
Monday, May 13, 2024
7:00 PM

City Hall - 141 W. Renfro
Burleson, TX 76028

1. **CALL TO ORDER**

2. **CITIZEN APPEARANCES**

Each person in attendance who desires to speak to the Mayor's Youth Council (MYC) 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 Secretary prior to addressing the MYC. Each speaker will be allowed three (3) minutes.

Please note that the MYC may only take action on items posted on the agenda. The Texas Open Meetings Act prohibits the MYC from deliberating or taking action on an item not listed on the agenda. The MYC 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 MYC on an item posted on the agenda, shall speak when the item is called forward for consideration.

3. **CONSENT AGENDA**

- A. Consider approval of the minutes from the Monday, April 22, 2024 Mayor's Youth Council meeting. *(Staff Contact: Lisandra Leal, Assistant City Secretary)*
- B. Consider approval of the Mayor's Youth Council attendance report from June 2023 to April 2024. *(Staff Contact: Lisandra Leal, Assistant City Secretary)*
- C. Consider approval of the Mayor's Youth Council finance report from June 2023 to April 2024. *(Staff Contact: Lisandra Leal, Assistant City Secretary)*

4. **ITEMS FOR CONSIDERATION**

- A. Discuss the election process of MYC Officers and elect the 2024-2025 officers. *(Staff Contact: Lisandra Leal, Assistant City Secretary)*
- B. Consider approval of the Mayor's Youth Council meeting calendar for 2024-2025. *(Staff Contact: Lisandra, Leal Assistant City Secretary)*

5. **MYC REPORTS AND DISCUSSION ITEMS**

- A. Introduce Assistant to the City Manager Justin Scharnhorst. *(Staff Contact: Lisandra Leal, Assistant City Secretary)*
- B. Recognition of Seniors and presentation of certificates. *(Presenter: Mayor Chris Fletcher)*

6. **ADJOURN**

STAFF CONTACT

Lisandra Leal
Assistant City Secretary
(817) 426-9687

CERTIFICATE

I hereby certify that the above agenda was posted on this the 8th of May 2024, by 5:00 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.

Mayor's Youth Council

DEPARTMENT: City Secretary's Office
FROM: Lisandra Leal, Assistant City Secretary
MEETING: May 13, 2024

SUBJECT:

Consider approval of the minutes from the Monday, April 22, 2024 Mayor's Youth Council meeting. (Staff contact: Lisandra Leal, Assistant City Secretary)

SUMMARY:

The Mayor's Youth Council (MYC) duly and legally met on Monday, April 22, 2024 for a regular meeting.

RECOMMENDATION:

- 1) Approve as presented or with modifications
- 2) Deny request

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

N/A

REFERENCE:

N/A

FISCAL IMPACT:

N/A

STAFF CONTACT:

Lisandra Leal
Assistant City Secretary
lleal@burlesontx.com
817-426-9687

MAYOR'S YOUTH COUNCIL
April 22, 2024
DRAFT - MINUTES

PRESENT

- MYC Member Magnus Ahrens
- MYC Chair Mayce Ball
- MYC Member Gavin Bloom
- MYC Member Kacey Burbridge
- MYC Member Kayleigh Cavazos
- MYC Member Daniel Clerk
- MYC Member Jace Giddings
- MYC Member Preston Hamilton
- MYC Member Elizabeth Josey
- MYC Member Megan Kelly
- MYC Member Emma Kornegay
- MYC Member Edee Neubauer
- MYC Member Alexa Samorano
- MYC Member Ronald Simon
- MYC Member Ava Strother
- MYC Member Ely Terrell
- MYC Member Kadence Topinka

ABSENT

- MYC Member Dawson Coffee
- MYC Member Preston Graham
- MYC Member McKenzie Kimbrell
- MYC Member Wyatt Klotthor
- MYC Member Joshua Leal
- MYC Member Ava Monroe
- MYC Member Zoe Morse
- MYC Member Travis Rousseau

STAFF PRESENT

- Lisandra Leal, Assistant City Secretary
- Vance Johnson, Community Resource Officer

1. Call to Order – Time: 7:01 PM

2. Citizen Appearances

Citizens and youth are welcome to speak to Mayor's Youth Council at this time.

No Speakers

3. Reports and Discussion Items

A. Presentation on Marketing and Communications operations in the City of Burleson. (Presenter: Christina Brinkman, Marketing and Communications Manager)

Christina spoke to MYC about the various communication mediums used to reach the citizens of Burleson. She also shared lessons learned for posting on social media outlets.

- B. Receive a report and hold a discussion regarding End of the Year Report and Senior Night at the May 6, 2024 City Council Meeting. (Presenter: Lisandra Leal, Assistant City Secretary)**

Lisandra discussed Senior Night at the May 6, 2024 City Council Meeting. The seniors decided to share with Council their experience on MYC.

- C. Receive a report and hold a discussion regarding MYC Officer selection for June 1, 2024 - May 31, 2025. (Presenter: Lisandra Leal, Assistant City Secretary).**

Lisandra Leal presented the five officer positions open to MYC members for June 1, 2024 – May 31, 2025. Lisandra discussed the process in which voting will take place at the next MYC meeting.

4. Consent Agenda

All items listed below are considered to be routine by the Mayor's Youth Council and will be enacted with one motion. There will be no separate discussion of the items unless a Council Member or citizen so requests, in which event the item will be removed from the consent agenda and considered in its normal sequence.

- A. Consider approval of the minutes from the Monday, March 25, 2024 Mayor's Youth Council meeting. (Staff contact: Lisandra Leal, Assistant City Secretary)**
- B. Consider approval of the Mayor's Youth Council attendance report from June 2023 to March 2024. (Staff contact: Lisandra Leal, Assistant City Secretary)**
- C. Consider approval of the Mayor's Youth Council finance report from June 2023 to March 2024. (Staff contact: Lisandra Leal, Assistant City Secretary)**

Motion made by MYC Member Ava Strother, Seconded by MYC Member Megan Kelly.

Voting Yea: MYC Member Magnus Ahrens, MYC Member Mayce Ball, MYC Member Gavin Bloom, MYC Member Kacey Burbridge, MYC Member Kayleigh Cavazos, MYC Member Daniel Clerk, MYC Member Jace Giddings, MYC Member Preston Hamilton, MYC Member Elizabeth Josey, MYC Member Megan Kelly, MYC Member Emma Kornegay, MYC Member Edee Neubauer, MYC Member Alexa Samorano, MYC Member Ronald Simon, MYC Member Ava Strother, MYC Member Ely Terrell, MYC Member Kadence Topinka.

5. Items for Consideration

- None

6. MYC request for future agenda items or reports

Lisandra Leal ask for an item to discuss the future of MYC for June 1, 2024 – May 31, 2025 year be placed on the next agenda.

7. Announcements & Upcoming Events

- Resource and Health Fair, Friday, May 3, 2024, 12:00pm - 2:00pm, Burluson Senior Center
- Cinco de Mayo, Saturday, May 4, 2024, 7:00pm - 9:00pm, Mayor Vera Calvin Plaza
- Mother's Day Outing, Saturday, May 11, 2024, 6:00pm - 8:00pm, Mayor Vera Calvin Plaza

- Super Safety Saturday, May 18, 2024, 9:00am - 1:00pm, Texas Health Neighborhood Care & Wellness
- Hot Sounds of Summer, every Friday from May 31 - June 28, 2024, 7:30pm - 9:00pm, Mayor Vera Plaza
- Father's Day Fishing Tournament, Saturday, June 15, 2024, 9:00am - 12:00pm, Bailey Lake
- Juneteenth Celebration, Saturday, June 15, 2024, 7:30pm - 9:00pm, Mayor Vera Plaza

8. Adjourn

Motion made by MYC Member Kayleigh Cavazos, seconded by MYC Member Emma Kornegay.

MYC Chair Ball adjourned the meeting.

Time: 7:45 PM.

Recording Secretary, Alexa Samarano
Mayor's Youth Council Historian

MYC	Magnus Ahrens (2023-2025)	Mayce Ball (2023-2025)	Gavin Bloom (2023-2025)	Kacey Burbridge (2023-2025)	Kayleigh Cavazos (2023-2025)	Daniel Clerk (2023-2025)	Dawson Coffee (2022-2024)	Jace Giddings (2023-2025)	Preston Graham (2022-2024)	Preston Hamilton (2022-2024)	Elizabeth Josey (2023-2025)	Megan Kelly (2022-2024)	McKenzie Kimbrell (2023-2025)	Wyatt Klothor (2022-2024)	Emma Kornegay (2022-2024)	Joshua Leal (2023-2025)	Ava Monroe (2022-2024)	Zoe Morse (2022-2024)	Edee Neubauer (2022-2024)	Travis Rousseau (2022-2024)	Alexa Samorano (2023-2025)	Ronald Simon (2022-2024)	Ava Strother (2023-2025)	Ely Terrell (2023-2025)	Kadence Topinka (2022-2024)	Mtg Start Time	Meeting End Time	Mtg Length	Total Volunteer Hours	Comment	
6/26/23	E	1	1	E	E		1	1	1	1	1	1	E	E	1		1	E		0	1		1	1		7:05 PM	7:58 PM	0:53	11:29	MYC Regular Meeting, E = Excused Absence	
8/28/23	1	1	1	1	1		1	1	1	1	1	1	0	E	1		1	1		1	1		E	1		7:00 PM	7:56 PM	0:56	15:52	MYC Regular Meeting, E = Excused Absence	
9/16/23	0	0	0	0	0		0	1	0	0	0	1	0	0	0		0	0		0	0		0	1		6:00 AM	12:00 PM	6:00	18:00	Be Healthy Run	
9/25/23	1	E	1	1	1		1	0	1	1	1	0	1	1	1		0	1		1	E		1	1		7:01 PM	8:00 PM	0:59	14:45	MYC Regular Meeting, E = Excused Absence	
10/23/23	1	1	1	1	1		1	1	1	0	1	1	0	0	1		E	0		1	1		1	1		7:00 PM	7:37 PM	0:37	8:38	MYC Regular Meeting, E = Excused Absence	
11/6/23	1	1	1	0	1		1	0	1	1	1	1	1	1	1		1	1		1	1		E	1		7:02 AM	7:21 AM	0:19	5:23	MYC Regular Meeting, E = Excused Absence	
12/2/23	0	0	0	1	0		0	0	0	0	0	0	0	0	0		0	0		0	0		0	0		6:30 AM	12:00 PM	5:30	5:30	Santa's Breakfast	
12/4/23	1	E	1	1	1		0	0	1	E	1	1	1	0	E		1	0		0	1		1	1		7:00 PM	8:12 PM	1:12	14:24	MYC Regular Meeting, E = Excused Absence	
12/9/23	1	0	0	1	0		0	0	0	0	1	1	1	0	0		0	0		0	0		1	1		3:00 PM	6:00 PM	3:00	21:00	Christmas on the Farm	
1/8/24	0	1	1	1	0		0	0	0	1	1	1	1	0	1		0	0		1	1		1	0		5:30 PM	6:00 PM	0:30	5:30	City Council Meeting	
1/29/24																														0:00	Cancelled MYC Regular Meeting
2/28/24	1	1		1		1	1			1		1		1								1	1	1		4:30 PM	7:00 PM	2:30	3:30	City Fest	
2/26/24	1	1	1	1	E	0	1	1	0	E	1	1	E	0	1	0	1	1	1	1	E	1	1	1	E	7:01 PM	8:00 PM	0:59	15:44	MYC Regular Meeting, E = Excused Absence	
3/5/24	0	1	1	1	0	0	0	0	0	1	0	1	0	0	0		0	0		0	0		0	1	0	5:30 PM	5:45 PM	0:15	1:30	Snacks for School	
3/25/24	1	1	1	1	0	0	1	1	1	1	1	0	1	0	1	1	1	1	0	E	1	1	1	1	1		7:01 PM	8:06 PM	1:05	20:35	MYC Regular Meeting, E = Excused Absence
4/22/24	1	1	1	1	1	1	0	1	0	1	1	1	0	0	1	0	E	0	1	0	1	1	1	1	1		7:01 PM	7:45 PM	0:44	12:28	MYC Regular Meeting, E = Excused Absence
Mtgs attended	8	7	9	7	5	1	7	6	7	6	9	7	4	2	8	1	6	5	3	5	6	3	7	9	2						
Excused	1	2	0	1	2	0	0	0	0	2	0	0	2	2	1	0	2	1	0	0	3	0	2	0	1						
% Attended	100%	100%	100%	89%	78%	33%	78%	67%	78%	89%	100%	78%	67%	44%	100%	33%	89%	67%	100%	56%	100%	100%	100%	100%	100%						
Events	1	2	2	4	0	0	0	1	0	2	2	4	2	0	1	0	0	0	0	1	1	1	2	2	0						
9	Meetings for FY23-24																									1:29:00	6:18:00				
3	Meeting for FY 23-24 New Members																														

Code of Ordinances - Section 2-34 - Absence rule

- (a) When a member of any city board or commission is absent for three regular consecutive meetings, unless prevented by sickness, without first having obtained a leave of absence at a regular meeting, the member shall be deemed to have vacated the member's position. The city secretary shall notify the city council of such absences within ten days of the third consecutive unexcused absence.
- (b) If any board or commission member shall fail to attend at least 75 percent of the called meetings during the 12-month period between October 1 through September 30, such board or commission member shall be deemed to have vacated their position on that board or commission (the 75 percent rule shall only apply to boards or commissions which meet at least once a month on a called basis).
- (c) At the next city council meeting after notification by the city secretary as specified in subsections (a) and (b) above, the city council shall declare the member removed from the rolls of said board or commission and begin procedures to fill such vacancy. If such vacancy occurs within three months of October 1, the city council may, if it deems appropriate, fill the vacancy at the annual appointment time.

Mayor's Youth Council

DEPARTMENT: City Secretary's Office
FROM: Lisandra Leal, Assistant City Secretary
MEETING: May 13, 2024

SUBJECT:

Consider approval of the Mayor's Youth Council attendance report from June 2023 to April 2024. (*Staff contact: Lisandra Leal, Assistant City Secretary*)

SUMMARY:

The Mayor's Youth Council (MYC) is being asked to approve the attendance report from June 2023 – April 2024.

RECOMMENDATION:

- 1) Approve as presented or with modifications
- 2) Deny request

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

N/A

REFERENCE:

N/A

FISCAL IMPACT:

N/A

STAFF CONTACT:

Lisandra Leal
Assistant City Secretary
lleal@burlesontx.com
817-426-9687

Mayor's Youth Council

DEPARTMENT: City Secretary's Office
FROM: Lisandra Leal, Assistant City Secretary
MEETING: May 13, 2024

SUBJECT:

Consider approval of the Mayor's Youth Council finance report from June 2023 to April 2024. (*Staff contact: Lisandra Leal, Assistant City Secretary*)

SUMMARY:

The Mayor's Youth Council (MYC) is being asked to approve the finance report from June 2023 – April 2024.

RECOMMENDATION:

- 1) Approve as presented or with modifications
- 2) Deny request

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

N/A

REFERENCE:

N/A

FISCAL IMPACT:

N/A

STAFF CONTACT:

Lisandra Leal
Assistant City Secretary
lleal@burlesontx.com
817-426-9687

Mayor's Youth Council Financial Report (Fiscal Year 2023-2024)							
As of: June 1, 2023 - May 1, 2024							
Food	\$	MYC Events / Projects	\$	Travel	\$	MYC Supplies	\$
June meeting	95.29	Santa's Breakfast		YAC Summit	1,990.74	MYC Shirts	1,748.37
August meeting	91.11			NLC Congressional	5,442.83		
September meeting	44.95						
October meeting	54.95						
November meeting	54.95						
December meeting	54.95						
January meeting	0.00						
February meeting	54.95						
March meeting	54.95						
April meeting	58.95						
May meeting							
Total =	565.05			Total =	0.00	Total =	7,433.57
				Total =	1,748.37		

Beginning Balance \$ 10,000.00
 Expenditures \$ 9,746.99
 Balance \$ 253.01

Mayor's Youth Council

DEPARTMENT: City Secretary's Office
FROM: Lisandra Leal, Assistant City Secretary
MEETING: May 13, 2024

SUBJECT:

Discuss the election of MYC Officers and elect the 2024-2025 officers. (*Staff contact: Lisandra Leal, Assistant City Secretary*)

SUMMARY:

The Mayor's Youth Council will receive a report on each officer position, election will be held and winners for the 2024-2025 elected officers will be announced.

OPTIONS:

- 1) Discuss and conduct election of officers for the Mayor's Youth Council 2024-2025.

RECOMMENDATION:

Approve.

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

N/A

FISCAL IMPACT:

N/A

STAFF CONTACT:

Lisandra Leal
Assistant City Secretary
lleal@burlesontx.com
817-426-9687

MYC ELECTION OF OFFICERS

In accordance with Article IV of the Mayor's Youth Council Bylaws the youth council is responsible for voting of officers.



- Chair
- Vice Chair
- Secretary
- Historian
- Communications
- Executive Committee

Who is eligible to run for office?



- Anyone can run, however it is preferred that officers have previous experience on the Youth Council as a voting Youth Councilmember.
- **The Youth Council member must state that they are willing to fulfill all Officer duties as stated in the bylaws.**



MYC CHAIR

- Attend chapter meetings.
- Preside over Youth Council meetings and Executive Committee meetings.
- Assist Staff Liaison and/or Executive Committee to determine agenda.
- Act as a spokesperson for the Youth Council.
- Ensure committee members are meeting their goals and projects.
- Responsible for annual report of Youth Council to present at City Council meeting.
- Prepare meeting/event recaps for membership and social media page, due for distribution the first Monday of every month.
- Mentor members.

MYC VICE - CHAIR

- Attend chapter meetings.
- Take on the duties of the Chair in the event the Chair is unable to fulfill such duties.
- Responsible for completing the financial duties such as prepare a budget, maintain finances, and report the financial status to Youth Council.
- Attend Executive Committee meetings.
- Responsible for fundraising efforts of the Youth Council.
- Chair a finance committee if necessary.
- Mentor members.
- Ensure committee chairs and members are meeting their responsibilities and deadlines.

MYC SECRETARY

- Attend chapter meetings.
- Preparing typed minutes, due for review the first Monday of the month.
- Track attendance of all members.
- Assist the Chair and Youth Council with following bylaws and proper parliamentary procedures.
- Mentor members.
- Attend Executive Committee meetings.
- Chair a bylaws committee if necessary.

MYC HISTORIAN

- Attend all chapter meetings.
- Take photos at meetings/events, if unable to attend assign responsibility to a committee member in attendance.
- Responsible for Annual Yearbook to include pictures and other memorabilia from each event/activity.
- Attend Executive Committee meetings.
- Work closely with Communications officer to provide photographs for social media uploads.
- Responsible for maintain the History of the Mayor's Youth Council.
- Mentor members.

MYC COMMUNICATIONS

- Attend all chapter meetings.
- Responsible for social media outlets such as Burleson Mayor's Youth Council Facebook page, and Instagram page.
- Work closely with the Historian to document events with photographs.
- Attend Executive Committee meetings.
- Mentor members.

MYC EXECUTIVE COMMITTEE

The above listed officers shall comprise the Executive Committee and shall be responsible for the duties below.

- Shall meet prior to each regular Youth Council meeting.
- Have the right to determine the agenda of Youth Council meetings with the Staff Liaison, Mayor, and/or City Council.
- Aid in preparation of the Annual Report and annual Yearbook.

OFFICER ELECTION PROCESS

Each candidate will need to make a statement to the Mayor’s Youth Council stating their name and expressing their interest in the particular position.

Once all candidates have spoken for a particular position a vote will be taken, on paper, and submitted to staff liaison. The staff liaison will then tabulate the votes and announce the winners of all positions.

At the end of the meeting all officers selected will meet for five to ten minutes to discuss a future date and time in July for an officer workshop.





Questions

Mayor's Youth Council

DEPARTMENT: City Secretary's Office
FROM: Lisandra Leal, Assistant City Secretary
MEETING: May 13, 2024

SUBJECT:

Consider approval of the Mayor's Youth Council meeting calendar for 2024-2025. (*Staff contact: Lisandra, Leal Assistant City Secretary*)

SUMMARY:

The Mayor's Youth Council (MYC) is being asked to approve the 2024-2025 meeting calendar.

OPTIONS:

- 1) MYC may approve the MYC meeting calendar as presented or approve with amendments.

RECOMMENDATION:

Approve.

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

N/A

FISCAL IMPACT:

N/A

STAFF CONTACT:

Lisandra Leal
Assistant City Secretary
lleal@burlesontx.com
817-426-9687

2023-2024

June						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

July						
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7	8	9	10	11	12	13
14	15	16	17	18	19	20
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28	29	30	31			

August						
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25	26	27	28	29	30	31

September						
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29	30					

October						
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27	28	29	30	31		

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December						
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29	30	31				

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February						
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March						
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30	31					

April						
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May						
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18	19	20	21	22	23	24
25	26	27	28	29	30	31

July:

Jul 04 Independence Day

September:

Sep 02 Labor Day

November:

Nov 28 Thanksgiving Day

Nov 28 Day after Thanksgiving

December:

Dec 24 Day before Christmas

Dec 25 Christmas Day

January:

Jan 01 New Year's Day

Jan 20 M L King Day

May:

May 26 Memorial Day



Mayor's Youth Council Meetings



City Council Meeting



YAC Summit – Tentative Date

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