

**BURLESON CITY COUNCIL REGULAR MEETING
OCTOBER 20, 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
Monica Solko, Deputy City Secretary
Lisandra Leal, Assistant 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: 5:30 p.m.**

Invocation – Danny Andrews, Senior Adult Director, First Baptist 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

- **A Proclamation recognizing October 19-25, 2025 as “Friends of the Libraries Week” in the City of Burleson (Recipient: Friends of Burleson Public Library)**

B. Presentations

- **Adoptable pet of the quarter. (Staff Contact: DeAnna Phillips, Director of Community Services)**
- **Texas Municipal Clerk’s Association 2025 Awards (Presented by: Alicia Richardson, TMCA President and City of North Richland Hills City Secretary/Chief Governance Officer)**
 - **Deputy City Secretary of the Year – Monica Solko**

- **Distinguished Service Award – Amanda Campos**
- **Municipal Clerk’s Office of Excellence Award**
- **Scholarship Committee Chair – Lisandra Leal**

C. Community Interest Items

- Join us on Friday for the Old Town Picture Show featuring Hocus Pocus at 6pm in the Mayor Vera Calvin Plaza, free to attend and in November featuring the movie, Elf.
- Join us on Saturday for Boo Bash at 5:30pm at Chisenhall Sports Complex, free to attend but must register.
- Support local business and vote for 1611 for the People’s Choice award for Explore Burleson.
- Hats off to our Police and Fire Departments for another successful National Night Out.
- The Economic Development Department shared exciting updates at the Fall Chamber luncheon with more growth and great things ahead for Burleson.

3. CHANGES TO POSTED AGENDA

A. Items to be continued or withdrawn

- Remove 5I and 5J.

B. Items to be withdrawn from Consent Agenda for separate discussion or items to be added to the Consent Agenda.

- None.

4. CITIZEN APPEARANCES

- No speakers.

5. CONSENT AGENDA

A. Minutes from the October 6, 2025 regular council meeting. (*Staff Contact: Lisandra Leal, Assistant City Secretary*)

Motion made by Larry Scott and seconded by Alexa Boedeker to approve the consent agenda items 5A-5H and 5K-5N.

Motion passed 7-0.

B. CSO#5953-10-2025, minute order ratifying the 4A Economic Development Corporation Board’s actions on the approval of a one-year services contract with the Burleson Area Chamber of Commerce in the amount of \$40,000. (*Staff Contact: Alex Philips, Economic Development Director*)

Motion made by Larry Scott and seconded by Alexa Boedeker to approve the consent agenda items 5A-5H and 5K-5N.

Motion passed 7-0.

- C. CSO#5954-10-2025, one-year services contract with the Burleson Area Chamber of Commerce in the amount of \$40,000 (Staff Contact: Alex Philips, Economic Development Director)**

Motion made by Larry Scott and seconded by Alexa Boedeker to approve the consent agenda items 5A-5H and 5K-5N.

Motion passed 7-0.

- D. CSO#5955-10-2025, minute order ratifying the 4A Economic Development Corporation Board's action taken on the contract with SYB Construction CO., INC. for construction services on the Hooper Business Park Drainage and Paving Improvements (ITB 2025-16) in the amount of \$3,437,863.37 with a project contingency of \$343,786.34 for a total amount of \$3,781,649.71. (Project DV2201)(Staff Contact: Michelle McCullough, P.E., CFM, Deputy Director/City Engineer)**

Motion made by Larry Scott and seconded by Alexa Boedeker to approve the consent agenda items 5A-5H and 5K-5N.

Motion passed 7-0.

- E. CSO#5956-10-2025, minute order ratifying an Economic Development Corporation (Type A) amendment to Resolution 4A081825AnnualBudget by amending the 5-year Capital Improvement Plan of the 4A Economic Development Corporation for Fiscal Year 2026- 2030. The amendment proposes an increase to the total plan budget in the amount of \$6,000,000. (Staff Contact: Randy Morrison, P.E., Director of Capital Engineering)**

Motion made by Larry Scott and seconded by Alexa Boedeker to approve the consent agenda items 5A-5H and 5K-5N.

Motion passed 7-0.

- F. CSO#5957-10-2025, minute order ratifying an Economic Development Corporation (Type A) resolution declaring the intention to reimburse an amount not to exceed \$6,750,000 for certain capital expenditures with proceeds from debt; and placing time restrictions on the issuance of tax-exempt obligations. (Staff Contact: Kevin Hennessey, Interim Director of Finance)**

Motion made by Larry Scott and seconded by Alexa Boedeker to approve the consent agenda items 5A-5H and 5K-5N.

Motion passed 7-0.

- G. CSO#5958-10-2025, minute order ratifying a Community Service Development Corporation (Type B) resolution amending the corporation's operating budget (Resolution 4B081825AnnualBudget) for Fiscal Year 2025-2026 and the 5-Year Capital Improvement Plan of the corporation for Fiscal Years 2026–2030. The amendment proposes an increase to the operating budget in the amount of**

\$2,914,620 and a reduction to the Capital Improvement Plan in the amount of \$444,087. (Staff Contact: Kevin Hennessey, Interim Director of Finance)

Motion made by Larry Scott and seconded by Alexa Boedeker to approve the consent agenda items 5A-5H and 5K-5N.

Motion passed 7-0.

H. CSO#5959-10-2025, resolution adopting the 2025 Parks and Recreation Master Plan. (Staff Contact: Jen Basham, Director of Parks and Recreation)

Motion made by Larry Scott and seconded by Alexa Boedeker to approve the consent agenda items 5A-5H and 5K-5N.

Motion passed 7-0.

I. Resolution adopting the 2025 Public Art Master Plan. (Staff Contact: Jen Basham, Director of Parks and Recreation) - REMOVED

Item 5I was removed from the agenda.

J. Resolution adopting the Public Art Policy. (Staff Contact: Jen Basham, Director of Parks and Recreation) - REMOVED

Item 5J was removed from the agenda.

K. CSO#5962-10-2025, resolution for a petition submitted by AP-Groundwork Venture, LLC to annex land within the City's extraterritorial jurisdiction (ETJ) into the TallGrass Municipal Management District (MMD). (Staff Contact: Tony McIlwain, Development Services Director)

Motion made by Larry Scott and seconded by Alexa Boedeker to approve the consent agenda items 5A-5H and 5K-5N.

Motion passed 7-0.

L. CSO#5963-10-2025, resolution authorizing the City's 2025 membership application to the Electric Reliability Council of Texas (ERCOT); and authorizing the City Manager to vote on behalf of the City in all ERCOT elections. (Staff Contact: Matt Ribitzki, Sr. Deputy City Attorney/Director of Legal Services)

Motion made by Larry Scott and seconded by Alexa Boedeker to approve the consent agenda items 5A-5H and 5K-5N.

Motion passed 7-0.

M. CSO#5964-10-2025, ordinance establishing Standards of Care for childcare programs operated by the Parks and Recreation Department. (Final Reading) (Staff Contact: Jen Basham, Director of Parks and Recreation)

Motion made by Larry Scott and seconded by Alexa Boedeker to approve the consent agenda items 5A-5H and 5K-5N.

Motion passed 7-0.

- N. CSO#5965-10-2025, contract with Central North Construction for construction services on FM 731 for TxDot Green Ribbon Project CSJ 1094-030-020 through ITB 2025-014 in the amount of \$191,624.40. (Staff Contact: Jen Basham, Director of Parks and Recreation)**

Motion made by Larry Scott and seconded by Alexa Boedeker to approve the consent agenda items 5A-5H and 5K-5N.

Motion passed 7-0.

6. ETJ RELEASE

- A. CSO#5966-10-2025, ETJ Release Petition for 1601 W FM 917 (Case 25-273): Consider and take possible action on a petition for release from the City of Burleson extraterritorial jurisdiction (ETJ) for approximately 45.90 acres of land addressed as 1601 W FM 917. (Staff Contact: Tony McIlwain, Development Services Director) (No Planning and Zoning Commission action was required for this item)**

No action taken.

7. GENERAL

- A. CSO#5967-10-2025, contract with SYB Construction CO., INC. for construction services on the Hooper Business Park Drainage and Paving Improvements (ITB 2025-16) in the amount of \$3,437,863.37 with a project contingency of \$343,786.34 for a total amount of \$3,781,649.71. (Project DV2201)(Staff Contact: Michelle McCullough, P.E., CFM, Deputy Director/City Engineer)**

Michelle McCullough, Deputy Director/City Engineer, presented a contract to the city council.

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

Motion passed 7-0.

- B. CSO#5968-10-2025, 380 agreement between Windmill Properties, LLC, and the City of Burleson for the development of a new hotel located at the Standard at Chisenhall. (Staff Contact: Alex Philips, Economic Development Director)**

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

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

Motion passed 7-0.

- C. CSO#5969-10-2025, amendment to a Guaranteed Maximum Price (GMP) contract (CSO#5871-08-2025) with Byrne Construction Services for Phase 2 of the Police Headquarters Expansion and Remodel in the amount of \$30,732,768. (FA2301) (Staff Contact: Eric Oscarson, Deputy City Manager)**

Eric Oscarson, Deputy City Manager, presented items 7C through 7F as one presentation to the city council.

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

Motion passed 7-0.

- D. CSO#5970-10-2025, amendment to CSO#4087-01-2023, the professional services contract for architectural design services for Burleson Police Headquarters Expansion with Brinkley Sargent Wiginton Architects in the amount of \$146,500 for a total contract cost in the amount of \$3,974,427. (FA2301) (Staff Contact: Eric Oscarson, Deputy City Manager)**

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

Motion passed 7-0.

- E. CSO#5971-10-2025, amendment to CON#133-09-2024, a professional services contract with UES for material testing services for the Police Headquarters Renovation and Expansion Project in the amount of \$191,149.50 for a total contract amount of \$211,974.50. (FA2301) (Staff Contact: Eric Oscarson, Deputy City Manager)**

Motion made by Alexa Boedeker and seconded by Phil Anderson to approve.

Motion passed 7-0.

- F. CSO#5972-10-2025, professional services contract with Vidaurri Management Group, LLC for vertical construction management services for the Police Headquarters Renovation and Expansion project, in the amount of \$433,672. (FA2301) (Staff Contact: Eric Oscarson, Deputy City Manager)**

Motion made by Dan McClendon and seconded by Victoria Johnson to approve.

Motion passed 7-0.

- G. CSO#5973-10-2025, ordinance amending the City operating budget (CSO#5910-09-2025) for Fiscal Year 2025-2026 and the 5-Year Capital Improvement Plan. This amendment includes an increase to the operating budget in the amount of \$2,914,620 and a net increase to the Capital Improvement Plan (CIP) totaling \$5,555,913; and time is of the essence. (First and Final Reading) (Staff Contact: Kevin Hennessey, Interim Director of Finance)**

Kevin Hennessey, Interim Director of Finance, presented an ordinance to the city council.

Motion made by Adam Russell and seconded by Phil Anderson to approve, incorporating the 4B amendment to the 4B CIP Golf Course project by changing the project name from Golf Fence to Golf Fence and/or Improvements.

Motion passed 7-0.

H. Ordinance amending section 58-4 of the code of ordinances permitting the sale of alcohol at Chisenhall Sports Complex. (First Reading) (Staff Contact: Jen Basham, Director of Parks and Recreation)

Jen Basham, Director of Parks and Recreation, presented items 7H and 7I as one presentation to the city council.

Bill Janusch, 1147 NE Clinton Street, came forward in favor of the item.

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

Motion passed 5-2, with Phil Anderson and Larry Scott voting against.

I. CSO#5974-10-2025, adopting an alcohol policy for Chisenhall Sports Complex. (Staff Contact: Jen Basham, Director of Parks and Recreation)

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

Motion passed 7-0.

8. REPORTS AND PRESENTATIONS

A. Receive a report, hold a discussion, and provide staff direction regarding the City's Capital Improvement Program. (Staff Contact: Randy Morrison, P.E., Director of Capital Engineering)

Randy Morrison, Director of Capital Engineering, gave an update on the city's capital improvement program to the council.

Completed Projects:

- Service Center drainage
- Bluebird Meadows Drainage
- Neighborhood Street rebuilds FY 22 (Commerce St & Dobson St)
- Sidewalk Program FY 23 (Pleasant Manor)
- Lakewood Drive Streetlights
- Summercrest Rehabilitation
- Traffic Signal Alsbury HSIP Grant
- Traffic Signal – Hidden Creek and Gardens
- Water and Sewer line rehabilitation FY23

Active and FY 2026 Projects:

- Quiet zone at Dobson Street and CR714
- SH 174 widening to 6 lanes (Elk to Wicker Hill)
- Alsbury Blvd. at John Jones (FM 731) right turn lanes
- Old Town – Ellison Parking and Street Re-alignment w/Annex 3 Site 225 W. Renfro (OTB lot 1, Bloc, 56)
- Old Town – 116 S. Warren Parking Lot
- Hooper Business Park retention and roadway design
- Lakewood Drive Construction – CR 1020 to FM 1902
- Lakewood Drive Landscaping design
- Lakewood Drive extension design
- Westside Business Park Lift Station
- Police Headquarters expansion
- Fire Station 1 – renovation
- City Hall renovation
- Alsbury Ph 2 – Hulen to CR 1020 (bridge)
- Alsbury Ph 3 – widening to CR 914
- Alsbury Ph 1B – Candler to Hulen Outside lanes (from Candler Dr to Hulen St)
- Hulen Street widening – SH 174 to Candler & 16" waterline
- Sidewalk program FY 22 (Vaughn Dr)
- Renfro and Johnson pedestrian improvements
- Hillside Drive, Elk Drive and John Jones (FM 731) Ped and intersection
- Village Creek Parkway expansion (including Tarrant County bond)
- Neighborhood Street Rebuilds FY 23
- Traffic Signal Improvements (ITS) SH 174 (SH 174 and city wide)
- Industrial Blvd. pump station expansion and Alsbury pump station decommissioning.
- Willow Creek 12" water line looping
- FW I-35 water line extension
- Upper pressure plan water line looping
- Trunk relief sewer line (Town Creek Basin parallel)
- Parallel 24in Sewer Village Creek to Oakbrook Drive (w/Bear Ridge and the Lakes)
- Lift Station Rehabilitations
- SE Tarrant Sewer erosion control
- Ellison and Wilson ADA improvements
- Old Town lighting improvements (Bransom and Bufford)
- Waterline replacement and upsizing
- 114 W. Ellison demolition
- CR 914 reconstruction (CR 914A to CR 1021)
- FM 917 and 35W lift station and force main
- 12in wastewater line replacement in Village Creek Basin (Golf Course)
- Neighborhood Street rebuild FY25 and 26 water and sewer rehab FY24 and 26

New Projects:

- FM 1902 and CR 910 mobility - Design
- Wicker Hill Rd. and Greenridge Drive reconstruction – Design and ROW
- CR914 Reconstruction from CR914A to CR1021 – Design, ROW and construction
- Hulen ground storage tank rehabilitation – Design
- Mountain Valley elevated storage tank and ground storage tank demolition - Design
- Parkview Drive sewer upsizing to 10" - Design
- Chisholm west lift station force main / collector - Design
- Legacy Hill sewer extension – Design, ROW and construction

Council discussion included questions regarding the sidewalk and pedestrian improvements on the west side of Renfro and Johnson. Mr. Morrison stated that these improvements were included in the project. Council appreciated the update.

RECESS AND BACK TO ORDER

Mayor Fletcher recessed for a short break at 8:02 p.m. and called the meeting back to order at 8:09 p.m. with all members present as recorded above.

B. Receive a report, hold a discussion, and provide staff direction regarding the community park naming process. (*Staff Contact: Jen Basham, Director of Parks and Recreation*)

Jen Basham, Director of Parks and Recreation, presented the Community Park Naming Process to the City Council.

During discussion, Councilmember Victoria Johnson suggested revisiting the item, noting that the community park will serve the entire community and is one of the major projects for Parks and Recreation. She emphasized the importance of shaping the park for years to come and proposed considering broader naming opportunities for individual park elements, such as ball fields, walking paths, and other features, so that many individuals who have contributed to the community can be recognized. She noted that the walking trail would be at least a mile long, allowing for possibilities such as dedicating benches or monuments along the path to honor community members. Councilmember Alexa Boedeker expressed support for the idea of including monuments or markers along the walking trail acknowledging community contributions. Mayor Pro Tem Dan McClendon stated that naming decisions should elevate individuals based on the significance of their contributions to the city, referencing Mayor Ken Shetter's leadership and service from 2004–2020.

Ms. Basham presented a preliminary list of suggested park names that were submitted by the community. The council then discussed having the Park Board review the list of proposed names and allow the board to provide feedback. Council went back and forth on narrowing the list to the top 10 names but also wanted to ensure the names they were discussing would make the list.

Final consensus of the Council was to move forward with a general name for the park, Burleson Legacy Park, and directed staff to develop a naming policy for naming features within the park to honor those individuals who have made a significant contribution to the city.

9. CITY COUNCIL REQUEST FOR FUTURE AGENDA ITEMS AND REPORTS

- Clean Old Town including commercial dumpsters.

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 Texas Tax Code Section 6.155 and related provisions concerning communications with the chief appraiser

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

C. Personnel matters pursuant to Section 551.074, Texas Government Code

- Receive a report and hold a discussion regarding the evaluation and duties of the city manager
- Receive a report and hold a discussion regarding the evaluation and duties of the city secretary

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 Bonus
- Project Overflow
- Project Grand

Motion was made by Adam Russell and seconded by Victoria Johnson to convene into executive session. **Time: 8:53 p.m.**

Motion passed 7-0.

Motion was made by Adam Russell and seconded by Dan McClendon to reconvene into open session. **Time: 11:11 p.m.**

Motion passed 7-0.

11. ADJOURNMENT

Motion made by Dan McClendon and seconded by Victoria Johnson to adjourn.

Mayor Chris Fletcher adjourned the meeting.

Time: 11:11 p.m.

Monica Solko
Deputy City Secretary