

**BURLESON CITY COUNCIL REGULAR MEETING
FEBRUARY 17, 2025
DRAFT MINUTES**

ROLL CALL

COUNCIL PRESENT:

Phil Anderson
Alexa Boedeker
Chris Fletcher
Larry Scott
Dan McClendon
Adam Russell

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

COUNCIL ABSENT:

Victoria Johnson

1. CALL TO ORDER –

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

Invocation – Mayor Chris Fletcher

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

- None.

C. Community Interest Items

- Find information on the city's website regarding warming places during the cold temperatures next week.
- Welcome back Council member Larry Scott.
- Council member Scott, thanked everyone for their prayers, positive thoughts, thanked his wife Sherry for her support.

- Council member Boedeker, congratulated the Police Communications Department for their clever social media post on fugitive bingo.

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A. Items to be continued or withdrawn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B. Items to be withdrawn from Consent Agenda for separate discussion or items to be added to the Consent Agenda.

- Add items 7B, 7C and 7D to consent.

4. **CITIZEN APPEARANCES**

- Lonnie Freeman, came forward with concern on water supply safety, trash in the bike lane on Summercrest and Planet Fitness policy.

5. **CONSENT AGENDA**

A. Minutes from the February 3, 2025 regular council meeting. (Staff Contact: *Lisandra Leal, Assistant City Secretary*)

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

Motion passed 6-0, with Victoria Johnson absent.

B. CSO#5741-02-2025, agreement with Burleson Farmer's Market for the use of the Mayor Vera Calvin Plaza in Old Town for 2025 Farmer's Markets (Staff Contact: *Alex Philips, Economic Development Director*)

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

Motion passed 6-0, with Victoria Johnson absent.

C. CSO#5742-02-2025, contract with Polarity Networks, LLC, for the installation of networking infrastructure for the Fire Station 1 renovation project through a cooperative purchase agreement with TIPS in the amount of \$73,240.00. (FA2302) (Staff Contact: *Hugo Rodriguez, Deputy Chief Technology Officer*)

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

Motion passed 6-0, with Victoria Johnson absent.

D. CSO#5743-02-2025, contract with Stone Security for the purchase and installation of access control and cameras for the Fire Station 1 renovation project through a cooperative purchase agreement with TIPS in the amount of

\$75,727.59. (FA2302) (Staff Contact: Hugo Rodriguez, Deputy Chief Technology Officer)

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

Motion passed 6-0, with Victoria Johnson absent.

- E. CSO#5744-02-2025, three-year contract with SHI Government Solutions for the Microsoft Enterprise Agreement through a cooperative purchase agreement with DIR in the amount of \$657,576.00. (Staff Contact: Hugo Rodriguez, Deputy Chief Technology Officer)**

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

Motion passed 6-0, with Victoria Johnson absent.

- F. CSO#5745-02-2025, resolution approving the city's Equipment Replacement Fund Program. (Staff Contact: Harlan Jefferson, Deputy City Manager)**

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

Motion passed 6-0, with Victoria Johnson absent.

- G. CSO#5746-02-2025, amendment to professional services agreement with Ellerbee-Walczak, Inc. (CON#112-07-2024) in the amount of \$19,022.00, for a revised total contract amount of \$51,022.00. (Staff Contact: Randy Morrison, PE, Director of Capital Engineering)**

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

Motion passed 6-0, with Victoria Johnson absent.

- H. CSO#5747-02-2025, gift deed to donate an 1871/73 Texas map from the Russell Farm Boren House to the Texas State Library and Archives Commission. (Staff Contact: Allison Smith, Deputy Director of Recreation)**

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

Motion passed 6-0, with Victoria Johnson absent.

- I. CSO#5748-02-2025, Cooperative Purchasing Agreement with Green Equipment Company, Inc., for the purchase and installation of CCTV equipment and auxiliary power system through Sourcewell Cooperative Contract #120721-EVS in the amount of \$174,863.90. (Staff Contact: Errick Thompson, Director of Public Works)**

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

Motion passed 6-0, with Victoria Johnson absent.

- J. CSO#5749-02-2025, two-year contract with Paradigm, Inc. for traffic signal and flood warning equipment and parts through a Cooperative Purchase Agreement with BuyBoard Cooperative Purchasing (Contract #695-23) in the amount of \$335,000. (Staff Contact: Errick Thompson, Director of Public Works)**

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

Motion passed 6-0, with Victoria Johnson absent.

- K. CSO#5750-02-2025, two-year contract with Consolidated Traffic Controls, Inc. for traffic signal equipment and parts through a Cooperative Purchase Agreement with BuyBoard Cooperative Purchasing (Contract #703-23) in the amount of \$150,000. (Staff Contact: Errick Thompson, Director of Public Works)**

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

Motion passed 6-0, with Victoria Johnson absent.

- L. CSO#5751-02-2025, one-time purchase with Bobcat of North Texas for a nitrogen breaker hammer through a cooperative purchase agreement with BuyBoard in the amount of \$12,111 plus a \$1,800 contingency for a total of \$13,911. (Staff Contact: Justin Scharnhorst, Deputy Director of Public Works)**

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

Motion passed 6-0, with Victoria Johnson absent.

- M. CSO#5752-02-2025, contract with Focused Advocacy for legislative services in the amount of \$72,000. (Staff Contact: Janalea Hembree, Assistant to the City Manager)**

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

Motion passed 6-0, with Victoria Johnson absent.

- N. Denial on a petition for release from the City of Burleson extraterritorial jurisdiction (ETJ) for approximately 1.820 acres of land known as Lot 4, Block 1, North Crest Addition. (Staff Contact: Tony McIlwain, Development Services Director) (No Planning and Zoning Commission action was required for this item)**

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

Motion to deny passed 6-0, with Victoria Johnson absent.

7. GENERAL – ADDED TO CONSENT AGENDA

- B. CSO#5754-02-2025, permanent sanitary sewer easement to the City of Burleson associated with The Heights Church development located at 961 S. Dobson St. and authorize the City Manager to execute the easement on behalf of the city. (Staff Contact: Tony McIlwain, Development Services Director)**

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

Motion passed 6-0, with Victoria Johnson absent.

- C. CSO#5755-02-2025, permanent water line easement to the City of Burleson associated with The Heights Church development located at 961 S. Dobson St. and authorize the City Manager to execute the easement on behalf of the city. (Staff Contact: Tony McIlwain, Development Services Director)**

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

Motion passed 6-0, with Victoria Johnson absent.

- D. Ordinance authorizing the City Manager to negotiate and execute a facilities reimbursement, shared parking, and mutual access agreement with Eastern Heights Church d/b/a the Heights Church, a Texas non-profit corporation, providing a severability clause, and providing an effective date. (First Reading) (Staff Contact: Tony McIlwain, Development Services Director)**

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

Motion passed 6-0, with Victoria Johnson absent.

6. 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

- Negotiations and potential eminent domain action for the acquisition of real property for the construction and maintenance of roadway and public utility

improvements as part of the Alsbury Phase II Project to serve existing and new development in the City and for other public purposes permitted by law

- Negotiations and potential eminent domain action for the acquisition of real property for the construction and maintenance of a 12-inch water line as part of the Willow Creek 12 Inch Water Line Project to serve existing and new development in the City and for other public purposes permitted by law

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

- Roadway and public utility improvements as part of the Alsbury Phase II Project
- A 12-inch water line as part of the Willow Creek 12-Inch Water Line Project to serve existing and new development in the City

Motion was made by Adam Russell and seconded by Alexa Boedeker to convene into executive session. **Time: 5:43 p.m.**

Motion passed 6-0, with Victoria Johnson absent.

Motion was made by Dan McClendon and seconded by Adam Russell to reconvene into open session. **Time: 5:53 p.m.**

Motion passed 6-0, with Victoria Johnson absent.

7. GENERAL

A. CSO#5753-02-2025, resolution nominating candidates to fill a vacancy on the Board of Directors for the Central Appraisal District of Johnson County. (Staff Contact: Janalea Hembree, Assistant to the City Manager)

Janalea Hembree, Assistant to the City Manager, presented a resolution to the city council.

Mayor Chris Fletcher nominated Tim Davis and seconded by Alexa Boedeker.

Motion made by Alexa Boedeker and seconded by Adam Russell to nominate Tim Davis.

Motion passed 6-0, with Victoria Johnson absent.

B. CSO#5754-02-2025, permanent sanitary sewer easement to the City of Burleson associated with The Heights Church development located at 961 S. Dobson St. and authorize the City Manager to execute the easement on behalf of the city. (Staff Contact: Tony McIlwain, Development Services Director)

Item 7B was added to the consent agenda above.

C. CSO#5755-02-2025, permanent water line easement to the City of Burleson associated with The Heights Church development located at 961 S. Dobson St. and authorize the City Manager to execute the easement on behalf of the city. (Staff Contact: Tony McIlwain, Development Services Director)

Item 7C was added to the consent agenda above.

- D. Consider and take possible action on an ordinance authorizing the City Manager to negotiate and execute a facilities reimbursement, shared parking, and mutual access agreement with Eastern Heights Church d/b/a the Heights Church, a Texas non-profit corporation, providing a severability clause, and providing an effective date. (First Reading) (Staff Contact: Tony McIlwain, Development Services Director)**

Item 7D was added to the consent agenda above.

- E. CSO#5740-02-2025, resolution authorizing the filing of eminent domain proceedings for the purpose of obtaining the necessary real property for construction and maintenance of a 12-inch water line as part of the Willow Creek 12-Inch Water Line Project. (Staff Contact: Eric Oscarson, Deputy City Manager)**

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

Motion made by Alexa Boedeker and seconded by Dan McClendon that the City Council of the City of Burleson authorize the use of the power of eminent domain to acquire the water line easement described in Resolution Number CSO#5740-02-2025, as presented, specifically: a 0.091 acre permanent water line easement on property located at 391 Clubhouse Drive, Joshua, Texas; and for the purpose of construction and maintenance of constructing and maintaining a 12 inch water line as part of the Willow Creek 12 Inch Water Line Project to serve existing and new development in the City and for other public purposes as permitted by law, and I further move to adopt Resolution Number CSO#5740-02-2025, as presented. The first record vote will apply to all units of property to be condemned.

Motion passed 6-0, with Victoria Johnson absent.

- F. CSO# 5739-02-2025, resolution authorizing the filing of eminent domain proceedings for the purpose of obtaining the necessary real property for construction and maintenance of roadway and public utility improvements as part of the Alsbury Phase II Project (Staff Contact: Eric Oscarson, Deputy City Manager)**

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

Motion made by Alexa Boedeker and seconded by Dan McClendon that the City Council of the City of Burleson authorize the use of the power of eminent domain to acquire the land, drainage easement, and temporary construction easement described in Resolution Number CSO#5739-02-2025, as presented, specifically:

- a 0.731 acre tract of land on property described in Volume 3377, Page 84 and Volume 2085, Page 897, Deed Records of Johnson County, Texas;
- a 0.151 acre permanent drainage easement on property described in Volume 3377, Page 84 and Volume 2085, Page 897, Deed Records of Johnson County, Texas; and

- a 0.132 acre temporary construction easement property described in Volume 2085, Page 897, Deed Records of Johnson County, Texas, for the purpose of construction and maintenance of roadway and public utility improvements as part of the Alsbury Phase II Project to serve existing and new development in the City and for other public purposes as permitted by law, and I further move to adopt Resolution Number CSO#5739-02-2025, as presented. The first record vote will apply to all units of property to be condemned.

Motion passed 6-0, with Victoria Johnson absent.

8. REPORTS AND PRESENTATIONS

A. Receive a report, hold a discussion, and provide staff direction regarding proposed amendments to the Public Improvement District (PID) policy. (Staff Contact: Tony McIlwain, Development Services Director)

Tony McIlwain, Development Services Director, presented proposed amendments to the Public Improvement District (PID) policy to the city council.

Proposed revisions to PID policy:

- The draft revisions to the PID policy include the removal of the “Types of PIDs” section detailing Capital PIDs and Operation and Maintenance (O&M) PIDs. Staff is of the determination that this is overly restrictive for a developer.
- Staff has revised the initial deposit of the “Professional Services Reimbursement Agreement” to reflect an initial amount of \$7,500, with additional \$10,000 increments when deposit balance reaches \$2,500.
- The “PID Petition” and “Service and Assessment Plans” sections have been removed. These sections simply referenced state law.
- Staff has removed the tax cap, to allow Council more discretion when evaluating PID petitions.

There were no questions from council and requested staff move forward with the revisions.

B. Receive a report, hold a discussion, and provide staff direction regarding amendments to City Council Policy 36, City of Burleson Purchasing Policy. (Staff Contact: Lauren Seay, Deputy Director of Administrative Services)

Lauren Seay, Deputy Director of Administrative Services, presented amendments to City Council Policy #36 to the city council.

Proposed changes:

- Increase of City Manager’s approval threshold from \$50,000 to \$100,000
- Increase of Deputy City Manager’s approval threshold from \$25,000 to \$50,000
- Remove redundant information that necessitates duplicate revisions.
- Major proposed changes: contract change order language, emergency purchases, historically underutilized businesses requirements, definition section, and purchase card procedures.

There were no questions from council.

C. Receive a report, hold a discussion, and provide staff direction regarding the Police Headquarters renovation and construction project. (Staff Contact: Eric Oscarson, Deputy City Manager)

Eric Oscarson, Deputy City Manager, and Billy Cordell, Police Chief, gave an update of the Police Headquarters renovation and construction project to the city council. Brinkley Sargent, Denny came forward and spoke on cost impacts, value engineering, reuse of existing FFE, on/under budget for new buildings, scope creep on remodel, came from the existing building.

Discussion included options to increase project budget, decrease portions of building design, remove possible amendments and reduce estimated costs to bring project within budget or a combination of both options.

Council was in full support of the increase to the project budget and requested the item move forward.

9. LEGISLATIVE - REPORTS AND RELATED ACTION ITEMS

This is a standing item on the agenda of every regular meeting of the City Council that allows the City Council to receive reports, hold discussions, and give staff direction regarding any legislative matters pertaining to the 89th Texas legislative session. Additional action items may be specifically listed below when required.

- **Receive an update on the 89th Legislative Session (Staff Contact: Janalea Hembree, Assistant to the City Manager)**

Janalea Hembree, Assistant to the City Manager, gave an update on the 89th Legislative Session.

Council requested staff send a letter of support for EMS billing (SB 2476/SB 916).

10. CITY COUNCIL REQUESTS AND FUTURE AGENDA ITEMS AND REPORTS

- None.

12. 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

-Seek advice regarding Section 11.36 of the Property Tax Code

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

-Review the annual performance of the City Secretary

C. Deliberation regarding (1) the deployment, or specific occasions for implementation of security personnel or devices; or (2) a security audit Pursuant to Section 551.076 Texas Government Code

- Project Custer
- Project Stream

Motion was made by Adam Russell and seconded by Alexa Boedeker to convene into executive session. **Time: 7:21 p.m.**

Motion passed 6-0, with Victoria Johnson absent.

Motion was made by Adam Russell and seconded by Dan McClendon to reconvene into open session. **Time: 8:54 p.m.**

Motion passed 5-0, with Victoria Johnson absent.

12. ADJOURNMENT

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

Mayor Chris Fletcher adjourned the meeting.

Time: 8:54 p.m.

Monica Solko
Deputy City Secretary