

BURLESON CITY COUNCIL REGULAR MEETING
AUGUST 18, 2025
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 – Sgt. Pilgrim

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 National Emergency Management Awareness month.
(Recipient: Joe Laster, Emergency Management Manager)

B. Presentations

- Receive a report to recognize the selected Employee of the Quarter for the 2nd Quarter of 2025. (Staff Contact: Wanda Bullard, Deputy Director of Human Resources)

C. Community Interest Items

- Join us for the Emergency Preparedness Fair at the Brick on September 13, free to attend.
- Thanks to staff for their hard work in clearing the shelter.

- Registration is now open for the Be Healthy Fun Run on September 20.
- Thank you to Congressman Roger Williams for recognizing our Police Department's Victim Assistance Program. We also extend our gratitude to the Police Department and Collin Gregory for your dedication and service to our community.

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A. Items to be continued or withdrawn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B. Items to be withdrawn from Consent Agenda for separate discussion or items to be added to the Consent Agenda.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

- None.

5. **CONSENT AGENDA**

- Philip Sanders, 900 Warbler Court, came forward with concerns on raising taxes.

A. Minutes from the August 4, 2025 regular council meeting and August 11, 2025 special 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 6-0, with Adam Russell absent.

B. CSO#5877-08-2025, minute order ratifying the actions of Burleson 4A Economic Development Corporation Board on July 21, 2025 regarding an amendment of right-of-way contract with DCP Operating Company for a gas easement in Hooper Business Park. (Staff Contact: Alex Philips, Economic Development Director)

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

Motion passed 6-0, with Adam Russell absent.

C. CSO#5878-08-2025, minute order ratifying the Community Service Development Corporation 4B on a resolution updating the approved budget for Fiscal Year 2024-2025 (Resolution #4B06162025AmendAnnualBudget). (Staff Contact: Kevin Hennessey, Interim Director of Finance)

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

Motion passed 6-0, with Adam Russell absent.

- D. CSO#5879-08-2025, Second Amendment to the 380 and Development Agreement for Public and Private Improvements in the Reinvestment Zone Number Two, City of Burleson Between the City of Burleson and Depot on Main Holdings, LLC (CSO#543-11-2016). (Staff Contact: Alex Philips, Economic Development Director)**

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

Motion passed 6-0, with Adam Russell absent.

- E. CSO#5880-08-2025, Public Access and Trail Easement between Depot on Main Holdings, LLC and The City of Burleson for the public access and maintenance of improvements related to the Depot on Main development at 125 N Main Street. (Staff Contact: Alex Philips, Economic Development Director)**

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

Motion passed 6-0, with Adam Russell absent.

- F. CSO#5881-08-2025, contract amendment for the Burleson Independent Soccer Association Contract CSO#1750-05-2021 (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 6-0, with Adam Russell absent.

- G. Ordinance approving the 2025-2026 annual update to the Service and Assessment Plan (SAP) for the Parks at Panchasarp Farms Public Improvement District. (First Reading) (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 6-0, with Adam Russell absent.

6. RECESS INTO EXECUTIVE SESSION

Motion was made by Dan McClendon and seconded by Larry Scott to convene into executive session. **Time: 5:48 p.m.**

Motion passed 6-0, with Adam Russell absent.

Motion was made by Victoria Johnson and seconded by Alexa Boedeker to reconvene into open session. **Time: 6:15 p.m.**

Motion passed 5-1, with Dan McClendon away from the dais and Adam Russell absent.

Dan McClendon returned to the dais at 6:15 p.m.

7. GENERAL

- A. Ordinances amending Chapter 26, *Courts* and Chapter 34, *Environment*, of the Code of Ordinances. (First Reading) (Staff Contact: Tony D. McIlwain, Development Services Director)**

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

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

Motion passed 6-0, with Adam Russell absent.

- B. CSO#5882-08-2025, ordinance amending the City budget [CSO#5560-09-2024] for Fiscal Year 2024-2025 by increasing appropriations to various funds to accommodate operating and capital needs; and find 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 Dan McClendon and seconded by Alexa Boedeker to approve.

Motion passed 6-0, with Adam Russell absent.

- C. CSO#5883-08-2025, minute order electing a councilmember to serve as Mayor Pro Tem for a term of one year. (Staff Contact: Amanda Campos, City Secretary)**

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

Motion made by Alexa Boedeker and seconded by Victoria Johnson to approve Dan McClendon as Mayor Pro Tem.

Motion passed 6-0, with Adam Russell absent.

8. REPORTS AND PRESENTATIONS

- A. Receive a report, hold a discussion, and provide staff direction on the issuance and sale of City of Burleson, Texas General Obligation Bonds, Series 2025 and Combination Tax and Limited Surplus Revenue Certificates of Obligation, Series 2025. (Staff Contact: Harlan Jefferson, Deputy City Manager)**

Harlan Jefferson, Deputy City Manager, stated that on August 4, Council authorized staff via a parameter ordinance to sell bonds in a manner that maximized flexibility

and secured the lowest possible rates. Mr. Jefferson introduced Marty Shu, Financial Advisor, Hilltop Securities, to speak on the sale. The bonds were successfully sold on August 12, yielding very favorable results. Two series were issued: Certificates of Obligation, netting \$45.26 million, and General Obligation Bonds, netting \$8.5 million. Both Moody's and Standard & Poor's reaffirmed the City's strong AA2 and AA ratings, placing Burleson among the top quarter of rated cities nationwide. Competitive bidding drew strong market interest, with Janney Montgomery Scott securing the COs at a true interest cost of 4.2% and Brownstone Investment Group winning the GOs at 4.37%. These rates came in lower than projected, resulting in an estimated \$1.5 million reduction in debt service costs over the life of the bonds. All parameter conditions were met or exceeded, and the outcome reflects the City's strong credit standing and favorable market timing.

There were no questions from council.

B. Receive a report, hold a discussion, and provide staff direction on the 2024-2025 street maintenance program. (Staff Contact: Justin Scharnhorst, Deputy Director of Public Works)

Justin Scharnhorst, Deputy Director of Public Works, presented the street maintenance program 2024-2025 to the city council, highlighting the city's \$2.3 million investment in road improvements. The program included 3.3 miles of a new treatment method, Pressure Pave, along with 12 street segments of mill & overlay, 8.7 miles of crack seal, and concrete repairs on major thoroughfares such as Renfrow, Asbury, and Hidden Creek. He emphasized that Pressure Pave, used for the first time in Burleson, has shown promising results with an estimated 10-year service life and quick installation. In total, the work was distributed across the city and supported by staff contributions that helped save costs and expand coverage.

Council praised the improvements and responsiveness of the Public Works team, noting strong community satisfaction. Looking ahead, staff will begin procurement early to continue building a balanced program, using both Pressure Pave and mill & overlay depending on roadway conditions, while also coordinating with separate restriping efforts.

C. Receive a report, hold a discussion, and provide staff direction regarding the FY 2025-2026 Strategic Plan. (Staff Contact: Janalea Hembree, Assistant to the City Manager)

Janalea Hembree, Assistant to the City Manager, presented the FY 2025-2026 Strategic Plan to the city council. The City's Strategic Plan (STRAP Plan) closeout for FY24-25 showed strong progress, with 76 total tasks, of which 53 (70%) were completed, two were discontinued due to changing direction, and 21 are rolling forward into FY25-26. The plan continues to be organized into four focus areas: High Performing City Organization, Dynamic & Preferred City Through Managed Growth, Beautiful, Safe & Vibrant Community, and Great Place to Live Through Expanded Quality of Life Amenities. Highlights from FY24-25 included expanded HR leadership training, progress on IT and soft phone upgrades, financial transparency recognition, drainage and zoning initiatives, secondary water source planning, and facility assessments. Public safety advanced with expanded ALPR technology, near completion of Fire Station 1, and new fire training initiatives, while community

engagement remained strong through Burleson 101, library programs, and Project U. Looking ahead, the FY25–26 plan outlines 94 tasks, including 16 carried over from last year, with an improved tracking format that highlights clear target metrics. Key initiatives for FY26 include workforce retention and safety efforts, IT system upgrades, autonomous mowing and CAPRA accreditation in Parks, economic development through small business expansion and sports tourism, infrastructure and facility planning, and major public safety investments such as ambulance and fire engine replacements, an arson investigator, and police fleet and staffing expansion. Community-focused programs will grow through youth, senior, and teen programming as well as outdoor education partnerships.

Council members voiced support to keep the hotel and convention center bill on the plan for advocacy until the next legislative session, and overall feedback reflected approval of the city's direction and goals.

D. Receive a report, hold a discussion, and provide staff direction regarding an agreement with Sports Facilities Companies for the management of Chisenhall Sports Complex (*Staff Contact: Jen Basham, Director of Parks and Recreation*)

Jen Basham, Director of Parks and Recreation, presented an agreement to the city council. The proposed management agreement with Sports Facilities Company (SFC) for Chisenhall Sports Complex following an RFP and feasibility study earlier this year. The agreement, structured as a five-year term with optional renewals, would allow the City to retain ownership and control while SFC manages daily operations, staffing, marketing, programming, and maintenance. The financial model includes an \$18,000 monthly management fee with performance incentives and revenue sharing, while projected revenues come from food and beverage sales, sponsorships, advertising, and tournament rentals. Start-up costs of approximately \$400,000 in Year 1 cover equipment and concession upgrades, and SFC projects an economic impact of \$14 million in the first year, growing to \$30 million by Year 5, with hotel rebates and sponsorship revenues also increasing annually. The City will continue its partnership with Burleson Youth Association (BYA) until 2027, reimbursing the group approximately \$81,000 for concession-related losses to honor the current contract, after which subsidies will be phased out. Current city staff will be reallocated to support new parks while SFC staffs the complex.

Council discussion focused heavily on alcohol sales, with concerns about youth events and community safety balanced against potential revenue gains and competitive advantages for adult tournaments and special events; members leaned toward allowing alcohol with stipulations and safeguards. Overall, the council expressed strong support for the partnership as a way to maximize return on the City's investment, expand tournaments and events, grow sponsorship and hotel revenue, and reinforce Chisenhall as a community park under City oversight.

9. CITY COUNCIL REQUEST FOR FUTURE AGENDA ITEMS AND REPORTS

- Discuss code issues specifically tall grass.

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 a facility management agreement with Sports Facilities Management, LLC
- Interlocal Agreement with the Texas Municipal League Intergovernmental Risk Pool and related Coverage Documents
- Development Agreement with AP-Groundwork Venture, LLC

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

- Project Paris
- Project Tall Grass

Motion was made by Dan McClendon and seconded by Alexa Boedeker to convene into executive session. **Time: 7:51 p.m.**

Motion passed 6-0, with Adam Russell absent.

Motion was made by Dan McClendon and seconded by Alexa Boedeker to reconvene into open session. **Time: 9:01 p.m.**

Motion passed 6-0, with Adam Russell absent.

10. ADJOURNMENT

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

Mayor Chris Fletcher adjourned the meeting.

Time: 9:02 p.m.

Monica Solko
Deputy City Secretary