers	\$250
E. 151 to 200 Sprinklers	\$300
F. Over 200 Sprinklers	\$300 plus \$75 for each additional 100 sprinklers or fraction thereof
G. Fire Pump - Additional	\$300
H. Residential Systems	\$150
I. Plan review fee for all automatic sprinkler systems	25% of permit fee
<b>3. Other Extinguishing System</b>	\$150
<b>4. Underground Storage Tanks Installation/Removal, Combustible/Flammable Liquid</b>	\$125 per tank
<b>5. Pyrotechnic Display</b>	\$150 per display per day
<b>6. LPG Installation - portable containers of greater than 125 gallons water capacity at properties where natural gas service is not available</b>	\$125 per container
<b>7. Above Ground Storage Tanks Installation/Removal, Combustible/Flammable Liquid</b>	\$125 per tank
<b>8. Authorized Burning Permit</b>	\$250 per trench/pit, plus \$25 each burn day
<b>9. Carnival/Circus Permit</b>	\$50
<b>10. Foster Home Inspections</b>	\$35
<b>11. Daycare/Health Facilities Licensing Inspections</b>	\$75
<b>12. Other Permits required by Fire Code</b>	\$50
<b>13. Re-inspections Fees</b>	\$45
<b>14. Registration of firms selling and/or servicing hand fire extinguishers, "Vent-a-Hood" fire extinguisher systems, and fire sprinklers within the City</b>	\$50 annually
<b>15. Installation of Special Locking Systems</b>	\$250
<b>16. Gate Installation Permit (Required for gates across private streets or electric gates across fire lanes)</b>	\$50
<b>17. Standpipe Systems</b>	\$50 each standpipe
<b>18. Tent Permit</b>	\$100
<b>19. Public Event Permit Fee</b>	\$250
<b>20. Gas Well Fees</b>	
A. Oil and Gas Well Permit	\$5,000 per wellhead
B. Road Damage Remediation Fee	Assessment per lane mile x Access lane miles per site x OCI (Overall Condition Indicator)
C. Gas Well Pad Site Annual Inspection Fee	\$5,000 per pad site (due June 1 annually)

## Golf Course

PERMIT/SERVICE	FEE
<b>1. Green Fees (All Fees include 1/2 cart and applicable taxes)</b>	
A. Monday through Friday	(Cart Inclusive Rate/Green Fee)
1. M-F: Open - Noon	\$30/\$21 - Senior & Active Military Rate
2. M-F: Noon - 3pm	\$30/\$21 - Senior & Active Military Rate
3. M-F: 3pm - Close	\$20
4. Super Twilight @ 5pm	\$15
5. Senior Card (55+)	\$49.99 (year)
B. Saturday, Sunday, & Holidays Green Fees	
1. Sat & Sun (& Holidays): Open - Noon	\$37
2. Sat & Sun (& Holidays): Noon - 3pm	\$37
3. Sat & Sun (& Holidays): 3pm - Close	\$21
4. Super Twilight @ 5PM	\$15

<b>C. Replay Green Fees</b>	
1. 9 additional holes	\$10
2. 18 additional holes	\$15
3. Senior Card (55+)	\$21
<b>All Golf fees listed are maximum fees to be charged. Golf course management has authority to adjust fees and run seasonal specials as needed to maximize play. In</b>	

<b>2. Cart Fees</b>	
9 holes	\$8.00
18 holes	\$15.00
<b>3. Monthly Membership Fees: both include unlimited range balls, 10% discount in the pro-shop &amp; \$20 golf after 2pm.</b>	
Silver	\$29.99
Gold - Golf discounts prior to 2pm daily	\$69.99

## Library

PERMIT/SERVICE	FEE
<b>1. Overdue Library Materials</b>	No Charge
<b>2. Overdue Interlibrary Loan Materials</b>	No Charge
<b>3. Replacement of Lost Materials</b>	Cost or exact replacement
<b>4. Damaged Library Materials</b>	Cost or exact replacement
<b>5. Black &amp; White Copies/Printing</b>	\$.10/Page
<b>6. Use computer / internet / wireless internet</b>	No Charge
<b>7. Color Copies / Printing</b>	\$.25/Page
<b>8. Library Cards for Residents, Teachers and Students from schools within City Limits, TexShare Cardholders</b>	No Charge
<b>9. Non-Resident Fees</b>	
Annually Renewable	\$25/ individual or \$50/ family
**In lieu of fee (patron can volunteer)	
<b>10. Senior Non-Resident Fee (age 62 and over)</b>	
Annually Renewable	\$12.50/ individual
<b>11. Meeting Room Fees/ Usage Fees</b>	<b>Non-Cardholders / Businesses / Other For Profit Groups</b>
A. Small conference room	\$25 minimum (1st 2 hours) + \$10 each addl. Hour
B. Large conference room	\$50 minimum (1st 2 hours) + \$25 each addl. hour
<b>12. Proctoring Fee</b>	\$20/exam
<b>13. 3D Printing</b>	\$.10/gram - \$1.00 minimum

## Municipal Court

PERMIT/SERVICE	FEE
<b>Return Check Fee</b>	\$ 35 per

## Parks

PERMIT/SERVICE	FEE
<b>City Ball Fields</b>	
<b>1. Unreserved</b>	No Charge
<b>2. Organized League Athletics</b>	City Leagues, PeeWee Football, and BYA are allowed to use fields for organized game play
<b>3. Ball Field Reservations</b>	
A. Reservations/Field	\$25 w/o lights
<b>4. Tournament Fees</b>	
A. Ballfield Rental Girls	\$300 per field minimum of 5 fields
B. Ballfield Rental Boys	\$400 per field per day minimum of 10 fields max of 15 fields

## Park Facilities (Warren, Chisenhall and Mistletoe)

<b>1. Pavillion</b>	
A. Full Shelter	\$20/HR

**2. Tennis Courts**

A. Tournament Reservations - Resident	\$10/HR.
B. Tournament Reservations - Non-Resident	\$15/HR.

**Stage Rental Fees**

(All fees are based on a 4 hour stage rental)

**1. For Profit Organizations**

\$3,300

A. Extra Speakers	\$450
B. Additional Hours	\$500/hour
C. Deposit	\$1,000
D. Mileage greater than 5 miles	\$20/mile

**2. Not For Profit Org (501c3 required)**

\$1,650

A. Extra Speakers	\$450
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B. Additional Hours	\$250/hour
C. Deposit	\$1,000
D. Mileage greater than 5 miles	\$20/mile

**All Recreation fees listed are maximum fees to be charged. Recreation management has authority to adjust fees and run seasonal specials as needed to In the event****Park Land Dedication**

Fee in lieu of land - <b>Single Family</b> (Charged with filing of the plat & only applicable if land is not dedicated)	\$458
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Park Development Fee - <b>Single Family</b> (charged with filing of the plat)	\$818
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Fee in lieu of land - <b>Multi-Family</b> (Charged with filing of the plat & only applicable if land is not dedicated)	\$399
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Park Development Fee - <b>Multi Family</b> (charged with filing of the plat)	\$711
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**Police Department**

PERMIT/SERVICE	FEE
<b>1. Copy Services for Accident Reports or information or Copy of Certification of no report</b>	\$6.00/EA
<b>2. Additional Fee for Certified Copies</b>	2/EA
<b>3. License for Sexually Oriented Businesses</b>	
A. New license	\$500
B. License renewal	\$500
C. Non-conforming license	\$500
D. Reinstatement fee	\$500
E. Application for location exemption	\$250
<b>4. Alarm System Fees</b>	
A. Residential Permit Fee	\$50
B. Commercial Permit Fee	\$75 + \$10 Per Agent for More Than 5 Agents
C. Residential Permit Renewal	\$50 annually
D. Commercial Permit Renewal	\$100 annually
E. Residential Permit Reinstatement	\$50
F. Commercial Permit Reinstatement	\$100
G. False Alarm Response Fee	
1-3	\$0
4-5	\$50
6-7	\$75
8-9	\$100
10	\$100 and Police response revoked



**5. Solicitor Permits/Registration**

A. Local - 1 year	\$100
B. Interstate Commerce Registration	
90 Days	0
6 Months	0
1 Year	0
<b>6. Good Conduct Letter</b>	\$8/Each

## Planning

PERMIT/SERVICE	FEE
<b>1. Preliminary Plat</b>	
A. Residential	\$850 + \$15/lot
B. Non-residential	\$500 + \$20 per acre
<b>2. Final Plat</b>	
A. Residential	\$500 + \$10/lot
B. Non-residential	\$500 + \$15 per acre
<b>3. Plat Revision</b>	
A. Re-plat	\$500 + \$10/lot
B. Amending Plat	\$350
<b>4. Plat Vacation/Short Form</b>	\$300
<b>5. Minor Plat</b>	\$400
<b>6. ETJ Plat Exemption Letters</b>	\$25
<b>7. Zoning Change/Specific Use Permit</b>	
A. Less than 3 acres	\$700
B. 3.1 - 10 acres	\$900
C. 11 -29 acres	\$1,400
D. 30+ acres	\$1,600 + \$15/acre over 30 (\$2800 max)
<b>8. Planned Development/Permit</b>	\$1,000 + \$20 per acre
<b>9. Preprinted Zoning Ordinances</b>	Free Online
<b>10. Pre-Printed Subdivision Policies</b>	Free Online
<b>11. Comprehensive Plan</b>	Free Online
<b>12. Comprehensive Plan Summary</b>	Free Online
<b>13. Interpretation request for new or unlisted uses in zoning ordinance (City refunds \$350 if no ordinance amendment is necessary)</b>	\$500
<b>14. Legal Filing Fees</b>	
A. First sheet - Small plat	\$50
B. First sheet - Large plat	\$80
C. Each additional sheet	\$25
<b>15. Shopping Center Sign Package Review Fee</b>	\$250
<b>16. Commercial Site Plan (CSP) fee</b>	\$500
<b>17. Commercial Site Plan Amendment</b>	\$250
<b>18. Annexation/Disannexation Requests</b>	\$500
<b>19. Renotification Fee (at applicant's request)</b>	\$125
<b>20. Zoning Verification Letter fee</b>	\$25
<b>21. Roadway Impact Fees</b>	Refer to Current Impact Fee Ordinance for Fees
<b>22. Variances and Waiver Requests:</b>	
A. Zoning Ordinance	\$250
B. Community Facility Policy	\$200
C. Landscape Requirements	\$250
D. Masonry Ordinance (new construction only)	\$250
E. Subdivision Ordinance	\$250
F. Old Town Design Standards (new construction only)	\$250
G. Commercial Site Plan	\$0
H. Fencing and Screening Ordinance	\$250
G. Any other Development-related Ordinance	\$250
<b>23. Deployment of Wireless Network (small cell) Nodes in the Right of Way</b>	Refer to the current Cell Nodes Ordinance for Fees
<b>24. Emergency Warning System Cost (charged with filing of the plat)</b>	\$25/acre

**25. Short Term Rental**

A. Application	\$150 (Non-refundable)
B. Permit Renewal	\$150 (Non-refundable)

**Records Management**

PERMIT/SERVICE	FEE
<b>1. Paper Copies</b>	
A. Standard-Size Paper Copy (Measures less than 8.5 X 14)	\$ .10 per page
B. Non-Standard Size Paper Copy (Larger than 8.5 X 14)	\$.50 per page
C. Specialty Paper	Actual Cost
<b>2. Computer Diskette (CD/CDR)</b>	\$1.00 each
<b>3. Digital Video Disc (DVD)</b>	\$3.00 each
<b>4. Audio Cassette</b>	\$1.00 each
<b>5. VHS Video Cassette</b>	\$2.50 each
<b>6. Computer Magnetic Tape</b>	Actual Cost
<b>7. Data Cartridge</b>	Actual Cost
<b>8. Tape Cartridge</b>	Actual Cost
<b>9. Thumb Drive</b>	Actual Cost
<b>10. JAZ drive</b>	Actual Cost
<b>11. Other Electronic Media</b>	Actual Cost
<b>12. Miscellaneous Supplies</b>	Actual Cost
<b>13. Postage &amp; Shipping</b>	Actual Cost
<b>14. Photographs</b>	Actual Cost
<b>15. Maps</b>	Actual Cost
<b>16. Other Costs</b>	Actual Cost
<b>17. Outsourced/Contracted Services (may not include development costs)</b>	Actual Cost
<b>18. Microfiche/Microform</b>	
A. Paper Copy	\$.10 per page
B. Film/Fiche Copy	actual cost
C. Document Retrieval/Remote	actual cost
<b>19. Computer Resource</b>	
A. PC or LAN	\$1.00 per clock hour
B. Client/Server	\$2.20 per clock min
C. Midsize	\$1.50 per CPU min
D. Mainframe	\$10.00 per CPU min
<b>20. Labor Charges</b>	
A. Programming Time	\$28.50 per hour
B. Locating/Compiling/Reproducing	\$15.00 per hour
C. Labor Charge - CANNOT be charged for 50 or fewer pages; Overhead charge can only be added if there is a charge for labor (>50 pgs)	20% of labor cost
<b>21. FAX</b>	
A. Local	N/A
B. Long Distance, Same Area Code	N/A
C. Long Distance, Different Area Code	N/A
<b>22. General Information</b>	
A. Down Payments *NO SALES TAX CAN BE CHARGED per AG	50% of estimated cost if the requestor is given an itemized statement
B. Credit Card Transaction fee	fees may be recovered
<b>23. Body Worn Camera Recordings</b>	
A. Responsive to Request / AND	\$10.00 per recording
B. Audio or Video Footage	\$1.00 per full min

**Russell Farm**

PERMIT/SERVICE	FEE
<b>1. Building Rental</b>	<b>All rental rates based on hourly rates w/ a minimum 4 hour rental</b>
A. Chesapeake Building - Operational hours - 1800 sq. ft. - Max occupancy:145	\$50 per hour
B. Chesapeake Building - Non-operational hours	\$71 per hour

C. Baker Building - Operational Hours	
- 500 Sq ft.	\$38 per hour
- Max occupancy: 50	
D. Baker Building - Non-Operational Hours	\$59 per hour
E. Hay Barn/Outdoor Pavilion - Operational Hours	
- 1,110 sq. ft.	\$31 per hour
- Max occupancy: 100	
F. Hay Barn/Outdoor Pavilion - Non-Operational Hours	\$53 per hour

## 2. Reservation and Refund Policies

- A. All reservations must be made at Russell Farm with the Facility Supervisor.
- B. All refund/refund fees are paid at the Burleson Recreation Center.
- C. All reservations must be paid in full 48 hours prior to rental.
- D. Rental Deposit Fee: \$100.00 per building reserved.
- E. A deposit is required on facility rentals along with the completion of the Russell Farm Reservation contract. The deposit will be refunded if the area used has

## 3. Rental Cancellation Refunds:

- A. Rentals cancelled 30 calendar days or more prior to booking will receive 100% of the deposit.
- B. Rentals cancelled 29 - 15 calendar days or more prior to booking will receive 50% of the deposit.
- C. Rentals cancelled 14 calendar days or less prior to booking will receive 50% of the deposit.
- D. User shall not collect fees at the Russell Farm unless approval has been granted in writing by an authorized representative of the City's Park and Recreation

## Utility Customer Service

PERMIT/SERVICE	FEE
<b>1. Security Deposits</b>	
A. Minimum Residential	\$135
B. Commercial	
1. Minimum for 3/4" Meter	\$ 135
2. Minimum for 1 1/2" Meter	\$ 160
3. Minimum for 2" Meter	\$ 185
4. Minimum for 3" Meter	\$ 210
5. Minimum for 4" Meter or Larger	\$ 260
C. Security Deposit for Fire Hydrant Meters	\$ 1,800
<b>2. Penalty Amount for Late Bills</b>	10% Excluding Tax
<b>3. Returned Payment Fee</b>	\$35
<b>4. Extension Fee</b>	\$5
<b>5. Reconnect Fee</b>	
A. Standard	\$35
B. Reconnect Fee After 5:00 PM and on weekends and holidays	\$50
<b>6. Extra Trip Fee</b>	\$15
<b>7. Meter Test Fee</b>	
A. For 3/4" or 1" Meter	\$30
B. For 1 1/2" Meter and Larger	\$125
<b>8. Temporary Service Fee (2 day limit and 2,000 gallons)</b>	\$30
<b>9. Transfer Fee</b>	\$15
<b>10. Construction Meter Non-Read Fee</b>	\$100
<b>11. After Hours Turn-on Fee</b>	\$50
<b>12. Initiation Fee (in addition to deposit)</b>	\$10
<b>13. Tampering Fee</b>	
A. First Occurrence	\$50
B. Second Occurrence	\$100
C. Third Occurrence	\$150
<b>14. Pull Meter Fee</b>	\$30

## Water/Wastewater

PERMIT/SERVICE	FEE	ADDITIONAL INFORMATION/REQUIREMENTS
<b>1. Tap Fees</b>		
A. 5/8" Meter Set	\$295.59	
B. 5/8" Meter, dig out, U Branch	\$415.80	
C. 5/8" Tap, Meter and Box in easement	\$1,379.88	Pavement work : Get quote from Public Works
D. 1" Meter Set	\$385.54	
E. 1" Water Tap, Meter and Box in easement	\$1,458.53	
F. 1 1/2" Meter Set	\$578.75	
G. 1 1/2" Tap, Meter and Box	\$2,204.33	Positive displacement meter in easement, pavement work: Get quote from Public Works
H. 1 1/2" Tap, Meter and Box	\$2,601.35	Turbine meter in easement, pavement work: Get quote from Public Works
I. 1 1/2" Meter (positive disp.)	\$578.75	
J. 1 1/2" Meter (turbine)	\$835.77	
K. 2" Meter (positive disp.)	\$749.10	
L. 2" Meter (turbine)	\$850.32	
M. 2" Meter (compound)	\$1,711.32	
N. 2" Tap, Meter and Box	\$2,314.90	Positive displacement meter in easement, pavement work: Get quote from Public Works
O. 2" Tap, Meter and Box	\$2,416.12	Turbine meter in easement, pavement work: Get quote from Public Works
P. 2" Tap, Meter and Box	\$3,277.12	Compound meter in easement, pavement work: Get quote from Public Works
Q. 3" Tap, Meter and Box		TBD by Utilities Supervisor
R. 4" Tap, Meter and Box		TBD by Utilities Supervisor
S. 4" Sewer Tap in Pavement	\$866	
T. 4" Sewer Tap in Easement	\$985.41	
U. Relocate 5/8" Meter	\$201	12 ft. or less in easement, pavement work: Get quote from Public Works
V. Relocate 5/8" Meter (more than 12 ft.)	Get quote from Public Works	Get quote from Public Works
W. Relocate 1" Meter	\$215	12 ft. or less in easement, pavement work: Get quote from Public Works
X. Relocate 1" Meter (more than 12 ft.)		Get quote from Public Works
Y. Pull Meter	\$10	
Z. Double Meter Box	\$30.50	
AA. 2" and 1 1/2" Meter Box	\$217	
AB. 2" + Meter Box	\$117	
AC. Pavement Cut / Replacement		TBD by Utilities Supervisor
AD. Automatic Flush Valve	\$1,000	
AE. Water and Wastewater Impact Fees (Burleson charges both City of Burleson and City of Fort Worth Impact Fees)		Refer to Current Impact Fee Ordinance for Fees

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## City Council Special Meeting

**DEPARTMENT:** Legal & Purchasing

**FROM:** Matt Ribitzki, Deputy City Attorney/Compliance Manager

**MEETING:** September 11, 2023

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**SUBJECT:**

Consider approval of an ordinance providing Fiscal Year 2023-2024 rates for water and wastewater service. (Final Reading) (*Staff Presenter: Martin Avila, Finance Director*)

**SUMMARY:**

On August 9, 2023, the city manager filed the proposed annual budget for Fiscal Year 2023-2024. On that same day, the city manager delivered a copy of the proposed budget to the city council. At the August 15, 2023, special city council meeting, the city manager presented the proposed budget to the council and members of the public.

The proposed ordinance will set rates for water and wastewater services for Fiscal Year 2023-2024. The rates are as follows:

**WATER**

The base water rates per meter size shall be as follow:

	<b>Current</b>	<b>Proposed</b>
3/4	\$15.56	\$16.03
1	\$22.41	\$23.08
1.5	\$42.19	\$43.46
2	\$62.18	\$64.05
3	\$149.55	\$154.04
4	\$249.26	\$256.74
6	\$497.41	\$512.33
8	\$745.56	\$767.93
10	\$991.51	\$1,021.26
12	\$1,144.90	\$1,179.25

In addition to the base water rate per meter size, the water rates for all areas of

the City are as follows.

	<b>Current</b>	<b>Proposed</b>
1 gallon to 10,000 gallons Meter Size		
All	\$4.76/1000 gallons	\$4.90/1000 gallons
10,001-20,000 gallons Meter Size		
All	\$5.75/1000 gallons	\$5.92/1000 gallons
Over 20,000 gallons Meter Size		
All	\$6.57/1000 gallons	\$6.57/1000 gallons
Gas Well Drilling Meter Size		
All	\$13.55	\$13.96

#### **WASTEWATER**

The base wastewater rate shall be as follows:

<b>Current</b>	<b>Proposed</b>
\$19.16	\$19.73

#### **Residential**

Residential wastewater volume will be determined as the average of water consumption billed in the months of January, February, and March up to a maximum of 12,000 gallons. If a customer has not established an average for these three months, wastewater volume will be determined as the citywide residential average for those months.

The rate applied to this volume will be

<b>Current</b>	<b>Proposed</b>
\$5.32/1,000 gallons	\$5.48/1,000 gallons

Maximum wastewater charge to residential customers using wastewater service only:

Max	\$83.00	\$85.49
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#### **Commercial**

All usage	\$5.32	\$5.48
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### Abnormal Sewage Surcharge

	Current	Proposed
Biochemical Oxygen Demand (BOD)	\$0.4407 per pound	\$0.5478 per pound
Total Suspended Solids (TSS)	\$0.2649 per pound	\$0.3175 per pound

### **OPTIONS:**

Approve the ordinance, approve the ordinance with modifications, or deny the ordinance

### **RECOMMENDATION:**

Approve the ordinance

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

At the August 15, 2023, special city council meeting, the city manager presented the proposed budget to the council and members of the public.

The City Council approved the ordinance on first reading on September 5, 2023.

### **FISCAL IMPACT:**

n/a

### **STAFF CONTACT:**

Matt Ribitzki  
Deputy City Attorney/Compliance Manager  
[mribitzki@burlesontx.com](mailto:mribitzki@burlesontx.com)  
817-426-9664

# Proposed Budget FY2024 Tax Rate and Related Ordinances

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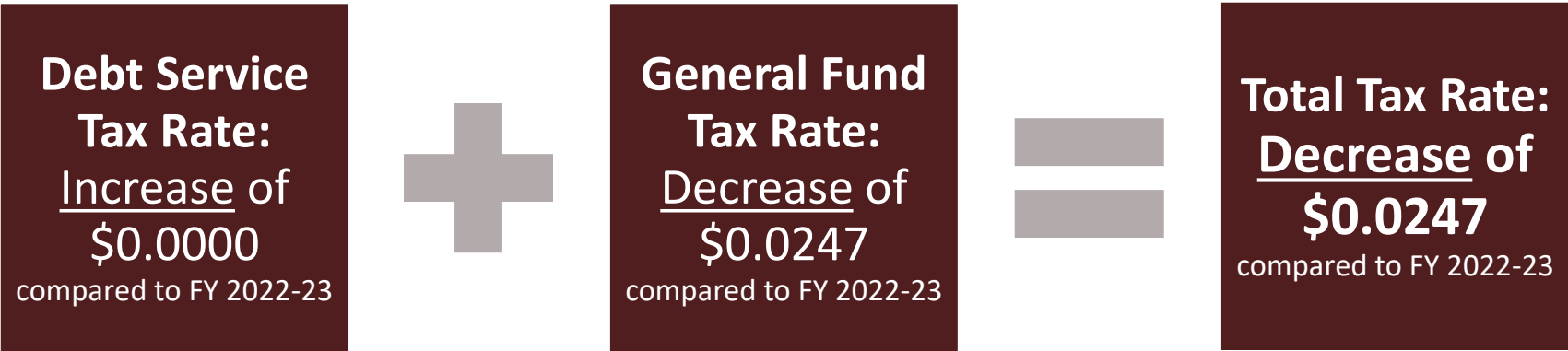
*PRESENTED TO THE CITY COUNCIL ON SEPTEMBER 11, 2023*



# Assumptions for General Fund

## Assessed Value Increases

- FY 2025-28: Assumes 3.5% growth of existing properties and 2% new improvements
- FY 2025-26: Assumes an additional 1% homestead exemption each year.



Sales Tax		
FY 2023: Assumes 6%	↑	FY 2024 Proposed: Assumes 3% increase
		↑
		FY 2025-2028: Assumes 3% increase
		↑

# Tax Rate History

Tax Year	GF Rate	Debt Rate	Total Rate	
Proposed FY2023-24	\$0.4402	\$0.1923	\$0.6325	Decrease \$0.0247
FY2022-23	\$0.4649	\$0.1923	\$0.6572	
FY2021-22	\$0.4974	\$0.1885	\$0.6859	
FY2020-21	\$0.5187	\$0.1924	\$0.7111	
FY2019-20	\$0.5106	\$0.2094	\$0.7200	
FY2018-19	\$0.5228	\$0.2122	\$0.7350	
FY2017-18	\$0.5228	\$0.2122	\$0.7350	
FY2016-17	\$0.5228	\$0.2122	\$0.7350	
FY2015-16	\$0.5278	\$0.2122	\$0.7400	
FY2014-15	\$0.5278	\$0.2122	\$0.7400	
FY2013-14	\$0.5278	\$0.1622	\$0.6900	

# Average Home Value

Fiscal Year	Average Home Value	Tax Rate	Tax Levy	Homestead	Net Tax Bill
FY 2023	\$253,812	\$0.6572	\$1,668.05	(\$33.36)	\$1,634.69
FY 2024	\$282,966	\$0.6325	\$1,789.76	(\$53.69)	\$1,736.08
Net Difference	\$29,154	(\$0.0247)	\$121.71	\$20.33	\$101.39

- Monthly net tax bill increase of \$8.45 per month.

# Summary of Assumptions

	FY 24	FY 25	FY 26	FY 27	FY 28
Tax Levy	3.5%	3.5%	3.5%	3.5%	3.5%
New Construction Growth	2%	2%	2%	2%	2%
Sales Tax Growth	3%	3%	3%	3%	3%
Compensation	3.5%	3.0%	3.0%	3.0%	3.0%
Cash Funding – Capital Projects	\$1.4M	\$.64K	\$.88K	\$1.38M	\$0
Future Bond Sales	\$93.7M	\$74.5M	\$40.92M	\$15.93M	\$22.0M

# Water/Wastewater

Key issues in the development of the budget:

Projects	Capital Improvement Program	Rates
<ul style="list-style-type: none"><li>Water Line Rehabilitation \$2.0M</li><li>Hulen Ground Storage Tank Rehabilitation \$1.4M</li><li>Sewer Line Rehabilitation \$3.0M</li></ul>	<ul style="list-style-type: none"><li>\$9 million bond issue proposed in FY 2023/24</li><li>5 year Capital Improvement Plan 2024-2028:<ul style="list-style-type: none"><li>Water - \$48.8 million</li><li>Sewer - \$33.7 million</li></ul></li></ul>	<ul style="list-style-type: none"><li>Propose 3 percent for both water and sewer in FY 2024</li></ul>

# Water Rates -3% increase

Item F.

Section 1		
The base water rates per meter size shall be as follow:		
	Current	Proposed
3/4	\$15.56	\$16.03
1	\$22.41	\$23.08
1.5	\$42.19	\$43.46
2	\$62.18	\$64.05
3	\$149.55	\$154.04
4	\$249.26	\$256.74
6	\$497.41	\$512.33
8	\$745.56	\$767.93
10	\$991.51	\$1,021.26
12	\$1,144.90	\$1,179.25

Section 2		
In addition to the base water rate per meter size, the water rates for all areas of the City are as follows.		
	Current	Proposed
1 gallon to 10,000 gallons		
Meter Size		
All	\$4.76/1000 gallons	\$4.90/1000 gallons
10,001-20,000 gallons		
Meter Size		
All	\$5.75/1000 gallons	\$5.92/1000 gallons
Over 20,000 gallons		
Meter Size		
All	\$6.57/1000 gallons	\$6.77/1000 gallons
Gas Well Drilling		
Meter Size		
All	\$13.55	\$13.96

# Wastewater Rates -3% increase

Item F.

Section 3		
The base wastewater rate shall be as follows:		
	Current	Proposed
	\$19.16	\$19.73
Residential		
Residential wastewater volume will be determined as the average of water consumption billed in the months of January, February, and March up to a maximum of 12,000 gallons. If a customer has not established an average for these three months, wastewater volume will be determined as the citywide residential average for those months.		
The rate applied to this volume will be		
	Current	Proposed
	\$5.32/1,000 gallons	\$5.48/1,000 gallons
Maximum wastewater charge to residential customers using wastewater service only:		
Max	\$83.00	\$85.49
Commercial		
All usage	\$5.32	\$5.48
<b>Abnormal Sewage Surcharge- rated determined by City of Fort Worth</b>		
	Current	Proposed
Biochemical Oxygen Demand (BOD)	\$0.4407 per pound	\$0.5478 per pound
Total Suspended Solids (TSS)	\$0.2649 per pound	\$0.3175 per pound

# Solid Waste Fund

Revenues	
Projected 20% fee increase for FY 24 – \$3.64 per residential account	
Projected 10% fee increase for FY 25	
Project a 3% fee increase in FY 26-28	
2.50% increase in growth for FY 23-24	
Expenditures	
Collection contract	FY24 projected cost - \$3 million
Recycling program	FY24 projected cost - \$522,000
Current contract expires in FY 2029	



# Solid Waste Rates -20% increase

Item F.

Residential		
	Current	Proposed
Waste Collection	\$13.50	\$16.20
Recycling	\$2.50	\$3.00
Admin & Overhead	\$1.00	\$1.10
Franchise Fee	\$1.20	\$1.54
	\$18.20	\$21.84
Small Collection Business		
Base Rate	\$16.88	\$23.43
Admin & Overhead	\$3.50	\$1.10
Franchise Fee	\$1.62	\$1.87
	\$22.00	\$26.40
Major Collection		
Base Rate	\$28.42	\$35.38
Admin & Overhead	\$1.91	\$1.10
Franchise Fee	\$2.43	\$2.83
	\$32.76	\$39.31

# Total Expenditure Budget by Fund

(in millions)

FUND	FY22-23 ESTIMATE	FY23-24 PROPOSED	VARIANCE
GENERAL FUND	\$ 57.7	\$ 60.2	\$ 2.5
DEBT SERVICE	7.7	8.6	0.9
WATER AND WASTEWATER	26.7	28.0	1.3
SOLID WASTE	4.1	4.3	0.2
HIDDEN CREEK GOLF COURSE	3.8	3.4	(0.4)
PARKS PERFORMANCE	5.5	5.7	0.2
4A SALES TAX	3.8	9.1	5.3
4B SALES TAX	9.5	8.1	(1.4)
CAPITAL PROJECTS	68.3	97.4	29.1
OTHER FUNDS	29.2	31.0	1.8
<b>TOTAL</b>	<b>\$ 216.3</b>	<b>\$ 255.9</b>	<b>\$ 39.6</b>

# Fee Schedule Ordinance

- Recent fee schedule updates
  - Cemetery Fees – approved by Council on August 15, 2023
  - Development Engineering Review and Inspection Fees (In response to HB3492), approved by Council August 21, 2023
  - Short Term Rental – approved by Council on May 1, 2023
  - EMS Fees / Policy – Established by Council in April and August of 2023.

# Action Requested

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## Approve or Deny the following ordinances:

- FY2023-24 Budget – October 1, 2023 – September 30, 2024
- Levying the property tax for tax year 2023 taxable values and adopting the property tax rate of \$0.6325 per \$100 value
- Approving Tax Year 2023 tax roll
- Approving the FY2023-2024 schedule of fees
- Establishing the FY2023-2024 rates for water and wastewater services (3% increase)
- Establishing the FY2023-2024 rates for solid waste services (20%)
- Approving a 3% residential homestead exemption for Tax Year 2024 to be effective October 1, 2024 for FY2024-2025

# QUESTIONS/COMMENTS

## ORDINANCE

**AN ORDINANCE ESTABLISHING RATES TO BE CHARGED FOR WATER AND WASTEWATER SERVICE IN THE CITY OF BURLESON; INCORPORATING THE RECITALS INTO THE BODY OF THE ORDINANCE; PROVIDING A SEVERABILITY CLAUSE, CUMLUATIVE CLAUSE, AND SAVINGS CLAUSE; FINDING THAT THE MEETING AT WHICH THIS ORDINANCE IS PASSED IS OPEN TO THE PUBLIC AS REQUIRED BY LAW; AND DECLARING AN EFFECTIVE DATE.**

**WHEREAS**, the City of Burleson, Texas is a home rule city acting under its charter adopted by the electorate pursuant to Article XI, Section 5 of the Texas Constitution and Chapter 9 of the Local Government Code; and

**WHEREAS**, the City Council passed an ordinance in September of 2022 which, among other things, provided rates to be charged for water and wastewater service; and

**WHEREAS**, the rates for water and wastewater may be amended from time to time as provided by Section 82-2 of the City of Burleson Code of Ordinances; and

**WHEREAS**, the rates and fees industrial waste discharge as described in Article II (Industrial Waste Discharge) of Chapter 82 (Utilities) of the City of Burleson Code of Ordinances may be amended from time to time; and

**WHEREAS**, the City Council desires set new rates for water and wastewater service; and

**WHEREAS**, City Council desires to set new fees and rates related to industrial waste discharge; and

**WHEREAS**, the City Council has determined that adopting the rates for water and wastewater service as set forth herein is in the best interest of the City.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BURLESON, TEXAS:**

### Section 1

The base water rates per meter size shall be as follows:

3/4	\$16.03
1	\$23.08
1.5	\$43.46
2	\$64.05
3	\$154.04
4	\$256.74
6	\$512.33

8	\$767.93
10	\$1,021.26
12	\$1,179.25

## **Section 2**

In addition to the base water rate per meter size, the water rates for all areas of the City are as follows:

1 gallon to 10,000 gallons

Meter Size

All	\$4.90/1000 gallons
-----	---------------------

10,001-20,000 gallons

Meter Size

All	\$5.92/1000 gallons
-----	---------------------

Over 20,000 gallons

Meter Size

All	\$6.57/1000 gallons
-----	---------------------

Gas Well Drilling

Meter Size

All	\$13.96
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## **Section 3**

The base wastewater rate shall be as follows: \$19.73/month.

## **Section 4**

The wastewater volume rates are as follows:

### **Residential**

Residential wastewater volume will be determined as the average of water consumption billed in the months of January, February, and March up to a maximum of 12,000 gallons. If a customer has not established an average for these three months, wastewater volume will be determined as the citywide residential average for those months.

The rate applied to this volume will be \$5.48 per 1,000 gallons.

Maximum wastewater charge to residential customers using wastewater services only:

Maximum residential wastewater rate: \$85.49

### Commercial

All usage: \$5.48 per 1000 gallons

### Abnormal Sewage Surcharge

Commercial customers whose discharge is found to qualify under the abnormal sewage ordinance will be surcharged according to the following rates:

Biochemical Oxygen Demand (BOD) \$0.5478 per pound

Total Suspended Solids (TSS) \$0.3175 per pound

## **Section 5**

That all of the above premises are found to be true and correct and are incorporated into the body of this ordinance as if copied in their entirety.

## **Section 6**

It is hereby declared to be the intention of the City Council that the phrases, clauses, sentences, paragraphs, and sections of this ordinance are severable, and if any phrase, clause, sentence, paragraph, or section of this ordinance shall be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs and sections of this ordinance, since the same would have been enacted by the City Council without the incorporation in this ordinance of any such unconstitutional phrase, clause, sentence, paragraph, or section.

## **Section 7**

This ordinance shall be cumulative of all provisions of ordinances and of the Code of Ordinances of the City of Burleson, Texas, as amended, except where the provisions of this ordinance are in direct conflict with the provisions of such ordinances and such Code, in which event the conflicting provisions of such ordinances and such Code are hereby repealed.

## **Section 8**

All rights and remedies of the City are expressly saved as to any and all provisions of any ordinance affecting water and wastewater fees of the City and to any and all violations of the provisions of any prior ordinance pertaining to water and wastewater fees and regulations within the City which have accrued as of the effective date of this ordinance; as to such accrued fees, collection activity, violations, and any pending litigation, both civil and criminal, whether pending in court or not, under such prior ordinances, same shall not be affected by this



ordinance but may be prosecuted and pursued until final disposition by the courts.

### **Section 9**

That it is hereby officially found and determined that the meeting at which this ordinance is passed is open to the public and that public notice of the time, place, and purpose of said meeting was given as required by law.

### **Section 10**

This ordinance shall be in full force and effect October 1, 2023, and after its passage and publication as provided by law.

**PASSED AND APPROVED** the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

**First Reading:** the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

**First Reading:** the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Chris Fletcher, Mayor  
City of Burleson, Texas

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Amanda Campos, City Secretary

\_\_\_\_\_  
E. Allen Taylor, Jr., City Attorney

## City Council Special Meeting

**DEPARTMENT:** Legal & Purchasing

**FROM:** Matt Ribitzki, Deputy City Attorney/Compliance Manager

**MEETING:** September 11, 2023

### **SUBJECT:**

Consider approval of an ordinance providing Fiscal Year 2023-2024 rates for collection and disposal of residential and non-residential solid waste, recyclables, and trash. (Final Reading)  
(Staff Presenter: John Butkus, Assistant Finance Director)

### **SUMMARY:**

On August 9, 2023, the city manager filed the proposed annual budget for Fiscal Year 2023-2024. On that same day, the city manager delivered a copy of the proposed budget to the city council. At the August 15, 2023, special city council meeting, the city manager presented the proposed budget to the council and members of the public.

The proposed ordinance will set rates collection and disposal of residential and non-residential solid waste, recyclables, and trash for Fiscal Year 2023-2024. The rates are as follows:

	<b><u>Residential</u></b>	
	<b>Current</b>	<b>Proposed</b>
Waste Collection	\$13.50	\$16.20
Recycling	\$2.50	\$3.00
Admin & Overhead	\$1.00	\$1.10
Franchise Fee	\$1.20	\$1.54
	<u>\$18.20</u>	<u>\$21.84</u>

	<b><u>Small Collection Business</u></b>	
	<b>Current</b>	<b>Proposed</b>
Base Rate	\$16.88	\$23.43
Admin & Overhead	\$3.50	\$1.10
Franchise Fee	\$1.62	\$1.87
	<u>\$22.00</u>	<u>\$26.40</u>

	<b><u>Major Collection</u></b>	
	<b>Current</b>	<b>Proposed</b>
Base Rate	\$28.42	\$35.38
Admin & Overhead	\$1.91	\$1.10
Franchise Fee	\$2.43	\$2.83
	<hr/> \$32.76	<hr/> \$39.31

**OPTIONS:**

Approve the ordinance, approve the ordinance with modifications, or deny the ordinance

**RECOMMENDATION:**

Approve the ordinance

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

At the August 15, 2023, special city council meeting, the city manager presented the proposed budget to the council and members of the public.

The City Council approved the ordinance on first reading on September 5, 2023.

**FISCAL IMPACT:**

n/a

**STAFF CONTACT:**

Matt Ribitzki  
Deputy City Attorney/Compliance Manager  
[mribitzki@burlesontx.com](mailto:mribitzki@burlesontx.com)  
817-426-9664

# Proposed Budget FY2024 Tax Rate and Related Ordinances

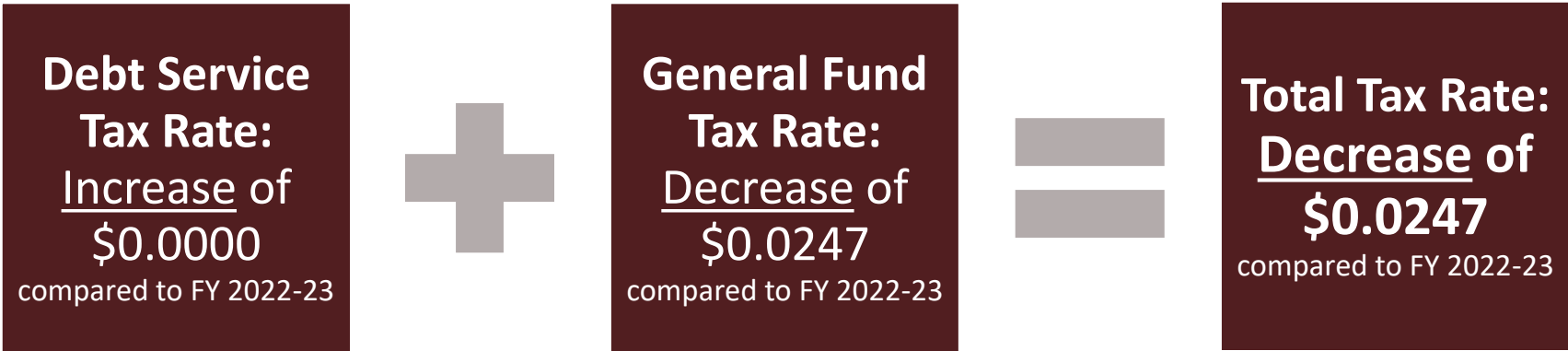
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*PRESENTED TO THE CITY COUNCIL ON SEPTEMBER 11, 2023*

# Assumptions for General Fund

## Assessed Value Increases

- FY 2025-28: Assumes 3.5% growth of existing properties and 2% new improvements
- FY 2025-26: Assumes an additional 1% homestead exemption each year.



Sales Tax		
FY 2023: Assumes 6%	FY 2024 Proposed: Assumes 3% increase	FY 2025-2028: Assumes 3% increase

# Tax Rate History

Tax Year	GF Rate	Debt Rate	Total Rate	
Proposed FY2023-24	\$0.4402	\$0.1923	\$0.6325	Decrease \$0.0247
FY2022-23	\$0.4649	\$0.1923	\$0.6572	
FY2021-22	\$0.4974	\$0.1885	\$0.6859	
FY2020-21	\$0.5187	\$0.1924	\$0.7111	
FY2019-20	\$0.5106	\$0.2094	\$0.7200	
FY2018-19	\$0.5228	\$0.2122	\$0.7350	
FY2017-18	\$0.5228	\$0.2122	\$0.7350	
FY2016-17	\$0.5228	\$0.2122	\$0.7350	
FY2015-16	\$0.5278	\$0.2122	\$0.7400	
FY2014-15	\$0.5278	\$0.2122	\$0.7400	
FY2013-14	\$0.5278	\$0.1622	\$0.6900	

# Average Home Value

Fiscal Year	Average Home Value	Tax Rate	Tax Levy	Homestead	Net Tax Bill
FY 2023	\$253,812	\$0.6572	\$1,668.05	(\$33.36)	\$1,634.69
FY 2024	\$282,966	\$0.6325	\$1,789.76	(\$53.69)	\$1,736.08
Net Difference	\$29,154	(\$0.0247)	\$121.71	\$20.33	\$101.39

- Monthly net tax bill increase of \$8.45 per month.

# Summary of Assumptions

	FY 24	FY 25	FY 26	FY 27	FY 28
Tax Levy	3.5%	3.5%	3.5%	3.5%	3.5%
New Construction Growth	2%	2%	2%	2%	2%
Sales Tax Growth	3%	3%	3%	3%	3%
Compensation	3.5%	3.0%	3.0%	3.0%	3.0%
Cash Funding – Capital Projects	\$1.4M	\$.64K	\$.88K	\$1.38M	\$0
Future Bond Sales	\$93.7M	\$74.5M	\$40.92M	\$15.93M	\$22.0M



# Water/Wastewater

Key issues in the development of the budget:

Projects	Capital Improvement Program	Rates
<ul style="list-style-type: none"><li>Water Line Rehabilitation \$2.0M</li><li>Hulen Ground Storage Tank Rehabilitation \$1.4M</li><li>Sewer Line Rehabilitation \$3.0M</li></ul>	<ul style="list-style-type: none"><li>\$9 million bond issue proposed in FY 2023/24</li><li>5 year Capital Improvement Plan 2024-2028:<ul style="list-style-type: none"><li>Water - \$48.8 million</li><li>Sewer - \$33.7 million</li></ul></li></ul>	<ul style="list-style-type: none"><li>Propose 3 percent for both water and sewer in FY 2024</li></ul>

# Water Rates -3% increase

Item G.

Section 1		
The base water rates per meter size shall be as follow:		
	Current	Proposed
3/4	\$15.56	\$16.03
1	\$22.41	\$23.08
1.5	\$42.19	\$43.46
2	\$62.18	\$64.05
3	\$149.55	\$154.04
4	\$249.26	\$256.74
6	\$497.41	\$512.33
8	\$745.56	\$767.93
10	\$991.51	\$1,021.26
12	\$1,144.90	\$1,179.25

Section 2		
In addition to the base water rate per meter size, the water rates for all areas of the City are as follows.		
	Current	Proposed
1 gallon to 10,000 gallons		
Meter Size		
All	\$4.76/1000 gallons	\$4.90/1000 gallons
10,001-20,000 gallons		
Meter Size		
All	\$5.75/1000 gallons	\$5.92/1000 gallons
Over 20,000 gallons		
Meter Size		
All	\$6.57/1000 gallons	\$6.77/1000 gallons
Gas Well Drilling		
Meter Size		
All	\$13.55	\$13.96

# Wastewater Rates -3% increase

Item G.

Section 3		
The base wastewater rate shall be as follows:		
	Current	Proposed
	\$19.16	\$19.73
Residential		
Residential wastewater volume will be determined as the average of water consumption billed in the months of January, February, and March up to a maximum of 12,000 gallons. If a customer has not established an average for these three months, wastewater volume will be determined as the citywide residential average for those months.		
The rate applied to this volume will be		
	Current	Proposed
	\$5.32/1,000 gallons	\$5.48/1,000 gallons
Maximum wastewater charge to residential customers using wastewater service only:		
Max	\$83.00	\$85.49
Commercial		
All usage	\$5.32	\$5.48
<b>Abnormal Sewage Surcharge- rated determined by City of Fort Worth</b>		
	Current	Proposed
Biochemical Oxygen Demand (BOD)	\$0.4407 per pound	\$0.5478 per pound
Total Suspended Solids (TSS)	\$0.2649 per pound	\$0.3175 per pound

# Solid Waste Fund

Revenues	
Projected 20% fee increase for FY 24 – \$3.64 per residential account	
Projected 10% fee increase for FY 25	
Project a 3% fee increase in FY 26-28	
2.50% increase in growth for FY 23-24	
Expenditures	
Collection contract	FY24 projected cost - \$3 million
Recycling program	FY24 projected cost - \$522,000
Current contract expires in FY 2029	

# Solid Waste Rates -20% increase

Item G.

Residential		
	Current	Proposed
Waste Collection	\$13.50	\$16.20
Recycling	\$2.50	\$3.00
Admin & Overhead	\$1.00	\$1.10
Franchise Fee	\$1.20	\$1.54
	\$18.20	\$21.84
Small Collection Business		
Base Rate	\$16.88	\$23.43
Admin & Overhead	\$3.50	\$1.10
Franchise Fee	\$1.62	\$1.87
	\$22.00	\$26.40
Major Collection		
Base Rate	\$28.42	\$35.38
Admin & Overhead	\$1.91	\$1.10
Franchise Fee	\$2.43	\$2.83
	\$32.76	\$39.31

# Total Expenditure Budget by Fund

(in millions)

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FUND	FY22-23 ESTIMATE	FY23-24 PROPOSED	VARIANCE
GENERAL FUND	\$ 57.7	\$ 60.2	\$ 2.5
DEBT SERVICE	7.7	8.6	0.9
WATER AND WASTEWATER	26.7	28.0	1.3
SOLID WASTE	4.1	4.3	0.2
HIDDEN CREEK GOLF COURSE	3.8	3.4	(0.4)
PARKS PERFORMANCE	5.5	5.7	0.2
4A SALES TAX	3.8	9.1	5.3
4B SALES TAX	9.5	8.1	(1.4)
CAPITAL PROJECTS	68.3	97.4	29.1
OTHER FUNDS	29.2	31.0	1.8
<b>TOTAL</b>	<b>\$ 216.3</b>	<b>\$ 255.9</b>	<b>\$ 39.6</b>

# Fee Schedule Ordinance

- Recent fee schedule updates
  - Cemetery Fees – approved by Council on August 15, 2023
  - Development Engineering Review and Inspection Fees (In response to HB3492), approved by Council August 21, 2023
  - Short Term Rental – approved by Council on May 1, 2023
  - EMS Fees / Policy – Established by Council in April and August of 2023.

# Action Requested

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## Approve or Deny the following ordinances:

- FY2023-24 Budget – October 1, 2023 – September 30, 2024
- Levying the property tax for tax year 2023 taxable values and adopting the property tax rate of \$0.6325 per \$100 value
- Approving Tax Year 2023 tax roll
- Approving the FY2023-2024 schedule of fees
- Establishing the FY2023-2024 rates for water and wastewater services (3% increase)
- Establishing the FY2023-2024 rates for solid waste services (20%)
- Approving a 3% residential homestead exemption for Tax Year 2024 to be effective October 1, 2024 for FY2024-2025



# QUESTIONS/COMMENTS

## ORDINANCE

**AN ORDINANCE ESTABLISHING RATES TO BE CHARGED FOR THE COLLECTION AND DISPOSAL OF RESIDENTIAL AND NON-RESIDENTIAL SOLID WASTE, RECYCLABLES AND TRASH WITHIN THE CITY OF BURLESON; INCORPORATING THE RECITALS INTO THE BODY OF THE ORDINANCE; PROVIDING A SEVERABILITY CLAUSE, CUMULATIVE CLAUSE, AND SAVINGS CLAUSE; FINDING THAT THE MEETING AT WHICH THIS ORDINANCE IS PASSED IS OPEN TO THE PUBLIC AS REQUIRED BY LAW; AND DECLARING AN EFFECTIVE DATE.**

**WHEREAS**, the City of Burleson, Texas is a home rule city acting under its charter adopted by the electorate pursuant to Article XI, Section 5 of the Texas Constitution and Chapter 9 of the Local Government Code; and

**WHEREAS**, the City Council previously passed an ordinance, which, among other things, provided a set of fees for solid waste, recyclables, and trash collection; and

**WHEREAS**, the fees for solid waste, recyclables, and trash collection need to be amended and may be amended in accordance with Section 82-92 of the City of Burleson Code of Ordinances; and

**WHEREAS**, the City Council desires set fees for solid waste, recyclables, and trash collection for the upcoming fiscal year; and

**WHEREAS**, the City Council has determined that adopting the fees for solid waste, recyclables, and trash collection set forth herein is in the best interest of the City.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BURLESON, TEXAS:**

### **Section 1**

The monthly charge for gathering and removal of all solid waste (as defined in Section 82-81 of the Code of Ordinances of the City of Burleson, Texas) for residential and non-residential units within the corporate limits of the City of Burleson shall be as follows:

- (1) Residential Unit exclusive of sales tax and applicable state fees:

Waste Collection	\$16.20	2X/Week
Recycling	\$ 3.00	
Admin and Overhead	\$ 1.10	
Franchise Fee	\$ 1.54	
Total	\$21.84	

- (2) Non-Residential Unit exclusive of sales tax and applicable state fees:

Minor Collection (10 bags or 1- 96 gallon container)		
Base Rate	\$23.43	2X/Week
Administration	\$ 1.10	
Franchise Fee	\$ 1.87	
Total	\$26.40	

Major Collection (20 bags or 2- 96 gallon containers)		
Base Rate	\$35.38	2X/Week
Administration	\$ 1.10	
Franchise Fee	\$ 2.83	
Total	\$39.31	

## **Section 2**

That all of the above premises are found to be true and correct and are incorporated into the body of this ordinance as if copied in their entirety.

## **Section 3**

It is hereby declared to be the intention of the City Council that the phrases, clauses, sentences, paragraphs, and sections of this ordinance are severable, and if any phrase, clause, sentence, paragraph, or section of this ordinance shall be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs and sections of this ordinance, since the same would have been enacted by the City Council without the incorporation in this ordinance of any such unconstitutional phrase, clause, sentence, paragraph, or section.

## **Section 4**

This ordinance shall be cumulative of all provisions of ordinances and of the Code of Ordinances of the City of Burleson, Texas, as amended, except where the provisions of this ordinance are in direct conflict with the provisions of such ordinances and such Code, in which event the conflicting provisions of such ordinances and such Code are hereby repealed.

## **Section 5**

All rights and remedies of the City are expressly saved as to any and all provisions of any ordinance affecting solid waste, recyclables, and trash collection fees of the City and to any and all violations of the provisions of any prior ordinance pertaining to solid waste, recyclables, and trash collection fees and regulations within the City which have accrued as of the effective date of this ordinance; as to such accrued fees, collection activity, violations, and any pending litigation, both civil and criminal, whether pending in court or not, under such prior ordinances, same shall not be affected by this ordinance but may be prosecuted and pursued until final disposition by the courts.

### **Section 6**

That it is hereby officially found and determined that the meeting at which this ordinance is passed is open to the public and that public notice of the time, place, and purpose of said meeting was given as required by law.

### **Section 7**

This ordinance shall be in full force and effect October 1, 2023, and after its passage and publication as provided by law.

**PASSED AND APPROVED** the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

**First Reading:** the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

**First Reading:** the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Chris Fletcher, Mayor  
City of Burleson, Texas

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Amanda Campos, City Secretary

\_\_\_\_\_  
E. Allen Taylor, Jr., City Attorney

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## City Council Special Meeting

**DEPARTMENT:** Legal & Purchasing

**FROM:** Matt Ribitzki, Deputy City Attorney/Compliance Manager

**MEETING:** September 11, 2023

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**SUBJECT:**

Consider approval of an ordinance providing for a residential homestead exemption from the ad valorem tax for Tax Year 2024 and all future years unless revised of an amount equal to three 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. (Final Reading) (*Staff Presenter: John Butkus, Assistant Finance Director*)

**SUMMARY:**

On August 9, 2023, the city manager filed the proposed annual budget for Fiscal Year 2023-2024. On that same day, the city manager delivered a copy of the proposed budget to the city council. At the August 15, 2023, special city council meeting, the city manager presented the proposed budget to the council and members of the public.

As part of the FY2021-2022 budget process, city council approved a 1% residential homestead exemption to be effective for Tax Year 2022 (FY2022-2023). This was the first residential homestead exemption in the history of City of Burleson. As part of the 5 year projections, City staff projected 1% increase each of the following years.

As part of the FY2022-2023 budget process, city council approved a 1% increase to the residential homestead exemption, for a total of 2%, to be effective for Tax Year 2023.

The proposed ordinance will approve another 1% increase to the residential homestead exemption, for a total of 3%, to be effective for Tax Year 2024 (FY2024-2025).

City Council must adopt a homestead exemption before July 1st of the tax year the exemption is effective. A homestead exemption for Tax Year 2024 (FY2024-2025) must be approved by Council prior to July 1, 2024.

**OPTIONS:**

Approve the ordinance, approve the ordinance with modifications, or deny the ordinance

**RECOMMENDATION:**

Approve the ordinance

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

At the August 15, 2023, special city council meeting, the city manager presented the proposed budget to the council and members of the public.

The City Council approved the ordinance on first reading on September 5, 2023.

**FISCAL IMPACT:**

n/a

**STAFF CONTACT:**

Matt Ribitzki  
Deputy City Attorney/Compliance Manager  
[mribitzki@burlesontx.com](mailto:mribitzki@burlesontx.com)  
817-426-9664

# Proposed Budget FY2024 Tax Rate and Related Ordinances

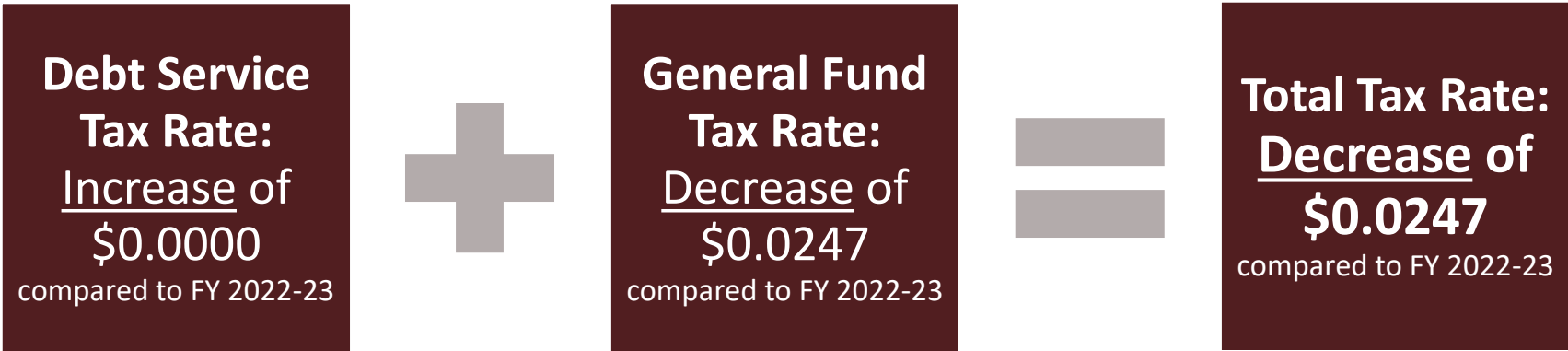
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*PRESENTED TO THE CITY COUNCIL ON SEPTEMBER 11, 2023*

# Assumptions for General Fund

## Assessed Value Increases

- FY 2025-28: Assumes 3.5% growth of existing properties and 2% new improvements
- FY 2025-26: Assumes an additional 1% homestead exemption each year.



Sales Tax		
FY 2023: Assumes 6%	↑	FY 2024 Proposed: Assumes 3% increase
		↑
		FY 2025-2028: Assumes 3% increase
		↑



# Tax Rate History

Tax Year	GF Rate	Debt Rate	Total Rate	
Proposed FY2023-24	\$0.4402	\$0.1923	\$0.6325	Decrease \$0.0247
FY2022-23	\$0.4649	\$0.1923	\$0.6572	
FY2021-22	\$0.4974	\$0.1885	\$0.6859	
FY2020-21	\$0.5187	\$0.1924	\$0.7111	
FY2019-20	\$0.5106	\$0.2094	\$0.7200	
FY2018-19	\$0.5228	\$0.2122	\$0.7350	
FY2017-18	\$0.5228	\$0.2122	\$0.7350	
FY2016-17	\$0.5228	\$0.2122	\$0.7350	
FY2015-16	\$0.5278	\$0.2122	\$0.7400	
FY2014-15	\$0.5278	\$0.2122	\$0.7400	
FY2013-14	\$0.5278	\$0.1622	\$0.6900	

# Average Home Value

Fiscal Year	Average Home Value	Tax Rate	Tax Levy	Homestead	Net Tax Bill
FY 2023	\$253,812	\$0.6572	\$1,668.05	(\$33.36)	\$1,634.69
FY 2024	\$282,966	\$0.6325	\$1,789.76	(\$53.69)	\$1,736.08
Net Difference	\$29,154	(\$0.0247)	\$121.71	\$20.33	\$101.39

- Monthly net tax bill increase of \$8.45 per month.

# Summary of Assumptions

	FY 24	FY 25	FY 26	FY 27	FY 28
Tax Levy	3.5%	3.5%	3.5%	3.5%	3.5%
New Construction Growth	2%	2%	2%	2%	2%
Sales Tax Growth	3%	3%	3%	3%	3%
Compensation	3.5%	3.0%	3.0%	3.0%	3.0%
Cash Funding – Capital Projects	\$1.4M	\$.64K	\$.88K	\$1.38M	\$0
Future Bond Sales	\$93.7M	\$74.5M	\$40.92M	\$15.93M	\$22.0M

# Water/Wastewater

Key issues in the development of the budget:

Projects	Capital Improvement Program	Rates
<ul style="list-style-type: none"><li>Water Line Rehabilitation \$2.0M</li><li>Hulen Ground Storage Tank Rehabilitation \$1.4M</li><li>Sewer Line Rehabilitation \$3.0M</li></ul>	<ul style="list-style-type: none"><li>\$9 million bond issue proposed in FY 2023/24</li><li>5 year Capital Improvement Plan 2024-2028:<ul style="list-style-type: none"><li>Water - \$48.8 million</li><li>Sewer - \$33.7 million</li></ul></li></ul>	<ul style="list-style-type: none"><li>Propose 3 percent for both water and sewer in FY 2024</li></ul>

# Water Rates -3% increase

Item H.

Section 1		
The base water rates per meter size shall be as follow:		
	Current	Proposed
3/4	\$15.56	\$16.03
1	\$22.41	\$23.08
1.5	\$42.19	\$43.46
2	\$62.18	\$64.05
3	\$149.55	\$154.04
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8	\$745.56	\$767.93
10	\$991.51	\$1,021.26
12	\$1,144.90	\$1,179.25

Section 2		
In addition to the base water rate per meter size, the water rates for all areas of the City are as follows.		
	Current	Proposed
1 gallon to 10,000 gallons		
Meter Size		
All	\$4.76/1000 gallons	\$4.90/1000 gallons
10,001-20,000 gallons		
Meter Size		
All	\$5.75/1000 gallons	\$5.92/1000 gallons
Over 20,000 gallons		
Meter Size		
All	\$6.57/1000 gallons	\$6.77/1000 gallons
Gas Well Drilling		
Meter Size		
All	\$13.55	\$13.96

# Wastewater Rates -3% increase

Item H.

Section 3		
The base wastewater rate shall be as follows:		
	Current	Proposed
	\$19.16	\$19.73
Residential		
Residential wastewater volume will be determined as the average of water consumption billed in the months of January, February, and March up to a maximum of 12,000 gallons. If a customer has not established an average for these three months, wastewater volume will be determined as the citywide residential average for those months.		
The rate applied to this volume will be		
	Current	Proposed
	\$5.32/1,000 gallons	\$5.48/1,000 gallons
Maximum wastewater charge to residential customers using wastewater service only:		
Max	\$83.00	\$85.49
Commercial		
All usage	\$5.32	\$5.48
<b>Abnormal Sewage Surcharge- rated determined by City of Fort Worth</b>		
	Current	Proposed
Biochemical Oxygen Demand (BOD)	\$0.4407 per pound	\$0.5478 per pound
Total Suspended Solids (TSS)	\$0.2649 per pound	\$0.3175 per pound

# Solid Waste Fund

Revenues	
Projected 20% fee increase for FY 24 – \$3.64 per residential account	
Projected 10% fee increase for FY 25	
Project a 3% fee increase in FY 26-28	
2.50% increase in growth for FY 23-24	
Expenditures	
Collection contract	FY24 projected cost - \$3 million
Recycling program	FY24 projected cost - \$522,000
Current contract expires in FY 2029	

# Solid Waste Rates -20% increase

Item H.

Residential		
	Current	Proposed
Waste Collection	\$13.50	\$16.20
Recycling	\$2.50	\$3.00
Admin & Overhead	\$1.00	\$1.10
Franchise Fee	\$1.20	\$1.54
	\$18.20	\$21.84
Small Collection Business		
Base Rate	\$16.88	\$23.43
Admin & Overhead	\$3.50	\$1.10
Franchise Fee	\$1.62	\$1.87
	\$22.00	\$26.40
Major Collection		
Base Rate	\$28.42	\$35.38
Admin & Overhead	\$1.91	\$1.10
Franchise Fee	\$2.43	\$2.83
	\$32.76	\$39.31



# Total Expenditure Budget by Fund

(in millions)

---

FUND	FY22-23 ESTIMATE	FY23-24 PROPOSED	VARIANCE
GENERAL FUND	\$ 57.7	\$ 60.2	\$ 2.5
DEBT SERVICE	7.7	8.6	0.9
WATER AND WASTEWATER	26.7	28.0	1.3
SOLID WASTE	4.1	4.3	0.2
HIDDEN CREEK GOLF COURSE	3.8	3.4	(0.4)
PARKS PERFORMANCE	5.5	5.7	0.2
4A SALES TAX	3.8	9.1	5.3
4B SALES TAX	9.5	8.1	(1.4)
CAPITAL PROJECTS	68.3	97.4	29.1
OTHER FUNDS	29.2	31.0	1.8
<b>TOTAL</b>	<b>\$ 216.3</b>	<b>\$ 255.9</b>	<b>\$ 39.6</b>

# Fee Schedule Ordinance

- Recent fee schedule updates
  - Cemetery Fees – approved by Council on August 15, 2023
  - Development Engineering Review and Inspection Fees (In response to HB3492), approved by Council August 21, 2023
  - Short Term Rental – approved by Council on May 1, 2023
  - EMS Fees / Policy – Established by Council in April and August of 2023.

# Action Requested

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## Approve or Deny the following ordinances:

- FY2023-24 Budget – October 1, 2023 – September 30, 2024
- Levying the property tax for tax year 2023 taxable values and adopting the property tax rate of \$0.6325 per \$100 value
- Approving Tax Year 2023 tax roll
- Approving the FY2023-2024 schedule of fees
- Establishing the FY2023-2024 rates for water and wastewater services (3% increase)
- Establishing the FY2023-2024 rates for solid waste services (20%)
- Approving a 3% residential homestead exemption for Tax Year 2024 to be effective October 1, 2024 for FY2024-2025

# QUESTIONS/COMMENTS

## ORDINANCE

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BURLESON, TEXAS, AMENDING ORDINANCE NO. CSO#1857-09-2021 AND ORDINANCE NO. CSO#3072-09-2022 BY PROVIDING FOR A RESIDENTIAL HOMESTEAD EXEMPTION FROM THE AD VALOREM PROPERTY TAX OF THE CITY OF BURLESON, TEXAS, FOR THE 2024 TAX YEAR AND ALL FUTURE YEARS UNLESS REVISED AT AN AMOUNT EQUAL TO THREE 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 AS REQUIRED BY LAW; DECLARING AN EFFECTIVE DATE.**

**WHEREAS**, the City of Burleson, Texas (the “City”) is a home rule city acting under its charter adopted by the electorate pursuant to Article XI, Section 5 of the Texas Constitution and Chapter 9 of the Local Government Code; and

**WHEREAS**, the Texas Tax Code provides that the City Council may exempt from ad valorem taxation up to twenty percent (20%) percent of the appraised value of a residential homestead; and

**WHEREAS**, Section 11.13(n) of the Texas Tax Code states that if the exemption percentage set by the City produces an exemption in a tax year of less than \$5,000 when applied to a particular residential homestead, the taxpayer is entitled to an exemption of \$5,000 of the appraised value; and

**WHEREAS**, the City Council must adopt a homestead exemption before July 1<sup>st</sup> of the tax year the exemption is effective; and

**WHEREAS**, on September 13, 2021, the City Council adopted Ordinance No. CSO#1857-09-2021 providing for the owner of a residence homestead who makes application therefore an exemption for the 2022 tax year and all future tax years, unless revised, from City ad valorem taxation of an amount equal to the sum of one percent (1%) of the appraised value; and

**WHEREAS**, on September 12, 2022, the City Council adopted Ordinance No. 3072-09-2022, which amended Ordinance No. CSO#1857-09-2021 by providing for the owner of a residence homestead who makes application therefore an exemption for the 2023 tax year and all future tax years, unless revised, from City ad valorem taxation of an amount equal to the sum of two percent (2%) of the appraised value; and

**WHEREAS**, the City Council desires revise and amend Ordinance No. CSO1857-09-2021 and Ordinance No. 3072-09-2022 by increasing the amount of the residence homestead exemption beginning tax year 2024; and

**WHEREAS**, the City Council desires to increase the exemption provided for in Ordinance No. CSO#1857-09-2021 and Ordinance No. 3072-09-2022 and adopt a total three percent (3%) residential homestead ad valorem tax exemption pursuant to Section 11.13 of the Texas Tax Code for the tax year 2024 and all future years, unless such exemption is amended by City Council.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BURLESON, TEXAS, THAT:**

### **Section 1**

In addition to any other exemptions provided by state law or City ordinance, except for Ordinance No. CSO#1857-09-2021 and Ordinance No. 3072-09-2022 which are hereby revised and amended, the owner of a residence homestead who makes application therefore shall be entitled to an exemption for the 2024 tax year and all future tax years, unless revised, from City ad valorem taxation of an amount equal to the sum of three percent (3%) of the appraised value.

### **Section 2**

Any and all ordinances, resolutions, rules, regulations, policies or provisions in conflict with the provisions of this ordinance are hereby repealed and rescinded to the extent of conflict herewith.

### **Section 3**

If any section, article, paragraph, sentence, clause, phrase or word in this Ordinance, or application thereto any person or circumstances is held invalid or unconstitutional by a Court of competent jurisdiction, such holding shall not affect the validity of the remaining portions of this Ordinance; and the City Council hereby declares it would have passed such remaining portions of this Ordinance despite such invalidity, which remaining portions shall remain in full force and effect.

### **Section 4**

All of the above premises are found to be true and correct and are incorporated into the body of this ordinance as if copied in their entirety.

### **Section 5**

It is hereby officially found and determined that the meeting at which this ordinance is passed is open to the public and that public notice of the time, place, and purpose of said meeting was given as required by law.

### **Section 6**

This ordinance shall become effective immediately upon its passage and approval.

**PASSED AND APPROVED** the \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

**First Reading:** the \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

**Final Reading:** the \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

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Chris Fletcher, Mayor  
City of Burleson, Texas

ATTEST:

APPROVED AS TO FORM:

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Amanda Campos, City Secretary

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E. Allen Taylor, Jr., City Attorney

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## City Council Special Meeting

**DEPARTMENT:** Fire

**FROM:** Casey Davis, Assistant Fire Chief

**MEETING:** September 11, 2023

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**SUBJECT:**

Consider approval of a Medical Services Mutual Aid Agreement between the City of Burleson and CareFlite (Texas non-profit corporation). *(Staff Presenter: Casey Davis, Assistant Fire Chief)*

**SUMMARY:**

Beginning October 1, 2023 the City will transition out of the current Ambulance Service provider MedStar into a Fire Based EMS Transport system operated under the authority of the City. Upon transitioning out of the MedStar EMS Transportation system the City will assume responsibility for ensuring and providing acceptable levels of EMS transport services rather than MedStar. In order to help create an acceptable level of EMS response and transportation capabilities mutual aid agreements are developed and implemented between the City and other EMS Providers to help provide emergency services when the demand exceeds the City's capability to do so.

The purpose of Mutual Aid agreements in general is to create a collaborative arrangement between two or more emergency service providers to assist one another during times of needs. Additionally, a fundamental idea behind mutual aid agreements is that emergency situations and disaster can at times overwhelm the resources of a single agency or jurisdiction.

Key components contained within the proposed Medical Services Mutual Aid Agreement between the City and CareFlite are, first and foremost the agreement benefits the communities served by both agencies. Through, resource sharing, combining resources and expertise, disaster preparedness, helping to maintain local coverage, the answering agency's participation in providing mutual aid is voluntary and based on maintaining an adequate level of emergency services within its own community. Lastly, if responding to a mutual aid request from CareFlite that would leave the City under-resourced, the City may decline the request at its sole discretion.

**OPTIONS:**

- 1) Approve as presented
- 2) Deny
- 3) Approve with changes



**RECOMMENDATION:**

Approve as presented

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

N/A

**FISCAL IMPACT:**

N/A

**STAFF CONTACT:**

Casey Davis  
Assistant Fire Chief  
cdavis@burlesontx.com  
817-426-9173



Item A.

# Medical Services Mutual Aid Agreement with CareFlite

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CITY COUNCIL PRESENTATION

SEPTEMBER 11, 2023

# What is a Mutual Aid Agreement

Mutual aid refers to a collaborative arrangement between two or more emergency service providers to assist one another during times of need.

The fundamental idea behind mutual aid is that emergency situations and disasters can sometimes overwhelm the resources of a single agency or jurisdiction.

## Benefits accomplished through proposed Mutual Aid Agreement

- **Community Benefit:** The primary goal of the agreement is to benefit the communities served by both agencies by ensuring timely and efficient emergency medical services regardless of jurisdictional boundaries.
- **Resource Sharing:** The agreement facilitates the sharing of EMS resources, including personnel, ambulances, medical equipment, and supplies, during times of heightened demand or when local resources are insufficient.
- **Effective Emergency Response:** By combining resources and expertise, the agreement ensures a more efficient and effective emergency response to incidents and disasters.
- **Overflow of Resources:** The purpose of the agreement is to address situations when one agency experiences a surge in calls or incidents that exceed their capacity, allowing the other agency to step in and provide support.
- **Disaster Preparedness:** The agreement promotes joint planning and disaster preparedness activities, ensuring a coordinated response during large-scale emergencies.
- **Liability and Accountability:** Clear provisions are established to define the responsibilities, liability, and accountability of each agency when providing or receiving mutual aid.
- **Billing Responsibility:** Both Burleson Fire/EMS and CareFlite agree to retain individual billing responsibilities for the services rendered by their respective agencies during mutual aid responses. Each agency will bill and collect payments from patients or their insurance providers as per their established procedures and in accordance with applicable laws and regulations.
- **Continual Improvement:** Annual reviews and evaluations of the mutual aid agreement will be conducted to identify areas for improvement and to adapt to changing needs and circumstances.

## Key Components For Requesting & Responding to Mutual Aid

Item A.

- **Voluntary Response:** The answering agency's participation in a mutual aid request is entirely voluntary. It is not an obligation, but rather a willingness to offer support based on their current capabilities and available resources.
- **Resource Assessment:** Before committing to respond, the answering agency evaluates its own resources, including personnel, equipment, and vehicles, to determine if it can spare the necessary assets to assist the requesting agency.
- **Maintaining Local Coverage:** The answering agency prioritizes maintaining an adequate level of emergency services within its own jurisdiction. If responding to a mutual aid request would leave the home community under-resourced, the agency may decline the request.
- **Communication with the Requesting Agency:** The answering agency communicates openly with the requesting agency regarding its availability. If it is unable to respond due to resource limitations or other commitments, it promptly informs the requesting agency that the request for mutual aid is denied.
- **Responsibility to Home Community:** The answering agency remains responsible for addressing emergencies within its own jurisdiction first and foremost.
- **Collaboration and Understanding:** Both the requesting agency and the answering agency understand and respect each other's constraints and capabilities. The primary goal is to work together in a collaborative and cooperative manner to enhance emergency response regionally.



# Council Action Requested

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## Approve

- Staff recommends approval of the Medical Services Mutual Aid Agreement with CareFlite a Texas non-profit corporation



Questions/ Comments?

## MEDICAL SERVICES MUTUAL AID AGREEMENT

**THIS AGREEMENT** is made between City of Burleson, Texas (“Agency”) and CareFlite (“CareFlite”). The parties may be mutually referred to as the “Parties” or individually as a “Party.”

**WHEREAS**, the Parties maintain paid and/or volunteer emergency medical services, together with personnel and equipment used to provide such services;

**WHEREAS**, more than one medical emergency may arise contemporaneously resulting in greater demands than the manpower and/or equipment of a Party can handle or an emergency may arise that is of such intensity that it cannot be handled solely by the equipment and manpower of the Party;

**WHEREAS**, non-emergency or scheduled requests for medical transportation may arise that cannot be performed with the manpower of a Party;

**WHEREAS**, the Parties desire that this Agreement be effective as of the Commencement Date;

**NOW, THEREFORE**, in consideration of the mutual covenants, performances and agreements hereafter set forth, it is mutually understood and agreed between the Parties as follows:

**Article 1. Definitions.** The “Answering Agency” is the Agency that responds to the request for emergency medical services or non-emergency medical services. The “Requesting Agency” is the Agency requesting medical transportation services assistance under this Agreement.

**Article 2. Mutual Assistance and Aid.** Subject to the exceptions stated below, the Parties agree to respond when possible, to requests for medical transportation services assistance. These requests by the Requesting Agency may or may not originate within jurisdictional boundaries of the Answering Agency. The extent of any response to a request, including the choice of personnel and equipment, shall be entirely within the discretion of the Answering Agency, subject, however, to the terms of this Agreement. Included in such Answering Agency's discretion shall be a determination of whether or not such a request for assistance may be answered without jeopardizing the safety and protection of the citizens and property of the Answering Agency. Any decision not to respond to a request for aid shall be promptly communicated to the Requesting Agency.

**Article 3. Requests for Assistance and Aid.** An authorized official representing a Requesting Agency shall make all requests for aid. Each request for aid is subject to approval by an official of the Answering Agency, without charge to the Requesting Agency, and with the understanding that personnel and equipment of the Answering Agency shall be subject only to the liability, workers’ compensation, and/or other insurance of that Answering Agency.

- 3.1 Any request for assistance hereunder should include a statement of the amount and type of equipment and personnel requested and shall specify the location to which the equipment and response personnel are to be dispatched. However, an official of the Answering Agency shall determine the type and quantity of equipment and personnel to be furnished.
- 3.2 The equipment and personnel of the Answering Agency shall at all times be under the supervision and control of the official(s) of that Answering Agency. If the Answering Agency accepts a request for aid hereunder, the Answering Agency agrees to respond promptly and



shall assume full responsibility for the medical transportation service from that point forward.

**Article 4. Emergency Medical Services.** When emergency medical services are requested, the Answering Agency shall have its personnel report to the Incident Commander ("IC") or other scene commander at the location to which the equipment and personnel are dispatched.

- 4.1 All activities shall be coordinated with the IC. Though coordination of activities occurs by the IC, the equipment and personnel of the Answering Agency shall be under the ultimate supervision of the designated personnel of the Answering Agency. The personnel of the Answering Agency shall coordinate the Answering Agency's efforts with the IC. At no time shall the Answering Agency be expected to operate contrary to standing orders or protocols of its physician advisor or Chief Medical Officer.
- 4.2 Agency policies, operating licenses, or federal or state regulations, except as specifically provided for in writing by local, state or federal authority and/or except when destination policies are otherwise modified as necessary. If at any time the Answering Agency responds to a mutual aid call for emergency medical services where the Requesting Agency is not at the scene, the Answering Agency will follow the treatment protocols and procedures of its physician advisor, Chief Medical Officer or other medical control.
- 4.3 Response personnel shall contact the medical base of their own Agency for further orders and designation sites. It is agreed that the Answering Agency shall not be responsible for any response time compliance or penalties under this Agreement.

**Article 5. Release of Answering Agency.** For emergency medical services, an Answering Agency shall be released from service by the Requesting Agency/Incident Commander when the services of the Answering Agency are no longer required, or when the Answering Agency determines, in its discretion, that its services are needed elsewhere.

- 5.1 For non-emergency medical services, an Answering Agency shall be released from service when the services are complete or the Requesting Agency notifies the Answering Agency that the services are no longer required or when the Answering Agency determines, in its discretion, that its services are needed elsewhere.

**Article 6. Rights and Privileges Retained.** The personnel of each Agency, while engaged in performing any mutual aid service, activity, or undertaking under provisions of this Agreement, shall have and retain all rights and privileges notwithstanding that mutual aid service is being performed in or for the other Agency. Additionally, the Answering Agency's physician advisor and appropriate medical protocols shall govern the Answering Agency's actions.

**Article 7. Compensation and Billing.** The Answering Agency shall be responsible for all patient and third party billing and agrees that the rates to be billed shall comply with applicable laws, provided, however, that the Answering Agency agrees to honor the terms of any membership or subscription programs in force in the Requesting Agency's jurisdiction with regards to ground ambulance service performed for a member subscriber pursuant to this Agreement.

**Article 8. Indemnification.** To the extent permitted by law, each Agency will indemnify and hold the other Agency harmless from and against liability claims resulting from or alleged to result from any negligence or willful misconduct of the indemnifying Agency related to the performance of this Agreement. Such indemnification for acts occurring or alleged to have occurred during the Term of this Agreement shall survive the termination of the Agreement for any reason. Nothing in this provision shall otherwise limit or waive any other immunity or defense available to either Agency or its agents, and employees.

**Article 9. Insurance.** Each Agency represents that it has and will maintain comprehensive automobile insurance, comprehensive general liability insurance, and professional liability insurance all in minimum amounts that are customary and usual within the emergency medical services industry and workers' compensation insurance in the statutory required amounts.

9.1 Each Agency's coverage shall extend to its officers, agents, and employees.

9.2 Each Agency shall provide a certificate of insurance to the other which will provide that the policy or coverage thereunder cannot be altered or terminated without thirty (30) days written notice by the insurance carrier to the other Party to this Agreement.

**Article 10. Notices.** Any notice required or permitted by this Agreement shall be in writing and shall be delivered as follows, with notice deemed given as indicated: (a) by personal delivery, when delivered personally; (b) by overnight courier, upon written verification of receipt; (c) by facsimile transmission, upon acknowledgment of receipt of electronic transmission; or (d) by certified or registered mail, return receipt requested, upon verification of receipt.

Notice shall be sent to the following addresses:

**If to CareFlite:**

Attn: Kevin Reynolds  
3110 S. Great Southwest Parkway  
Grand Prairie, Texas 75052

**If to Agency:**

City of Burleson, Texas  
Attn: City Manager  
141 W. Renfro St.  
Burleson, TX 76082

**Article 11. Term.** The initial term of this Agreement shall be one year, commencing on the Commencement Date hereof, and this Agreement shall automatically renew for subsequent one-year periods thereafter, subject to the termination rights herein. The initial term and all renewal periods shall be cumulatively referred to as the "Term".

**Article 12. Termination.** Either Agency may terminate this Agreement:

12.1 at any time without cause and at its sole discretion upon thirty (30) days written notice to the other Party; or

12.2 immediately upon the material breach of this Agreement by the other Party.

**Article 13. Referrals.** It is not the intent of either Party that any remuneration, benefit or privilege provided for under this Agreement shall influence or in any way be based on the referral or recommended referral by either Party of patients to the other Party or its affiliated providers, if any, or the purchasing, leasing or ordering of any services other than the specific services described in this Agreement. Any payments specified herein are consistent with what the Parties reasonably believe to be a fair market value for the services provided.

**Article 14. Relationship.** In the performance of this Agreement, each Party hereto shall be, as to the other, an independent contractor and neither Party shall have the right or authority, express or implied, to bind or otherwise legally obligate the other.

- 14.1 Nothing contained in this Agreement shall be construed to constitute either Party assuming or undertaking control or direction of the operations, activities or medical care rendered by the other Party.
- 14.2 The Parties' administrative staff shall meet on a regular basis if needed to address issues of mutual concern related to the provision of aid and the Parties' respective rights and obligations hereunder.
- 14.3 It is agreed that the Parties shall not be liable for payment of any salary, wages, or other compensation for any of the other Party's personnel performing services under this Agreement.

**Article 15. Force Majeure.** Neither Party shall be responsible for any delay in or failure of performance resulting from acts of God, riot, war, civil unrest, natural disaster, labor dispute or other circumstances not reasonably within its control.

**Article 16. Compliance.** The Parties will comply in all material respects with all applicable federal, state and local laws and regulations, including the federal Anti-kickback Statute. Each Party's ambulances will conform to applicable state and local regulations for medical equipment for ambulances and be duly licensed for the transportation of patients. All personnel staffing vehicles that provide the Services will be licensed or certified as required by applicable law.

**Article 17. Medically Equivalent Services.** Agency agrees that the level of services provided pursuant to this Agreement shall be substantially medically equivalent to the level of services provided by CareFlite.

- 17.1 In this regard, this Agreement is expressly conditioned upon prior certification of Agency's level of service as "substantially medically equivalent" by the CareFlite's Chief Medical Officer or Medical Director in his/her sole discretion.
- 17.2 The same determination can be made by Agency regarding CareFlite's medical equivalence. Provided further, that "substantial medical equivalence" shall not necessarily require on-board equipment, training requirements, or medical protocols identical to those employed by

CareFlite.

- 17.3 Notwithstanding any other provisions regarding termination of this Agreement, CareFlite's Chief Medical Officer or Medical Director, at any time and in his/her sole discretion may revoke its certification of "substantial medical equivalence" by notice to Agency, upon which event this Agreement shall immediately terminate.

**Article 18. Medical Oversight.** The Parties agree that they will cooperate fully with and participate in any medical audit requested or conducted by either Party's medical control authority, or either Party's Chief Medical Officer or Medical Director involving ambulance runs provided under this Agreement with which Parties were medically involved.

- 18.1 The Parties hereto agree that the dispatch center for the Answering Agency shall accurately document the response times for any calls referred and shall report those times to the Requesting Agency for the purpose of monitoring overall response time performance.

**Article 19. Non-Exclusion.** Each Party represents and certifies that neither it nor any practitioner who orders or provide Services on its behalf hereunder has been convicted of any conduct that constitutes grounds for mandatory exclusion as identified in 42 U.S.C. § 1320a-7(a).

- 19.1 Each Party further represents and certifies that it is not ineligible to participate in Federal health care programs or in any other state or federal government payment program.
- 19.2 Each Party agrees that if DHHS/OIG excludes it, the Party must notify the other Party within five (5) days of knowledge of such fact, and the other Party may immediately terminate this Agreement, unless the excluded party is a practitioner or employee who immediately discontinues ordering or providing services hereunder.

**Article 20. Miscellaneous.** This Agreement (including the Schedules hereto):

- 20.1 constitutes the entire agreement between the Parties with respect to the subject matter hereof, superseding all prior oral or written agreements with respect thereto;
- 20.2 may be amended only by written instrument executed by both Parties;
- 20.3 may not be assigned by either Party without the written consent of the other Party, such consent not to be unreasonably withheld;
- 20.4 shall be binding on and inure to the benefit of the Parties hereto and their respective successors and permitted assigns;
- 20.5 shall be interpreted and enforced in accordance with the laws of the state where the Services are performed, without regard to the conflict of laws provisions thereof, and the federal laws of the United States applicable therein; and may be executed in several counterparts (including by facsimile), each of which shall constitute an original and all of which, when taken together, shall constitute one agreement.

20.6 Further, Agency agrees to allow CareFlite to house its ambulances at Station #3 and other locations as necessary and agreeable between the Parties.

**IN WITNESS WHEREOF**, the Parties have hereto executed this Agreement to be effective as of October 1, 2023 ("Commencement Date").

**CareFlite, a Texas non-profit corporation**

By: 

Jason Schwebach  
Chief Executive Officer

Date: 10/28, 2023

**City of Burleson, Texas**

By: \_\_\_\_\_

Chris Fletcher  
Mayor of Burleson

Date: \_\_\_\_\_, 2023