
City Council Regular Meeting

DEPARTMENT: Finance

FROM: Kevin Hennessey, Director of Finance

MEETING: September 8, 2026

SUBJECT:

Hold a public hearing on the City of Burleson's schedule of fees, including the reauthorization of building permit fees. (*Staff Contact: Kevin Hennessey, Director of Finance*)

STRATEGIC PRIORITY AND GOAL(S):

Strategic Priority	Strategic Goal
 High Performing City Organization Providing Exceptional, People Focused Services	1.4 Be a responsible steward of the city's financial resources by providing rates and fees that represent a strong value to our citizens; providing timely, accurate and transparent financial reporting; and utilizing long-range planning.

SUMMARY:

The fee schedule update is incorporated into the City's annual budget process. The budget process opens in March, at which time departments are asked to review their existing fees and identify any proposed changes. Departments submitted their proposed fee changes by April for Finance and City Manager's Office review. Finance and the City Manager's Office then evaluated the proposed changes, including comparisons to benchmark cities and consideration of the City's overall fee structure. Following this review, the City Manager presented the proposed fee schedule changes to the Finance Committee and subsequently to City Council for consideration. This process provides multiple opportunities to review and evaluate proposed fee changes before they are incorporated into the City's adopted fee schedule.

On August 3, 2026, the City Manager filed the proposed annual budget for Fiscal Year 2026-2027. On the same day, the City Manager delivered a copy of the proposed budget to the City Council. At the August 10, 2026, special City Council meeting, the City Manager presented the proposed budget to the council and members of the public.

The public hearing will provide members of the public with the opportunity to speak in favor of or against the proposed fees for any City services for Fiscal Year 2026-2027.

RECOMMENDATION:

N/A

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

At the July 15, 2026, Finance Committee meeting, Finance staff presented the proposed list of fee changes to the committee requesting feedback.

At the July 20, 2026, City Council meeting, the City Manager presented the proposed list of fee changes to the council and members of the public.

At the August 10, 2026, Special City Council meeting, the City Manager presented the proposed budget to the council and members of the public.

REFERENCE:

N/A

FISCAL IMPACT:

N/A

STAFF CONTACT:

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