

# BURLESON CITY COUNCIL REGULAR MEETING

October 2, 2023  
DRAFT MINUTES

## ROLL CALL

### COUNCIL PRESENT:

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

### COUNCIL ABSENT:

### Staff present

Tommy Ludwig, City Manager  
Amanda Campos, City Secretary  
Lisandra Leal, Assistant City Secretary  
Matt Ribitzki, Deputy City Attorney

## 1. CALL TO ORDER – 5:30 p.m.

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

Invocation – Pastor Allen Christopherson, Bethesda Baptist 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

- Congratulations, Fire Station 16 launched ambulance service on September 30.
- Congratulations, Mike Jones on your appointment to the Texas Commission on Fire Prevention by Governor Greg Abbott.
- Congratulations, Dispatch, Fire, and city staff for the success of the ambulance roll out.
- Thank you and great job Joe Laster, Emergency Operations Manager on the Emergency Preparedness Fair.
- Join us, Old Town Art Walk and Date Night Farmers Market on Friday, October 6 in the plaza.

- Join us, Cool Sounds of Fall concert on Friday, October 13, 7:30 p.m., Mayor Vera Calvin Plaza.
- Join us, Founders Day event on Saturday, October 14, 10 a.m., Mayor Vera Calvin Plaza.
- Join us, Boo Bash Festival, Saturday, October 21, 5:30 p.m., Chisenhall Sports Complex.
- Fall Family Fest for Center for ASD, October 27, 5-8 p.m.

### 3. **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#### A. **Items to be continued or withdrawn**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#### B. **Items to be withdrawn from Consent Agenda for separate discussion or items to be added to the Consent Agenda.**

- None.

### 4. **CITIZEN APPEARANCES**

- Daniel Bennett, 408 Pemberton, White Settlement, came forward with concerns for the election process on the Tarrant County Appraisal District Board of Directors.
- Adel Parker, 332 S. Dobson, came forward to say thank you for the upgrades to Dobson.

### 5. **CONSENT AGENDA**

#### A. **Minutes from the September 18, 2023 regular council meeting. (Staff Contact: Amanda Campos, City Secretary)**

Motion made by Larry Scott and seconded by Adam Russell to approve the consent agenda.

Motion passed 7-0.

#### B. **CSO#5240-10-2023, resolution authorizing participation in Tarrant County's 2023- 24 HOME Investment Partnership Program to assist citizens with homeowner rehabilitation in the amount of \$9,600. (Staff Contact: Lisa Duello, Assistant Director of Development Services)**

Motion made by Larry Scott and seconded by Adam Russell to approve the consent agenda.

Motion passed 7-0.

#### C. **CSO#5241-10-2023, minute order authorizing the expenditure to Taylor, Olson, Adkins, Sralla, & Elam, LLP, for legal services in the amount of \$308,000. (Staff Contact: Matt Ribitzki, Senior Deputy City Attorney/Director of Legal Services)**

Motion made by Larry Scott and seconded by Adam Russell to approve the consent agenda.

Motion passed 7-0.

- D. CSO#5242-10-2023, minute order ratifying the 4A Economic Development Corporation Board's actions on the approval of a one-year services contract with the Burleson Area Chamber of Commerce. (Staff Contact: Alex Philips, Economic Development Director)**

Motion made by Larry Scott and seconded by Adam Russell to approve the consent agenda.

Motion passed 7-0.

- E. CSO#5243-10-2023, one-year services contract with the Burleson Area Chamber of Commerce in the amount of \$50,000. (Staff Presenter: Alex Philips, Economic Development Director)**

Motion made by Larry Scott and seconded by Adam Russell to approve the consent agenda.

Motion passed 7-0.

- F. CSO#5244-10-2023, appointment of Kevin North, Assistant Director of Public Works and Engineering, as voting member and Errick Thompson, Director of Public Works and Engineering, as alternate member of the City of Fort Worth's Wholesale Water and Wastewater Customer Advisory Committee for fiscal year 2024. (Staff Contact: Errick Thompson, Director of Public Works and Engineering)**

Motion made by Larry Scott and seconded by Adam Russell to approve the consent agenda.

Motion passed 7-0.

- G. CSO#5245-10-2023, minute order establishing public hearings on November 13, 2023, to consider approvals of ordinances amending the Water and Wastewater Impact Fee Ordinance (CSO# 977-02-2019) and Roadway Impact Fee Ordinance (CSO# 1479-08-2020). (Staff Contact: Errick Thompson, Director Public Works and Engineering)**

Motion made by Larry Scott and seconded by Adam Russell to approve the consent agenda.

Motion passed 7-0.

- H. CSO#5246-10-2023, ordinance amending Article VIII "International Property Maintenance Code" of Chapter 10 "Buildings and Building Regulations" of the City of Burleson Code of Ordinances by adopting the 2021 Edition of the of the International Property Maintenance Code and providing for modifications of the code to incorporate local amendments. (Final Reading) (Staff Contact: Lisa Duello, Assistant Director Development Services)**

Motion made by Larry Scott and seconded by Adam Russell to approve the consent agenda.

Motion passed 7-0.

- I. **CSO#5247-10-2023, ordinance adopting the 2021 editions of the International Building Code, the International Residential Code, the International Plumbing Code, the International Mechanical Code, the International Fuel Gas Code, the International Energy Conservation Code, the International Swimming Pool and Spa Code, the International existing Building Code and local amendments thereto; adopting the 2020 edition of the National Electric Code and local amendments. (Final Reading) (Staff Presenter: Tony D. McIlwain, Development Services Director)**

Motion made by Larry Scott and seconded by Adam Russell to approve the consent agenda.

Motion passed 7-0.

- J. **CSO#5248-10-2023, ordinance amending Article V “International Fire Code” of Chapter 38 “Fire Prevention and Protection” of the City of Burleson Code of Ordinances by adopting the 2021 edition of the International Fire Code and providing for modifications of the code to incorporate local amendments. (Final Reading) (Staff Contact: Rob Moore, Battalion Chief)**

Motion made by Larry Scott and seconded by Adam Russell to approve the consent agenda.

Motion passed 7-0.

- K. **CSO#5249-10-2023, minute order ratifying the 4A Economic Development Corporation Board’s actions of a five-year farm lease with Jody Land for the property for approximately 46 acres located at 2140 & 2250 SW Hulen St., Burleson, Texas. (Staff Contact: Matt Ribitzki, Senior Deputy City Attorney)**

Motion made by Larry Scott and seconded by Adam Russell to approve the consent agenda.

Motion passed 7-0.

- L. **CSO#5250-10-2023, five-year farm lease with Jody Land for the property for approximately 46 acres located at 2140 & 2250 SW Hulen St., Burleson, Texas. (Staff Contact: Matt Ribitzki, Senior Deputy City Attorney)**

Motion made by Larry Scott and seconded by Adam Russell to approve the consent agenda.

Motion passed 7-0.

**M. CSO#5251-10-2023, minute order rejecting bids for ITB 2023-022 Oak Valley Park S Trail. (Staff Contact: Jen Basham, Parks and Recreation Director)**

Motion made by Larry Scott and seconded by Adam Russell to approve the consent agenda.

Motion passed 7-0.

**N. CSO#5252-10-2023, professional services contract with McCaslin Hotel Consulting, LLC to conduct a market study for a proposed hotel and convention center in Burleson, Texas in the amount of \$65,000. (Staff Contact: Alex Philips, Economic Development Director)**

Motion made by Larry Scott and seconded by Adam Russell to approve the consent agenda.

Motion passed 7-0.

**6. DEVELOPMENT APPLICATIONS**

*Amanda Campos, City Secretary, announced that item 6B would be presented prior to 6A.*

**B. CSO#5254-10-2023, Ordinance for a zoning change request from “A”, Agricultural to “I”, Industrial for a 0.35 acre portion of 255 Centre Dr (Case 22-167): Hold a public hearing and consider approval of an (Staff Presenter: Tony McIlwain, Development Services Director) (The Planning and Zoning Commission recommended approval by a vote of 8-0) (First and Final Reading)**

Tony McIlwain, Development Services Director, presented an ordinance to the city council.

Mayor Fletcher opened the public hearing. **Time: 5:48 p.m.**

No speakers.

Mayor Fletcher closed the public hearing. **Time: 5:48 p.m.**

Motion made by Ronnie Johnson and seconded by Adam Russell to approve.

Motion passed 7-0.

**A. CSO#5253-10-203, resolution for a site plan with waivers of Liquid Stone Concrete located at 255 Centre Dr. (Case 22-165). (Staff Presenter: Tony McIlwain, Development Services Director) (The Planning and Zoning Commission recommended approval by a vote of 8-0) (First and Final Reading)**

Tony McIlwain, Development Services Director, presented a resolution to the city council.

Motion made by Dan McClendon and seconded by Adam Russell to approve.

Motion passed 7-0.

## 7. GENERAL

- A. CSO#5255-10-2023, resolution requesting that the City Council pass a reimbursement resolution in an amount not to exceed \$1,800,000 for various public works projects as reflected in the Public Works five-year capital plan. (Staff Presenter: John Butkus, Finance Director)**

John Butkus, Finance Director, presented a resolution to the city council.

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

Motion passed 7-0.

- B. CSO#5256-10-2023, ordinance altering the Prima Facie Speed Limit along Greenridge Drive between Hulén Street and FM 731 and Commons Drive from Greenridge Drive and SW Wilshire Blvd. from 30 miles per hour to 35 miles per hour; directing the City Manager or designee to erect the appropriate signage; incorporating the recitals into the body of the ordinance; finding and determining that the meeting at which this ordinance is passed is open to the public as required by law; providing a cumulative clause, a severability clause, a savings clause, a penalty clause, and an effective date. (First and Final Reading) (Staff Presenter: Errick Thompson, Director Public Works and Engineering)**

Errick Thompson, Director of Public Works and Engineering, presented an ordinance to the city council.

Motion made by Victoria Johnson and seconded by Phil Anderson to approve.

Motion passed 7-0.

- C. CSO#5257-10-2023, resolution adopting the guidelines and criteria for the Economic Development incentives program. (Staff Presenter: Alex Philips, Economic Development Director)**

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

Motion made by Ronnie Johnson and seconded by Victoria Johnson to approve.

Motion passed 7-0.

- D. Resolution ratifying the 4A Economic Development Corporation Board's actions taken on the approval of a resolution between the Burleson 4A Economic Development Corporation and Fourco Development Partners, LLC, authorizing the land sale of approximately 7 acres located in Highpoint Business Park located at the corner of Vantage and Cirrus Drive in the amount of \$763,389. (Staff Contact: Alex Philips, Economic Development Director) - TABLED**

The Economic Development Corporation (Type A) tabled this item therefore, no action was taken.

- E. CSO#5259-10-2023, resolution 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 C&C Burleson, LLC. for a development located at 425 SW Wilshire Blvd in Burleson, Texas. (Staff Contact: Alex Philips, Economic Development Director)**

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

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

Motion passed 7-0.

- F. CSO#5260-10-2023, resolution nominating candidates for the election of members to the Johnson County Central Appraisal District Board of Directors. (Staff Presenter: Eric Oscarson, Deputy City Manager)**

Eric Oscarson, Deputy City Manager, presented a resolution to the city council.

Craig Hundley, 7845 CR 305, Grandview, came forward with concerns for nominations on the Johnson County Central Appraisal District Board of Director.

Duaine Goulding, 4837 W. FM 916, Rio Vista, came forward requesting council support for the council nomination to the Johnson County CAD board.

John Wood, 8801 County Road 408A, Grandview, came forward requesting council support for the council nomination to the Johnson County CAD board.

Paul Jones, 908 Oak Lane Drive, Joshua, came forward requesting council support for the council nomination to the Johnson County CAD board.

Amy Lingo, 4500 St Leger Drive, Cleburne, came forward requesting council support for the council nomination to the Johnson County CAD board.

Motion made by Victoria Johnson and seconded by Adam Russell to nominate Duaine Goulding, John Wood, Paul Jones and Amy Lingo to the Johnson County Central Appraisal District Board of Directors.

Motion passed 7-0.

- G. CSO#5261-10-2023, resolution nominating candidates for the election of members to the Tarrant County Central Appraisal District Board of Directors. (Staff Presenter: Eric Oscarson, Deputy City Manager)**

Eric Oscarson, Deputy City Manager, presented a resolution to the city council.

Daniel Bennett, 408 Pemberton, White Settlement, came forward requesting council support Gary Losada for the Tarrant County Appraisal District Board of Directors.

Motion made by Victoria Johnson and seconded by Adam Russell to nominate Gary Losada to the Tarrant County Central Appraisal District Board of Directors.

Motion passed 7-0.

## **8. REPORTS AND PRESENTATIONS**

- A. Receive a report, hold a discussion, and provide staff with feedback on updates to the Water / Wastewater Masterplan and Mobility Plan and the Capital Improvements Program Advisory Committee's (CIPAC) recommendations for updates to impact fees. (Staff Presenter: Errick Thompson, Director of Public Works and Engineering)**

Errick Thompson, Director of Public Works and Engineering, gave an update on the Water/Wastewater Masterplan and Mobility Plan to the city council.

Alexa Boedeker, CIPAC chair, 2624 Castle Pines Drive, came forward representing the CIPAC.

Bill Janusch, 117 NE Clinton Street, came forward with concerns on storm water impact fees.

## **9. CITY COUNCIL REQUESTS FOR FUTURE AGENDA ITEMS OR REPORTS**

- Storm water and utility impact fees.
- Signage for election.

## **10. 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**
- Receive a report and hold a discussion regarding Lighthouse Incident Case Number 90743858.
  - Receive a report and hold a discussion regarding Lighthouse Services anonymous hotline provider and case management system.
- B. Discussion regarding possible purchase, exchange, lease, or value of real property pursuant to Section 551.072, Texas Government 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**



Motion was made by Adam Russell and seconded Victoria Johnson by to convene into executive session. **Time: 7:40 p.m.**

Motion passed 7-0.

Motion was made by Victoria Johnson and seconded by Ronnie Johnson to reconvene into open session. **Time: 7:52 p.m.**

Motion passed 7-0.

## 11. **ADJOURNMENT**

Motion made by Adam Russell and seconded Ronnie by to adjourn.

Mayor Fletcher adjourned the meeting.

**Time: 7:53 p.m.**

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Monica Solko  
Deputy City Secretary