

BURLESON CITY COUNCIL REGULAR MEETING
MARCH 2, 2026
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
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 – Buster Swoopes, Texas Health Huguley Hospital Chaplain and President of 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

- **A presentation to recognize the library for receiving the 2025 Achievement of Excellence in Libraries Award. (Staff Contact: DeAnna Phillips, Director of Community Services / Presenter: Toni Wing-Jenkins, Library Board Chairman)**

Council member Johnson recognized The Burleson Collegiate High School Student Voter Empowerment Club in the audience.

C. Community Interest Items

- Kudos to Brandon Jones with the Animal Shelter, who stayed at the shelter to take care of the animals during the ice storm.
- Reminder, Election Day is March 3, check your precinct to find your assigned polling location and exercise your right to vote.
- Join us at the Library for a Craft Fair, March 7, 9am-2pm, hosted by the Friends of the Library.
- Join us in the Plaza to celebrate BTX 311 Day, March 11, 11am-1pm.
- Join us at the Veterans Memorial Plaza, honoring the Vietnam Veterans Celebration, March 21, at 10am.

3. **CHANGES TO POSTED AGENDA**

- **Items to be continued or withdrawn**
 - None
- **Items to be withdrawn from Consent Agenda for separate discussion or items to be added to the Consent Agenda.**
 - Add 6B, 6E and 6F to consent agenda.

4. **CITIZEN APPEARANCES**

- Loretta Stuart, 429 Pecan Drive, came forward to express concerns regarding the impact of the Honey Tour street closures on her business.
- Beth Lytner, 512 Laurelwood Road, came forward to speak about the Burleson Public Library.

9. **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**
 - Receive a report and hold a discussion regarding the collection of municipal hotel occupancy taxes
 - Receive a report and hold a discussion regarding a signage agreement at Chisenhall Fields Sports Complex
- 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**

Motion was made by Victoria Johnson and seconded by Adam Russell to convene into executive session. **Time: 5:50 p.m.**

Motion passed 7-0.

Motion was made by Victoria Johnson and seconded by Adam Russell to reconvene into open session. **Time: 6:03 p.m.**

Motion passed 7-0.

Council member Victoria Johnson made an announcement praising the great turnout and hard work by the Economic Development Department for the Project U conference.

5. CONSENT AGENDA

A. Minutes from the February 16, 2026 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, including items 6B, 6E and 6F, with Items 5E and 5F contingent upon review by the city attorney.

Motion passed 7-0.

B. CSO#6062-03-2026, resolution authorizing temporary street closure of a portion of Warren St. during Burluson Farmers Market operations. (Staff Contact: *Joni Van Noy, Economic Development Coordinator*)

Motion made by Larry Scott and seconded by Alexa Boedeker to approve the consent agenda, including Items 6B, 6E and 6F, with Items 5E and 5F contingent upon review by the city attorney.

Motion passed 7-0.

C. CSO#6063-03-2026, resolution allowing the use of the Burluson Recreation Center (BRiCk) parking lot for the 5th Annual Walk-a-thon event hosted by the Center for ASD on Saturday, April 11, 2026. (Staff Contact: *Joni Van Noy, Economic Development Coordinator*)

Motion made by Larry Scott and seconded by Alexa Boedeker to approve the consent agenda, including items 6B, 6E and 6F, with Items 5E and 5F contingent upon review by the city attorney.

Motion passed 7-0.

D. CSO#6064-03-2026, resolution authorizing street closures for an annual Easter Picnic hosted by Open Door Church on March 21, 2026. (Staff Contact: *Joni Van Noy, Economic Development Coordinator*)

Motion made by Larry Scott and seconded by Alexa Boedeker to approve the consent agenda, including items 6B, 6E and 6F, with Items 5E and 5F contingent upon review by the city attorney.

Motion passed 7-0.

- E. CSO#6065-03-2026, release and settlement agreement with American Lighting and Signalization. (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, including items 6B, 6E and 6F, with Items 5E and 5F contingent upon review by the city attorney.

Motion passed 7-0.

- F. CSO#6066-03-2026, assignment of the 380 and Development Agreement for Public and Private Improvements in Reinvestment Zone Number Two, City of Burleson between the City of Burleson and Realty Capital Management, LLC, as amended. (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, including items 6B, 6E and 6F, with Items 5E and 5F contingent upon review by the city attorney.

Motion passed 7-0.

- G. CSO#6067-03-2026, five-year contract with CivicPlus to purchase their SeeClickFix software through a cooperative purchase agreement with TIPS in the amount of \$160,280.83. (Staff Contact: Hugo Rodriguez, Deputy Chief Technology Officer)**

Motion made by Larry Scott and seconded by Alexa Boedeker to approve the consent agenda, including items 6B, 6E and 6F, with Items 5E and 5F contingent upon review by the city attorney.

Motion passed 7-0.

- H. CSO#6068-03-2026, resolution approving the submission of the grant application for the Burleson SWAT Project to the Office of the Governor. (Staff Contact: Janalea Hembree, Assistant to the City Manager)**

Motion made by Larry Scott and seconded by Alexa Boedeker to approve the consent agenda, including items 6B, 6E and 6F, with Items 5E and 5F contingent upon review by the city attorney.

Motion passed 7-0.

6. GENERAL – ADD TO CONSENT AGENDA

- B. CSO#6070-03-2026, resolution awarding CSO#6071-03-2026, contract with Cole Construction Inc. for construction services on the SE Tarrant Sewer Erosion Control project (ITB 2026-001) in the amount of \$660,676, with a project**

contingency of \$66,068, for a total amount of \$726,744 (Project WW2401). (Staff Contact: Randy Morrison, PE, Director of Capital Engineering)

Motion made by Larry Scott and seconded by Alexa Boedeker to approve the consent agenda, including items 6B, 6E and 6F, with Items 5E and 5F contingent upon review by the city attorney.

Motion passed 7-0.

- E. CSO#6075-03-2026, three year service contract with Service First Janitorial for city wide janitorial services (RFP 2026-002) in the amount of \$659,880.00 with a 2% contingency for a total authorization of \$693,779.00. (Staff Contact: Justin Scharnhorst, Deputy Director of Public Works)**

Motion made by Larry Scott and seconded by Alexa Boedeker to approve the consent agenda, including items 6B, 6E and 6F, with Items 5E and 5F contingent upon review by the city attorney.

Motion passed 7-0.

- F. CSO#6076-03-2026, ordinance accepting the City Secretary's certification of unopposed candidates and approving the cancellation of the May 2, 2026 General Election. (First and Final Reading) (Staff Contact: Monica Solko, Deputy City Secretary)**

Motion made by Larry Scott and seconded by Alexa Boedeker to approve the consent agenda, including items 6B, 6E and 6F, with Items 5E and 5F contingent upon review by the city attorney.

Motion passed 7-0.

6. GENERAL

- A. Minute order directing City staff to terminate the contract with Perdue Brandon Fielder Collins & Mott, LLP, for delinquent tax collection services. (Staff Contact: Matt Ribitzki, Sr. Deputy City Attorney/Director of Legal Services) – NO ACTION TAKEN**

Victoria Johnson requested the item be brought back for consideration on April 6, 2026.

No action taken.

- B. CSO#6070-03-2026, resolution awarding CSO#6071-03-206, contract with Cole Construction Inc. for construction services on the SE Tarrant Sewer Erosion Control project (ITB 2026-001) in the amount of \$660,676, with a project contingency of \$66,068, for a total amount of \$726,744 (Project WW2401). (Staff Contact: Randy Morrison, PE, Director of Capital Engineering) – MOVED TO CONSENT AGENDA**

Item 6B was added to and approved as part of the Consent Agenda above.

- C. CSO#6073-03-2026, resolution awarding a contract with Dake Construction for construction services on the Rehabilitation of Lift Stations Project (ITB 2026-011) in the amount of \$1,346,208.00, with a project contingency of \$134,620.80, for a total amount of \$1,480,828.80 (Project WW2302). (Staff Contact: Randy Morrison, PE, Director of Capital Engineering)**

Randy Morrison, Director of Capital Engineering, presented a contract to the city council.

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

Motion passed 7-0.

- D. CSO#6074-03-2026, amendments to Council Policy #17 - Establishing City Council Rules of Procedures for City Council Meetings. (Staff Contact: Lisandra Leal, Assistant City Secretary)**

Lisandra Leal, Assistant City Secretary, presented amendments to Council Policy #17 to the city council.

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

Motion passed 7-0.

- E. CSO#6075-03-2026, three year service contract with Service First Janitorial for city wide janitorial services (RFP 2026-002) in the amount of \$659,880.00 with a 2% contingency for a total authorization of \$693,779.00. (Staff Contact: Justin Scharnhorst, Deputy Director of Public Works) – MOVED TO CONSENT AGENDA**

Item 6E was added to and approved as part of the Consent Agenda above.

- F. CSO#6076-03-2026, ordinance accepting the City Secretary's certification of unopposed candidates and approving the cancellation of the May 2, 2026 General Election. (First and Final Reading) (Staff Contact: Monica Solko, Deputy City Secretary) – MOVED TO CONSENT AGENDA**

Item 6F was added to and approved as part of the Consent Agenda above.

- G. Ordinance amending the city's fee schedule ordinance for Fiscal Year 2025-26 (CSO#5907-09-2025) by amending fees associated with emergency medical and ambulance services. (First Reading) (Staff Contact: Casey Davis, Fire Chief)**

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

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

Motion passed 7-0.

7. REPORTS AND PRESENTATIONS

- A. Receive a report, hold a discussion, and provide staff direction on the water and wastewater leak detection assessment. (Staff Contact: Errick Thompson, Director of Public Works)**

Harlan Jefferson, Deputy City Manager, presented water and wastewater leak detection assessment to the city council.

There were no questions from City Council.

- B. Receive a report, hold a discussion, and provide staff direction on the Centennial Park Soil Remediation and Forestry Program Update. (Staff Contact: Jessie Farris, Urban Forester)**

Jessie Farris, Urban Forester, presented the Centennial Park Soil Remediation and Forestry Program to the city council.

Council expressed appreciation for the report.

8. CITY COUNCIL REQUEST FOR FUTURE AGENDA ITEMS AND REPORTS

- None.

9. RECESS INTO EXECUTIVE SESSION

Executive Session was moved on the agenda and conducted prior to the Consent Agenda.

10. ADJOURNMENT

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

Mayor Chris Fletcher adjourned the meeting.

Time: 7:12 p.m.

Monica Solko
Deputy City Secretary