



Election Day: May 4
Early Voting starts April 22

THE CITY OF
BURLESON
TEXAS

WEEKLY REPORT

APRIL 19, 2024

TO: MAYOR FLETCHER AND COUNCIL MEMBERS

FROM: TOMMY LUDWIG, CITY MANAGER

THE CITY OF
BURLESON
TEXAS

MARKETING & COMMUNICATIONS
141 W RENFRO, BURLESON, TX 76028 | (817)426-9622

I. COUNCIL SCHEDULE

MONDAY, MAY 6

CITY COUNCIL REGULAR MEETING, 5:30 P.M.

REPORTS AND PRESENTATIONS

- None currently scheduled

All meetings will be held at City Hall Council Chambers, 141 W. Renfro St. The meeting will be conducted in the council chambers and is also available via live stream, <https://www.burlesontx.com/watchlive>

II. GENERAL AND STATUS UPDATES

A. EARLY VOTING FOR MAY 4 ELECTION BEGINS APRIL 22

Early voting for the May 4 city of Burleson General Election begins Monday, April 22. This year's race includes council places 1, 3 and 5.

In council place 1, incumbent Victoria Johnson is challenged by Steve McAnally. Council place 3, left open by incumbent Ronnie Johnson's decision not to run, has two candidates: Alexa Boedecker and Brandon Crisp. Incumbent Dan McClendon runs unopposed for council place 5.

All voting will take place at Burleson Sub-Courthouse, 247 Elk Drive, Room 212, Burleson.

Early voting hours are as follows:

Monday, April 22 – Friday, April 26: 8 a.m. - 5 p.m.

Saturday, April 27: 9 a.m. - 3 p.m.

Monday, April 29 – Tuesday, April 30: 8 a.m. - 5 p.m.

Election Day

Saturday, May 4 from 7 a.m. - 7 p.m.



For more information about the city of Burleson elections visit:

www.burlesontx.com/elections

B. APRIL 2024 SALES TAX INFORMATION

Below is the information from the Texas Comptroller of Public Accounts in reference to the city of Burleson Sales and Use Tax Collections for the most current period.

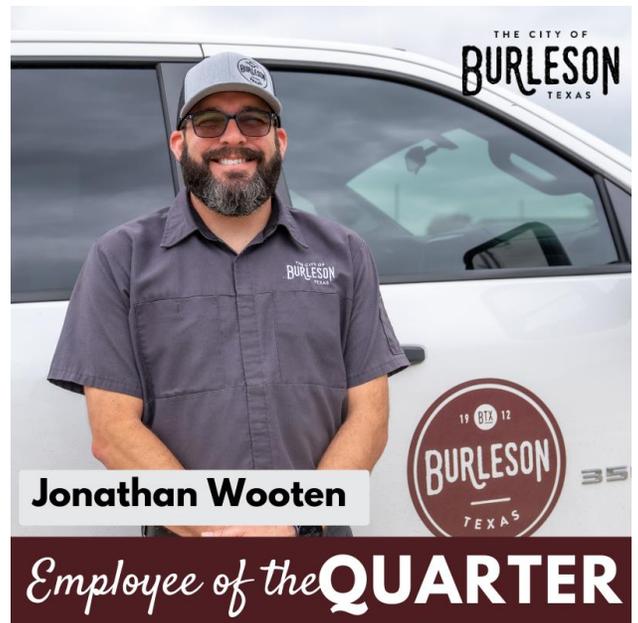
April 2023	April 2024	Diff \$	Diff %	FY2023 YTD	FY2024 YTD	Diff \$	Diff %
\$ 2,177,853	\$ 2,173,995	\$ (3,858)	-0.18%	\$ 11,834,763	\$ 12,061,450	\$ 226,687	1.92%

Note: April 2024 sales tax amount represents sales that occurred in February 2024.

C. WOOTEN NAMED EMPLOYEE OF THE QUARTER

Automotive and equipment technicians play a vital role in ensuring the smooth operation and maintenance of essential vehicles and equipment, contributing directly to the functionality and efficiency of municipal services for the entire city. Help us congratulate Jonathan Wooten for his dedication to keeping our city running smoothly.

Jonathan Wooten, Automotive and Equipment Technician II, was named the Employee of the Quarter for January – March 2024.



Jonathan stood out for his contributions during a challenging period of staff vacancies.

His nomination form described him as having a selfless drive for excellence and a high level of commitment to the city of Burleson. He was nominated for being instrumental in the completion of over 175 preventative maintenance action

items during this quarter alone, ensuring city departments were equipped with the assets necessary to complete daily operations.

Jonathan played a pivotal role in managing numerous critical work processes, including winterizing equipment, conducting preventative maintenance, and overseeing equipment installations. Notably, he led the team in completing essential work on emergency vehicles, ensuring they were swiftly put into service.

Upon receiving this well-deserved recognition, Jonathan graciously acknowledged the hard work of the Equipment Services team.

He has been with the city for seven years, starting in September 2016, as an Automotive and Equipment Technician. He was promoted to Automotive and Equipment Technician II in February 2022.

Jonathan was honored during the April 15, 2024, City Council meeting. The city's Employee of the Quarter award is based on an employee's efficiency, transparency, honesty, innovation, and customer service, all of which comprise the city's ethics statement.

D. PECKLER RECEIVES STATE AWARD

Burleson Animal Services Manager Kim Peckler was awarded the Coy D. Willis Award from the Texas Animal Control Association (TACA). The Coy D. Willis Award is presented every year to someone who has, through their actions, performed duties above and beyond in the administration and management of an animal care and control agency. To be considered for the award, the individual must demonstrate the ability to operate a progressive agency through animal replacement, ordinances, spay-neuter programs, enforcement, and education. To receive the award, someone in the association must nominate an



individual, and then the board of directors will evaluate and decide on a recipient.

E. BURLESON 101 CIVIC ACADEMY UPDATE

Civic engagement has been shining brightly over the past couple of weeks with the launch of Burleson 101 Civic Academy. This innovative program has been a resounding success, empowering citizens to become active participants in shaping the future of Burleson.



Over several weeks, eager residents gathered to delve into the intricacies of local governance, gaining invaluable insights into the inner workings of our municipal systems. Led by city staff, participants explored topics ranging from city planning and infrastructure to public safety and economic development. From interactive workshops and traveling to various city facilities, attendees had the opportunity to witness firsthand how decisions are made, resources allocated, and policies enacted to serve the needs of our community.

Empowered to learn a deeper understanding of their municipal government, participants will gain an overview of the Library, Senior Center, and Animal Services on April 25 and an overview of the city's communications efforts and nonprofits operating in the community on May 9 prior to graduating from the academy. The Civic Academy participants will be recognized at the May 13 Special City Council Meeting. Below is a hyperlink to the Burleson 101 Civic Academy website. There, you will be able to view staff presentations as they are posted through the various sessions. Additionally, this is the landing page where we will announce the application process and future sessions for the Civic Academy.

[Burleson 101 Civic Academy | Burleson, TX - Official Website \(burlesontx.com\)](https://www.burlesontx.com/burleson-101-civic-academy)

View photos of the previous Burleson 101 Civic Academy sessions:

<https://flic.kr/s/aHBqjBcjLW>

If you have questions related to the Burleson 101 Civic Academy, please contact Monica Solko at msolko@burlesontx.com or Justin Scharnhorst at jscharnhorst@burlesontx.com.

F. **FOUR NEW OUTDOOR WARNING SIRENS INSTALLED**

The Office of Emergency Management is pleased to announce the replacement of four outdoor warning sirens. The Federal Signal 2001-130 and Equinox sirens are high-power, rotating, unidirectional outdoor warning sirens. The high-decibel output provides maximum coverage. The outdoor warning sirens can be utilized for hazardous weather conditions, fires, floods, chemical spills and other types of emergencies. The sirens selected to be replaced were at the end of life, and those locations include Hidden Creek Softball Fields, Fire Station 1, Memorial Plaza, and Caddo Grove Elementary. This is the first phase of replacing all of the city's eleven sirens and adding additional areas where coverage gaps have been identified.



Hidden Creek Softball Fields



Fire Station 1



Caddo Grove Elm.



Memorial Plaza

G. PROCLAMATIONS PRESENTED BY CITY COUNCIL

Three proclamations were made during the city council's regular meeting on Monday, April 15.

- A Proclamation recognizing April 14-April 20, 2024, as "National Volunteer Week" in the City of Burleson.
- A Proclamation recognizing April 15 - April 19, 2024, as "Work Zone Awareness Week" in the City of Burleson.
- A Proclamation recognizing April 26, 2024, as "Arbor Day" in the City of Burleson.

H. LIBRARY PROGRAMMING

Craft Supply Swap

Saturday, April 20, 9 a.m. - 12 p.m.

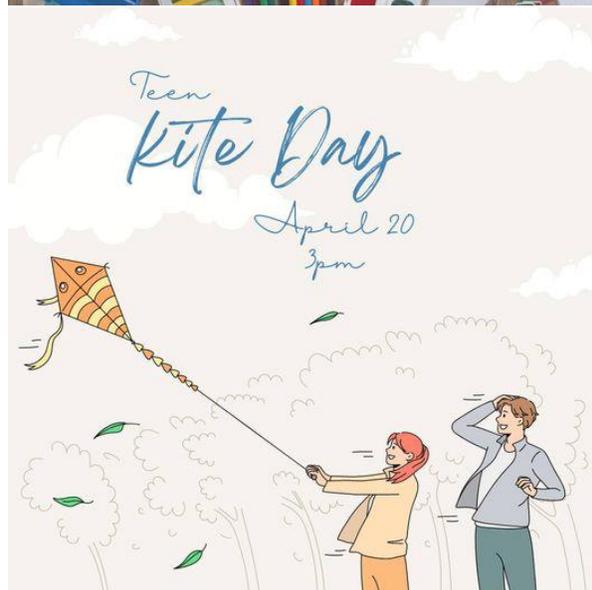
Are you looking to try a new craft but don't want to invest a lot of money until you know if it works for you?



Teen Kite Day

Saturday, April 20, 3 p.m.

Teens ages 10 and up can join us for a DIY Kite STEM activity. After we make our kites, we will head across the street to Warren Park and test them out.



Reading Rover Ribbon Cutting with the Burleson Chamber of Commerce

Thursday, April 25, 11 a.m. in the Library Garden

Join us for the ribbon cutting for the Reading Rover, the library's new programming and outreach vehicle. The Burleson Area Chamber of Commerce will be on-site to help us celebrate this wonderful new addition to the library's services. The Reading Rover comes equipped with everything Burleson Library staff needs to take library services to community events, host diverse programs offsite, and create new services for the citizens of Burleson. The library will be able to create on-the-go library cards, promote early literacy, and deliver classes and programs - all while visiting the far corners of Burleson.



I. SENIOR CENTER PROGRAMMING

On Friday, April 26, at 11:30, join the Burleson Senior Activity Center for their first blind soda taste testing. Have a great time and maybe win a prize.

Please call 817-295-6611 to register.

The Senior Center is located at 216 SW Johnson Avenue and is open to ages 50 and up.

[Sign up for the Senior Center newsletter](#)



J. PET OF THE WEEK

Meet the Burleson Animal Shelter's Pet of the Week: Knight. He is about 13 weeks old and is a Labrador Retriever mix.

His adoption fee is waived and includes shots, microchipping and heartworm testing.

Burleson Animal Shelter is located at 775 SE John Jones Drive, hours are Tuesday - Friday, 11 a.m. - 6 p.m. and Saturdays 11 a.m. - 4 p.m.



K. FREE DROWNING PREVENTION LESSONS

Free drowning prevention lessons are back and registration is open now:

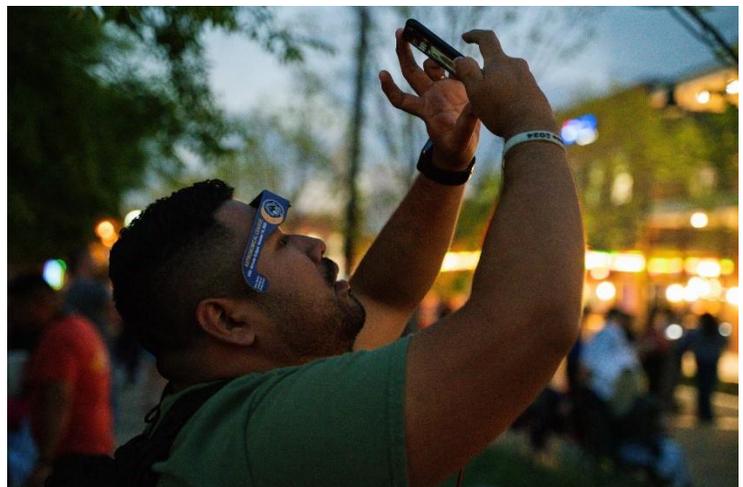
www.burlesontx.com/drowningprevention

The program is open for children who are three to 10 years old and is made possible by Burleson Fire/EMS Department, Sigma Swimming, Cook Children's and the Burleson Recreation Center.



L. SOLAR ECLIPSE WATCH PARTY EVENT WRAP-UP

The Solar Eclipse Watch Party held at Mayor Vera Plaza was a great success. It drew a significant crowd to witness this celestial event. The estimated attendance was 1500, and a diverse array of participants gathered to experience the eclipse together.



Local Business Participation

- Heim Barbecue ran an eclipse special, resulting in an increase in sales and foot traffic. Sales were approximately 4-5 times higher than on a typical Monday, indicating the event's positive impact on business.
- Lumberyard Bar and Grill also offered an eclipse special, which assisted with a surge in sales at roughly seven times higher than usual for a Monday.
- Jeremiah Italian Ice: Participated onsite at the event and achieved impressive sales, just shy of \$1,000 at \$938.71. Their presence added to the overall enjoyment of attendees and contributed to the festive atmosphere.

Overall, the Solar Eclipse Watch Party was not only a memorable experience for attendees but also proved to be a benefit for local businesses, showcasing the power of community events to stimulate economic activity and foster a sense of unity among residents.

Thank you to everyone involved in making this event a success! To view additional event photos, view: <https://flic.kr/s/aHBqjBkL3W>

M. 2024 Hot Sounds of Summer Music Line-Up Release

Announcing the release of the 2024 Hot Sounds of Summer line-up. The music series will kick off on May 31, marking the beginning of a summer filled with great tunes. Featuring a diverse selection of music, there's something for everyone to enjoy. All concerts begin at 7:30 p.m. and will take place at Mayor Vera Calvin Plaza in Old Town, 141 W Renfro Street, except for the July 4 concert, which will take place at Chisenhall Fields, 500 Chisenhall Park Ln. View the line-up below.

- May 31: Shinyribs (*Texas Blues*)
- June 7: Downtown Fever - Emerald City Sister Band (*Variety*)
- June 14: Dadrock (*Late 70s, 90s and 90s hits*)
- June 21: Guns 4 Roses (*Rock - Guns n Roses Tribute Band*)
- June 28: Sunny Sweeney (*Texas Country*)
- June 29: Queen Legacy (*Rock-Queen Tribute Band*)
- July 4: Like Combs (*Luke Combs Tribute Band*)

[For additional information.](#)

2024 HOT SOUNDS OF SUMMER

MAY 31	SHINYRIBS TEXAS BLUES	JUNE 21	GUNS 4 ROSES ROCK (GUN 4 ROSES TRIBUTE)
JUNE 7	DOWNTOWN FEVER - EMERALD CITY SISTER BAND VARIETY	JUNE 28	SUNNY SWEENEY TEXAS COUNTRY
JUNE 14	DAD ROCK LATE 70S, 80S, AND 90S HITS	JUNE 29	QUEEN LEGACY ROCK (QUEEN TRIBUTE)

COMING THIS SUMMER
CHECK THE WEBSITE FOR MORE DETAILS

ROCK CONCERT

JULY 4 LIKE COMBS

LUKE COMBS TRIBUTE AT CHISENHALL FIELDS



Parks and Recreation

ALL CONCERTS WILL START AT 7:30 PM
AT THE MAYOR VERA CALVIN PLAZA IN OLD TOWN

N. FEEL GOOD FRIDAY

Let's take a moment to spotlight one of our parks department's amazing team members, TJ Arthur. As a park crew leader and certified arborist, TJ consistently goes above and beyond in his role. Recently, a resident contacted BTX 311 to share their heartfelt compliments on TJ's exceptional service.

While mowing an area in front of the resident's home, TJ was flagged down and asked about mowing the area towards the back of her property, both parts are city property. With kindness and understanding, TJ explained that they were pretty backed up because of the rain and assured her they would address it as soon as possible. But TJ's dedication didn't stop there. Later, the resident was pleasantly surprised to find that TJ had gone the extra mile and already mowed the area she had inquired about. His thoughtful gesture truly made her day and she wanted to ensure he was recognized for his efforts.



TJ, your dedication and exemplary service make a real difference in our community. Thank you for going above and beyond every day!

If you have a Feel Good Friday, email newsletter@burlesontx.com

III. UPCOMING ROAD CONSTRUCTION/CLOSURES

[\(click to view map\)](#)



ELLISON STREET & PARKING IMPROVEMENTS – CONSTRUCTION START AND ROAD CLOSURE

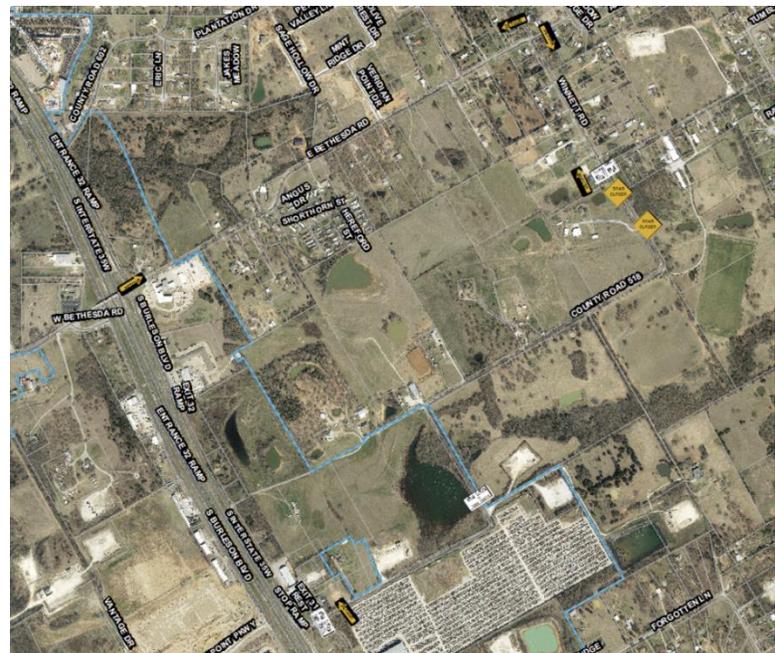
STAFF CONTACT: TRAVIS ROSENBAUM, PE, PROJECT MANAGER
817-426-9620 or trosenbaum@burlesontx.com

Construction of the initial phase of the Ellison Street & Parking Improvement project is currently underway. Phase 1 entails improvements to on-street parking in the single street block as shown below. Contractors have temporarily closed Ellison Street between Warren Street and Bransom Street to through traffic until this phase of the project is complete, currently anticipated for May 21, 2024.



7900-BLOCK OF CR 518 CLOSURE

The Street Department closed the roadway in the 7900 block of CR 518 as of Tuesday, April 16, due to a failure in the roadway and culvert causing a hazardous condition. Crews are currently in the process of securing replacements for the culverts and anticipate beginning work no later than Monday, April 22. The work is expected to be completed and normal traffic patterns restored by Friday, April 26.



GREENRIDGE DRIVE SEGMENT CLOSURE

Beginning Monday, April 22 through May 13, a segment of Greenridge Dr. will be closed to through traffic. The closure is associated with the Church of Jesus Christ (FT Worth TX Temple). The development include pavement improvements and modification to both the existing pavement and the median.



Contact Name:	Tom Teaman
Number:	469-763-1509
Date:	4/8/24
Sales Exec:	Dustin Rawlings
TCP Designer:	Eddie Harmon
Job Number:	393

Comments:	
Sign Spacing:	170FT
Work Zone:	700FT

Date of Closure: 4/22/24 - 5/13/24

Contractor:	Parkway Construction
City:	Burleson
Location:	Greenridge Dr & Commons Dr
Scope:	Road Closure w/ Detour

LEGEND			

IV. PARKS CAPITAL PROJECTS

PROJECT	STATUS	TIMELINE
Village Creek Trail	90% plans underway - acquiring easements and TXDOT LOSA	Construction scheduled to begin Spring 2025.
Bailey Lake Dredging	City Council awarded contract on Feb. 5.	Project started the week of April 1-5
Chisenhall Synthetic Infields Phase 2 (4 fields)	City council awarded contract on March 4.	Target construction start date in May 2024 after spring baseball season to be completed before Fall 2024 season start.
Oak Valley South Trail Connector	Approved by Council January 8, 2024.	Project started construction Friday, March 22, 2024
Meadowcrest Park	Design in review by staff based on feedback/direction received by Park board at Feb. 15 meeting.	Park Board has provided feedback and the project is currently being reviewed – Estimated to start construction Spring/Summer 2024.
Cedar Ridge Park	Project approved/awarded at City Council February 20. Playground equipment is currently in the ordering process.	Projected to begin construction in June 2024.
Oak Valley North-Restroom	Presented to Parks board on January 11, 2024. Awarded at City Council meeting on January 22.	Restroom is in production and is anticipated to be installed in June or July 2024.
Oak Valley South – Scott Street Trailhead Improvement	Design contract presented/approved at Park board on February 15 and City Council on February 20.	Design process – Estimated completion April 2024.

V. EVENTS

Event information can be found at www.burlesontx.com/events

- **EARTH DAY CELEBRATION**
April 22, 6 – 8 p.m.
Bailey Lake Park, 280 W. Hidden Creek Pkwy
Free event
- **HOUSEHOLD HAZARDOUS WASTE EVENT**
April 27, 9– 11 a.m.
Municipal Service Center, 725 S.E. John Jones Dr.
Free event, open to Burleson residents only
- **FAR OUT FAMILY CAMPOUT**
April 27-28, 1 p.m. - 8 a.m.
Bailey Lake Park, 280 W Hidden Creek Pkwy
Tickets available now
- **RESOURCE AND HEALTH FAIR**
May 3, Noon - 2 p.m.
Burleson Senior Center, 216 SW Johnson
Free event
- **CINCO DE MAYO**
May 4, 7 - 9 p.m.
Mayor Vera Calvin Plaza, 141 W Renfro
Free event
- **PET SUPPLY DRIVE + FUNDRAISER**
May 11, 9 a.m. - 2 p.m.
Senior Activity Center, 216 SW Johnson Ave.
This event is free. Pet supply or monetary donations encouraged.
- **MOTHER'S DAY OUTING**
May 11, 6 - 8 p.m.
Mayor Vera Calvin Plaza, 141 W Renfro
Free event
- **TEXAS HERITAGE FESTIVAL MUSIC NIGHT**
May 17, 6 - 8 p.m.
Russell Farm Art Center, 405 W CR 714
Free event

- **SUPER SAFETY SATURDAY**
May 18, 9 a.m. - 1 p.m.
Texas Health Neighborhood Care & Wellness, 2750 SW Wilshire Blvd
Free event
- **TEXAS HERITAGE FESTIVAL**
May 18, 4 - 7 p.m.
Russell Farm Art Center, 405 W CR 714
Free event
- **POPS AT THE POOL**
May 27, 1 - 7 p.m.
BRiCk outdoor pool, 550 NW Summercrest Blvd
Free event
- **HOT SOUNDS OF SUMMER CONCERT *featuring Shinyribs (Texas Blues)***
May 31, 7:30 p.m.
Mayor Vera Calvin Plaza in Old Town, 141 W Renfro St
Free event

VI. ATTACHMENTS

- Bond 2022 Project Update: April 2024.....page 17-21
- Community Services Committee Agenda Summary.....page 22-23
- Council Policy and Valuation Committee Agenda Summary...page 24-25



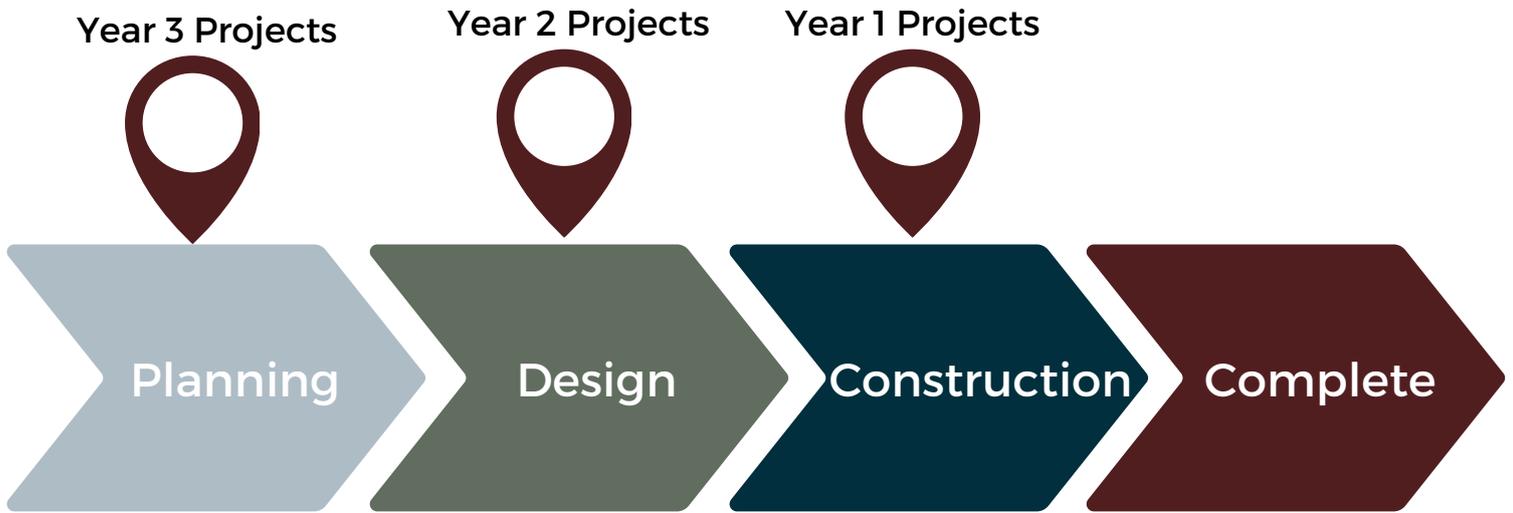
BOND 2022

Project Updates

as of April 2024

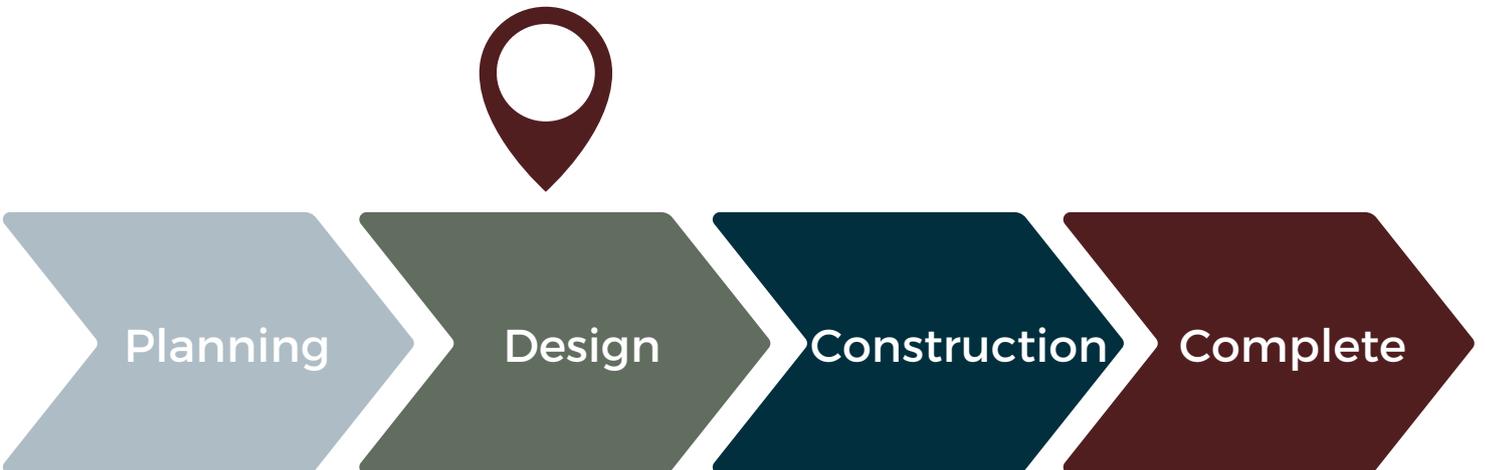
Project | Neighborhood Street Rebuilds

Design and construction for various neighborhood streets throughout the city



Project | Intelligent Traffic System

Project will provide for the design and construction of improvements to allow the city to study, control and synchronize the traffic signals throughout the city



Project | SH 174/Wilshire Boulevard

Lakewood Drive Intersection

Design and construction of dual left-turn lanes

Project was completed on November 15, 2023.



Project | Alsbury Boulevard

Hulen Street to CR 1020

Design and construction for the extension of Hulen Street to CR 1020



Project | Alsbury Boulevard

Hulen Street to CR 914

Design for the future widening from two to four lanes

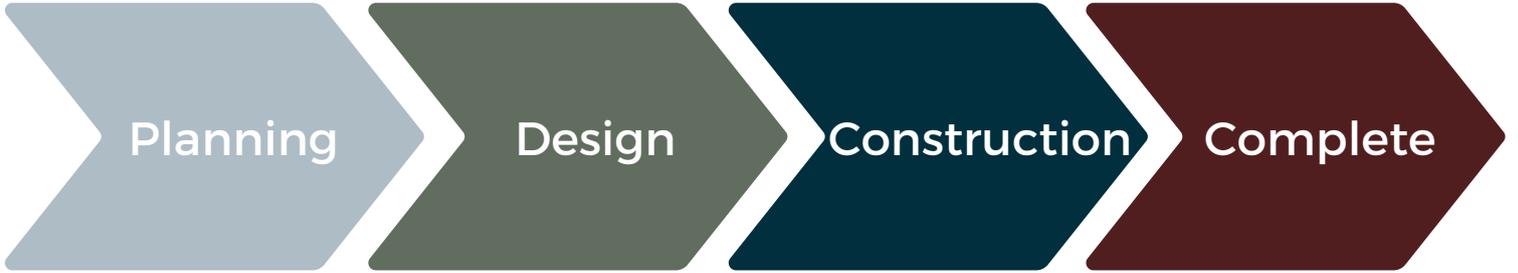


Project | Sidewalk Program

Design and construction of for various sidewalks throughout the city

Vaughn & Renfro

Pleasant Manor



Project | Police Headquarters Expansion



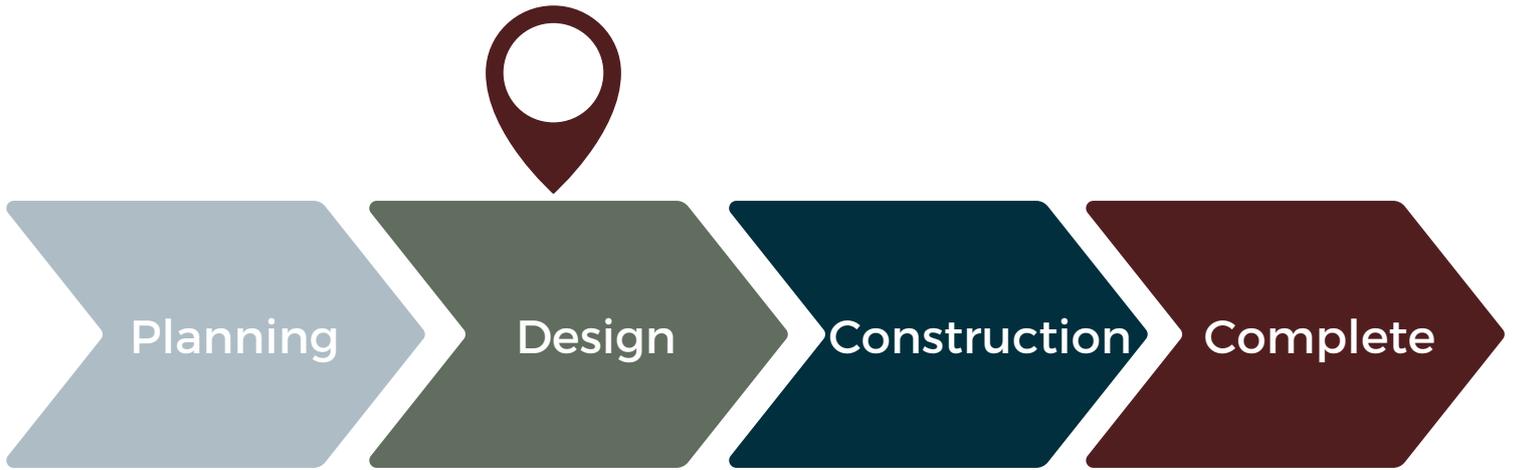
Project | SH 174/Wilshire Boulevard

Hulen Street to Wicker Hill: Design for the expansion to six lanes



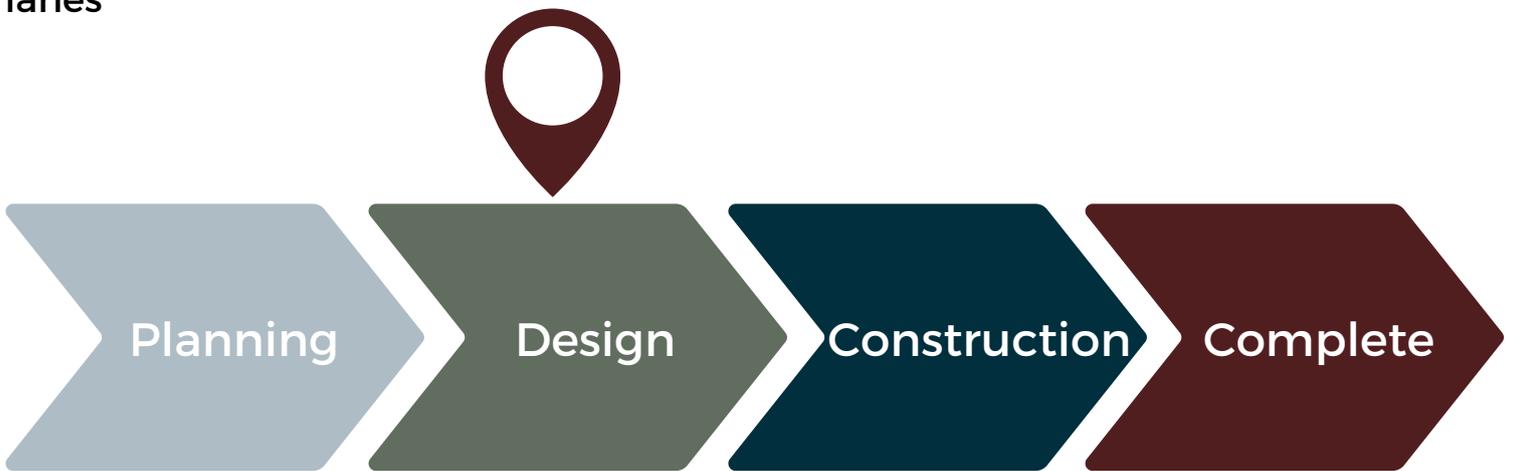
Project | Hulen Street

Design and construction for intersection improvements at Wilshire Boulevard



Project | Hulen Street

Kelly Drive to Candler Drive: Design and construction to expand from two to four lanes

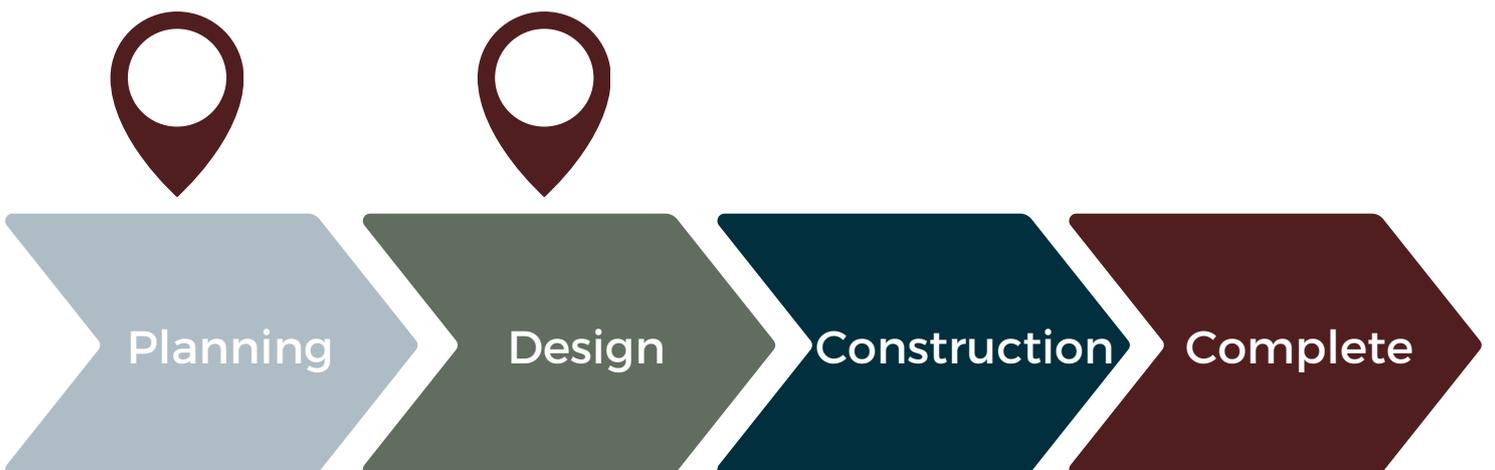


Project | Hillside & Elk Drives & FM 731

Design and construction for intersection & sidewalk improvements

Hillside, Elk (north sections) & FM 731

Elk Drive (south sections)



Bond projects scheduled for upcoming years

Project | CR 1902 & CR 910 Pedestrian Mobility

Design and construction

Project | East Renfro Street/FM 3391

Design for the widening of the roadway

Project | Fire Station 4 Construction



**Community Services Committee
Agenda**

Wednesday, April 17, 2024
9:00 AM

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 approval of the minutes from the January 24, 2024 Community Services Committee meeting. *(Staff Contact: Amanda Campos, City Secretary)*

B. Receive a report, hold a discussion and provide staff direction regarding homelessness and point-in-time homeless counts. *(Staff Contact: Tony McIlwain, AICP, CFM, Development Services Director)*

- Tony McIlwain provided an overview of how homelessness is defined. Through the Department of Housing, there are multiple reasons that homelessness can occur, related, but not limited to domestic violence, drug or substance abuse, crime, health problems, and post-traumatic stress.
- An overview of the Homelessness Resources was provided that highlights resources that are in the Burleson Community. The discussion was centered around what resources can be provided through various civic/nonprofit organizations in our community.
- Burleson PD Data:
 - There were 430 calls in the last two years that the call referenced “homeless”
 - Investigations into those calls could yield repetitive instances. Example: 126 were repeat offenders.
- Library encounters: Most individuals are seeking access to heat or air conditioning. There is another instance where an individual was staying/camping in the parking lot. There has been multiple occasions where people have been in the parking lot when staff arrived.
- Counting Homeless Individuals – staff has contacted Tarrant County Homeless Coalition (TCHC) to discuss the city’s count.
- TCHC Conducts annual counts on the Tarrant County side of the City of Burleson. There is not an existing search on the Johnson County side.
- Councilmember Johnson brought up points related to the McAlister Road corridor and the perceived notion of an influx population of homeless people.
- Ms. Barnes from TCHC spoke to the McAlister Corridor – and the information they found when they conducted their search.

- Councilmember Victoria Johnson asked about TCHC's process to notify individuals that were going to be displaced in the event of a development, etc. Ms. Barnes went through their process on how they coordinate those efforts.
- Tony discussed the city of Austin's recent homelessness issues and what the city did to relocate those individuals, indicating that communication is paramount.
- The Texas Homeless Network (THN) is responsible for specific counties in Texas, which includes Johnson County.
- During conversations with THN – there was indication they could provide staff training in an effort to mitigate negative interactions with homeless individuals.
- Next Steps: Committee discussed what the role of the city is?
 - How can we educate not only staff but citizens on available resources.
 - The committee indicated that training would be a great opportunity to provide educated assistance to those that are affected in our community.
 - Additional discussions were centered around what resources the city could provide related to personal sanitation issues.
 - Economic factors were also discussed. Example: someone that has a need might have to decide to pay the bills and go the Harvest House or another food bank to get food.
 - The committee and staff discussed options to enhance resources to partner in the community. Additional discussions were housed around homelessness, and someone that has a place to stay, but needs assistance for food, clothes, etc.
 - Poverty Simulation – TCHC has a training day on May 3, geared towards elected officials to shine light on the struggles associated with homelessness. The situations that lead up to someone becoming homeless and the challenges associated with.
 - The committee discussed how the city can create a food drive that would enable people to drop off food in partnerships with participating food pantries in the community.
 - City staff is going to summarize a plan to coordinate a potential event, and training to the community services committee not at the next meeting, but one after in an effort to materialize processes prior to meeting. Partnering with TCHC could provide additional resources as we continue to explore our options.

4. **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

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

6. **ADJOURN**



**Council Policy and Valuation
Committee Agenda**

Wednesday, April 17, 2024
11:00 AM

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. **REPORTS AND DISCUSSION ITEMS**

A. Consider approval of the minutes from the January 24, 2024 Council Policy and Valuation committee meeting. *(Staff Contact: Amanda Campos, City Secretary)*

B. Receive a report, hold a discussion, and provide staff direction on the city's newspaper service for public and legal notices. *(Staff Contact: Richard Abernethy, Administrative Services Director)*

- Richard Abernethy provided a background on how and why the city uses newspaper services within the city discussing certain requirements related to elections, procurement, and development services.
- Local Government codes require the city to meet certain requirements for various functions. Since the city is getting close to the \$50,000 threshold, there is a need to look at alternative services.
- The city renegotiated the contract which saved the city money in 2021. Due to current demand, there is still a need to look at either bidding this service or looking at expanding into a different newspaper.
- Cost comparison was provided based on other cities we typically benchmark.
- Collectively, the committee opted to go through a competitive bidding process.
- Staff will add the item to the May 6 agenda on consent.

C. Review, discuss, and provide feedback on possible amendments to City Council Policy #17 - Establishing City Council Rules of Procedure for City Council Meetings. *(Staff Contact: Amanda Campos, City Secretary)*

- Amanda Campos provided an overview of Council Policy 17 which outlines council rules and procedures for establishing city council agendas.
- There was an overview of the existing process related to creating the agenda packet, agenda item page, consent agenda, general, and reports and presentation section.

- Future changes were proposed to limit or alter the way council interacts during the public appearances section. The conversation was centered around citing policy during this time.
- It was determined that general direction to the city manager was appropriate to contact in the event there is an item that needed to have executive session before the consent agenda.
- Executive Session: Requested further definition on recordings while in executive session. Requested that added language be added to executive session that states that executive session cannot be recorded unless required by law.
- Burluson Rules of Order – there was consensus to add language that stipulated that the consent agenda is exempt from this order.

4. **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

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

6. **ADJOURN**