

**BURLESON CITY COUNCIL REGULAR MEETING**  
**MARCH 18, 2024**  
**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  
Eric Oscarson, Deputy City Manager  
Harlan Jefferson, Deputy City Manager  
Amanda Campos, City Secretary  
Monica Solko, Deputy City Secretary  
Allen Taylor, Jr., City Attorney  
Matt Ribitzki, Deputy City Attorney

**1. CALL TO ORDER – 5:30 p.m.**

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

Invocation – Gloria Gillaspie, Associate Pastor, OpenDoor Church, Burleson.

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**

- Join us for the Solar Eclipse Watch Party from 11:00 a.m. to 3:00 p.m., on Monday, April 8, 2024 in the Mayor Vera Calvin Plaza.
- Join us for Easter events:
  - Donuts with the Easter Bunny on March 23 from 8:00 a.m. to 10:15 a.m. at Russell Farm.
  - Bunny Daze on March 23 from 12:00 p.m. to 3:00 p.m., at Chisenhall Fields.
  - Aqua Egg Hunt on March 30, at 9 a.m. to 12 p.m. at the Brick.

- Join us at the Veteran Memorial Plaza on March 30 at 1:00 p.m. for Vietnam Veterans Celebration.

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#### **A. Items to be continued or withdrawn**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#### **B. Items to be withdrawn from Consent Agenda for separate discussion or items to be added to the Consent Agenda.**

- Remove item 5H for separate discussion after General item 6D.

### **4. CITIZEN APPEARANCES**

- None.

### **5. CONSENT AGENDA**

#### **A. Minutes from the March 4, 2024, joint City Council and Planning & Zoning special meeting and March 4, 2024 regular council meeting. (Staff Contact: Amanda Campos, City Secretary)**

Motion made by Larry Scott and seconded by Adam Russell to approve the consent agenda with the removal of 5H.

Motion passed 7-0.

#### **B. CSO#5429-03-2024, minute order ratifying the 4A Economic Development Corporation Board's action taken for a request for a permanent pipeline and aboveground facilities easement with Atmos Energy Corporation located within the Hooper Business Park property. (Staff Contact: Michelle McCullough, Assistant Director/City Engineer)**

Motion made by Larry Scott and seconded by Adam Russell to approve the consent agenda with the removal of 5H.

Motion passed 7-0.

#### **C. CSO#5430-03-2024, minute order ratifying the 4A Economic Development Corporation Board's action taken for a request for a permanent 20-foot-wide water line easement with Johnson County Special Utility District located within the Hooper Business Park property (Staff Contact: Michelle McCullough, Assistant Director/City Engineer)**

Motion made by Larry Scott and seconded by Adam Russell to approve the consent agenda with the removal of 5H.

Motion passed 7-0.

- D. CSO#5431-03-2024, Encroachment on Easement agreement with Oncor Electric Delivery Company, LLC (Oncor). (Staff Contact: Michelle McCullough, Assistant Director of Public Works/City Engineer)**

Motion made by Larry Scott and seconded by Adam Russell to approve the consent agenda with the removal of 5H.

Motion passed 7-0.

- E. CSO#5432-03-2024, amendment to the engineering services contract with Freese and Nichols, Inc. for design of the Stone Rd. / Village Creek Parkway Widening and Reconstruction project in the amount of \$9,790.00 for a total contract amount of \$390,385. (Staff Contact: Tiana Jackson, Engineering Manager – Capital)**

Motion made by Larry Scott and seconded by Adam Russell to approve the consent agenda with the removal of 5H.

Motion passed 7-0.

- F. CSO#5433-03-2024, resolution authorizing street closures associated with OpenDoor Church's Easter event. (Staff Contact: DeAnna Phillips, Director of Community Services)**

Motion made by Larry Scott and seconded by Adam Russell to approve the consent agenda with the removal of 5H.

Motion passed 7-0.

- G. CSO#5434-03-2024, ordinance making textual amendments to the City's zoning ordinance codified in Appendix B of the City of Burleson Code of Ordinances relating to liquor sales. (Final Reading) (Staff Contact: Tony D. McIlwain, Development Services Director)**

Motion made by Larry Scott and seconded by Adam Russell to approve the consent agenda with the removal of 5H.

Motion passed 7-0.

- H. CSO#5435-03-2024, contract to purchase radios, peripheral equipment, and six years of subscription services from Motorola Solutions through a cooperative purchase agreement with Fort Worth, TX in an amount of \$1,890,838.20 (Staff Contact: James Grommersch, Chief Technology Officer) - REMOVED**

Item 5H was removed for separate discussion after General 6D.

- I. CSO#5436-03-2024, ETJ Release Petition for 4416 Smiling Hills CT (Case 24-080): Consider denial of a petition for release from the City of Burleson extraterritorial jurisdiction (ETJ) for approximately 2.00 acres of land addressed as 4416 Smiling Hills CT. (Staff Contact: Tony McIlwain, Development Services**

**Director) (No Planning and Zoning Commission action was required for this item)**

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

Motion passed 7-0.

- J. CSO#5437-03-2024, ETJ Release Petition for 8116 CR 1016A (Case 24-085): Consider denial of a petition for release from the City of Burleson extraterritorial jurisdiction (ETJ) for approximately 3.49 acres of land known as Lot 1 & 2, Block 1, Tolliver Estates. (Staff Contact: Tony McIlwain, Development Services Director) (No Planning and Zoning Commission action was required for this item)**

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

Motion passed 7-0.

## **6. GENERAL**

- A. CSO#5438-03-2024, resolution for a variance to section 14-44.b.1, The sale of alcoholic beverages within 300 feet of a public or private school, from the City of Burleson Code of Ordinances for 16:11 Golf Club located at 224 E. Renfro Street (Case 24-036). (Staff Contact: Tony McIlwain, Development Services Director)**

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

Mayor Fletcher opened the public hearing. **Time: 5:42 p.m.**

No speaker.

Mayor Fletcher closed the public hearing. **Time: 5:43 p.m.**

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

Motion passed 7-0.

- B. CSO#5439-03-2024, Order creating Signature Verification Committee and appointing members for the May 4, 2024 General Election. (Staff Contact: Amanda Campos, City Secretary)**

Amanda Campos, City Secretary, presented an order to the city council.

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

Motion passed 7-0.

- C. CSO#5440-03-03-2024, Chapter 380 Agreement between the City of Burleson and Burleson Wilshire Investment Partners, LLC for a development located at**

**1679 Southwest Wilshire Boulevard. (Staff Contact: Alex Phillips, Economic Development Director)**

Alex Phillips, Economic Development Director, presented an agreement to the city council.

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

Motion passed 7-0.

- D. CSO#5441-03-2024, resolution amending the General Government Five-Year Capital Improvement Program (CIP) for Fiscal Year 2023-2024; repealing conflicting resolutions; and providing a savings clause and an effective date. (Staff Contact: Harlan Jefferson, Deputy City Manager)**

Harlan Jefferson, Deputy City Manager, presented a resolution to the city council.

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

Motion passed 7-0.

## **5. CONSENT AGENDA – REMOVED ITEM**

- H. CSO#5435-03-2024, contract to purchase radios, peripheral equipment, and six years of subscription services from Motorola Solutions through a cooperative purchase agreement with Fort Worth, TX in an amount of \$1,890,838.20 (Staff Contact: James Grommersch, Chief Technology Officer)**

James Grommersch, Chief Technology Officer, presented a purchase to the city council.

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

Motion passed 7-0.

## **6. GENERAL - CONTINUED**

- E. CSO#5442-03-2024, resolution accepting the results of the September 30, 2023, Annual Audit, the Annual Comprehensive Financial Report (ACFR) for the period ending September 30, 2023, and the Single Audit Report as of September 30, 2023. (Finance Committee recommended approval.) (Staff Contact: Harlan Jefferson, Deputy City Manager)**

Harlan Jefferson, Deputy City Manager, presented a resolution to the city council. Jackie Gonzalez, CPA with Weaver, who gave a short presentation on the audit results.

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

Motion passed 7-0.

## **7. REPORTS AND PRESENTATIONS**

- A. Receive a report, hold a discussion, and provide staff direction regarding employee engagement initiatives across the City of Burleson. (Staff Contact: Eric Oscarson, Deputy City Manager)**

Eric Oscarson, Deputy City Manager, gave a presentation on employee engagement initiatives to the city council.

- B. Receive a report, hold a discussion, and provide staff direction regarding the City's current investment process. (Finance Committee recommended approval.) (Staff Contact: Harlan Jefferson, Deputy City Manager)**

Harlan Jefferson, Deputy City Manager, gave a presentation on the city's current investment process to the city council.

## **8. CITY COUNCIL REQUESTS FOR FUTURE AGENDA ITEMS OR 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.

- A. Pending or contemplated litigation or to seek the advice of the City Attorney pursuant to Section 551.071, Texas Government Code**

- Human Resources Department Complaint No. 2023-0001 and No. 2023-0002, including any settlements related thereto
- City sales tax received from the state comptroller and LoveSac

Motion was made by Larry Scott and seconded by Ronnie Johnson to convene into executive session. **Time: 6:47 p.m.**

Motion passed 7-0.

Motion was made by Dan McClendon and seconded by Ronnie Johnson to reconvene into open session. **Time: 7:10 p.m.**

Motion passed 7-0.

## **9. EXECUTIVE SESSION - ACTION**

- A. Pending or contemplated litigation or to seek the advice of the City Attorney pursuant to Section 551.071, Texas Government Code - Human Resources Department Complaint No. 2023-0001 and No. 2023-0002, including any settlements related thereto**

Motion made by Ronnie Johnson and seconded by Phil Anderson to approve a settlement agreement in the Human Resources Department complaint as discussed in executive session and authorize the City Manager to execute the agreement.

Motion passed 7-0.

**10. ADJOURNMENT**

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

Mayor Fletcher adjourned the meeting.

**Time: 7:11 p.m.**

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Monica Solko  
Deputy City Secretary