

**BURLESON CITY COUNCIL REGULAR MEETING**  
**JANUARY 5, 2026**  
**MINUTES**

**ROLL CALL**

**COUNCIL PRESENT:**

Victoria Johnson  
Phil Anderson  
Alexa Boedeker  
Chris Fletcher  
Larry 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  
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: 5:33 p.m.**

Invocation – Bob Massey, Secretary, Burleson Christian Ministerial Alliance (BCMA)

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**

- Receive a report to recognize the selected Employee of the Quarter for the 4<sup>th</sup> Quarter of 2025 and Employee of the Year for 2025. (*Staff Contact: Wanda Bullard, Deputy Director of Human Resources*)

**C. Community Interest Items**

- Join us, Farmer's Market is now once a month. Next date is February 14.
- Let's Taco 'Bout QPR, is free suicide prevention training designed to give every person in our community the confidence and competence to help someone at risk

for suicide. Join us, Tuesday, January 20, at the Burleson Recreation Center (Brick), 550 NW Summercrest Blvd, sponsored by First United Methodist Church.

- The Mayor expressed appreciation for all the staff in 2025, particularly in light of the budget challenges and the way everyone came together to get the work done.
- The Mayor also recognized the City Council members for their collaboration and teamwork.

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- A. Items to be continued or withdrawn**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- B. Items to be withdrawn from Consent Agenda for separate discussion or items to be added to the Consent Agenda.**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

- Toni Wing-Jenkins, 952 Edgehill Road, came forward to speak on the library.

### **5. CONSENT AGENDA**

- A. Minutes from the December 15, 2025 regular council meeting. (Staff Contact: Monica Solko, Deputy City Secretary)**

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

Motion passed 7-0.

- B. CSO#6016-01-2026, resolution approving the annual report for Old Town right-of-way use agreements and city-wide public parking and public sidewalk agreements. (Staff Contact: Tony D. McIlwain, Development Services Director)**

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

Motion passed 7-0.

- C. CSO#6017-01-2026, resolution to request authorizing sponsorship of the proposed public events for calendar year 2026 in accordance with Chapter 70, "Streets, Sidewalks and Public Places," of the Code of Ordinances. (Staff Contact: Jen Basham, Director of Parks and Recreation)**

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

Motion passed 7-0.

**D. CSO#3018-01-2026, grazing lease for Russell Farm with Bryan Voegele for one (1) year, with four (4) automatic renewals in the amount of \$500. (Staff Contact: Jen Basham, Director of Parks and Recreation)**

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

Motion passed 7-0.

**E. CSO#6019-01-2026, change order to a construction contract (CON#168-08-2025) with Pipe Crew LLC, for the Waterline Replacement and Upsizing (Taco Casa) Project in the amount of \$13,667.60 for a revised total contract amount of \$106,892.60 (Project WA2506). (Staff Contact: Randy Morrison, PE, Director of Capital Engineering)**

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

Motion passed 7-0.

**F. CSO#6020-01-2026, resolution to reject all bids received in response to ITB 2025-017 (Project 197409). (Staff Contact: Randy Morrison, PE, Director of Capital Engineering)**

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

Motion passed 7-0.

## **6. DEVELOPMENT APPLICATIONS**

**A. CSO#6021-01-2026, ordinance for a zoning change request from “A” Agricultural to “SF7” Single-family for development of approximately 13 single-family lots and located at 2245 SW Wilshire Blvd (Case 25-305). (First and Final Reading) (Staff Contact: Tony D. McIlwain, Development Services Director) (The Planning and Zoning Commission recommended approval 8-0)**

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

Mayor Fletcher opened the public hearing. **Time: 5:51 p.m.**

The applicant, Walter Matyastik, 1520 Thomas Place, Fort Worth, came forward to answer any questions Council may have and to talk about the item.

Mayor Fletcher closed the public hearing. **Time: 5:52 p.m.**

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

Motion passed 7-0.

**B. CSO#6022-01-2026, ordinance for the voluntary annexation of approximately 80.122 acres of land in the exclusive Extraterritorial Jurisdiction (ETJ) of the City of Burleson, generally located at 1500 CR 602 (Case 25-260). (First and Final Reading) (Staff Contact: *Tony McIlwain, Development Services Director*) (No Planning and Zoning Commission action was required for this item) - CONTINUED**

Amanda Campos, City Secretary, announced that the applicant for items 6B and 6C has requested to continue the items to the February 2, 2026 council meeting.

Mayor Fletcher opened the public hearing. **Time: 5:54 p.m.**

No speakers.

Mayor Fletcher announced that the item would be continued to the February 2, 2026 council meeting at 5:30 p.m. at City Hall, Council Chambers, 141 W. Renfro Street.

Motion made by Larry Scott and seconded by Alexa Boedeker to continue item 6B to the February 2, 2026 council meeting at 5:30 p.m.

Motion passed 7-0.

**C. CSO#6023-01-2026, ordinance for a zoning change request from defaulted "A" Agricultural to "SF10" Single-family for the development of a single-family subdivision with minimum lot sizes of 10,000 square feet and located at 1500 CR 602 (Case 25-258). (First and Final Reading) (Staff Contact: *Tony D. McIlwain, Development Services Director*) (The Planning and Zoning Commission recommended disapproval 8-0) - CONTINUED**

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

No speakers.

Mayor Fletcher announced that the item would be continued to the February 2, 2026 council meeting at 5:30 p.m. at City Hall, Council Chambers, 141 W. Renfro Street.

Motion made by Victoria Johnson and seconded by Alexa Boedeker to continue item 6C to the February 2, 2026 council meeting at 5:30 p.m.

## **7. GENERAL**

**A. Ordinances CSO#1215-12-2019 and CSO#200-06-2022, to modify the Preliminary Plat, Final Plat, and Replat policies; selecting the Development Assistance Committee as the approval body for Preliminary Plats, Final Plats, and Replats. (First Reading) (Staff Contact: *Tony D. McIlwain, Development Services Director*)**

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

Mayor Fletcher opened the public hearing. **Time: 6:02 p.m.**

No speakers.

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

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

Motion passed 7-0.

**B. CSO#6024-01-2026, Resolution ordering the May 2, 2026 General Election, electing the Mayor, Place 2, Place 4, and Place 6. (Staff Contact: Amanda Campos, City Secretary)**

Amanda Campos, City Secretary, presented a resolution to the city council.

Motion made by Victoria Johnson and seconded by Alexa Boedeker to approve.

Motion passed 7-0.

**C. CSO#6025-01-2026, Joint Election Resolution with the Burleson Independent School District for the May 2, 2026 General Election. (Staff Contact: Amanda Campos, City Secretary)**

Amanda Campos, City Secretary, presented a resolution to the city council.

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

Motion passed 7-0.

**D. CSO#6026-01-2026, interlocal agreement with Johnson County for the use of the Johnson County Sub-Courthouse located at 247 Elk Dr, Room 212, for the May 2, 2026 General Election, as the polling location. (Staff Contact: Amanda Campos, City Secretary)**

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

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

Motion passed 7-0.

**8. REPORTS AND PRESENTATIONS**

**A. Receive a report, hold a discussion, and provide staff direction on an overview of the 2025 Mosquito Season. (Staff Contact: Errick Thompson, Director of Public Works)**

Errick Thompson, Director of Public Works, presented an overview of the 2025 Mosquito Season to City Council. The presentation outlined the City's comprehensive mosquito management program, including public education, source reduction, larval treatment, arboviral disease monitoring, and strategic fogging. Staff also reviewed 2025 season data and discussed potential options for the 2026 mosquito season.

The following options were presented for Council consideration:

1. Continue the current mosquito management procedures
2. Implement a phased response plan with action thresholds based on risk levels
3. Adopt mosquito control guidance from Tarrant County Public Health
4. Additional consideration: installation of bat boxes at potential locations along the Chisenhall Hike and Bike Trail and Coyote Loop Trail

Council expressed support for the installation of bat boxes and discussed the potential for a Scout group or community organization to assist with constructing them. Council emphasized the importance of using standardized, durable designs such as mounting on metal posts to ensure long-term maintenance. Signage advising the public not to handle bats and noting potential wasp activity in the boxes was also recommended.

Council indicated support for continuing the current mosquito management procedures for the upcoming season.

**B. Receive a report, hold a discussion, and provide staff direction on a proposed Neighborhood Empowerment Zone incentive policy. (Staff Contact: *Tony D. McIlwain, Development Services Director*)**

Tony McIlwain, Director of Development Services, provided an overview of the proposed Neighborhood Empowerment Zone (NEZ) policy, pursuant to Chapter 378 of the Local Government Code, which allows municipalities to establish zones to encourage neighborhood revitalization and economic development. The policy, intended to be enacted citywide, would allow specific zones to be designated at a later date. Proposed incentives include development fee waivers and lien releases for eligible new construction or rehabilitation projects meeting a minimum 20% investment based on the property's appraised value.

Council discussion focused on the type of improvements eligible for the program, with emphasis that projects should include exterior aesthetic enhancements to benefit the neighborhood. Staff clarified that the program is a fee waiver and lien release initiative, not a matching or rebate program, and does not cover insurance claims or fully offset major renovation costs.

The NEZ term was proposed at ten years, with potential extensions, though Council discussed the possibility of a shorter initial term. Staff noted that robust outreach, including direct mailers and a community meeting, would precede any public hearing for NEZ establishment. The Hillary Montclair community was identified as a potential first target area. Staff confirmed that applications are owner and address-specific, and appeals of denied applications would come before Council. Council also discussed extending the zone to include the other side of the street (Renfro).

Council requested the item be brought back for further discussion incorporating the changes discussed, including fee waivers, a ten-year NEZ length, and the extended zone.

**C. Receive a report, hold a discussion and provide staff direction regarding plaza maintenance. (Staff Contact: *Jen Basham, Director of Parks and Recreation*)**

Jen Basham, Director of Parks and Recreation, presented a comprehensive overview of Plaza and Old Town maintenance, emphasizing that the work is a collaborative effort among Parks and Recreation, Public Works, and Purchasing. She provided historical context on the Plaza's opening in 2020 and the gradual expansion of maintenance responsibilities, noting that two part-time employees now maintain a significantly larger and higher-use area than originally planned. Current staffing was described as insufficient to meet all daily, weekly, and deep-clean maintenance goals, resulting in deferred tasks, inconsistent cleanliness, limited restroom servicing, and reduced responsiveness to issues such as spills, graffiti, and heavy use impacts.

Council discussed staffing options, including adding part-time versus full-time positions, and ultimately provided direction to proceed with adding additional part-time staffing, with administrative authorization to move forward and return later with a budget amendment.

The presentation also covered contracted landscaping services in Old Town, totaling \$89,250 annually, and identified areas requiring enhanced or fine-detail maintenance, including power washing, expansion joints, benches, bird droppings, and other site features. Future capital and maintenance considerations were outlined, such as replacement of benches, removal of problematic trees, turf lifecycle planning, lighting upgrades, replacement of gravel with pavers, potential new play features, and shade structures. Street sweeping service levels were reviewed, including current limitations, equipment downtime, early-morning operational constraints, and the potential for contracted services.

Council directed staff to pursue formal procurement to obtain accurate pricing and return with recommendations and any necessary budget adjustments.

Waste management concerns were discussed extensively, including odor, leaking dumpsters, and aesthetics.

Council expressed preference for enhanced enforcement and coordination with Code Compliance and businesses rather than pursuing a consolidated compactor system at this time, and supported increased engagement with Old Town business owners to establish shared responsibility for cleanliness. Additional direction included replacing deteriorated benches, removing select trees contributing to sanitation issues, and continuing coordination with Public Works on maintenance and sweeping needs. Council discussed potential future improvements, including replacing gravel with pavers and adding stationary play features between the two trains for children.

## **9. CITY COUNCIL REQUEST FOR FUTURE AGENDA ITEMS AND REPORTS**

- None.

## **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**

- Receive a report and hold a discussion regarding the City's interlocal agreement with Johnson County with an effective date on or about November 15, 2019, regarding jurisdiction of plat approval in the City's ETJ
- Receive a report and hold a discussion regarding a potential development agreement with a property owner of approximately 138 acres in Johnson County, Texas
- Receive a report and hold a discussion regarding the City's Chapter 43 Texas Local Government Code Development Agreements with Selma Goodnight and Mamie Goodnight dated on or about November 30, 2007
- Receive a report and hold a discussion regarding the City's Chapter 43 Texas Local Government Code Development Agreements

**B. Discussion regarding possible purchase, exchange, lease, or value of real property pursuant to Section 551.072, Texas Government Code**

- Certain parcels of real property necessary for roadway improvements on and around County Road 1020 in Johnson County, Texas where deliberation in open session would have a detrimental effect on the position of negotiations with third parties
- Certain parcels of real property necessary for wastewater improvements on and around County Road 1020 in Johnson County, Texas where deliberation in open session would have a detrimental effect on the position of negotiations with third parties

**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 by Alexa Boedeker to convene into executive session. **Time: 8:30 p.m.**

Motion passed 7-0.

Motion was made by Adam Russell and seconded by Victoria Johnson to reconvene into open session. **Time: 9:43 p.m.**

Motion passed 7-0.

**11. ADJOURNMENT**

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

Mayor Chris Fletcher adjourned the meeting.

**Time: 9:43 p.m.**

---

Monica Solko  
Deputy City Secretary