

**BURLESON CITY COUNCIL REGULAR MEETING  
JUNE 3, 2024  
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  
Amanda Campos, City Secretary  
Monica Solko, Deputy City Secretary  
Allen Taylor, Jr., City Attorney  
Matt Ribitzki, Deputy City Attorney

**1. CALL TO ORDER – 5:30 p.m.**

Mayor Fletcher called the meeting to order. **Time: 5:36 p.m.**

Invocation – Bob Massey, Pastor 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**

- None.

**B. Presentations**

- None.

**C. Community Interest Items**

- Due to possible weather, Burleson Police Department rescheduled their open house to the fall.
- Hot Sounds of Summer concert series kicked-off on Friday. join us in the plaza on Fridays to enjoy the free concerts.

- Support the Farmer's Market on Saturdays from 8 a.m. to 1 p.m., at the Mayor Vera Calvin Plaza.
- Burleson Senior Activity Center is hosting a June Craft Fair, on Saturday, June 8, from 9 a.m. to 2 p.m., 216 SW Johnson Avenue.
- The Friends of the Library is hosting a bag of books bonanza for \$5 in the Library foyer, items include books, DVDs, CDs and much more.
- Thank you to Parks and staff and volunteers for putting together a great line up for Hot Sounds of Summer concerts.
- Thank you to the Police Department for their professionalism during a ride along last week.

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#### **A. Items to be continued or withdrawn**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#### **B. Items to be withdrawn from Consent Agenda for separate discussion or items to be added to the Consent Agenda.**

- 7A to be added to consent agenda.

Motion made by Adam Russell and seconded by Dan McClendon to add item 7A to the consent agenda.

Motion passed 7-0.

### 4. **CITIZEN APPEARANCES**

- Jameye Jones, P.O. Box 519, Alvarado, came forward to speak on the upcoming Johnson County Pioneer & Old Settlers Reunion, August 28-31.
- Bill Janusch, 117 NE Clinton Street, Burleson, came forward to speak on the dangers of flooding and requesting city help with flood signs, signals, etc.

### 5. **CONSENT AGENDA**

#### **A. Minutes from the May 20, 2024 regular council meeting. (*Staff Contact: Amanda Campos, City Secretary*)**

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

Motion passed 7-0.

#### **B. CSO#5477-06-2024, ordinance amending Ordinance CSO#5218-09-2023, the City's Fee Schedule by adding fees associated with the right-of-way use applications in Old Town and amending the fees associated with golf cart rentals; finding that the meeting at which this ordinance is passed was open to the public and that the recitals are true; containing a severability clause,**

**cumulative clause, and effective date. (Final Reading) (Staff Contact: Eric Oscarson, Deputy City Manager)**

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

Motion passed 7-0.

- C. CSO#5478-06-2024, ordinance amending the Roadway Impact Fee Ordinance (CSO#5346-12-2023); finding that the meeting at which this ordinance is passed was open to the public and that the recitals are true; containing a severability clause, cumulative clause, and effective date. (Final Reading) (Staff Contact: Errick Thompson, Director of Public Works & Engineering)**

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

Motion passed 7-0.

- D. Memorandum of Understanding between the Burleson Police Department and the Joshua ISD on behalf of its Police Department. (Staff Contact: Billy Cordell, Chief of Police)**

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

Motion passed 7-0.

- E. CSO#5479-06-2024, resolution accepting the Quarterly Investment Report for March 31, 2024, as submitted in accordance with the Public Funds Investment Act (PFIA). (Staff Contact: Harlan Jefferson, Deputy City Manager)**

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

Motion passed 7-0.

## **7. GENERAL - ADDED TO CONSENT AGENDA**

- A. Ordinance appointing a Presiding Municipal Court Judge of the Burleson Municipal Court of Record, City of Burleson for a term of two years, expiring July 5, 2026 and approving a Professional Service Agreement. (First Reading) (Staff Contact: Amanda Campos, City Secretary)**

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

Motion passed 7-0.

## 6. DEVELOPMENT APPLICATIONS

- A. CSO#5480-06-2024, ordinance for a zoning change request from “PD”, Planned Development to “GR” General Retail for a food and beverage sales (grocery) store with retail located at 1679 SW Wilshire (Case 24-062). (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 the public hearing. **Time: 5:53 p.m.**

John Ainsworth, 801 Cherry Street, Fort Worth, was available to answer any questions that Council may have.

Mayor Fletcher closed the public hearing. **Time: 5:53 p.m.**

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

Motion passed 7-0.

- B. CSO#5481-06-2024, resolution for a commercial site plan with a variance to Chapter 63, Sign Regulations, Section 63-57; pertaining to multi-tenant pylon signage located at 1679 SW Wilshire (Case 24-114). (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 a resolution to the city council.

Motion made by Larry Scott and seconded by Phil Anderson to approve.

Motion passed 7-0.

- C. CSO#5482-06-2024, ordinance for a zoning change request from “PD”, Planned Development to “PD” Planned Development for Lot 3, Block 1, Shannon Creek Development, “The Cottages at Candler Drive” located at 1530 Candler Dr. (Case 24-064). (First and Final Reading) (Staff Contact: Tony McIlwain, Development Services Director) (The Planning and Zoning Commission recommended approval unanimously) - CONTINUE**

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

Mayor Fletcher opened the public hearing. **Time: 6:13 p.m.**

No speakers.

Motion made by Dan McClendon and seconded by Victoria Johnson to continue the item and public hearing at the next council meeting, June 17, 2024.

Motion passed 7-0.

- D. CSO#5483-06-2024, resolution for a commercial site plan with a waiver to Appendix C, Article VII, Business Park design Standards, Section 7-52, Off-street parking and loading located at 465 Forgotten Ln (Case 24-108). (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 a resolution to the city council.

Motion made by Adam Russell and seconded by Alexa Boedeker to approve the site plan with a waiver.

Motion passed 7-0.

## **7. GENERAL**

- A. Ordinance appointing a Presiding Municipal Court Judge of the Burleson Municipal Court of Record, City of Burleson for a term of two years, expiring July 5, 2026 and approving a Professional Service Agreement. (First Reading) (Staff Contact: Amanda Campos, City Secretary)**

*Item 7A was added to the consent agenda above.*

## **8. REPORTS AND PRESENTATIONS**

- A. Review, discuss, and provide feedback on City Council Policy #17 – Establishing City Council Rules of Procedures for City Council Meetings. (Staff Contact: Amanda Campos, City Secretary)**

Amanda Campos, City Secretary presented City Council Policy #17 to the city council.

Discussion included the following changes:

Council requests to City Manager:

The city manager shall add to the agenda for city council information or consideration all elected official initiated requests for action with appropriate project details, including associated costs. These items are beyond routine maintenance operations, potholes, plugged drainage, renewal of roadway traffic control markings, mowing code enforcement, etc. This is to ensure complete transparency and efficient budget oversight.

- Ratify the city manager action
- If time allows add to the next agenda

- Discretion for city manager to add to consent or reports and presentation

#### Consent agenda items

Any posted item on the agenda that does not require a public hearing may be added to consent agenda by any councilmember to request the addition during the open meeting.

#### Executive Session (closed session)

- Try not to convene into executive session before the consent agenda
- If needed on item on consent remove the item
- Add section regarding rules of executive session to help council understand
  - Who may attend a closed meeting
  - Exceptions for a closed meeting
  - Certified agenda or recording of closed meeting
  - Violations

#### Citizen Appearance

- Council should refrain from addressing speaker during this section but rather refer them to staff or state policy only
- Council should when possible always refer them to staff for follow up

Council was in favor of the changes and requested an item be brought forward for consideration.

### **B. Review, discuss, and provide feedback on current City Council Committee appointments and possible amendment to Council Policy #42 by adding a new Legislative Council Committee. (Staff Contact: Amanda Campos, City Secretary)**

Amanda Campos, City Secretary presented City Council Committee appointments and possible amendments to Council Policy #42 to the city council.

#### New Legislative Action Committee / Legislative Proactive Action:

- Create new council committee to review all legislative action
- Absorb legislative action to one of the current committees
- Council policies & valuation review and make recommendations
- Dedicated work session of council – legislative only agendas

Council had no changes to the current committees and was in favor of the following instead of a new committee:

- A dedicated work session to discuss upcoming legislation
  - First work session with Focus Advocacy
- An on-going agenda item on the council agenda to discuss legislative bills
- Consider a committee if needed

Ms. Campos asked Council to be more active with the Texas Municipal League (TML), who is a great help with legislation.

**9. CITY COUNCIL REQUESTS FOR FUTURE AGENDA ITEMS OR REPORTS**

- Presentation on low water crossings in the city (locations, signage, gates, measuring sticks, need for improvements, etc.).

**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.

**A. Pending or contemplated litigation or to seek the advice of the City Attorney pursuant to Section 551.071, Texas Government Code****B. Discussion Regarding Possible Purchase, Exchange, Lease, or Value of Real Property Pursuant to Section 551.072**

- Discuss and receive direction on certain parcels of real property for the expansion of the intersection of County Road 920 and County Road 1020 in Johnson County, Texas where deliberation in open session would have a detrimental effect on the position of negotiations with third parties.
- Discuss and receive direction on certain parcels of real property for the expansion of the intersection of Alsbury Boulevard and John Jones Drive (FM 731) in Johnson County, Texas where deliberation in open session would have a detrimental effect on the position of negotiations with third parties.
- Discuss and receive direction on certain parcels of real property for the expansion of Industrial Park Boulevard in Johnson County, Texas where deliberation in open session would have a detrimental effect on the position of negotiations with third parties.

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

- Municipal Judge

Motion was made by Adam Russell and seconded by Victoria Johnson to convene into executive session. **Time: 7:24 p.m.**

Motion passed 7-0

Motion was made by Adam Russell and seconded by Dan McClendon to reconvene into open session. **Time: 7:54 p.m.**

Motion passed 7-0

## 11. ADJOURNMENT

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

Mayor Chris Fletcher adjourned the meeting.

**Time: 7:55 p.m.**

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Monica Solko  
Deputy City Secretary