

**BURLESON CITY COUNCIL REGULAR MEETING  
NOVEMBER 3, 2025  
DRAFT 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: 5:31 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 3<sup>rd</sup> Quarter of 2025. (Staff Contact: Wanda Bullard, Deputy Director of Human Resources)**

**C. Community Interest Items**

- Election Day, Tuesday, November 4, 7 am to 7 pm, for more information on Johnson County visit [johnsoncountytexas.org](http://johnsoncountytexas.org) for Tarrant County visit [tarrantcountytexas.org](http://tarrantcountytexas.org).

- Join us to celebrate Military Veterans Tribute on Saturday, 10 am, in Veterans Memorial Plaza.
- Join us for free movie night on November 21, 6 pm, in the plaza featuring Elf.
- Local production of the Nutcracker on Friday, November 21 and 22, tickets at Artist Dance Academy.

### **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#### **A. Items to be continued or withdrawn**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#### **B. Items to be withdrawn from Consent Agenda for separate discussion or items to be added to the Consent Agenda.**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 Items 5B, 5C and 5G for separate discussion.

### **4. CITIZEN APPEARANCES**

- Ainsley Craig came forward to speak on AI generated content on city social media and requested the city use local artists instead.

### **10. RECESS INTO EXECUTIVE SESSION - MOVED**

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**

- Interlocal Agreement with Johnson County regarding jurisdiction of plat approval in the City's ETJ
- Call to order and public presentations during City Council meetings

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

- Discuss and receive direction on certain parcels of real property for the expansion of Lakewood Drive 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 (1) the deployment, or specific occasions for implementation of security personnel or devices; or (2) a security audit Pursuant to Sec. 551.076, Texas Government Code**

- Receive a report and hold a discussion regarding an informal security audit of certain City facilities and buildings

#### **D. 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**

- Project Street
- Project Swap
- Project Grand

Motion was made by Adam Russell and seconded by Alexa Boedeker to convene into executive session. **Time: 5:44 p.m.**

Motion passed 7-0.

Motion was made by Victoria Johnson and seconded by Dan McClendon to reconvene into open session. **Time: 6:27 p.m.**

Motion passed 7-0.

## 5. **CONSENT AGENDA**

### A. **Consider and take possible action on the minutes from the October 20, 2025 regular council meeting. (Staff Contact: Monica Solko, Deputy City Secretary)**

Motion made by Victoria Johnson and seconded by Adam Russell to approve the consent agenda Items 5A, 5D, 5F and 5H-5K.

Motion passed 7-0.

Motion made by Adam Russell and seconded by Alexa Boedeker to approve the consent agenda to include Item 5E.

Motion passed 7-0.

### B. ~~Consider and take possible action on ordinance amending section 58-4 of the code of ordinances (Chapter 58 Parks & Recreation) permitting the sale of alcohol at Chisenhall Sports Complex. (Final Reading) (Staff Contact: Jen Basham, Director of Parks and Recreation)-~~ REMOVED

Item 5B was removed from consent agenda.

### C. ~~Consider and take possible action on a mutual aid agreement between the City of Burleson and Acadian Ambulance Service to provide third-party ambulance support, establishing a clear framework to ensure licensed ambulance transport coverage when system demand exceeds available resources during emergency and non-emergency incidents. (Staff Contact: Casey Davis, Fire Chief) -~~ REMOVED

Item 5C was removed from consent agenda.

### D. **Consider and take possible action on a minute order with CDW Government LLC for the purchase of wireless access points, security cameras, monitors, and peripheral equipment, utilizing 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 Adam Russell to approve the consent agenda Items 5A, 5D, 5F and 5H-5K.

Motion passed 7-0.

Motion made by Adam Russell and seconded by Alexa Boedeker to approve the consent agenda to include Item 5E.

Motion passed 7-0.

**E. Consider and take possible action on a resolution amending the employment agreement of the city manager, Tommy Ludwig. (Staff Contact: Matt Ribitzki, Sr. Deputy City Attorney/Director of Legal Services)**

Motion made by Victoria Johnson and seconded by Adam Russell to approve the consent agenda Items 5A, 5D, 5F and 5H-5K.

Motion passed 7-0.

Motion made by Adam Russell and seconded by Alexa Boedeker to approve the consent agenda to include Item 5E.

Motion passed 7-0.

**F. Consider and take possible action on minute order ratifying the actions on the Burleson 4A Corporation Board on November 3, 2025 regarding a resolution authorizing a real estate contract between the Burleson 4A Economic Development Corporation and FJRH Burleson DLA, LLC for the purchase of approximately 11.027 acres located at 1019 S. Burleson Boulevard, Burleson, Texas in the amount of \$6.0 million dollars. (Staff Contact: Alex Philips, Director of Economic Development)**

Motion made by Victoria Johnson and seconded by Adam Russell to approve the consent agenda Items 5A, 5D, 5F and 5H-5K.

Motion passed 7-0.

Motion made by Adam Russell and seconded by Alexa Boedeker to approve the consent agenda to include Item 5E.

Motion passed 7-0.

**~~G. Consider and take possible action on a minute order adopting the 2026 Council Meeting Calendar. (Staff Contact: Monica Solko, Deputy City Secretary) - REMOVED~~**

Item 5G was removed from consent agenda.

**H. Consider and take possible action on a client services agreement with Lockton-Dunning Series of Lockton Companies, LLC for consulting services with the**

**city's health benefits and GASB postretirement programs in the amount of \$305,600.00. (Staff Contact: Cheryl Marthiljohni, Director of Human Resources)**

Motion made by Victoria Johnson and seconded by Adam Russell to approve the consent agenda Items 5A, 5D, 5F and 5H-5K.

Motion passed 7-0.

Motion made by Adam Russell and seconded by Alexa Boedeker to approve the consent agenda to include Item 5E.

Motion passed 7-0.

**I. Consider and take possible action on a resolution adopting the 2025 Public Art Master Plan. (Staff Contact: Jen Basham, Director of Parks and Recreation)**

Motion made by Victoria Johnson and seconded by Adam Russell to approve the consent agenda Items 5A, 5D, 5F and 5H-5K.

Motion passed 7-0.

Motion made by Adam Russell and seconded by Alexa Boedeker to approve the consent agenda to include Item 5E.

Motion passed 7-0.

**J. Consider and take possible action on a resolution adopting the Public Art Policy. (Staff Contact: Jen Basham, Director of Parks and Recreation)**

Motion made by Victoria Johnson and seconded by Adam Russell to approve the consent agenda Items 5A, 5D, 5F and 5H-5K.

Motion passed 7-0.

Motion made by Adam Russell and seconded by Alexa Boedeker to approve the consent agenda to include Item 5E.

Motion passed 7-0.

**K. Consider and take possible action on a contract with UCS Electric Cooperative for Alsbury Boulevard Phase 2 lighting and underground electric improvements in the amount of \$179,270.56, with a contingency of \$17,927.06, for a total amount of \$197,197.62. (Staff Contact: Randy Morrison, PE, Director of Capital Engineering)**

Motion made by Victoria Johnson and seconded by Adam Russell to approve the consent agenda Items 5A, 5D, 5F and 5H-5K.

Motion passed 7-0.

Motion made by Adam Russell and seconded by Alexa Boedeker to approve the consent agenda to include Item 5E.

Motion passed 7-0.

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

### **B. Consider and take possible action on ordinance amending section 58-4 of the code of ordinances (Chapter 58 Parks & Recreation) permitting the sale of alcohol at Chisenhall Sports Complex. (Final Reading) (Staff Contact: Jen Basham, Director of Parks and Recreation)**

Eric Oscarson, Deputy City Manager, presented an ordinance to the city council.

The following speakers spoke against the sale of alcohol:

- Kennedy Johnson, 2604 Sage Hollow Drive.
- Katie Johnson, 2604 Sage Hollow Drive.
- Kim Jones, 1508 Surry Place Drive, Cleburne.
- Rocky Tucker, 825 SW Sundown Trail.

The following online speaker cards were received against the item:

- Jacqueline Jones, 321 Shane Lane.
- Monique Navarro, 500 NW Lorna Street.

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

Motion passed 5-0, with Phil Anderson and Larry Scott voting against.

### **C. Consider and take possible action on a mutual aid agreement between the City of Burleson and Acadian Ambulance Service to provide third-party ambulance support, establishing a clear framework to ensure licensed ambulance transport coverage when system demand exceeds available resources during emergency and non-emergency incidents. (Staff Contact: Casey Davis, Fire Chief)**

Casey Davis, Fire Chief, presented an agreement to the city council.

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

Motion passed 7-0.

### **G. Consider and take possible action on a minute order adopting the 2026 Council Meeting Calendar. (Staff Contact: Monica Solko, Deputy City Secretary) -**

Monica Solko, Deputy City Secretary, presented a minute order to the city council.

Motion made by Adam Russell and seconded by Victoria Johnson to approve the 2026 meeting calendar with the change from March 16 meeting date to March 23.

Motion passed 7-0.

## **6. DEVELOPMENT APPLICATIONS**

- A. 2520 CR 913 (Case 25-259): Hold a public hearing and consider and take possible action on an ordinance for a zoning change request from “A” Agricultural to “C” Commercial for future development. (Staff Contact: Tony 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: 7:21 p.m.**

Mayor Fletcher closed the public hearing. **Time: 7:22 p.m.**

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

Motion passed 7-0.

## **7. GENERAL**

- A. Consider and take possible action on a resolution formally requesting that the Board of Directors of the Central Appraisal District of Johnson County (JCAD) direct a reappraisal of commercial property within the district to ensure appraisals are accurate and equitable. (Staff Contact: Harlan Jefferson, Deputy City Manager)**

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

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

Motion passed 7-0.

- B. Consider and take possible action on a resolution casting an official ballot and allocating votes for members to the Tarrant Appraisal District Board of Directors. (Staff Contact: Janalea Hembree, Assistant to the City Manager)**

Janalea Hembree, Assistant to the City Manager, presented items 7B and 7C as one presentation to the city council.

The following speakers came forward:

- Daniel Bennett, 458 Pemberton, White Settlement, came forward to speak in favor candidate Sayeda Syed for Tarrant County Appraisal District Board.
- Sayeda Syed, 6705 Sapphire Circle North, Colleyville, came forward requesting council votes for the Tarrant Appraisal District Board.
- Eric Crile, 11325 Gale Ridge Terrance, Fort Worth, came forward requesting votes from council for the Tarrant Appraisal District Board.
- Bill Jaunsh, 117 NE Clinton Street, came forward spoke against Johnson County Appraisal District Board members.

Motion made by Adam Russell and seconded by Alexa Boedeker to allocate one vote to Eric Crile, one to Wendy Burgess, and one to Sayeda Syed.

Motion passed 7-0.

**C. Consider and take possible action on a resolution casting an official ballot and allocating votes for members to the Board of Directors for the Central Appraisal District of Johnson County. (Staff Contact: Janalea Hembree, Assistant to the City Manager)**

Motion made by Alexa Boedeker and seconded by Larry Scott to allocate one hundred votes to Jason Marbut and one to Peter Svendsen and all the remaining votes to Ignacio Hernaiz.

Motion passed 7-0.

**RECESS AND BACK TO ORDER**

Mayor Fletcher recessed for a short break at 8:05 p.m. and called the meeting back to order at 8:15 p.m. with all members present as recorded above.

**D. Consider and take possible action on a resolution accepting the Quarterly Investment Report for September 30, 2025, as submitted in accordance with the Public Funds Investment Act (PFIA). (Staff Contact: Natalie Turner, Chief Accountant)**

Natalie Turner, Chief Accountant, presented a resolution to the city council.

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

Motion passed 7-0.

Amanda Campos, City Secretary, announced that Item 8B would be presented next to accommodate citizens in attendance wishing to speak on the item.

**8. REPORTS AND PRESENTATIONS – MOVED**

**B. Receive a report, hold a discussion, and provide staff direction regarding the potential connection of Fox Lane to Hidden Creek Parkway. (Staff Contact: Randy Morrison, PE, Director of Capital Engineering)**

Randy Morrison, PE, Director of Capital Engineering, presented the potential connection of Fox Lane and Hidden Creek Parkway to the City Council.

The following came forward to speak against the item:

- Barbara McDougald, 512 S. Fox Lane.
- Mindy Buffee, 513 S. Fox Lane.



- Dave O'Donnel, 208 S. Fox Lane.
- Tony Aaron, 4151 S. Fox Lane.

After discussion, the city council opted to do nothing.

## **7. GENERAL**

- E. Consider and take possible action on a minute order for the spending authorization for Chisenhall concessions in the amount of \$410,000. (Staff Contact: Eric Oscarson, Deputy City Manager)**

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

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

Motion passed 7-0.

## **8. REPORTS AND PRESENTATIONS**

- A. Receive a report, hold a discussion, and provide staff direction on proposed process improvements for the Development Services Department. (Staff Contact: Tony D. McIlwain, Development Services Director)**

Tony McIlwain, Development Services Director, presented an overview of the department, introducing key leadership and reviewing its mission, structure, and staffing needs. He summarized each division's major responsibilities and workload, noting high permit volumes, extensive inspections, and significant engineering and planning demands.

The development community has raised concerns about slow review times and unclear processes, and the department outlined proposed improvements including delegated plat approval, more flexible submittal windows, clearer public guidance, stronger communication, and updated engineering and permitting procedures. The Director highlighted upcoming workload from major developments, along with increasing complexity from special purpose districts. He also noted staffing constraints, recent turnover, reliance on professional services, and the need for updated zoning and engineering standards. The department committed to enhancing customer service, transparency, and efficiency moving forward.

City Manager Tommy Ludwig summarized council direction. He stated that staff would bring forward an item to revise the Subdivision Ordinance to designate staff as the municipal authority for plat approvals. He would coordinate with Mr. McIlwain, whose team may return with a mid-year budget adjustment request to consider an additional position. After assessing the impacts and gathering feedback from the development community, staff will return with a more informed recommendation regarding the position.

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

- SFC alcohol policy.

## **10. RECESS INTO EXECUTIVE SESSION**

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  - Project Street
  - Project Swap
  - Project Grand

Motion was made by Adam Russell and seconded by Alexa Boedeker to convene into executive session. **Time: 9:35 p.m.**

Motion passed 7-0.

Victoria Johnson left the meeting at 9:35 p.m.

Motion was made by Dan McClendon and seconded by Adam Russell to reconvene into open session. **Time: 10:46 p.m.**

Motion passed 6-0.

## **11. ADJOURNMENT**

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

Mayor Chris Fletcher adjourned the meeting.

**Time: 10:47 p.m.**

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Monica Solko  
Deputy City Secretary