



**Community & Intergovernmental
Relations Committee Agenda**

**Wednesday, September 25, 2024
9:00 AM**

**City Hall - 141 W. Renfro
Burleson, TX 76028**

1. **CALL TO ORDER**

2. **GENERAL**

A. Consider approval of the minutes from the August 7, 2024 Community & Intergovernmental Relations committee meeting and September 4, 2024 Community & Intergovernmental Relations committee meeting. *(Staff Contact: Amanda Campos, City Secretary)*

B. Review, discuss and make recommendations to fill vacancies on the Park Board. *(Staff Contact: Lisandra Leal, Assistant City Secretary)*

3. **REPORTS AND PRESENTATIONS**

A. Receive a report and hold a discussion regarding Burleson Independent School District, the district's enrollment, demographics, future projects and facilities, and opportunities for cooperation with the city.

B. Receive a report and hold a discussion regarding Joshua Independent School District, the district's enrollment, demographics, future projects and facilities, and opportunities for cooperation with the city.

4. **CITIZENS APPERANCES**

5. **CITY COUNCIL REQUESTS AND FUTURE AGENDA ITEMS AND REPORTS**

6. **RECESS INTO EXECUTIVE SESSION**

In accordance with Chapter 551 of the Texas Government Code, the Committee may convene in Executive Session in the City Council Workroom at 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

7. **ADJOURN**

CERTIFICATE

I hereby certify that the above agenda was posted on this the **18th of September 2024, by 5:00 p.m.**, on the official bulletin board at the Burleson City Hall, 141 W. Renfro, Burleson, Texas.



Amanda Campos

City Secretary

ACCESSIBILITY STATEMENT

The Burleson City Hall is wheelchair accessible. The entry ramp is located in the front of the building, accessible from Warren St. Accessible parking spaces are also available in the Warren St. parking lot. Sign interpretative services for meetings must be made 48 hours in advance of the meeting. Call the A.D.A. Coordinator at 817-426-9600, or TDD 1-800-735-2989.

Community & Intergovernmental Relations

DEPARTMENT: City Secretary's Office
FROM: Amanda Campos, City Secretary
MEETING: September 25, 2024

SUBJECT:

Consider approval of the minutes from the August 7, 2024 Community & Intergovernmental Relations committee meeting and September 4, 2024 Community & Intergovernmental Relations committee meeting. *(Staff Contact: Amanda Campos, City Secretary)*

SUMMARY:

The Community & Intergovernmental Relations committee duly and legally met on August 7, 2024 and September 4, 2024 for a regular meeting.

OPTIONS:

Committee may approve the minutes as presented or approve with amendments.

RECOMMENDATION:

Approve.

STAFF CONTACT:

Amanda Campos
City Secretary
acampos@burlesontx.com
817-426-9665

COUNCIL COMMITTEE
COMMUNITY & INTERGOVERNMENTAL RELATIONS
August 7, 2024
DRAFT MINUTES

Council present:

Victoria Johnson, Chair
Chris Fletcher
Phil Anderson

Council Absent:

Staff

Amanda Campos, City Secretary
Lisandra Leal, Assistant City Secretary
Tommy Ludwig, City Manager
Harlan Jefferson, Deputy City Manager
Eric Oscarson, Deputy City Manager
Matt Ribitzki, Deputy City Attorney
Janalea Humbree, Assistant to the City Manager

1. CALL TO ORDER – Time: 9:04 a.m.

Chair Victoria Johnson called the meeting to order. **Time: 9:04 a.m.**

2. CITIZEN APPEARANCES

- None.

3. GENERAL

A. Consider approval of the minutes from the January 10, 2024 Community & Intergovernmental Relations committee meeting.

Motion was made by Chris Fletcher and seconded by Victoria Johnson to approve the minutes.

Motion passed

B. Review, discuss, and recommend appointments to various City of Burleson Boards/Commissions/Committees for full terms and vacancies.

Lisandra Leal, Assistant City Manager presented to the committee all the vacancies and full terms for all the boards, commissions, and committees of the city.

The following are the recommendation to be presented to the full city council at the September 23, 2024:

Advisory Committee on People with Disabilities

Place	Members	Appt.	Term
2 (Ord. Sec 2-36c)	Natasha Morris	Reappoint	2024-2027
4 (Ord. Sec. 2-36c)	Jessica Reams	Reappoint	2024-2027
6	Brooke Wilson	Reappoint	2024-2027
8	Derek Taylor	Reappoint	2024-2027
9 (Youth)	Robert Warren	Appoint	2024-2027

Animal Shelter Advisory Committee

Place	Members	Appt.	Term
Place 1 Licensed Veterinarian	Dr. Kamp	Partial	2022-2025
2	Trina Argo	Reappoint	2024-2027
4 (Non-Student Voting Member)	Shenee Simon	Appoint	2024-2027
6 (City Official)	DeAnna Phillips	Reappoint	2024-2027
8	Liriane Davis	Reappoint	2024-2027
10	Ashlyn Albracht	Appoint	2024-2027

Capital Improvement Program Advisory Committee

Place	Members	Appt.	Term
2	Justin French	Reappoint	2024-2027
4	James Wood	Reappoint	2024-2027
6	Melanie McAnally	Reappoint	2024-2027
7	Roxanne Ancy	Partial	2022-2025
8 (ETJ/Real Estate)	Mike Perdue	Reappoint	2024-2027

Cemetery Board

Place	Members	Appt.	Term
2	John Weeks	Reappoint	2024-2027
4 (Youth)	John Gonzales	Reappoint	2024-2027
6	Vanessa Shimek	Reappoint	2024-2027
8	Steven Richie	Reappoint	2024-2027

Library Board

Place	Members	Appt.	Term
2 (Youth)	Madison Kahan	Appoint	2024-2027
3	David Davison	Partial	2022-2025
4	Amanda Cognasi	Reappoint	2024-2027
6	Joan Coubarous	Reappoint	2024-2027
8	Toni WingJenkins	Reappoint	2024-2027
9	Charlotte Vandervoort	Partial	2022-2025

Old Town Design Standards Review Committee

Place	Members	Appt.	Term
2 (Youth)	Ethan Shelton	Reappoint	2024-2027
3	Mary Slaney	Partial	2022-2025
4	Art Brucks	Reappoint	2024-2027
6	Jeremy Bleeker	Reappoint	2024-2027
8	Stacey Henry	Reappoint	2024-2027
9	Marsha Bloxom	Partial	2022-2025

Park Board

Place	Members	Appt.	Term
2 (Youth)	Nathan Nakamura	Reappoint	2024-2027
6	Sherry Scott	Reappoint	2024-2027
8	Tyler Knox	Reappoint	2024-2027

Planning and Zoning Commission

Place	Members	Appt.	Term
2	Dan Taylor	Reappoint	2024-2027
4	Ashley Brookman	Reappoint	2024-2027
6	Michael Tune	Reappoint	2024-2027

8 (Youth)	Bobby Reading	Reappoint	2024-2027
9	Brandon Crisp	Partial	2022-2025
10	Michael Kurmes	Reappoint	2025-2027

Zoning Board of Adjustment

Place	Members	Appt.	Term
2	Antony Cognasi	Reappoint	2024-2027
4	Sue Spear	Reappoint	2024-2027
6	Brent Molen	Reappoint	2024-2027
8	Sarah Elizabeth Lythner	Reappoint	2024-2027

Burleson Type A Community Economic Development Corporation

Place	Members	Appt.	Term
4	Alexa Boedeker	Reappoint	2024-2027
6	Adam Russell	Reappoint	2024-2027

Burleson Type B Community Service Corporation

Place	Members	Appt.	Term
4 (City Council)	Dan McClendon	Reappoint	2024-2026
5 (At Large)	Brooke Clifton	Appoint	2024-2026
6 (At Large)	Joy Larabell	Partial	2023-2025
7 (At Large)	James Luckie	Partial	2023-2025

4. BOARD REQUESTS FOR FUTURE AGENDA ITEMS OR REPORTS

- City Secretary to bring forward an item to the full council for consideration at the August 19, 2024 to amend the terms of staff positions and veterinarian position on the Animal Shelter Advisory

5. RECESS INTO EXECUTIVE SESSION

In accordance with Chapter 551 of the Texas Government Code, the Committee may convene in Executive Session in the City Council Workroom at 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

- No executive session needed.

6. ADJOURN

There being no further business, Chair Victoria Johnson adjourned the meeting.

Time: 10:14 a.m.

Amanda Campos
City Secretary

COUNCIL COMMITTEE
COMMUNITY & INTERGOVERNMENTAL RELATIONS
September 4, 2024
DRAFT MINUTES

Council present:

Victoria Johnson, Chair
Chris Fletcher
Phil Anderson

Council Absent:

Staff

Amanda Campos, City Secretary
Monica Solko, Deputy City Secretary
Lisandra Leal, Assistant City Secretary
Matt Ribitzki, Deputy City Attorney

1. CALL TO ORDER – Time: 9:00 a.m.

Chair Victoria Johnson called the meeting to order. **Time: 9:04 a.m.**

2. CITIZEN APPEARANCES

- None.

3. REPORTS AND DISCUSSION ITEMS

A. Review, discuss, and recommend appointments to Animal Shelter Advisory Committee for 2024-2025. (Staff Presenter: Lisandra Leal, Assistant City Secretary)

Lisandra Leal, Assistant City Secretary, presented appointments to Animal Shelter Advisory Committee for 2024-2025 to the committee. The following appointments were recently vacated due to the absence rule for boards and commission. The appointees were notified prior to their third and final absence.

Committee was in favor of the following:

- Place 1 Licensed Veterinarian – Dr. Ryan Kamp
- Place 4 at large Youth – Shenee Simon (*fill for one-year term until youth applies*)
- Place 10 - Ashlyn Albracht

4. BOARD REQUESTS FOR FUTURE AGENDA ITEMS OR REPORTS

- None.

5. RECESS INTO EXECUTIVE SESSION

In accordance with Chapter 551 of the Texas Government Code, the Committee may convene in Executive Session in the City Council Workroom at 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**

Item A.

- No executive session needed.

6. ADJOURN

There being no further business, Chair Victoria Johnson adjourned the meeting.

Time: 9:19 a.m.

Monica Solko
Deputy City Secretary

Community & Intergovernmental Relations

DEPARTMENT: City Secretary's Office
FROM: Lisandra Leal, Assistant City Secretary
MEETING: September 25, 2024

SUBJECT:

Review, discuss and make recommendations to fill vacancies on the Park Board.
(Staff Contact: Lisandra Leal)

SUMMARY:

City of Burleson Code of Ordinances Section 2-34 Absence Rule states that if any board member shall fail to attend at least 75 percent of the called meetings during the 12-month period October 1 to September 30, such member shall be deemed to have vacated their position on that board. This rule only applies to boards that meet at least once a month on a called basis, the Park Board falls within this rule.

The Park Board called 12 meetings this year, for the purpose of calculating the absence we subtracted 3 meetings that staff canceled. Of the total 8 meetings this year members must have attended 6 meetings to meet the 75% absence rule and remain on the board. Places 3, 4, 5, and 9 did not meet this requirement. Therefore those places shall be declared vacant by the city council and replacements appointed to fill the vacancies.

This committee shall review the applicants and make recommendations to the full council to be presented at the October 7, 2024 council meeting.

RECOMMENDATION:

Review the applicants and make appointment recommendations.

STAFF CONTACT:

Name: Lisandra Leal
Title: Assistant City Secretary
lleal@burlesontx.com

Park Board

Consists of 8 at large and 1 Youth

Board Roster

- Shannan Sutter **1st Term**
Oct 01, 2022 - Sep 30, 2025
Position Place 1
- Sherry Scott **1st Term**
Oct 01, 2021 - Sep 30, 2024
Position Place 6
- Nathan Nakamura **1st Term**
Oct 01, 2021 - Sep 30, 2024
Position Place 2 - Youth
- Matthew Quinn **2nd Term**
Oct 01, 2022 - Sep 30, 2025
Position Place 7
- Vacant **2nd Term**
Oct 01, 2022 - Sep 30, 2025
Position Place 3
- Tyler Knox **Partial Term**
Oct 01, 2021 - Sep 30, 2024
Position Place 8
- Vacant **Partial Term**
Oct 01, 2024 - Sep 30, 2027
Position Place 4
- Vacant **Partial Term**
Oct 01, 2022 - Sep 30, 2025
Position Place 9
- Vacant **1st Term**
Oct 01, 2022 - Sep 30, 2025
Position Place 5

Park Board

Applicants

- Ashlyn Albracht
- Justin Cannon
- Anthony Cognasi
- Evelyn Dozier
- Lindsay French
- Janine Gehle
- George Golightly
- Blakeley Johnson
- Carter Lain
- Jerri McNair
- Roman Molina
- Christopher Pace
- Emily Quinn
- Christine Rathbone
- Kathy Sanchez
- Jessica Saucier
- Shenee Simon
- Michelle Tennant
- Christian Valdez

Applicants Applied to Other Boards

Kaylee Abernathy

1. Cemetery Board
2. Animal Shelter

George Golightly

- Park Board
- Planning and Zoning

Christine Rathbone

1. Planning and Zoning
2. Park Board
3. Old Town Design Standards Review

Justin Cannon

- Building Code and Standards
- Old Town Design Standards Review
- Park Board
- Planning and Zoning Commission
- Zoning Board of Adjustment

Blakeley Johnson

1. Building Code and Standards
2. Park Board
3. Planning and Zoning Commission

Kathy Sanchez

- Animal Shelter
- Park Board

Shenee Simon

1. Advisory Committee on People with Disabilities
2. Library Board
3. Park Board
4. Zoning Board of Adjustment

Anthony Cognasi

1. Zoning Board of Adjustment
2. Planning and Zoning Commission
3. Park Board
4. Old Town Design Standards Review

Michelle Tennant

- Advisory Committee on People with Disabilities
- Park board

Jerri McNair

- Advisory Committee on People with Disabilities
- Park Board

Christian Valdez

1. Building Code and Standards Board
2. Planning and Zoning Commission
3. Zoning Board of Adjustment
4. Old Town Design Standards Review Committee
5. Advisory Committee on People with Disabilities
6. Park Board
7. Cemetery Board

David Davison

1. Library Board
2. Old Town Design Standards Review Committee
3. Park Board
4. Zoning Board of Adjustment

Janine Gehle

- Old Town Design Standards Review
- Park Board
- Planning and Zoning

Christopher Pace

1. Planning and Zoning
2. Park Board
3. Old Town Design Standards Review

Applicants currently on a board.

1. Justin Cannon – Building Code and Standards Board
2. Anthony Cognasi - Zoning Board of Adjustment
3. Christian Valdez – Building Code and Standards Board