

BURLESON CITY COUNCIL REGULAR MEETING

June 20, 2023
DRAFT MINUTES

ROLL CALL

COUNCIL PRESENT:

Victoria Johnson
Phil Anderson

Chris Fletcher
Larry Scott
Dan McClendon
Adam Russell

Staff present

Tommy Ludwig, Interim City Manager
Amanda Campos, City Secretary
Monica Solko, Deputy City Secretary
Matt Ribitzki, Deputy City Attorney

COUNCIL ABSENT:

Ronnie Johnson

1. CALL TO ORDER – 4:09 p.m.

Invocation – Gloria Gillaspie, Pastor Emeritus, Open Door Church.

Pledge of Allegiance to the US Flag

Texas Pledge: *Honor the Texas Flag, I pledge allegiance to thee, Texas, one state under God; one and indivisible*

2. PUBLIC PRESENTATIONS

A. Proclamations

- None.

B. Presentations

- None.

C. Community Interest Items

- Great turnout at the first annual Juneteenth Celebration.
- Join the community for the Lions Club 4th of July parade on July 4th.
- Great participation at the Father's Day fishing tournament last Saturday, kudos to the Parks Department on a great event.
- Join us at the Hot Sounds of Summer series on Friday evenings at the Mayor Vera Calvin Plaza, there has been great performances and huge crowds. This is a great event for the city.

3. REPORTS AND PRESENTATIONS

- A. Discuss the City Council Committees, structure, purpose, and meeting schedule. (Presenter: Council Place 4 Larry Scott)**

Council member Larry Scott presented a city council committees structure, purpose and meeting schedule to the city council.

5. CITIZEN APPEARANCES - MOVED

- Stewart Gillaspie, 331 SW Brushy Mound Road, invited everyone to the Lions Club 19th Annual Independence Day Parade on Tuesday, July 4, at the Old Town Burleson, kick off starts at 9:00 a.m.

3. REPORTS AND PRESENTATIONS – cont'd

- B. Receive a report, hold a discussion and provide staff direction regarding an update on the Water and Wastewater, 4A Economic Development Corporation, 4B Community Development Corporation, Parks Performance and Golf fund financial overview, summary of 5-year capital improvement plans (CIP), and receive any additional direction from City Council regarding the annual budget for fiscal year 2023-2024. (Staff Presenter: Martin Avila, Director of Finance)**

Martin Avila, Director of Finance, gave a financial update to the city council.

9. RECESS INTO EXECUTIVE SESSION - MOVED

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**

- Hold a discussion and give direction regarding the appointment of a city manager.
- Hold a discussion and give direction regarding certificates of occupancy and Chapter 47 of the Texas Penal Code.

- C. Deliberation regarding commercial or financial information received from or the offer of a financial or other incentive made to a business prospect seeking to locate, stay or expand in or near the territory of the City and with which the City is conducting economic development negotiations pursuant to Section 551.087, Texas Government Code**

- Craftmasters/Project Workforce

Motion was made by Dan McClendon and seconded by Adam Russell to convene into executive session. **Time: 6:02 p.m.**

Motion passed 6-0, with Ronnie Johnson absent.

Motion was made by Dan McClendon and seconded by Adam Russell to reconvene into open session. **Time: 6:15 p.m.**

Motion passed 6-0, with Ronnie Johnson absent.

7. GENERAL - MOVED

- A. CSO#5137-06-2023, minute order ratifying the 4A Economic Development Corporation Board's actions taken on the approval of a Performance Agreement between the Burleson 4A Economic Development Corporation and Craftmasters for a development located within Hooper Business Park in Burleson, Texas. (Staff Presenter: Alex Philips, Economic Development Director)**

Alex Philips, Economic Development Director, presented a minute order to the city council.

Motion made by Victoria Johnson and seconded by Larry Scott to approve.

Motion passed 6-0, with Ronnie Johnson absent.

3. REPORTS AND PRESENTATIONS – cont'd

- C. Receive a report, hold a discussion and give staff direction regarding a proposed new City Council Policy #41, Debt Management Policy and proposed amended City Council Policy #32, Financial Policy. (Staff Presenter: Martin Avila, Director of Finance) (Finance and Internal Service Committee motioned to present a report on the Debt and Financial Policy to the full Council in June 2023)**

Martin Avila, Director of Finance, gave a presentation on the proposed City Council Policy #41 Debt Management Policy and proposed amendments to City Council Policy #32, Financial Policy to the city council.

- D. Receive a report, hold a discussion, and give staff direction regarding the office of emergency management's current and future initiatives. (Staff Presenter: Joe Laster, Emergency Operations Manager)**

Joe Laster, Emergency Operations Manager, gave a presentation on the office of emergency management and future initiatives to the city council.

4. CHANGES TO POSTED AGENDA

- A. Items to be continued or withdrawn**

- None.

- B. Items to be withdrawn from Consent Agenda for separate discussion or items to be added to the Consent Agenda.**

- Add 7B

Motion made by Adam Russell and seconded by Dan McClendon to add item 7B to the consent agenda.

Motion passed 6-0, with Ronnie Johnson absent.

5. **CITIZEN APPEARANCES**

Item presented above.

6. **CONSENT AGENDA**

- A. Minutes from the June 5, 2023 regular council meeting and June 8, 2023 special council meeting. (Staff Contact: Amanda Campos, City Secretary).**

Motion made by Dan McClendon and seconded by Victoria Johnson to approve.

Motion passed 6-0, with Ronnie Johnson absent.

- B. CSO#5130-06-2023, minute order ratifying the 4A Economic Development Corporation Board's approval of a Memorandum of Understanding for authorization for grading, stormwater infrastructure, and roadway construction for R.A. Development, Ltd., pursuant to an existing Chapter 380 and Economic Development and Performance Agreement. (Staff Contact: Errick Thompson, Deputy Director Public Works - Engineering)**

Motion made by Dan McClendon and seconded by Victoria Johnson to approve.

Motion passed 6-0, with Ronnie Johnson absent.

- C. CSO#5131-06-2023, Memorandum of Understanding for authorization for grading, stormwater infrastructure, and roadway construction for R.A. Development, Ltd., pursuant to an existing Chapter 380 and Economic Development and Performance Agreement. (Staff Contact: Errick Thompson, Deputy Director Public Works - Engineering)**

Motion made by Dan McClendon and seconded by Victoria Johnson to approve.

Motion passed 6-0, with Ronnie Johnson absent.

- D. CSO#5132-06-2023, minute order ratifying the 4A Economic Development Corporation Board's actions taken on the approval of a First Amendment to the Performance Agreement between the Burleson 4A Economic Development Corporation and 2525 FTG - Tulsa, LLC for a development located at 700, 708, 712, 714, 716, and 720 SW Wilshire Blvd in Burleson, Texas. (Staff Contact: Alex Philips, Economic Development Director)**

Motion made by Dan McClendon and seconded by Victoria Johnson to approve.

Motion passed 6-0, with Ronnie Johnson absent.

- E. CSO#5133-06-2023, minute order ratifying the 4A Economic Development Corporation Board's actions taken on the approval of a First Amendment to the Chapter 380 Economic Development and Performance Agreement between the City of Burleson, The Burleson 4A Economic Development Corporation, and Yourang, LLC. (Staff Contact: Alex Philips, Economic Development Director)**

Motion made by Dan McClendon and seconded by Victoria Johnson to approve.

Motion passed 6-0, with Ronnie Johnson absent.

- F. CSO#5134-06-2023, First Amendment to the Chapter 380 Economic Development and Performance Agreement between the City of Burleson, the Burleson 4A Economic Development Corporation, and Yourang, LLC. (Staff Contact: Alex Philips, Economic Development Director)**

Motion made by Dan McClendon and seconded by Victoria Johnson to approve.

Motion passed 6-0, with Ronnie Johnson absent.

- G. CSO#5135-06-2023, three year contract with ImageTrend, LLC for the purchase of a master software and services agreement for the Fire/EMS department records management system in the amount not to exceed \$140,014. (Staff Contact: K.T. Freeman, Fire Chief)**

Motion made by Dan McClendon and seconded by Victoria Johnson to approve.

Motion passed 6-0, with Ronnie Johnson absent.

- H. CSO#5136-06-2023, minute order appointing newly appointed Council Place 3 Ronnie Johnson to council appointed positions on boards and committees. (Staff Contact: Amanda Campos, City Secretary)**

Motion made by Dan McClendon and seconded by Victoria Johnson to approve.

Motion passed 6-0, with Ronnie Johnson absent.

7. GENERAL - ADDED

- B. CSO#5138-06-2023, 12-month service contract with Intermountain Slurry Seal, Inc. via Inter-local Purchasing Agreement with the City of North Richland Hills for asphalt pavement sealing services in the amount of \$525,000. (Staff Presenter: Errick Thompson, Deputy Director of Public Works - Engineering)**

Motion made by Dan McClendon and seconded by Victoria Johnson to approve.

Motion passed 6-0, with Ronnie Johnson absent

7. GENERAL

- ~~A. CSO#5137-06-2023, minute order ratifying the 4A Economic Development Corporation Board's actions taken on the approval of a Performance Agreement between the Burleson 4A Economic Development Corporation and Craftmasters for a development located within Hooper Business Park in Burleson, Texas. (Staff Presenter: Alex Philips, Economic Development Director)~~**

Item was discussed and voted on above.

- B. ~~CSO#5138-06-2023, 12-month service contract with Intermountain Slurry Seal, Inc. via Inter-local Purchasing Agreement with the City of North Richland Hills for asphalt pavement sealing services in the amount of \$525,000. (Staff Presenter: Errick Thompson, Deputy Director of Public Works – Engineering)~~**

Item was added to consent agenda above.

- C. CSO#5139-06-2023, resolution of the City Council of the City of Burleson, Texas, directing publication of notice of intentions to issue combination tax and revenue certificates of obligation; and resolving other matters relating to the subject. (Staff Presenter: Martin Avila, Director of Finance)**

Martin Avila, Director of Finance, presented a resolution to the city council.

Motion made by Dan McClendon and seconded by Larry Scott to approve.

Motion passed 6-0, with Ronnie Johnson absent.

8. CITY COUNCIL REQUESTS FOR FUTURE AGENDA ITEMS OR REPORTS

- Update and status of the police station project.

9. 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**
-Hold a discussion and give direction regarding the appointment of a city manager.
-Hold a discussion and give direction regarding certificates of occupancy and Chapter 47 of the Texas Penal Code.
- B. Personnel matters pursuant to Section 551.074, Texas Government Code**
-Hold a discussion and give direction regarding the appointment, evaluation and selection process, and duties of a city manager.
- C. Deliberation regarding commercial or financial information received from or the offer of a financial or other incentive made to a business prospect seeking to locate, stay or expand in or near the territory of the City and with which the City is conducting economic development negotiations pursuant to Section 551.087, Texas Government Code**
-Craftmasters/Project Workforce

Motion was made by Adam Russell and seconded by Larry Scott to convene into executive session. **Time: 7:41 p.m.**

Motion passed 6-0, with Ronnie Johnson absent.

Motion was made by Dan McClendon and seconded by Larry Scott to reconvene into open session. **Time: 10:21 p.m.**

Motion passed 6-0, with Ronnie Johnson absent.

EXECUTIVE SESSION

B. Personnel matters pursuant to Section 551.074, Texas Government Code

-Hold a discussion and give direction regarding the appointment, evaluation and selection process, and duties of a city manager.

Motion made by Adam Russell and seconded by Dan McClendon to begin contract negotiations with Tommy Ludwig for City Manager.

Motion passed 6-0, with Ronnie Johnson absent.

ADJOURNMENT

Motion made by Victoria Johnson and seconded by Dan McClendon to adjourn.

Mayor Fletcher adjourned the meeting.

Time: 10:22 p.m.

Monica Solko
Deputy City Secretary