



## Advisory Committee on People with Disabilities Agenda

Monday, May 22, 2023  
6:00 PM

City Hall - 141 W. Renfro  
Burleson, TX 76028

1. **CALL TO ORDER**

2. **APPROVE THE MINUTES FROM THE ADVISORY COMMITTEE ON PEOPLE WITH DISABILITIES MEETING**

- A. Consider approval of the minutes from the April 19, 2023, committee meeting. (*Staff Presenter: Matt Ribitzki, Deputy City Attorney/Compliance Manager*)

3. **CITIZEN APPEARANCES**

Each person in attendance who desires to speak on an item NOT posted on the agenda, shall speak during this section.

Please note that Advisory Committee on People with Disabilities may only take action on items posted on the agenda. The Texas Open Meetings Act prohibits the Board from deliberating or taking action on an item not listed on the agenda. The Committee may, however, receive your comments on the unlisted item, ask clarifying questions, respond with facts, and explain policy.

4. **REPORTS AND DISCUSSION ITEMS**

- A. Receive a report, hold a discussion, and provide feedback regarding collaboration with Burleson Independent School District Special Services Department. (*Staff Presenter: Matt Ribitzki, Deputy City Attorney/Compliance Manager*)
- B. Receive a report, hold a discussion, and provide feedback regarding data collection for ADA complaints across the city. (*Staff Presenter: Matt Ribitzki, Deputy City Attorney/Compliance Manager*)
- C. Receive a report, hold a discussion, and provide feedback regarding upcoming events to promote community awareness. (*Staff Presenter: Matt Ribitzki, Deputy City Attorney/Compliance Manager*)

5. **BOARD REQUESTS FOR FUTURE AGENDA ITEMS OR REPORTS**

6. **ADJOURN**

Matt Ribitzki, Deputy City Attorney, Compliance Manager

**CERTIFICATE**

I hereby certify that the above agenda was posted on the 17th day of May 2023, 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.

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## Advisory Committee on People with Disabilities

**DEPARTMENT:** Legal

**FROM:** Matt Ribitzki, Deputy City Attorney/Compliance Manager

**MEETING:** May 22, 2023

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**SUBJECT:**

Consider approval of the minutes from the April 19, 2023, committee meeting. (*Staff Presenter: Matt Ribitzki, Deputy City Attorney/Compliance Manager*)

**SUMMARY:**

The Committee will have the opportunity to review and approve the minutes from the last committee meeting. A draft copy of the proposed minutes will be included in the agenda packet for review by the Committee members.

**OPTIONS:**

None.

**RECOMMENDATION:**

None.

**FISCAL IMPACT:**

n/a

**STAFF CONTACT:**

Matt Ribitzki  
Deputy City Attorney/Compliance Manager  
[mribitzki@burlesontx.com](mailto:mribitzki@burlesontx.com)  
817-426-9664

# Advisory Committee on People with Disabilities

April 19, 2023

## DRAFT MINUTES

### ROLL CALL

#### MEMBERS PRESENT:

Michael Smith  
 Natasha Morris  
 Jason Hollis  
 Stephanie Hollis  
 Brook Wilson  
 Brandon Bayles  
 Derek Taylor  
 Gaga Carlson

#### MEMBERS ABSENT:

Jessica Reams

#### Staff present

Lisandra Leal, Assistant City Secretary  
 Matt Ribitzki, Deputy City Attorney  
 Justin Scharnhorst, Assistant to the City Manager

#### 1. CALL TO ORDER – 6:08 PM

#### 2. APPROVE THE MINUTES FROM THE ADVISORY COMMITTEE ON PEOPLE WITH DISABILITIES MEETING:

- A. Consider approval of the minutes from the January 11, 2023, committee meeting. *(Staff Presenter: Matt Ribitzki, Deputy City Attorney/Compliance Manager)*

Brandon Bayles made the motion, Michael Smith second. Motion passed.

#### 3. CITIZEN APPEARANCES:

Each person in attendance who desires to speak to the Board on an item NOT posted on the agenda, shall speak during this section. A speaker card must be filled out and turned in to the board secretary prior to addressing the board. Each speaker will be allowed three minutes to speak.

Each person in attendance who desires to speak on an item posted on the agenda shall speak when the item is called forward for consideration.

- No speakers

#### 4. REPORTS AND DISCUSSION ITEMS:

- A. Swearing in of newly appointed committee members. *(Staff Presenter: Amanda Campos, City Secretary)*

Lisandra Leal wore in new members representing place 2,3,6,8,9.

- B. Receive a report, hold a discussion, and provide feedback regarding public accessibility at city parks. *(Staff Presenter: Jen Basham, Director of Parks and Recreation)*

Director Basham presented the current and future state of the parks department.

- C. Receive a report, hold a discussion, and provide feedback regarding a professional services contract with Accessology Too, LLC. for the development of a city-wide transition plan *(Staff Presenter: Matt Ribitzki, Deputy City Attorney/Compliance Manager)*

Justin Scharnhorst gave a brief discussion of the current state of the PSA with Accessology Too.

- D. Receive a report, hold a discussion, and give staff direction on the committee's goals for Fiscal Year 2022-2023. *(Staff Presenter: Matt Ribitzki, Deputy City Attorney/Compliance Manager)*

Matt Ribitzki opened the discussion to identify committee's goals.

- E. Receive a report, hold a discussion, and give staff direction regarding future meeting dates. *(Staff Presenter: Matt Ribitzki, Deputy City Attorney/Compliance Manager)*

The committee requested to meet monthly.

**5. BOARD REQUESTS FOR FUTURE AGENDA ITEMS OR REPORTS:**

- Requested Parks and Recreations collaboration to discuss future construction and how ADA accessibility can impact community parks.

**6. ADJOURN:**

- Motion made by Gage Carlson, second by Michael Smith. Motion carried 8-0. Adjourned at 7:31.

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Monica Solko  
Deputy City Secretary

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## Advisory Committee on People with Disabilities

**DEPARTMENT:** Legal

**FROM:** Matt Ribitzki, Deputy City Attorney/Compliance Manager

**MEETING:** May 22, 2023

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**SUBJECT:**

Receive a report, hold a discussion, and provide feedback regarding collaboration with Burleson Independent School District Department of Special Services (*Staff Presenter: Matt Ribitzki, Deputy City Attorney/Compliance Manager*)

**SUMMARY:**

City staff recent met with BISD to discuss ways and options the city could partner with the district to enhance our community footprint. Staff will brief the committee on the discussion that took place and solicit feedback for future action.

**OPTIONS:**

None.

**RECOMMENDATION:**

None.

**FISCAL IMPACT:**

n/a

**STAFF CONTACT:**

Matt Ribitzki  
Deputy City Attorney/Compliance Manager  
[mribitzki@burlesontx.com](mailto:mribitzki@burlesontx.com)  
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## Advisory Committee on People with Disabilities

**DEPARTMENT:** Legal

**FROM:** Matt Ribitzki, Deputy City Attorney/Compliance Manager

**MEETING:** May 22, 2023

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**SUBJECT:**

Receive a report, hold a discussion, and provide feedback regarding data collection for ADA complaints across the city. (*Staff Presenter: Matt Ribitzki, Deputy City Attorney/Compliance Manager*)

**SUMMARY:**

City staff will brief the committee on steps that have been taken regarding data collection and solicit feedback on future steps.

**OPTIONS:**

None.

**RECOMMENDATION:**

None.

**FISCAL IMPACT:**

n/a

**STAFF CONTACT:**

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## Advisory Committee on People with Disabilities

**DEPARTMENT:** Legal

**FROM:** Matt Ribitzki, Deputy City Attorney/Compliance Manager

**MEETING:** May 22, 2023

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**SUBJECT:**

Receive a report, hold a discussion, and provide feedback regarding upcoming events to promote community awareness. *(Staff Presenter: Matt Ribitzki, Deputy City Attorney/Compliance Manager)*

**SUMMARY:**

At the April 19<sup>th</sup> meeting, the committee directed staff to assemble a list of future events the city was either hosting or sponsoring in hopes of increasing community awareness.

**OPTIONS:**

None.

**RECOMMENDATION:**

None.

**FISCAL IMPACT:**

n/a

**STAFF CONTACT:**

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