



Community & Intergovernmental Relations Committee Agenda

Wednesday, October 07, 2026
1:00 PM

City Hall - 141 W. Renfro
Burleson, TX 76028

1. CALL TO ORDER

2. CITIZEN APPEARANCES

Each person in attendance who desires to speak to the Committee 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 City Secretary prior to addressing the Committee. 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.

3. GENERAL

A. Consider and take possible action on the minutes from the September 2, 2026 Community & Intergovernmental Relations committee meeting. *(Staff Contact: Lisandra Leal, Assistant City Secretary)*

4. REPORTS AND PRESENTATIONS

A. Receive a report, hold a discussion, and provide recommendations to the city council on the Reinvestment Zone Number Two, City of Burleson, Texas, including the composition of the board of directors and the zone territorial boundaries. *(Staff Contact: Matt Ribitzki, Sr. Deputy City Attorney/Director of Legal Services)*

5. REQUESTS FOR 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 in City Hall to conduct a closed meeting to discuss any item listed on this Agenda.

Pending or contemplated litigation or to seek the advice of the City Attorney pursuant to Section 551.071, Texas Government Code

7. ADJOURN

Tony McIlwain
Director of Development Services
817-426-9684

CERTIFICATE

I hereby certify that the above agenda was posted on this the **24th of September 2026, by 5:00 p.m.**, on the official bulletin board at the Burleson City Hall, 141 W. Renfro, Burleson, Texas.



Amanda Campos

City Secretary

BUDGET STATEMENT

*Pursuant to Section 551.043, Government Code, the following taxpayer impact statement must be on the City Council meeting agenda at which the City Council will discuss or adopt a budget for the City of Burleson: *For a median-valued homestead property (\$301,997 for tax year 2025, \$297,979 for tax year 2026), the City's portion of the property tax bill in dollars for the current fiscal year (FY25-26) is \$2,180, the City's portion of the property tax bill for the upcoming fiscal year (FY26-27) for the same property if the proposed budget is adopted is estimated to be \$2,175, and the City's portion of the property tax bill in dollars for the upcoming fiscal year (FY26-27) for the same property if a budget funded at the no-new-revenue rate under Chapter 26, Tax Code, is adopted is estimated to be \$2,175. A copy of the proposed budget is accessible on the home page of the governmental body's Internet website (www.burlesontx.com).***

**The figures used in the statement are based on information received from the Johnson County Central Appraisal District and Tarrant Appraisal District.*

***The figures used in this statement are based on the budget ordinance approved by the city council.*

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: Lisandra Leal, Assistant City Secretary

MEETING: October 7, 2026

SUBJECT:

Consider and take possible action on the minutes from the September 2, 2026 Community & Intergovernmental Relations committee meeting. *(Staff Contact: Lisandra Leal, Assistant City Secretary)*

STRATEGIC PRIORITY AND GOAL(S):

Strategic Priority	Strategic Goal
 High Performing City Organization Providing Exceptional, People Focused Services	1.2 Continue to improve the efficiency and productivity of operations 1.3 Deliver high-quality service and communications to external and internal customers

SUMMARY:

The Community & Intergovernmental Relations committee duly and legally met on September 2, 2026 for a regular meeting.

RECOMMENDATION:

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

PRIOR ACTION/INPUT (Council, Boards, Citizens):

N/A

REFERENCE:

N/A

FISCAL IMPACT:

N/A

STAFF CONTACT:

Lisandra Leal
Assistant City Secretary
lleal@burlesontx.com
817-426-9687

**COUNCIL COMMITTEE
COMMUNITY & INTERGOVERNMENTAL RELATIONS
SEPTEMBER 2, 2026
MINUTES**

Council present:

Victoria Johnson, Chair
Chris Fletcher
Phil Anderson

Council Absent:

Staff

Tommy Ludwig, City Manager
Eric Oscarson, Deputy City Manager
Amanda Campos, City Secretary
Lisandra Leal, Assistant City Secretary

1. CALL TO ORDER – Time: 9:00 A.M.

Chair Victoria Johnson called the meeting to order. **Time: 9:12 a.m.**

2. CITIZEN APPEARANCES

- None.

3. GENERAL

- A. Consider and take possible action on minutes from August 5, 2026 Community & Intergovernmental Relations Committee meeting. (Staff Presenter: Lisandra Leal, Assistant City Secretary)**

Motion made by Alexa Boedeker and seconded by Phil Anderson to approve.

Motion passed 3-0.

4. REPORTS AND PRESENTATIONS

- A. Receive a report, hold a discussion and provide recommendations to the city council on appointing members to various City of Burleson boards, commissions, and committees for full terms and vacancies. (Staff Contact: Lisandra Leal, Assistant City Secretary)**

Lisandra Leal, Assistant City Secretary, notified the committee that following the August 5, 2026 meeting, a recommended nominee is no longer available to serve. Lisandra asked the committee to proceed with filling remaining vacancies on the boards and commissions.

The committee reviewed and discussed the appointments and made the following recommendations. The committee recommended postponing the appointment to the vacant Planning & Zoning, Place 8 (Youth Ex-Officio).

Capital Improvement Program Advisory Committee			
Place	Members	Appt.	Term
Place 7 – Real Estate	Jennifer Yarbrough	Partial Term	2025-2028

Planning and Zoning Commission			
Place	Members	Appt.	Term
Place 8 (Youth Ex-Officio)	Vacant	Appoint	2026-2027

Burleson Community Services Development Corporation (4B)			
Place	Members	Appt.	Term
5 – At Large	Beverly Moore	Appoint	2026-2028

The committee requested staff to bring an item forward for the consideration of all appoints to the full council.

5. BOARD REQUESTS FOR FUTURE ITEMS OR REPORTS

- None

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

- No executive session needed.

7. ADJOURN

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

Time: 9:27 a.m.

Lisandra Leal
Assistant City Secretary

Community & Intergovernmental Relations

DEPARTMENT: Legal

FROM: Matt Ribitzki, Sr. Deputy City Attorney/Director of Legal Services

MEETING: October 7, 2026

SUBJECT:

Receive a report, hold a discussion, and provide recommendations to the city council on the Reinvestment Zone Number Two, City of Burleson, Texas, including the composition of the board of directors and the zone territorial boundaries. *(Staff Contact: Matt Ribitzki, Sr. Deputy City Attorney/Director of Legal Services)*

SUMMARY:

City staff will present an item concerning the Reinvestment Zone Number Two, City of Burleson, Texas. The presentation will include discussing the reinvestment zone's board of directors, including its current composition, legal requirements, and options for altering the current composition. Additionally, staff will briefly present a plan for evaluating the reinvestment zone's current boundaries.

RECOMMENDATION:

None.

PRIOR ACTION/INPUT (Council, Boards, Citizens):

None.

REFERENCE:

Ordinance No. C-592 (Creation Ordinance)
Ordinance No. C-597-06 (Finance and project plan)
Resolution No. TIF2-050415
Resolution No. TIF2-020116 Boundary
Resolution No. TIF2-020116 Public Plaza
Resolution No. TIF2-020116 Term Extension
Resolution No. TIF2-111416-Depot
Resolution No. TIF2-021918-PlazaFinance
Resolution No. TIF2051523AmendedProject&FinancePlan

FISCAL IMPACT:

None.

STAFF CONTACT:

Matt Ribitzki
Sr. Deputy City Attorney/Director of Legal Services
mribitzki@burlesontx.com
817-426-9664



Reinvestment Zone Number Two, City of Burleson, Texas

*PRESENTED TO THE COMMUNITY & INTERGOVERNMENTAL RELATIONS COMMITTEE,
OCTOBER 7, 2026*

Presentation Outline

- Brief Overview of a TIRZ
- Brief History of Reinvestment Zone Number Two
- Board of Directors
 - Current Composition
 - Process of Changing Composition
- Geographical Boundary
 - Need to Modify

Overview of a TIRZ

What is a TIRZ?

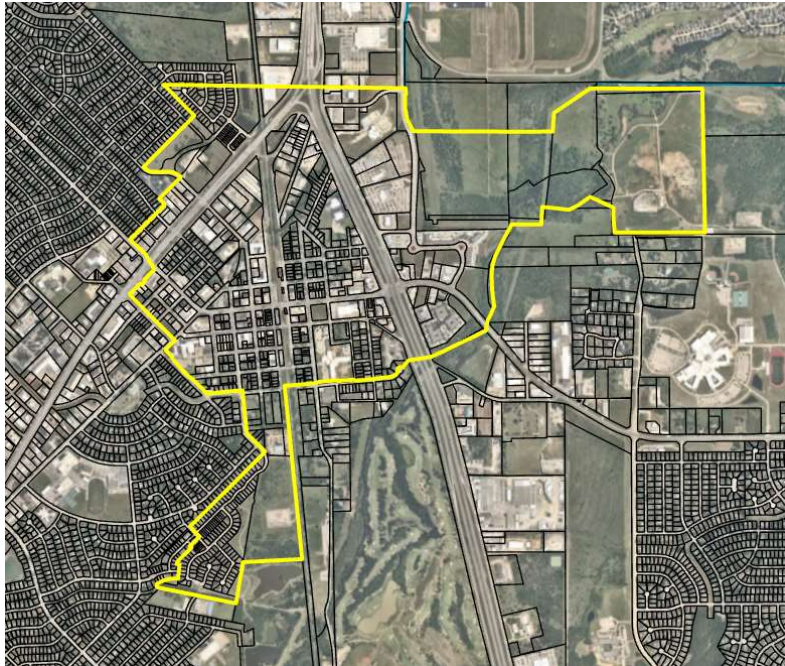
Definitions:

TIRZ - Tax Increment Reinvestment Zone is a financing tool authorized under Chapter 311 of the Texas Tax Code that allows a city or county to fund public improvements by using the future increase in property tax revenues generated within a designated area. It is not a new tax—it is a redirection of future tax growth.

TIF - Tax Increment Financing (TIF) is the financing mechanism used to fund public improvements by capturing the increase in property tax revenue generated by new development or redevelopment within the established TIRZ.

What is a TIRZ?

TIRZ



Defined Boundary

TIF



Increment Generated to Fund Projects and Operations

What is a TIRZ?

- Economic Development and Infrastructure Financing Tool
- Captures Future Growth within a Defined Area
- Growth used to Fund Infrastructure
- Does not Create a New Tax
- Governed by a Board of Directors to Review Projects and Approve Budgets
- Duration of TIRZ is based on length of time to complete goal
- TIRZ Boundaries can be adjusted
- City, County and ISD may participate
- Funding can be incremental

History of Reinvestment Zone Number Two

Reinvestment Zone Number Two

- City Council created Reinvestment Zone Number Two in 2005 to promote development and redevelopment of the area included in the TIRZ, including Old Town.
- Base values determined by January 2005.
- Boundaries amended in 2016.
- Termination was initially 2024 but was extended to 2041 in 2020.
- TIRZ #2 priorities Included:
 - Infrastructure Delivery
 - Development Leverage
 - Operational Uses
 - Community Benefits
- At this time, the City is the only participating taxing entity in TIRZ #2. In the past, Johnson County has participated. BISD has never participated.

Reinvestment Zone Number Two

- **7 Total Completed Projects**

- B&G Professional Building, Old Town Mobility, Plaza and Parking, Old Town Station, Depot on Main, 135 W Ellison Buildings, Ellison & Wilson ADA Improvements

- **3 Active Projects**

- Ellison Realignment and Parking, Old Town Parking Lot Improvements, Renfro and Johnson Intersection and Sidewalk

- **1 Future Project**

- East Ellison Mobility

Board of Directors Reinvestment Zone Number Two

Board of Directors

- Ordinance C-592 passed by the City Council on December 15, 2005
 - Created a board of directors for TIRZ #2
 - According to both C-592 and the bylaws, the board consist of 5 members - 3 members being appointed by the City Council, 1 by the governing body of Burleson ISD, and 1 by governing body of Johnson County
 - Board member terms are for 2 years
 - City Council appoints the chair, but board appoints vice-chair
 - Current Members
 - Alexa Boedeker
 - Chris Fletcher
 - Dan McClendon, Chair
 - Kenny Howell (Johnson County)
 - Bret Jimerson (BISD)

Board of Directors

- Legal Requirements for Board of Directors under Chapter 311, Tax Code
 - Board must have at least 5 and not more than 15 directors (can have more than 15 if needed to give every participating unit a seat)
 - Each taxing unit that levies a tax in the zone AND has agreed to contribute all or part of its tax increment may appoint at least one director
 - A city that created the zone may appoint up to 10 directors, but there are situations where the city can appoint more than 10 directors
- Qualifications for Directors to Serve
 - A director must be at least 18 years of age
 - A director must live in the county where the zone sits or an adjacent county or own real property in the zone.

Board of Directors

- Amending the Board Composition

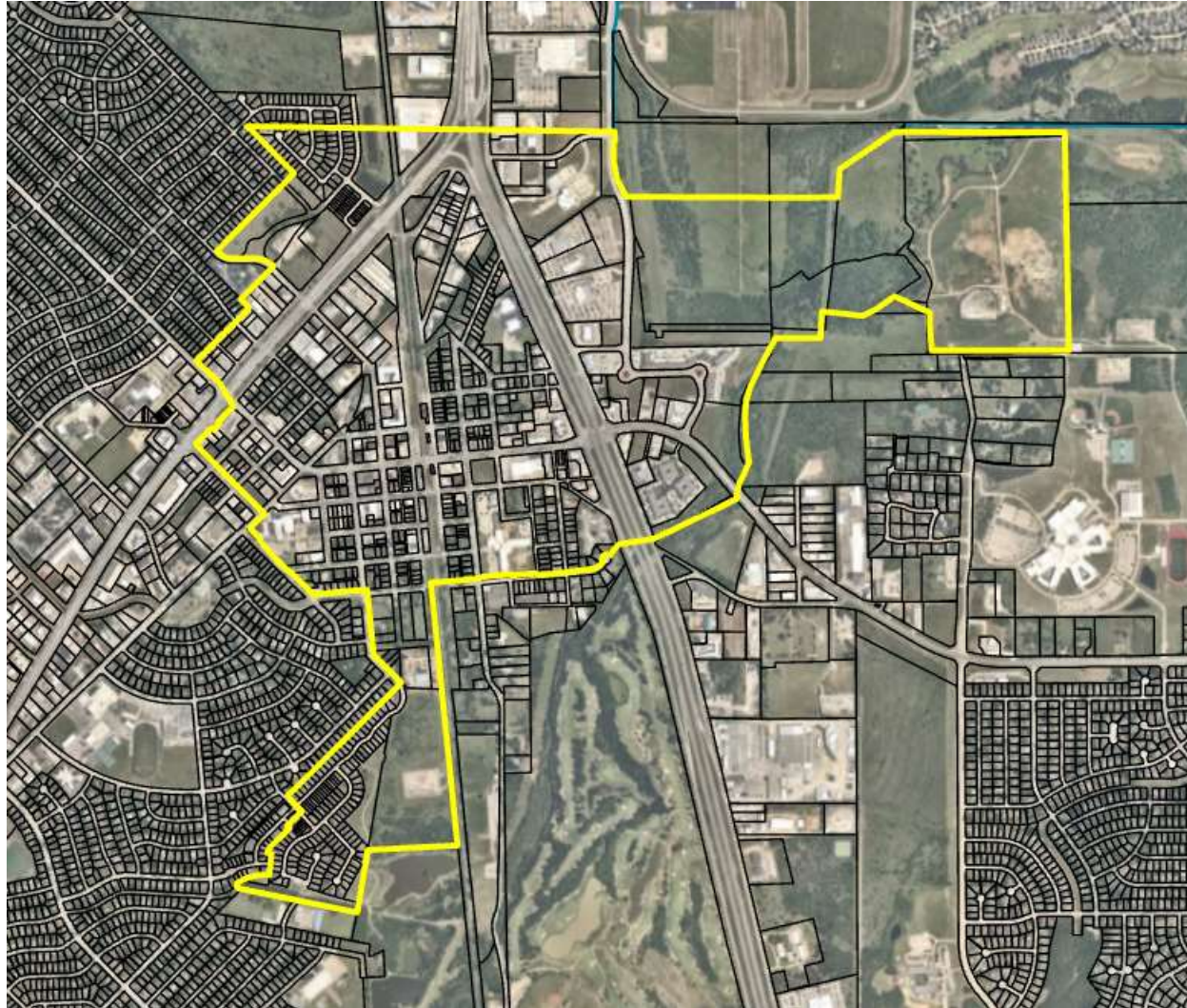
- Amending the board composition in the original ordinance is a simple, two-reading ordinance amendment
 - Publication and public hearing requirements exist for TIRZs, but are limited to changes in boundaries, extending the term of the TIRZ, increasing bond authority, changing the increment percentage, increasing total estimated project costs, or designating the acquisition of more property.
 - In an abundance of caution, many cities will still hold and public hearing and comply with notification requirements for non-requirement amendments to the creation ordinance
 - Notification requirements include publishing notice in a newspaper of general circulation not later than the 7th day before the hearing
- Amending the TIRZ #2 bylaws to mirror the ordinance change will require board action
 - The board may amend the bylaws by majority vote
 - The board must make application to the City Council specifying and requesting the board composition change
 - The City Council may approve the application request via resolution
 - If the application request is approved, the board may then take the formal action to amend the bylaws
 - The City Council will then approve the bylaws amendment via resolution

Board of Directors

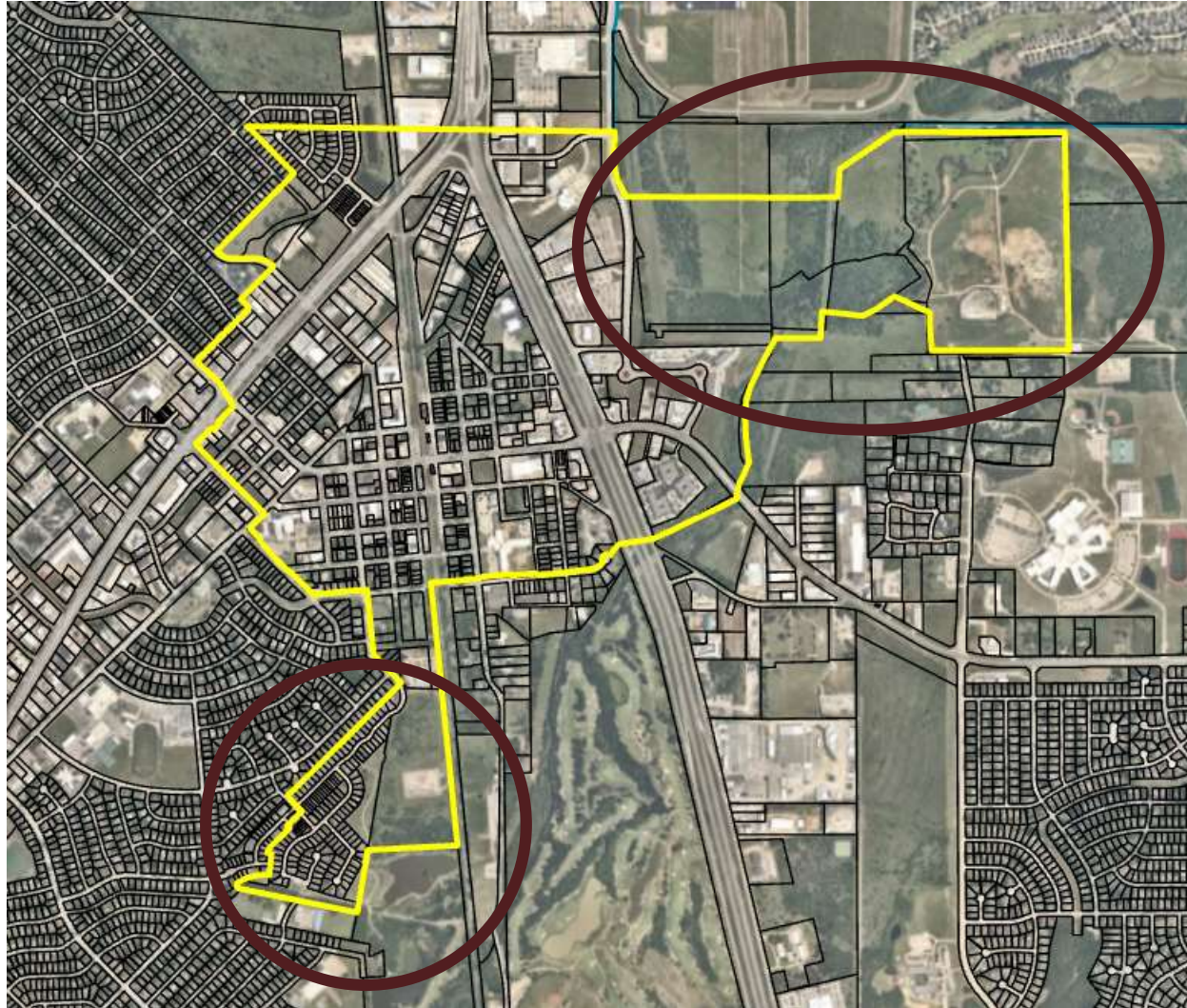
•Proposed Order of Operation, if Amendment is Ultimately Desired

- At the conclusion of this meeting, this committee makes a recommendation to bring the issue to full council
- At a City Council meeting, the Council hears a report and presentation on this issue and directs staff to proceed
- At a TIRZ #2 meeting, the board makes application to the City Council requesting the board composition change in the bylaws
- At a meeting, the City Council passes a resolution approving the application for the bylaws amendment and directs staff to give notice of a public hearing of the ordinance change
- Staff gives proper notice in the newspaper
- At a TIRZ #2 meeting, the board takes action to amend the bylaws
- At a meeting, the City Council holds public hearing on the ordinance amendment and approves the ordinance on first reading
- At a meeting, the City Council passes a resolution approving the bylaws amendment and approves the final reading of ordinance amendment

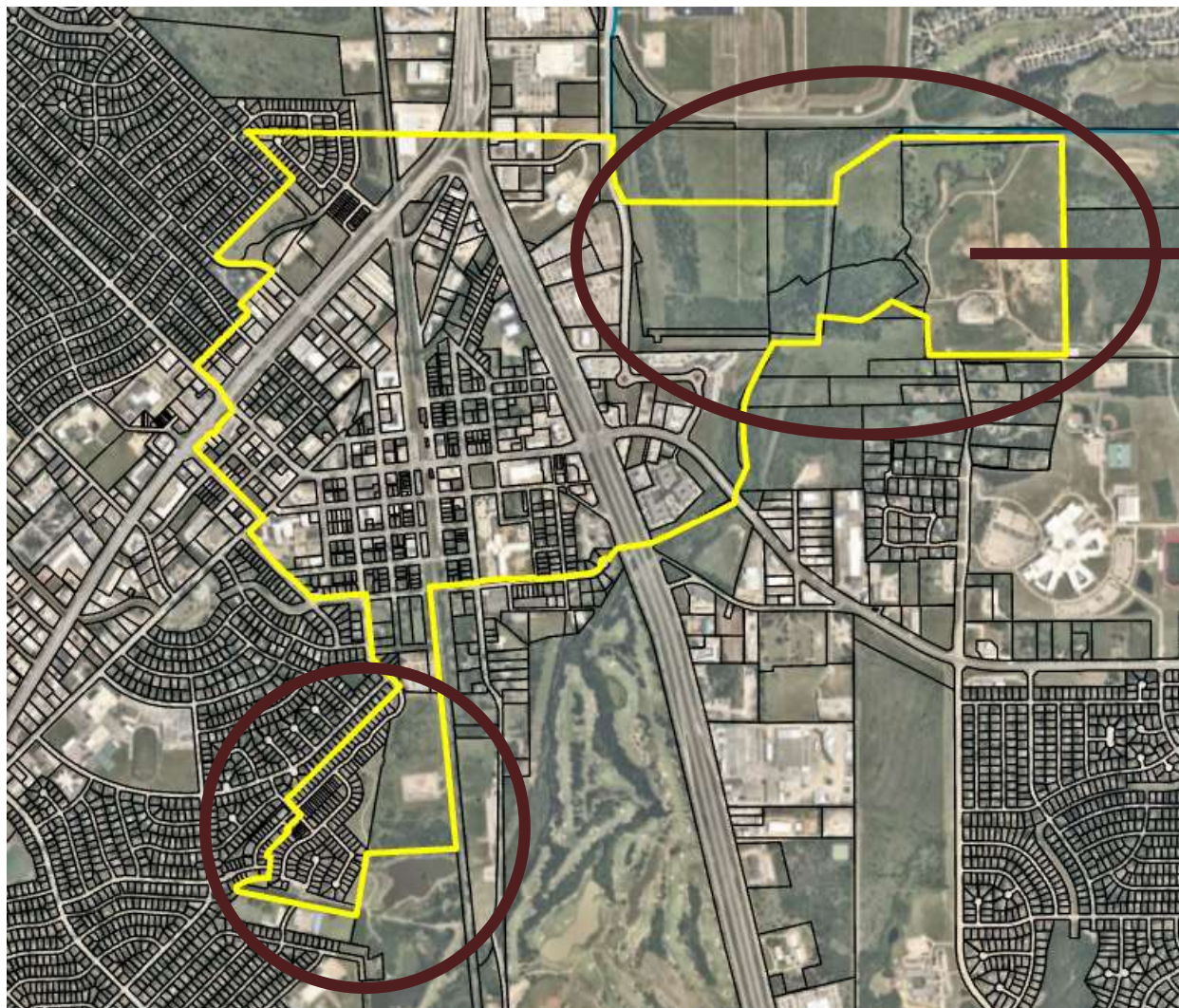
Geographical Boundary



Current Boundary of TIRZ #2

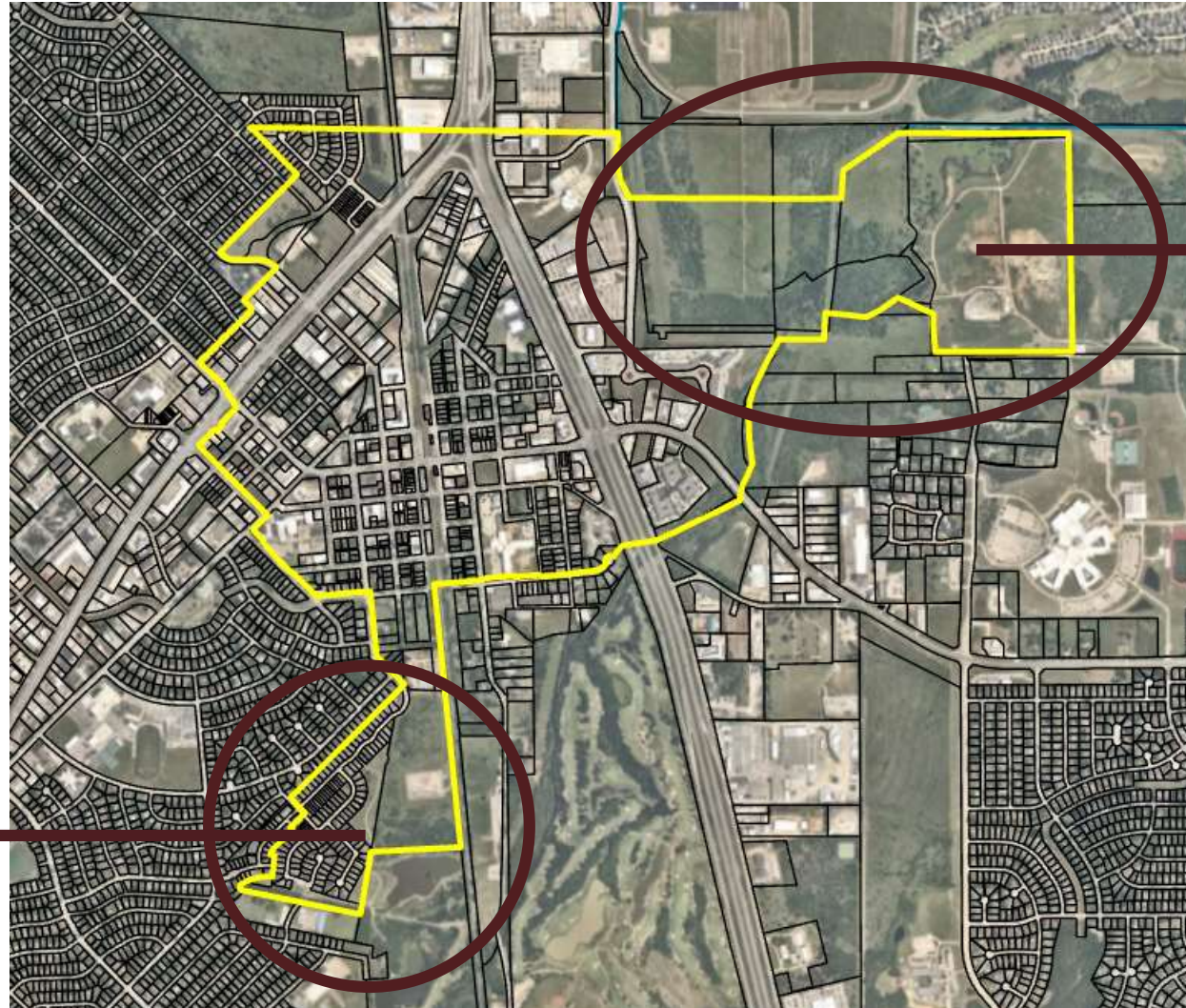


Areas to be evaluated



Area is partially in Fort Worth and less likely to be developed because of the flood plain.

Areas to be evaluated



Area is partially in Fort Worth and less likely to be developed because of the flood plain.

City Council identified area with over 170 homes

Areas to be evaluated

Geographical Boundary

- City staff must evaluate a number of factors before proceeding with any boundary change to TIRZ #2, including the economic impact to the City from removing property from the zone.
- This evaluation will take City staff some time to complete.

Questions/Comments