

**BURLESON CITY COUNCIL REGULAR MEETING
OCTOBER 5, 2026
DRAFT MINUTES**

ROLL CALL

COUNCIL PRESENT:

Victoria Johnson
Phil Anderson

Chris Fletcher
Larry H. Scott
Dan McClendon
Adam Russell

COUNCIL ABSENT:

Alexa Boedeker

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
Allen Taylor, City Attorney
Matt Ribitzki, Deputy City Attorney

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

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

Invocation led by Ron Williams, Pastor at Faith to Faith Ministries

Pledge of Allegiance to the US Flag

2. PUBLIC PRESENTATIONS

A. Proclamations

- **A proclamation recognizing "National Code Compliance Month" in the City of Burleson. (Staff Contact: Lisa Duello, Deputy Director of Development Services)**
- **A proclamation recognizing "Cybersecurity Awareness Month" in the City of Burleson. (Staff Contact: Hugo Rodriguez, Deputy Chief Technology Officer)**
- **A proclamation recognizing "National Friends of the Library Week" in the City of Burleson. (Recipient: Barbara Tosiano)**

B. Presentations

- **State Certificate of Recognition - Congratulations to Burleson Police Department on their 12th Accreditation from the Commission on Accreditation for Law Enforcement Agencies. *(Texas State Representative Helen Kerwin, House District 58)***
- **Congratulate City of Burleson Library on receiving the Texas Reads Grant from the Texas State Library and Archives Commission. *(Texas State Representative Helen Kerwin, House District 58)***
- **Present proposed City of Burleson Hotel Tax Bill to be filed in the 90th Texas Legislative Session. *(Texas State Representative Helen Kerwin, House District 58)***

C. Community Interest Items

- Join us for free Zumba on October 7th in the Plaza at 5:30 p.m.
- Join us Saturday in the Plaza to celebrate the Founders Day event.

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- **Items to be continued or withdrawn**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- **Items to be withdrawn from Consent Agenda for separate discussion or items to be added to the Consent Agenda.**
 - Removed 5J to be brought back at a future council meeting.

4. CITIZEN APPEARANCES

- Texas State Representative Helen Kerwin spoke on upcoming legislation for data centers.

5. CONSENT AGENDA

A. Minutes from the September 14, 2026 special council meeting and September 21, 2026 regular council meeting. *(Staff Contact: Monica Solko, Deputy City Secretary)*

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

Motion passed 6-0, with Alexa Boedeker absent.

B. CSO#6287-10-2026, contract with the Texas State Library and Archives Commission (TSLAC) for Texas Reads grant number TXR-27002 in the amount of \$9,021. *(Staff Contact: Sara Miller, Deputy Director-Library)*

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

Motion passed 6-0, with Alexa Boedeker absent.

- C. CSO#6288-10-2026, minute order authorizing the purchase of merchandise for retail sale with Titleist Golf for Hidden Creek Golf Course in the amount of \$125,000. (Staff Contact: Eric Oscarson, Deputy City Manager)**

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

Motion passed 6-0, with Alexa Boedeker absent.

- D. CSO#6289-10-2026, minute order authorizing the purchase of food for retail sale with Ben E Keith Foods at Hidden Creek Golf Course in the amount of \$125,000. (Staff Contact: Eric Oscarson, Deputy City Manager)**

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

Motion passed 6-0, with Alexa Boedeker absent.

- E. CSO#6290-10-2026, minute order authorizing Fiscal Year 2026–2027 expenditures under the Facility Management Agreement with Sports Facilities Companies, LLC (CSO#5948-10-2025), including \$479,608 for goods purchased for retail sale and \$1,115,463 for salaries and wages. (Staff Contact: Eric Oscarson, Deputy City Manager)**

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

Motion passed 6-0, with Alexa Boedeker absent.

- F. CSO#6291-10-2026, minute order authorizing expenditures with Dell Marketing LP under DIR (DIR-CPO-5792) for computers, monitors, and peripherals for the fiscal year 2027 computer replacement program in the amount of \$250,000. (Staff Contact: Hugo Rodriguez, Deputy Chief Technology Officer)**

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

Motion passed 6-0, with Alexa Boedeker absent.

- G. CSO#6292-10-2026, minute order with CDW Government LLC to purchase wireless access points, security cameras, monitors, and peripheral equipment, using the Cooperative Customer Agreement through OMNIA Partners, TIPS, Sourcewell, or DIR, in the amount of \$120,000. (Staff Contact: Hugo Rodriguez, Deputy Chief Technology Officer)**

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

Motion passed 6-0, with Alexa Boedeker absent.

- H. CSO#6293-10-2026, five-year agreement with CivicPlus, LLC, through TIPS (220105) cooperative purchasing contract, for the City's website platform and related services in the total amount of \$209,663.55. (Staff Contact: Hugo Rodriguez, Deputy Chief Technology Officer)**

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

Motion passed 6-0, with Alexa Boedeker absent.

- I. CSO#6294-10-2026, minute order authorizing the purchase of products and services from Amazon Business through the Choice Partners Cooperative Contract No. 22/045KN-01) for Fiscal Year 2026-2027 in the amount of \$150,000. (Staff Contact: Andrea Anderson, Purchasing Manager)**

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

Motion passed 6-0, with Alexa Boedeker absent.

- ~~J. Hold a public hearing and consider and take possible action on an ordinance amending the text of the city's zoning ordinance codified in Appendix B of the City of Burleson Code of Ordinances. (Final Reading) (Staff Contact: Tony D. McIlwain, Development Services Director) (The Planning and Zoning Commission recommended approval by a vote of 7 to 0) - REMOVED~~**

Item 5J was removed from the agenda and will be brought back to a future council meeting.

6. DEVELOPMENT APPLICATIONS

- A. CSO#6296-10-2026, ordinance change request on approximately 8.216 acres of land from "PD", Planned Development, to "PD", Planned Development located at 279 W. Hidden Creek Pkwy (ZC26-007). (First and Final Reading) (Staff**

Contact: Tony D. McIlwain, Development Services Director) (The Planning and Zoning Commission recommended approval by a vote of 7 to 0)

Tony McIlwain, Development Services Director, presented a zoning change to allow for different standards. The Planned Development standards proposed: Section 4.04- The maximum permitted height of all buildings within the commercial tracts of the Planned Development District shall be four (4) stories, with the exception of Building B, which may go up to but not exceed eight (8) stories. Section 7(7) Windows: Glass shall not exceed 50 percent of any one façade of a building, with the exception of Building B. Staff is in support of the item.

There were no questions from council.

Mayor Fletcher opened the public hearing. **Time: 5:55 p.m.**

No speakers.

Mayor Fletcher closed the public hearing. **Time: 5:56 p.m.**

Council discussion focused on limiting the building height to six stories, consistent with the proposed site plan.

Motion made by Dan McClendon and seconded by Adam Russell to approve with a six-story maximum height.

Motion passed 6-0, with Alexa Boedeker absent.

B. Ordinance amending the text of the city's zoning ordinance codified in Appendix B, Zoning, Article V, Supplemental Regulations of the City of Burleson Code of Ordinances. (First Reading) (Staff Contact: Tony D. McIlwain, Development Services Director) (The Planning and Zoning Commission recommended approval by a vote of 7 to 0)

Tony McIlwain, Development Services Director, presented amendments to the city's code of ordinances.

Amendments included:

- Amends various Code sections relating to **Site plans** to update text references, processes and requirements. Most notably, it includes a new requirement to illustrate the location and full extents of any on-site sewage facility (OSSF).
- Amends various provisions of the **Accessory building and structure yard** regulations to include increasing the setback of an alley or side street garage or carport from 18' to 20'.
- Amending Code section 133-100 relating to **height** to replace the Spinks Airport Air Hazard Zoning ordinance with the IH35 overlay district restrictions.

- Amending Code section 136-103 to remove **snow cone stands** as a seasonal use. This use is governed by the State's mobile food vendor regulations.
- Amending Code section 136-105 to replace stationary food vendor with **mobile food vendor**.
- Deleting Code section 136-106 relating to **stationary food vendors**. This use is now governed by the State's mobile food vendor regulations.

There were no questions from council.

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

No speakers.

Mayor Fletcher closed the public hearing. **Time: 6:01 p.m.**

Motion made by Larry Scott and seconded by Phil Anderson to approve.

Motion passed 6-0, with Alexa Boedeker absent.

7. GENERAL

A. Ordinance establishing Standards of Care for childcare programs operated by the Parks and Recreation Department. (First Reading) (Staff Contact: Eric Oscarson, Deputy City Manager)

Eric Oscarson, Deputy City Manager, presented an ordinance establishing Standards of Care for youth programs operated by the Burleson Parks and Recreation Department. Because municipal day camps are exempt from state childcare licensing requirements, the City adopts its own standards annually to provide basic regulations for recreation-based youth programs. The standards apply to ongoing programs, including day camps, sports clinics, arts and cultural programs, agricultural and culinary experiences, and music and performance activities. The Parks and Recreation Department will oversee all youth programs, with department leadership supervising overall operations and designated program and on-site staff managing daily activities. The standards address administration, staffing, facilities, staff service requirements, operations, child guidelines, activities, monitoring, and enforcement.

There were no questions from council.

Mayor Fletcher opened the public hearing. **Time: 6:03 p.m.**

No speakers.

Mayor Fletcher closed the public hearing. **Time: 6:04 p.m.**

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

Motion passed 6-0, with Alexa Boedeker absent.

- B. CSO#6297-10-2026, amended and restated real estate contract for the purchase of city owned property located at 112 SE Gardens Boulevard, Burleson, Texas in the amount of \$500,000 dollars. (Staff Contact: Alex Philips, Director of Economic Development)**

Adam Russell and Phil Anderson left the dais at 6:04 p.m.

Alex Philips, Director of Economic Development, presented items 7B and 7C together, with separate voting. The BTX Flex project is a proposed commercial development with an estimated capital investment of \$2 million to \$2.5 million, consisting of up to four buildings for small businesses and service providers. The developer requested a six-month extension of the original performance deadlines to accommodate rezoning the property to Planned Development zoning, which would limit undesirable uses and better align the project with the City's development vision. Under the proposed agreement, the developer would purchase the property for \$500,000, obtain a building permit for the first building by April 30, 2027, begin construction by May 31, 2027, obtain a certificate of occupancy for the first building by April 1, 2028, and complete the final building by January 1, 2030. The City would provide a total of \$290,000 in cash incentives, distributed in three installments upon issuance of the first building permit, occupancy approval for the first building, and occupancy approval for the final building.

There were no questions from council.

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

Motion passed 4-2, with Phil Anderson and Adam Russell abstaining and Alexa Boedeker absent.

- C. CSO#6298-10-2026, amended and restated Performance Agreement between the City of Burleson and BTX Flex, LLC., Inc. (CSO#6105-04-2026) for a commercial flex development located at 112 SE Gardens Boulevard in Burleson, Texas. (Staff Contact: Alex Philips, Director of Economic Development)**

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

Motion passed 4-2, with Phil Anderson and Adam Russell abstaining and Alexa Boedeker absent.

Adam Russell and Phil Anderson returned to the dais at 6:08 p.m.

- D. Consider and take possible action on an ordinance amending Chapter 58 "Parks and Recreation" (CSO#103-12-2014) of the Code of Ordinances by adding**

electric motorcycles to the list of prohibited motor vehicles in city parks, by adding electric bicycles to the list of wheeled equipment that may be prohibited at city parks if designated by proper signage, and amending Chapter 78 “Traffic and Vehicles” (B-554) by adding a prohibition of operating an electric motorcycle, pocket bike, mini-motorbike, and ATVs on city property, by adding a prohibition of any child to operate certain wheeled devices without a helmet, and by adding the prohibition for any parent or guardian to permit a child to operate certain wheeled devices. (First Reading) (Staff Contact: Wes Routson, Deputy Chief of Police)

Wes Routson, Deputy Chief of Police, presented proposed ordinance amendments addressing the increased use of electric bicycles (e-bikes) and electric motorcycles (e-motorcycles) on city streets, parks, and trails, following citizen complaints and minor accidents involving juveniles. The proposed amendments would update regulations for off-road recreational vehicles and bicycles in parks, prohibit e-motorcycles, pocket bikes, mini-motorbikes, and ATVs on city property, and establish a helmet requirement for children age 16 and under operating or riding bicycles, e-bikes, and motor-assisted scooters, with fines for violations. Deputy Chief Routson explained that state law limits the city's ability to prohibit e-bikes where traditional bicycles are allowed, except on qualifying mountain bike trails. Implementation would include an educational and social media campaign, staff training, enhanced park signage identifying permitted and prohibited equipment, and appropriate enforcement of city ordinances and state law.

Council discussed the distinctions between e-bikes and other types of bicycles and whether golf carts should also be addressed in the ordinance. A question was raised regarding the city's authority to take possession of vehicles. Deputy Chief Routson explained that the city would not seize an e-bike unless it was stolen. Discussion also addressed enforcement and education, including speaking with a parent when a juvenile is involved. Council discussed how regulations applicable to e-bikes could also affect regular bicycles, enforcement at posted signage, and the use of shared-use paths. Mayor Pro Tem Dan McClendon noted that the primary concern observed was electronic motorcycles.

Motion made by Dan McClendon and seconded by Adam Russell to approve amendments in city law, parks with the addition of golf carts.

Motion passed 6-0, with Alexa Boedeker absent.

E. CSO#6299-10-2026, minute order electing a councilmember to serve as Mayor Pro Tem for a term of one year. (Staff Contact: Monica Solko, Deputy City Secretary)

Monica Solko, Deputy City Secretary, presented the nomination for Mayor Pro Tem for the September 2026 through August 2027 term. The City Secretary's Office received five nominations for the current Mayor Pro Tem, Dan McClendon.

Motion made by Adam Russell and seconded by Victoria Johnson to nominate Dan McClendon as Mayor Pro Tem.

Motion passed 6-0 with Alexa Boedeker absent.

F. CSO#6300-10-2026, ballot casting the City of Burleson's vote for Texas Municipal League Region 8 Director. (Staff Contact: Monica Solko, Deputy City Secretary)

Monica Solko, Deputy City Secretary, presented the candidates for the Texas Municipal League Region 8 Director to the city council. The two candidates are Mike Browning, Council member for the City of Aubrey and the incumbent Mary Sarver, Mayor Pro Tem for the City of Grandview. Council discussed receiving a letter requesting support from Mike Browning.

Motion made by Larry Scott and seconded by Phil Anderson to cast vote for Mike Browning.

Motion passed 6-0 with Alexa Boedeker absent.

8. REPORTS AND PRESENTATIONS

A. Receive a report, hold a discussion, and provide staff direction regarding our federal legislative efforts. (Presenter: Mike Lane, Kiley & Associates) (Staff Contact: Janalea Hembree, Director of Strategy and Innovation)

Mike Lane with Kiley & Associates, provided a federal legislative update outlining Burleson's 2026 accomplishments, including a funded federal earmark and City-specific Army Corps water authorization under WRDA Section 219. The presentation highlighted the importance of securing final authorization and pursuing FY2028 funding through the Army Corps' Energy and Water account, as well as identifying projects related to water and wastewater, transportation and flood resilience, public safety, and parks and community facilities. The delegation changes in 2027, including Senator Cornyn's departure, were also discussed. Staff will identify and prioritize potential projects by December, finalize project information and meet with the new congressional delegation in early 2027, submit federal funding requests in the spring, and continue pursuing Army Corps funding through summer 2027.

There were no questions from council.

B. Receive a report, hold a discussion, and provide staff direction regarding updates from the Forestry Division. (Staff Contact: Dr. Jessie Farris, Urban Forester)

Dr. Jessie Farris, Urban Forester, provided a nine-month update highlighting the city's efforts to protect and expand the urban tree canopy, promote sustainability, and

engage the community. The department established forestry standards, SOPs, inspection procedures, and asset documentation while expanding forestry coordination with Capital Projects, Code Compliance, Recreation, GIS/IT, Parks, and Irrigation. All 24 parks are now inspected biweekly, and the city launched its first proactive Emerald Ash Borer monitoring program, including inventorying and assessing all ash trees on city property. Phase 1 of the park tree inventory is underway, documenting tree species, condition, size, health, and maintenance needs, with a public-facing urban forest resource planned for Phase 2. The department established six no-mow areas totaling 5.42 acres, projected to save approximately \$55,800 annually while reducing irrigation needs and supporting pollinators and wildlife.

Community initiatives included Arbor Day tree plantings, Trees for Tomorrow student education, pollinator gardens, Burleson Nature Discovery, Trash Bash, and other environmental education programs. More than 105 trees were planted in 2026, including 98 grant-funded trees, with \$30,000 in external grants awarded and a 96% survival rate for the Texas A&M Forest Service grant plantings. Additional projects include habitat improvements at Russell Farm, Centennial Park tree remediation, and planned tree plantings through the H.E.B. grant. The department also received environmental and landscape awards and continued professional leadership and training opportunities. Upcoming priorities include expanding no-mow areas, completing the tree inventory, continuing grant projects and EAB monitoring, hosting Arbor Day and nature programs at Russell Farm, and developing a comprehensive Urban Forest Management Plan.

There were no questions from city council. The council thanked staff for all their efforts and the many programs offered to the community.

9. CITY COUNCIL REQUEST FOR FUTURE AGENDA ITEMS AND REPORTS

- Update on upcoming legislation
- Review code of ordinances by a 3rd party, to be streamlined and updated.

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. 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

- Cause No. DC-C202600611, *Lott v. City of Burleson*, In the District Court, 249th Judicial District, Johnson County, Texas
- Petition for release from the City of Burleson extraterritorial jurisdiction (ETJ) for approximately 115.00 acres of land addressed 8137 FM 1902 (REL26-001)
- Receive a report regarding Texas Tax Code Section 6.033 and related provisions

-Receive a report regarding Texas Tax Code Sections 6.035, 6.05, and related provisions, Texas Government Code Sections 573.041, 573.062, and related provisions, and Local Government Code Chapter 171 and related provisions

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

D. Deliberation regarding a cybersecurity measure, policy, or contract solely intended to protect a critical infrastructure facility located in the city pursuant to Section 551.0761, Texas Government Code

-Receive a report on a public safety radio infrastructure and equipment update

E. Deliberation regarding security devices or security audits relating to information resources technology, certain network security information, or the deployment of security personnel, critical infrastructure, or security devices pursuant to Section 551.089, Texas Government Code

-Receive a report on a public safety radio infrastructure and equipment update

Mayor Fletcher announced that the Council would convene into Executive Session.

Time: 7:21 p.m.

Mayor Fletcher announced that the Council would reconvene into open session.

Time: 8:09 p.m.

11. ADJOURNMENT

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

Motion passed 6-0, with Alexa Boedeker absent.

Mayor Chris Fletcher adjourned the meeting.

Time: 8:09 p.m.

Monica Solko
Deputy City Secretary