

**BURLESON CITY COUNCIL REGULAR MEETING
MAY 4, 2026
DRAFT MINUTES**

ROLL CALL

COUNCIL PRESENT:

Victoria Johnson
Phil Anderson
Alexa Boedeker
Chris Fletcher
Larry H. Scott
Dan McClendon
Adam Russell

COUNCIL ABSENT:

Staff present

Tommy Ludwig, City Manager
Harlan Jefferson, Deputy City Manager
Eric Oscarson, Deputy City Manager
Amanda Campos, City Secretary
Monica Solko, Deputy City Secretary
Matt Ribitzki, Deputy City Attorney

1. CALL TO ORDER - Time 5:30 p.m.

Mayor Fletcher called the meeting to order. **Time: 5:31 p.m.**

Invocation led by Mayor Pro Tem Dan McClendon

Pledge of Allegiance to the US Flag

Amanda Campos, City Secretary, administered oaths of office to the newly re-elected officials:

- Chris Fletcher Mayor
- Phil Anderson City Council, Place 2
- Larry H. Scott City Council, Place 4
- Adam Russell City Council, Place 6

2. PUBLIC PRESENTATIONS

A. Proclamations

- **A Proclamation recognizing May 3 - May 9 as "Public Service Recognition Week" in the City of Burleson. (Recipient: City of Burleson Employee Appreciation Committee)**
- **A Proclamation recognizing May 4 - May 11 as "Economic Development Week" in the City of Burleson. (Recipient: City of Burleson Economic Development Staff)**

B. Presentations

- **None.**

C. Community Interest Items

- Councilmember Boedeker praised the Economic Development team for providing helpful information during a statewide meeting and commended all staff for their consistent support.
- Recognized Arbor Day event, highlighting the help of the youth and thanking Ms. Boots' 3rd grade class for their participation.
- Cinco de Mayo festival was well attended with great food and dancing.
- Join us for the Resource & Health Fair, May 7, 12-1:30pm, at the Burleson Senior Center, 216 SW Johnson Avenue.
- Join us for Super Safety Saturday, May 16, 9am-12noon, at Texas Health Neighborhood Care & Wellness, 2750 SW Wilshire Blvd.
- Join us for the Household Hazardous Waste event, May 16, 9-11am, at the Burlson Service Center, 725 SE John Jones Drive.

3. CHANGES TO POSTED AGENDA

- **Items to be continued or withdrawn**
 - None.
- **Items to be withdrawn from Consent Agenda for separate discussion or items to be added to the Consent Agenda.**
 - Remove items 5G and 5H

4. CITIZEN APPEARANCES

- No speakers.

5. CONSENT AGENDA

A. Minutes from the April 14, 2026 special Joint Council and Planning & Zoning Commission meeting and April 20, 2026 regular council meeting. (Staff Contact: *Monica Solko, Deputy City Secretary*)

Motion made by Larry Scott and seconded by Alexa Boedeker to approve the consent agenda.

Motion passed 7-0.

B. CSO#6115-05-2026, 28-month sole source agreement with Core & Main, LP for the purchase of water meters and associated parts in the amount of \$600,000. (Staff Contact: *Daryl Uptmore, Deputy Director of Public Works*)

Motion made by Larry Scott and seconded by Alexa Boedeker to approve the consent agenda.

Motion passed 7-0.

- C. CSO#6116-05-2026, two-year contract with Stripe-A-Zone, Inc. for road surface markings in various locations in the amount of \$500,000. (Staff Contact: James Bailey, City Traffic Engineer)**

Motion made by Larry Scott and seconded by Alexa Boedeker to approve the consent agenda.

Motion passed 7-0.

- D. CSO#6117-05-2026, Interlocal Agreement and a Statement of Responsibility with the Texas Municipal League Insurance Risk Pool (TMLIRP) to commit funds to acquire a group critical illness supplemental income benefit insurance policy through MetLife/Amwins for eligible peace officers and firefighter retirees in compliance with Tex. Gov't Code § 607.153 at a cost of \$90,000 for 3 years. (Staff Contact: Wanda Bullard, Deputy Director of Human Resources)**

Motion made by Larry Scott and seconded by Alexa Boedeker to approve the consent agenda.

Motion passed 7-0.

- E. CSO#6118-05-2026, resolution adopting the revised FY2025-2026 employee handbook dated May 4, 2026, adding the critical illness supplemental income benefit required by state law in Chapter 12.3 Retirement Benefits. (Staff Contact: Wanda Bullard, Deputy Director of Human Resources)**

Motion made by Larry Scott and seconded by Alexa Boedeker to approve the consent agenda.

Motion passed 7-0.

- F. CSO#6119-05-2026, Second Amendment to the Professional Services Agreement (CSO#4086-01-2023) with Freese and Nichols, Inc. for the Stone Rd. / Village Creek Parkway Widening and Reconstruction Project in the amount of \$120,500.00, for a total contract amount of \$510,885.00 (Project ST2309). (Staff Contact: Randy Morrison, PE, Director of Capital Engineering)**

Motion made by Larry Scott and seconded by Alexa Boedeker to approve the consent agenda.

Motion passed 7-0.

- ~~G. CSO#6120-05-2026, contingent fee contract with Perdue Brandon Fielder Collins and Mott, LLP, pursuant to Section 6.30 of the Texas Property Tax Code and written finding related to said contract, said contract being for the collection of delinquent government receivables owed to the City of Burleson and notice of said contract is posted with the agenda in accordance with Section 2254 of the Texas Government Code. (Staff Contact: Matt Ribitzki, Sr. Deputy City Attorney/Director of Legal Services) - REMOVED~~**

Item 5G was removed from consent agenda for separate discussion.

- H. ~~CSO#6121-05-2026, resolution authorizing an additional penalty on delinquent taxes for Tax Year 2026 and subsequent tax years as provided by Section 33.11, Texas Tax Code, in the amount of 20% of the delinquent tax, penalty, and interest if the tax becomes delinquent on or after February 1 of a year and remains delinquent on the 60th day thereafter. (Staff Contact: Matt Ribitzki, Sr. Deputy City Attorney/Director of Legal Services) - REMOVED~~

Item 5H was removed from consent agenda for separate discussion.

- I. **CSO#6122-05-2026, ordinance amending Section 50, “Definitions,” of Article II of Appendix B, “Zoning,” of the Code of Ordinances by amending the definition of Home Occupation by adding a new definition of No-Impact Home Based Business in accordance with State law. (Final Reading) (Staff Contact: Tony D. McIlwain, Development Services Director)**

Motion made by Larry Scott and seconded by Alexa Boedeker to approve the consent agenda.

Motion passed 7-0.

- J. **CSO#6123-05-2026, ordinance amending the City's zoning ordinance codified in Appendix B of the City of Burleson Code of Ordinances relating to a Heavy & High Energy industrial district. (Final Reading) (Staff Contact: Tony D. McIlwain, Development Services Director)**

Motion made by Larry Scott and seconded by Alexa Boedeker to approve the consent agenda.

Motion passed 7-0.

- K. **CSO#6124-05-2026, resolution for the nomination of City of Burleson Council Place 3, Alexa Boedeker to the North Central Texas Council of Governments 2026-2027 Executive Board in the population category of a city with 50,000-100,000. (Staff Contact: Janalea Hembree, Assistant to the City Manager)**

Motion made by Larry Scott and seconded by Alexa Boedeker to approve the consent agenda.

Motion passed 7-0.

5. CONSENT AGENDA – ITEMS REMOVED

- G. **CSO#6120-05-2026, contingent fee contract with Perdue Brandon Fielder Collins and Mott, LLP, pursuant to Section 6.30 of the Texas Property Tax Code and written finding related to said contract, said contract being for the collection of delinquent government receivables owed to the City of Burleson and notice of said contract is posted with the agenda in accordance with Section 2254 of the Texas Government Code. (Staff Contact: Matt Ribitzki, Sr. Deputy City Attorney/Director of Legal Services)**

Matt Ribitzki, Sr. Deputy City Attorney/Director of Legal Services, was available to answer any questions council may have.

Motion made by Dan McClendon and seconded by Alexa Boedeker to approve.

Motion passed 6-1, with Adam Russell voting against.

Larry Scott requested to reconsider the item.

Motion made by Dan McClendon and seconded by Alexa Boedeker to approve.

Motion to reconsider passed 4-3, with Phil Anderson, Larry Scott and Adam Russell voting against.

- H. CSO#6121-05-2026, resolution authorizing an additional penalty on delinquent taxes for Tax Year 2026 and subsequent tax years as provided by Section 33.11, Texas Tax Code, in the amount of 20% of the delinquent tax, penalty, and interest if the tax becomes delinquent on or after February 1 of a year and remains delinquent on the 60th day thereafter. (Staff Contact: Matt Ribitzki, Sr. Deputy City Attorney/Director of Legal Services)**

Motion made by Dan McClendon and seconded by Alexa Boedeker to approve.

Motion passed 7-0.

6. DEVELOPMENT APPLICATIONS

- A. CSO#6125-05-2026, ordinance for a zoning change request from “GR” General Retail to “C” Commercial with a Specific Use Permit (SUP) for a tattoo studio located at 3425 SW Wilshire (ZC26-002). (First and Final Reading) (Staff Contact: Tony McIlwain, Development Services Director) (The Planning and Zoning Commission action was unable to pass a motion for or against this item.)**

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

Mayor Fletcher opened the public hearing. **Time: 6:00 p.m.**

Gretchen Altara, 101 Rosemont Place, addressed the council expressing concerns regarding the zoning request and urged denial.

Monica Smith, applicant, 209 Roaring Springs, presented information on her business model and was available to answer any questions council may have.

Mayor Fletcher closed the public hearing. **Time: 6:05 p.m.**

Motion made by Adam Russell and seconded by Larry Scott to change the zoning request to PD (Planned Development) with a base zoning of GR (General Retail), with the addition of a tattoo studio that follows the same requirements as the SUP (Special Use Permit) of a tattoo studio in other districts.

Motion passed 7-0.

7. GENERAL

- A. CSO#6126-05-2026, ordinance amending the FY26 – 30 Capital Improvement Program (CIP). (First and Final Reading) (Staff Contact: Eric Oscarson, Deputy City Manager)**

Eric Oscarson, Deputy City Manager, presented items 7A and 7B as one presentation to the city council.

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

Motion passed 7-0.

- B. CSO#6127-05-2026, amendment to a Guaranteed Maximum Price (GMP) contract (CSO#5871-08-2025) with Byrne Construction Services for the Police Headquarters Expansion and Remodel in the amount of \$1,490,166. (FA2301) (Staff Contact: Eric Oscarson, Deputy City Manager)**

Motion made by Larry Scott and seconded by Alexa Boedeker to approve.

Motion passed 7-0.

- C. CSO#6128-05-2026, three year agreement with Sports Facilities Management for the management and operation of concessions at Bartlett Soccer Complex. (Staff Contact: Jen Basham, Director of Parks and Recreation)**

Jen Basham, Director of Parks and Recreation, presented an agreement to the city council.

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

Motion passed 7-0.

- D. CSO#6129-05-2026, resolution adopting a sports facility use policy. (Staff Contact: Jen Basham, Director of Parks and Recreation)**

Jen Basham, Director of Parks and Recreation, presented a resolution to the city council.

Motion made by Adam Russell and seconded by Phil Anderson to approve.

Motion passed 7-0.

8. CITY COUNCIL REQUEST FOR FUTURE AGENDA ITEMS AND REPORTS

- None.

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. The City Council may reconvene into open session and take action on posted items.

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 various development agreements
- Receive a report and hold a discussion regarding Article VIII "Regulation of Sex Offender Registry" of Chapter 54 "Miscellaneous Offenses" of the Code of Ordinances, City of Burleson, Texas

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

Mayor Fletcher announced that the Council would convene into Executive Session.
Time: 6:38 p.m.

Mayor Fletcher announced that the Council would reconvene into open session. **Time: 7:30 p.m.**

10. **ADJOURNMENT**

Motion made by Adam Russell and seconded by Alexa Boedeker to adjourn.

Motion passed 7-0.

Mayor Chris Fletcher adjourned the meeting.

Time: 7:30 p.m.

Monica Solko
Deputy City Secretary