

BURLESON CITY COUNCIL REGULAR MEETING
MARCH 24, 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
Lisandra Leal, Assistant City Secretary
Allen Taylor, City Attorney

1. CALL TO ORDER –

Mayor Fletcher called the meeting to order. **Time: 5:33 p.m.**

Invocation – Bob Massey, Elder Emeritus Grace Bible Fellowship

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 honoring Mr. Mike Eastland for his service to the North Texas Region, both as a City Manager and the Executive Director of North Central Texas COG.

B. Presentations

- None

C. Community Interest Items

- March 10-12, 2025 Council members attended the National League of Cities (NLC) Conference. We met with elected officials, lobbyists, and grant writers to discuss

grant funding opportunities. We took away a lot of good information, and it was a great trip.

- At the NLC Conference, the Council learned a lot. I realized that, as a Council, we may not always share the same thoughts or be on the same page, but we all get along for the purpose of our community. We do this because we absolutely love it, and that is why we make the sacrifices and try to put our best foot forward for the City.
- Saturday, March 29th at 10:00 a.m. is the Veterans Vietnam Celebration. The event is free to attend with phenomenal speakers. Come out and support our local vets.
- Saturday, March 29th from 11:30 a.m. to 1:30 p.m. is the Grannies versus Burleson Fire Fighter basketball fundraiser. It is \$5.00 at the door to attend for six and up, the funds raised go towards the animal shelter.
- Trash Bash is April 5th, so get your team signed up.
- The NLC Conference was a great trip and an excellent opportunity for local officials to collaborate. It also allowed for direct interaction with our national representatives. There was a lot of good conversation and we also found opportunities for potential federal funding.
- The City of Burleson will attend a Johnson County Day at the State Capitol and will be advocating on behalf of the City.
- Reminder to the Council filing deadlines have passed for new bills. We will continue to be providing updates as they make it through the House and our Senate Committee.
- Thank you to Janalea for the summary of the legislative bills. Thank you Adam for organizing the meetings at the National League of Cities Conference.

3. CHANGES TO POSTED AGENDA

City Secretary Amanda Campos informed council there was a need to recess into Executive Session after the consent 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

A. Consider and take possible action on the minutes from the March 3, 2025 regular council meeting. (Staff Contact: Lisandra Leal, Assistant City Secretary)

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

Motion passed 7-0

- B. CSO#5761-03-2025, resolution accepting the Quarterly Investment Report for December 31, 2024, as submitted in accordance with the Public Funds Investment Act (PFIA). (Staff Contact: Gloria Platt, Director of Finance)**

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

Motion passed 7-0

- C. CSO#5762-03-2025, three-year contract with ImageTrend, LLC for the purchase of a master software and services agreement for the Fire/EMS Department records management system in the amount of \$173,012.39. (Staff Contact: Hugo Rodriguez, Deputy Chief Technology Officer)**

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

Motion passed 7-0

- D. CSO#5763-03-2025, minute order to amend the City's Public Improvement District (PID) Policy. (Staff Contact: Tony D. McIlwain, Development Services Director)**

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

Motion passed 7-0

- E. CSO#5764-03-2025, minute order that ratifies the 4A Economic Development Corporation Board's action on a land sale contract with Paris Baguette U.S.A., Inc for a 7-acre tract located in Highpoint Business Park on Vantage Drive near FM 917. (Staff Contact: Alex Philips, Economic Development Director)**

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

Motion passed 7-0

- F. CSO#5765-03-2025, minute order that ratifies the 4A Economic Development Corporation Board's action on a land sale between Burleson 4A Economic Development Corporation and 1451, LLC for a 7-acre tract locates in Highpoint Business Park on Vantage Drive near Cirrus Drive. (Staff Contact: Alex Philips, Economic Development Director)**

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

Motion passed 7-0

- G. CSO#5766-03-2025, minute order that ratifies the 4A Economic Development Corporation's action on a Performance Agreement between the Burleson 4A Economic Development Corporation and KMP Plumbing, LLC., Inc. for a 20,000 square foot service center and corporate headquarters facility located on Vantage Drive in Highpoint Business Park in Burleson, Texas. (Staff Presenter: Alex Philips, Economic Development Director)**

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

Motion passed 7-0

- H. Denial of a petition for release from the City of Burleson extraterritorial jurisdiction (ETJ) for approximately 80.465 acres of land for 8468, 8400, 7928, and 7908 CR 1016A (Case 25-055). (Staff Contact: Tony McIlwain, Development Services Director) (No Planning and Zoning Commission action was required for this item)**

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

Motion passed 7-0

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**
 - Public Utility Commission of Texas Rates for 2025
 - Chisholm Summit
 - Heim Burleson, LLC
- B. Discussion regarding possible purchase, exchange, lease, or value of real property pursuant to Section 551.072, Texas Government Code**
- C. Deliberation regarding a negotiated contract for a prospective gift or donation to the state or the governmental body Pursuant to Section 551.073, Texas Government Code**
- D. Personnel matters pursuant to Section 551.074, Texas Government Code**
- E. 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**
 - Council responsibility during emergency events
- F. 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

-Chisholm Summit

-Project Workforce

- G. Pursuant to Sec. 418.183(f), Texas Government Code, deliberation of information related to managing emergencies and disasters including those caused by terroristic acts (must be tape recorded)**

Motion was made by Adam Russell and seconded by Alexa Boedeker to convene into executive session. **Time: 5:53 p.m.**

Motion passed 7-0

Motion was made by Dan McClendon and seconded by Adam Russell to reconvene into open session. **Time: 8:02 p.m.**

Motion passed 7-0

6. DEVELOPMENT APPLICATIONS

- A. CSO#5767-03-2025, ordinance zoning change request from “SF7, Single-family district-7”, to “GR, General Retail” for 601 SW Alsbury (Case 24-243). (First and Final Reading) (Staff Contact: Tony McIlwain, Development Services Director) (The Planning and Zoning Commission recommended approval unanimously)**

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

Mayor Fletcher opened and continued the public hearing. Time: 8:05 p.m.

Mayor Fletcher closed the public hearing. Time: 8:06 p.m.

Clark Strickland, applicant representative and Pastor for Impact Family Church spoke regarding the zoning change. He stated there is a buyer for a portion of the property and that the buyer is not considering a gas station at that location.

Motion made by Adam Russell and seconded by Alexa Boedeker to approve a change to the zoning to a planned development with a base zoning of general retail with the exception of convenience store, with or without fuel sales, and without automotive fuel sales. Those two uses and all performance standards shall otherwise be applicable to the general retail district.

Motion passed 7-0

- B. CSO#5768-03-2025, ordinance zoning change request from defaulted “A, Agricultural” to “C, Commercial for 3255 S Burleson Blvd (Case 25-016). (First and Final Reading) (Staff Contact: Tony McIlwain, Development Services Director) (The Planning and Zoning Commission recommended approval unanimously)**

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

Mayor Fletcher opened and continued the public hearing. Time: 8:17 p.m.

Mayor Fletcher closed the public hearing. Time: 8:18 p.m.

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

Motion passed 7-0

- C. CSO#5769-03-2025, ordinance zoning change request from “GR, General Retail”, to “GR, General Retail with a Specific Use Permit for a Liquor Store” for 654 SW Wilshire Blvd (Case 24-377). (First and Final Reading) (Staff Contact: Tony McIlwain, Development Services Director) (The Planning and Zoning Commission recommended approval 7-1)**

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

Mayor Fletcher opened and continued the public hearing. Time: 8:22 p.m.

Mayor Fletcher closed the public hearing. Time: 8:23 p.m.

Motion made by Adam Russell and seconded by Larry Scott to approve on the condition it applies to the suite the liquor store is located.

Motion passed 7-0

7. GENERAL

- A. CSO#5770-03-2025, resolution approving the parks plan associated with the Pecan Grove planned development. (Staff Contact: Tony McIlwain, Development Services Director)**

Tony McIlwain, Development Services Director, did not make a presentation.

Allan Taylor Jr., City Attorney explained the item is an administrative matter that the council needs to complete.

Motion made by Adam Russell and seconded by Alexa Boedeker to approve.

Motion passed 7-0

- B. CSO#5771-03-2025, resolution approving the termination of an interlocal agreement (ILA) between the City of Burleson and Tarrant County for the inspection and permitting of certain on-site sewage disposal systems in the City of Burleson. (Staff Contact: Lisa Duello, Deputy Director of Development Services)**

Lisa Duello, Deputy Director of Development Services, presented a resolution to the city council.

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

Motion passed 7-0

- C. CSO#5772-03-2025, 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 \$1,246,432 for a total contract cost in the amount of \$3,827,927. (FA2301) (Staff Contact: Eric Oscarson, Deputy City Manager)**

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

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

Motion passed 7-0

- D. CSO#5773-03-2025, ordinance amending the City budget 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, Deputy Director of Finance)**

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

Motion made by Adam Russell and seconded by Alexa Boedeker to approve.

Motion passed 7-0

- E. CSO#5774-03-2025, resolution accepting the Annual Comprehensive Financial Report (ACFR), Single Audit Report, and the Annual Audit for the period ending September 30, 2024. (Staff Contact: Gloria Platt, Director of Finance)**

Gloria Platt, Director of Finance, presented an amendment a resolution to the city council.

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

Motion passed 7-0

Allen Taylor Jr., City Attorney, left the meeting at 8:50 p.m.

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, P.E., Director of Capital Engineering, presented on the City's Capital Improvement Program.

Discussion Included:

- Capital Engineering Department Focus
- Latest CIP
- FY 2025 Highlights
- Status update on all current active CIP projects
- Drainage Improvements
- Road Improvements

9. CITY COUNCIL REQUEST FOR FUTURE AGENDA ITEMS AND REPORTS

- Staff to explore or create a program to help improve private property area and existing development.

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11. **ADJOURNMENT**

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

Mayor Chris Fletcher adjourned the meeting.

Time: 9:17 p.m.

Lisandra Leal
Assistant City Secretary