



WEEKLY REPORT

MAY 12, 2023

TO: MAYOR FLETCHER AND COUNCIL MEMBERS
FROM: BRYAN LANGLEY, CITY MANAGER

THE CITY OF
BURLESON
TEXAS

Weekly Report | May 12

I. Council Schedule

Meetings

Monday, May 15, City Council Regular Session, 5:30 p.m.

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>

Reports and Presentations

- Receive a report, hold a discussion, and give staff direction on a new enhancement for CPR response with automated external defibrillator (AED) deployed in police vehicles. (Staff Contact: K.T. Freeman, Fire Chief)

II. General and Status Updates

A. May 2023 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.

May 2022	May 2023	Diff \$	Diff %	FY 2022 YTD	FY 2023 YTD	Diff \$	Diff %
\$ 2,555,920	\$2,667,094	\$ 111,174	4.35 %	\$ 13,596,405	\$ 14,501,858	\$ 905,453	6.66%

Note: May 2023 sales tax amount represents sales incurred in March 2023.

B. Public Input Budget Survey

The City of Burleson is in the planning process for the Fiscal Year 2023-2024 budget and is asking residents to provide feedback on which items they'd like to see prioritized in next year's budget. Staff will launch this survey on May 12 and it will remain open until June 1. Survey link can be found [here](#).

Input from residents helps ensure that our community's most important needs and priorities are addressed in the city's budget.

C. Planning and Zoning May 9 Meeting Summary

On Tuesday May 9, 2023, The Planning and Zoning Commission met for its

regularly scheduled meeting at 6 p.m. The Commission had ten members in attendance and the following items were discussed and acted on:

- Consent Agenda items:
 - Approval of the minutes from the April 25, 2023 meeting.
 - Approval of a Replat for Space Acres North Addition, Case 23-016.
 - A motion and a second were made to approve all consent items and there was no discussion; the motion to approve passed by a unanimous vote of 10-0.
- Public Hearings:
 - Approval of a Specific Use Permit (SUP) for Top Dog Texas, located at 136 NW Ellison St., Case 21-134.
 - Staff presented the SUP request that would allow Top Dog Texas to continue to offer training and boarding (indoor kennel) service options to its clients.
 - The Chairman opened the public hearing at 6:05P.M. and with no one to speak in favor or against the item, he closed the public hearing at 6:05P.M..
 - Commissioner Janusch had a question for staff if this was a complaint that brought this item forward, or if this was an oversight during the original Certificate of Occupancy application submittal.
 - Staff responded that it was not a complaint but a routine inspection from the Neighborhood Services Department staff who informed the business owner that indoor kenneling was not allowed without an SUP. They also informed the business owner that the original application for a Certificate of Occupancy should have had a note placed on it that stated “No Indoor Kennel Allowed without and SUP”.
 - Commissioner Taylor had a follow up question of the applicant in regards to if the indoor kenneling was always offered, or if it was a new offering from the business.
 - The applicant addressed the Commission and stated that his business has always provided a boarding option during the training of his clients’

pets, but he does not openly board animals for the general public. He stated that there was a miscommunication and he is now asking for the SUP so that he can continue to offer that service.

- There was a motion and a second made to recommend approval of the SUP request, the motion passed with a unanimous vote of 10-0.
- Other times for Consideration:
 - Nominations and Election of Planning and Zoning Commission Chairman.
 - A motion and a second to nominate Michael Tune as Commission Chairman was passed by unanimous vote of 10-0.
 - Nomination and Election of Planning and Zoning Commission Vice Chairman.
 - A motion and a second to nominate Dan Taylor as Commission Vice Chairman was passed by unanimous vote of 10-0.
- Community Interest Items:
 - Chairman Russell addressed the commissioner and thanked them and the citizens for electing him to City Council and he thanked staff for their support and guidance during his time on the Planning and Zoning Commission.
 - Development Services staff thanked Chairman Russell for his service to the Planning and Zoning Commission and his time as Chairman of the Commission and presented him a plaque.
- Adjournment
 - With no further business items, Chairman Russell adjourned the meeting at 6:15 p.m.

D. Advisory Committee on People with Disabilities Activity Report

The Advisory Committee on People with Disabilities has met twice in the first two quarters of the fiscal year. As part of the 2022-2023 budget process, City Council authorized \$50,000 that enabled staff to solicit a contract with Accessology Too, LLC., to begin developing a self-assessment and city comprehensive transition plan.

At the April 19 committee meeting, committee members established a list of priorities that they would like to see related to ADA discussions across the city.

- Request: Find ways to collaborate with BISD special services division to develop a relationship to heighten community awareness.
 - Staff is finalizing a meeting with BISD to determine the next steps.
- Request: Collect data on ADA complaints to determine where the most reported locations are across the city.
 - Staff is gathering submitted data to gather this information.
- Request: Find future events the committee can participate in, hoping to have a larger footprint in the community.
 - Staff is organizing a handout of future events that the committee could have a presence at.

E. Library News

What is better than a tea party? A tea party with a T-Rex, of course! The library hosted a T-Rex Tea Party on Saturday, May 6. They read the book *Tea Rex*, did a scavenger hunt and dino walking trail, drank lemonade, and ate dino cupcakes.



F. Keep Burleson Beautiful Rescues Native Plants from Hooper Business Park

Keep Burleson Beautiful contacted Economic Development to request permission to rescue uncommon North Texas prairie plants from an area of Hooper Business Park identified as future regional detention. The group proposes reclaiming the plants to preserve them for future projects such as the Library Garden and Bailey Lake Pocket Prairie.



The area identified for prairie rescue is a small portion of the 106-acre park and is indicated on the map. Removing the plants will not impact future plans for regional detention for Hooper Business Park.

G. Career Day with Parks at Frazier Elementary

On Tuesday, May 9, Parks and Recreation participated in career day at Frazier Elementary. During the event, 600 students from grades K-5 learned about planning, designing, managing, and maintaining parks in Burleson. Students were allowed to get behind the wheel of park



equipment, including the Gator cart, ballfield groomer, and mini-excavator. They were also led through a post-storm park assessment by a staff arborist, where they learned how staff quickly makes parks safe by managing fallen storm debris and how fallen limbs are processed into mulch to be re-used in parks.

H. Parks Storm Damage

Staff completed storm damage assessments in parks from the storm on Saturday, May 6. In total, seven trees and several large branches were removed at Chisenhall Sports Complex, the police headquarters and Meadowcrest, Prairie Timber and Warren Parks. Trees lost will be added to the tree mitigation log for future replacement.



I. Centennial Park- Playground Surface Repairs

While conducting a playground inspection at Centennial Park, staff observed cracks and holes in the surfacing that require repairs. Staff will repair the damages by applying a protective rebinding to the poured-in-place surfacing. Sections of the playground will be closed from Monday, May 15, thru Thursday, May 18, for repairs and for the binder to cure. Weather permitting, the closed sections of the playground will be reopened by Friday, May 19.



J. Monarch Waystations

Monarch waystations provide the resources necessary for monarch butterflies to produce successive generations and sustain their migration. With the Parks Department's goal of increasing conservation efforts city-wide, the department has installed



three new monarch habitats certified as official Monarch Waystations by Monarch Watch. There are several guidelines for waystations to become certified. You can find those guidelines here: [Monarch Watch Monarch Waystation Program](#). Landscape beds at the following new locations have been certified and meet all guideline requirements: Elk Ridge Park, Burluson Recreation Center, and the city's service center. An existing waystation is located at Bailey Lake Park in the pocket prairie. This waystation was funded by a Monarch Watch grant and maintained by Keep Burluson Beautiful and Rio Brazos Master Naturalists Chapter.

K. BTX Honey Tour Carnival (Event Notification) – Impacted Parking (City Hall and HR facility)

As a reminder, in preparation and to complete the set up for the upcoming BTX Honey Tour Carnival (May 25-28), Parks staff will be utilizing the parking lots marked X in the graphic beginning May 23, 2023, at 7 a.m.

The event will also require street closures, as shown on the map in yellow. These closures will temporarily impact parking for the city hall and the city hall annex.

In response, recommended parking lot areas are labeled on the map. These areas will be available for temporary parking from Tuesday, May 23 – Friday, May 26. To accommodate the longer walking distance, Parks and Recreation staff will have golf cart shuttles available near these locations at the beginning, mid-day, and conclusion of the work day (8 a.m. - 5 p.m.). Please note these are just recommended parking areas. Staff may park at any other areas available in Old Town outside the event footprint shown in the graphic. We are asking that staff please do not park in front of Old Town businesses to allow their customers to utilize the spots in front of the businesses.

We greatly appreciate your help with preparing for this community event. Additional event information can be found [here](#). Parks and Recreation staff greatly appreciate your help, patience, and understanding with these preparation efforts. If there are any additional questions, please feel free to reach out to Jessica Martinez, jmartinez@burlesontx.com.



L. Parks and Recreation Updates

There are lots of additional exciting things happening in our community within Parks and Recreation. View the latest updates in the monthly parks board presentation on page 14. Updates include special event recaps, program news, park project updates, staff highlights, and more.



M. Hidden Creek Golf Course Drainage Improvements

The Streets and Drainage Division of Public Works recently completed drainage improvement at the Hidden Creek Golf Course. The improvement will help mitigate flooding and erosion concerns at multiple locations across the golf course.



N. Explore Burleson Blog

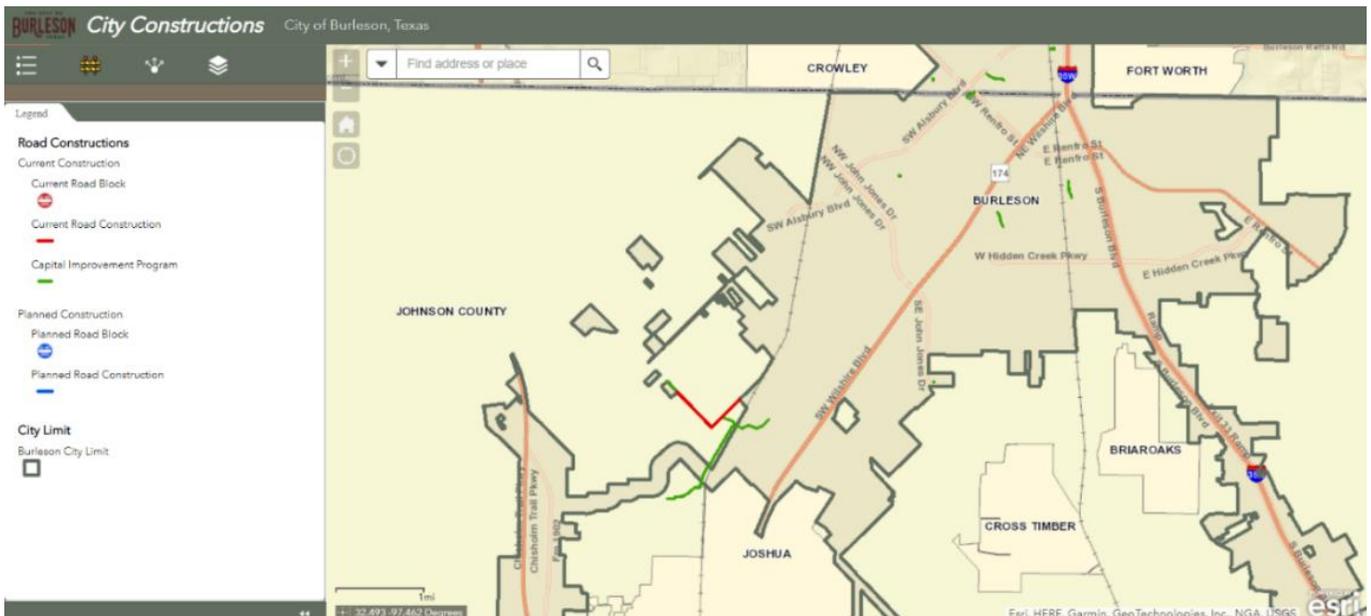
EDC and Communications have partnered up to launch a new monthly blog that is featured on the EDC website and then shared on the Explore Burleson and Official City of Burleson social media pages. The blog encourages citizens to dine, shop, live and play local. Multiple local businesses are incorporated into the writings each month. Read this month's blog here: [Explore BTX Vol. 7 | Burleson EDC \(burlesontxedc.com\)](https://www.burlesontxedc.com)

O. Feel Good Friday

Recently, Burleson Police Department hosted "Chief for a Day," an honor won through an annual school fundraiser. The "Chief for a Day" was sworn in, pinned with two stars, signed paperwork to allow jeans for a day, and then toured the department.



III. Upcoming Road Construction/Closures ([click to view map](#))



IV. Parks Capital Projects

Project	Status	Timeline
Clark Parking Lot	Under construction – landscaping and finishes underway.	Scheduled completion: mid-May 2023
Oak Valley Playground and Parking Lot	Parking lot under construction to be completed mid-May 2023. Playground installation will begin immediately following completion of parking construction.	Parking lot construction to begin 4/3/23 thru mid-May. Playground scheduled to begin early June to be completed by the end of June 2023.
Cemetery Expansion	Project is complete.	Ribbon Cutting is scheduled for May 23.
Elk Ridge Playground and Trees	Trees, irrigation, concrete, and playground equipment installation complete. Surfacing installation and finishes underway.	Project completion: mid-May, weather permitting.
Wakefield Playground	Installation to begin mid-May 2023	Project completion: late-May 2023
Park Monument Signs	Installations to begin mid-May 2023 for the following parks: Centennial, Elk Ridge, Mistletoe Hill, Prairie Timber, and Wakefield Heights.	Project completion: Summer 2023
City Hall Parking Lot Landscaping and Irrigation	COMPLETE and in-service	Completed 05/04/2023
Bailey Lake/ Chisenhall Parking Expansions	Mobilization and erosion control underway at Chisenhall parking lot.	Construction began 5/11/23 at Chisenhall and will begin 6/5/23 at Bailey Lake
Village Creek Trail	90% plans underway - acquiring easements and TXDOT LOSA	Partial construction to begin Fall/Winter 2023
Parks Building	Brick work completed. Framing interior walls, canopy, fire suppression, and MEP fixtures underway.	Project Completion: late June 2023
Chisenhall Turf Conversion	Turf installation COMPLETE. Restoration of disturbed areas remain.	Project completion: May 2023
Shannon Creek Nature Park	Schematic design documents received and reviewed by Parks Board 05/11/2023	Schematic design is scheduled for City Council review at an upcoming meeting
City Gateway Signage	Conceptual renderings approved	
Bartlett Soccer Complex Field Renovation	Under construction – irrigation and grading complete. Fine grading and sod installation remain	Complete construction mid-May due to rain days with grow-in period thru 6/30/23

V. Events

- **Sweet Treats**
May 12, 5 - 7 p.m.
Russell Farm Art Center, 405 W CR 714
\$25 per couple

- **Mother's Day Outing**
May 13, 6 - 8 p.m.
Mayor Vera Calvin Plaza, 141 W Renfro St
Free Event

- **Texas Heritage Festival Music Night**
May 19, 6:30 - 8:30 p.m.
Russell Farm Art Center, 405 W CR 714
Free Event

- **Super Safety Saturday**
May 20, 9 a.m. - noon
Texas Health Neighborhood Care & Wellness, 2750 SW Wilshire Blvd
Free Event

- **Texas Heritage Festival**
May 20, 4 - 8 p.m.
Russell Farm Art Center, 405 W CR 714
Free Event

VI. Attachments

- Parks and Recreation Update.....page 14-35



Departmental Updates

Park Board- May 2023

Rec Special Events



Event Recaps:

Earth Day Celebration: April 22, 2023 - Estimated attendance, 175

Arbor Day Celebration: April 28, 2023 - 20-25 Hajek student council members

Far Out Family Camp Out: April 29, 2023 - 54 families registered (245 people)

Cinco de Mayo Celebration, May 5, 2023 - Estimated attendance, 250



Upcoming Events:

Mother's Day Out: May 20, 2023

Texas Heritage Music Night and Festival: May 19-20, 2023

BTX Honey Tour Carnival and Hot Sounds kick off: May 25-28, 2023



EARTH DAY



EARTH DAY



ARBOR DAY 2023



ARBOR DAY 2023





Cinco de Mayo Celebration: included live entertainment, kids activities, giveaways, photo op, food vendors, and more!

Rec Programs



Athletic News:

Athletics Highlight:

Pickleball at the BRiCK - 17 registered (April)

Current Athletics: Basketball, Softball, and Volleyball

Upcoming Athletics: Family Pickleball Clinic (Warren Park): May 21

Youth Track Athletics: Begins late May 2023



Program News:

Programming Highlight:

Summer Camp (avg. 111 registered - 75% full)

Current and Upcoming Programming:

Homeschool PE (30 participants), Sporties for Shorties (8 participants), Gymnastics (30 participants), Teen Camp (upcoming - 13 registered), and Women's self defense.



Additional News:

Honey Tour Carnival News: May 25-28

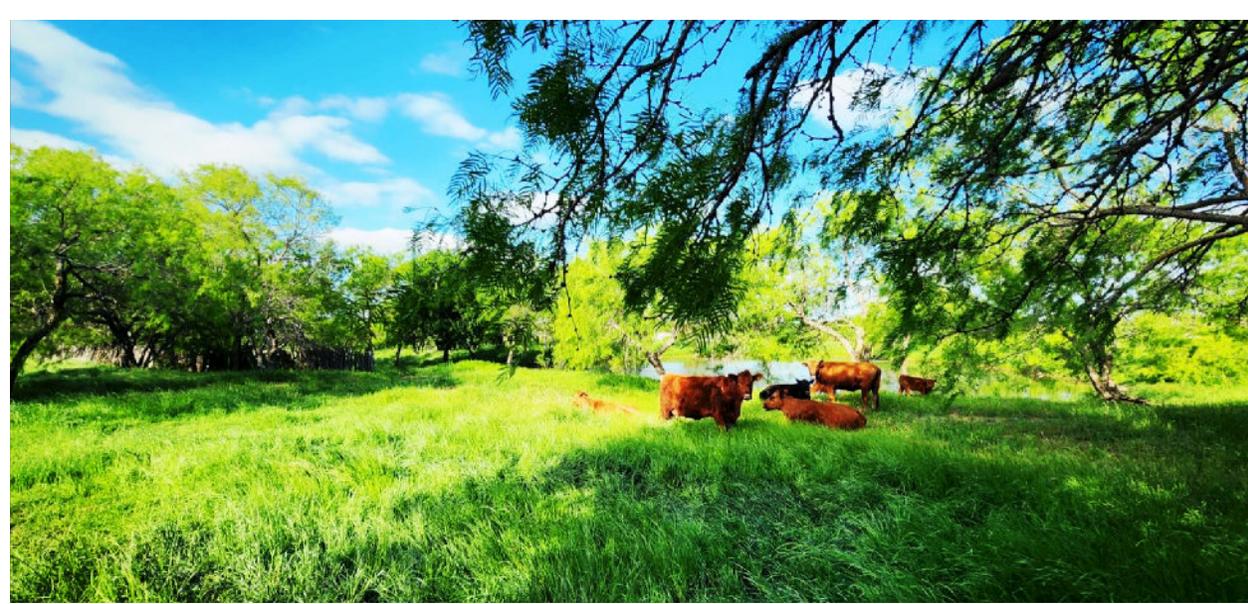
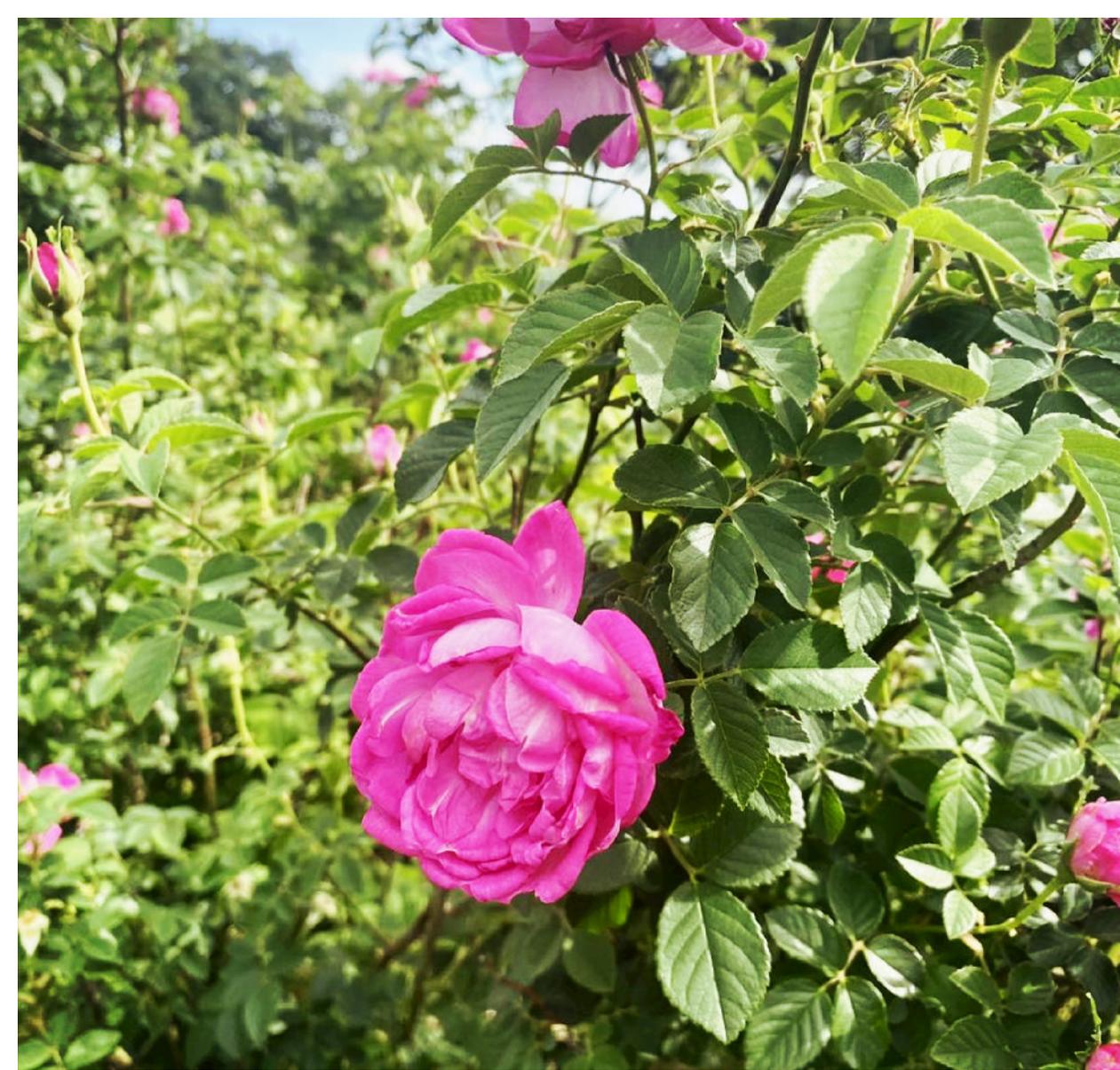
Line up released; Selections will highlight talent local to Burleson and surrounding areas as well as popular talent around the DFW Metroplex.

Russell Farm Art Center



Russell Farm Updates:

- Programs/Events News:
- Date Night Experience(Cinco de Mayo theme), May 6, 2023 - 15 registered couples
- Strawberry Dipping class (Mother's Day theme): May 12, 2023
- Pineapple Habanero canning class: May 13, 2023
- Texas Heritage Music Night and Festival: May 19-20, 2023
- Russell Farm Summer Camps: Teen Cooking, Fun on the Farm, and Art - Begins June 2023



Springtime bloom at Russell Farm

Parks and Recreation receives two awards from the DFW Directors Association:

Recreation division: Inclusion Award

Park division: Environmental Stewardship Award



2023 Environmental Stewardship Award



2023 Inclusion Award

Marketing and Community Engagement

Quick Stats as of 5/5:
Facebook Followers:
15,175
(170 follower increase)

Instagram Followers:
1,334
(15 follower increase)

Tik Tok Followers:
1,029
(9 follower increase)

Constant Contact
Subscribers:
5,118

Save these concerts to your Facebook events! We can't wait to see everyone at the 2023 Hot Sounds of Summer! #btx #hotsounds #freeconcert

- May 26 <https://fb.me/e/2DHJMMArx>
- June 2 <https://fb.me/e/WmgLfXx1>
- June 9 <https://fb.me/e/WtpOQNzq>
- June 16 <https://fb.me/e/31nIVlueU...> See more



Facebook Highlight: Hot Sounds of Summer 2023

Reach - 8,421; Reactions - 105;

Comments - 17; Shares - 29

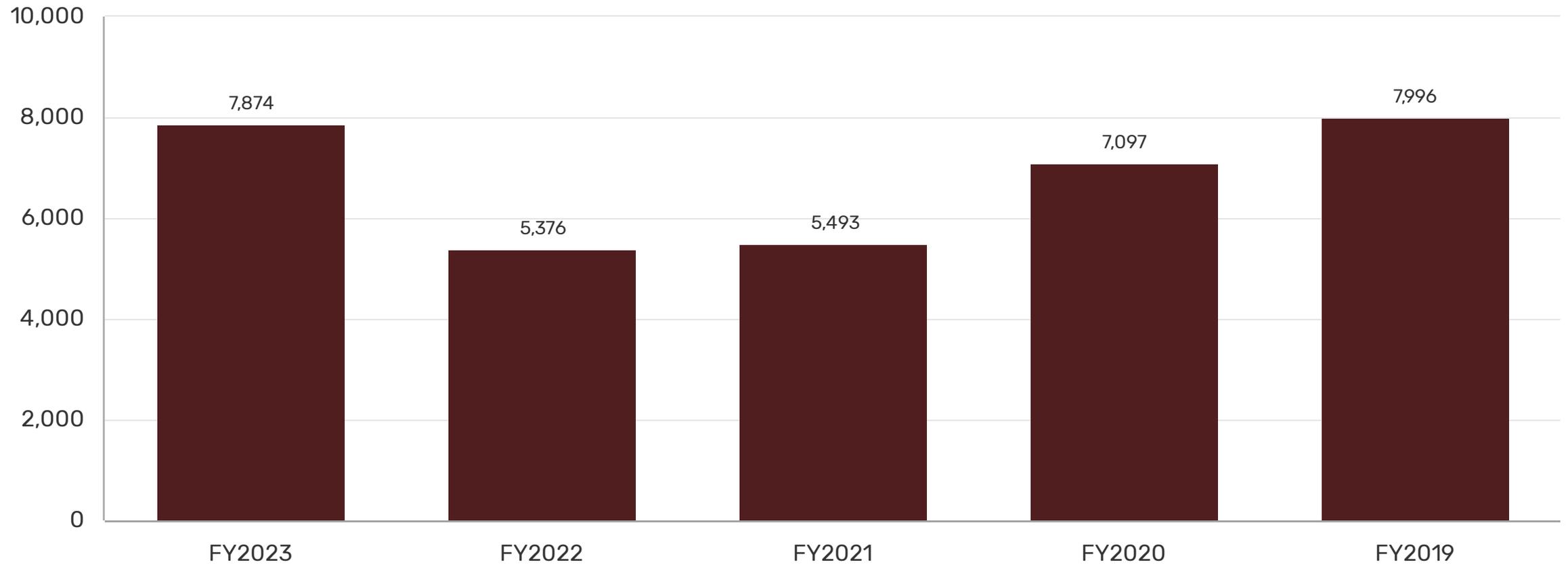
BRiCk - Projects

1. **Replace outdoor pool sand filter - In production**
2. **Lobby redesign/update - Scheduled for Council consideration Summer 2023**
3. **Outdoor Pool Shade Structures & Furniture - Arrived and preparing installation**
4. **Relocate flag pole lighting out of walk path - In production**
5. **Plumbing repairs through lobby area - In production**



BRiCK- Memberships

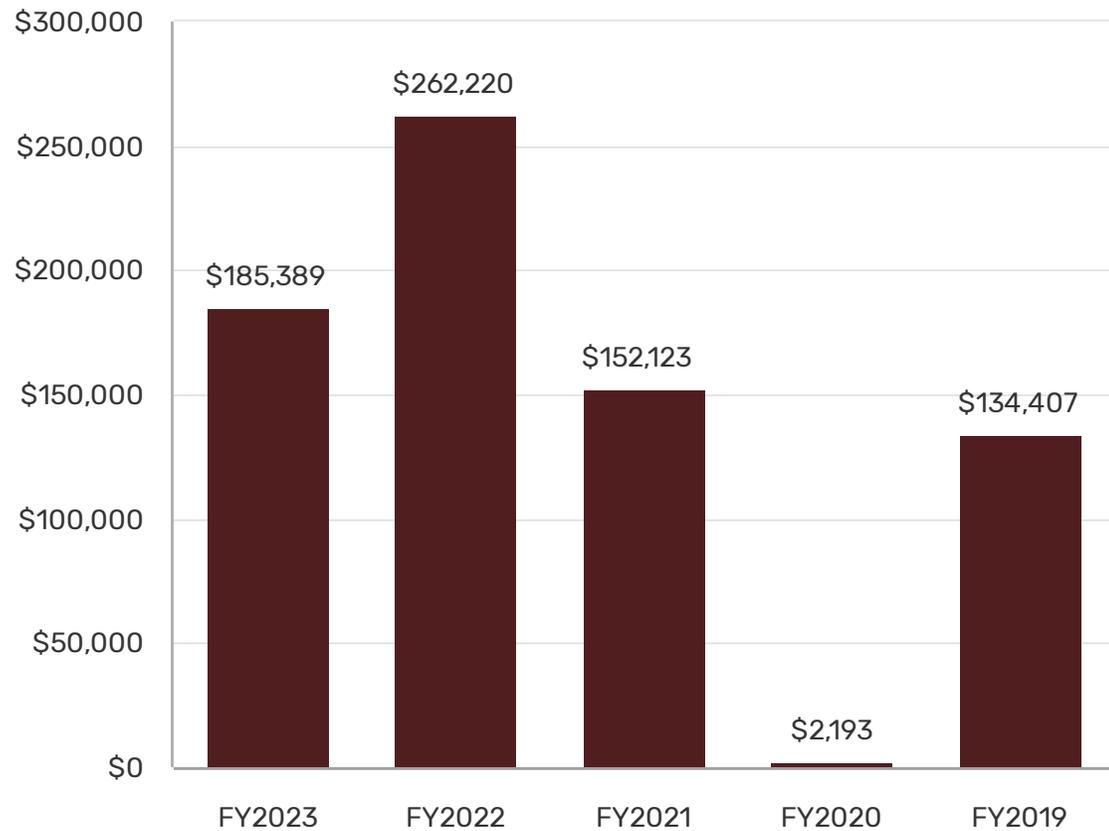
April Memberships



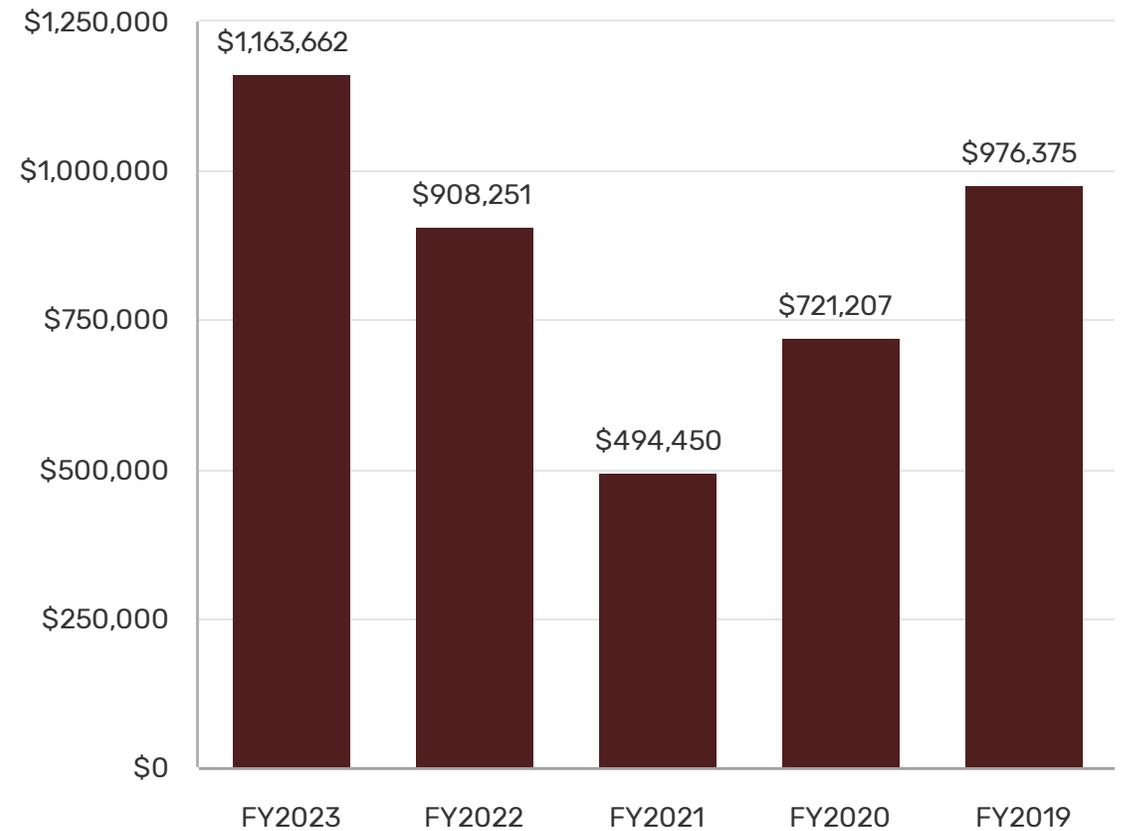
FY 2021 had limited data due to software conversion

BRiCK-Revenue

April

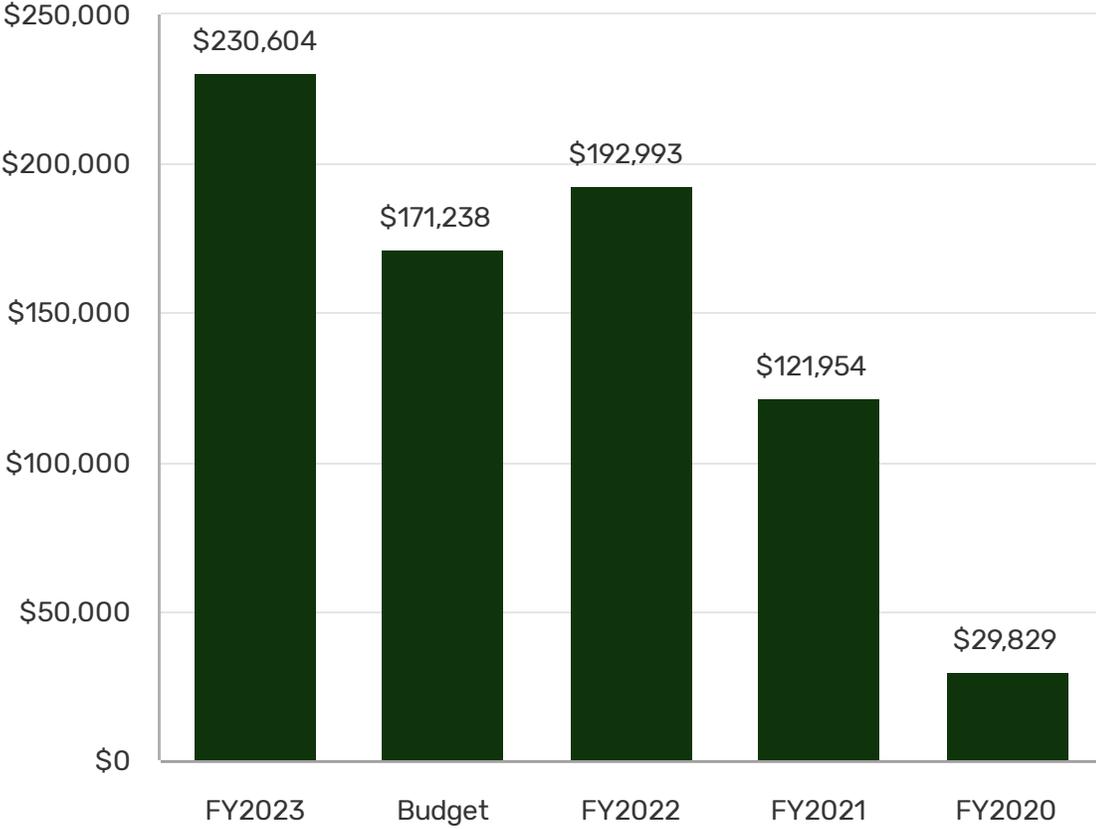


Year to Date (Accruals not included for current FY)

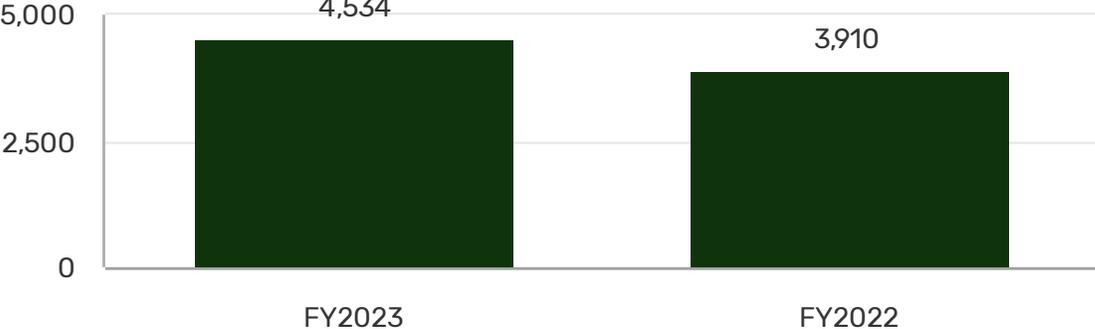


Golf- April Comparisons

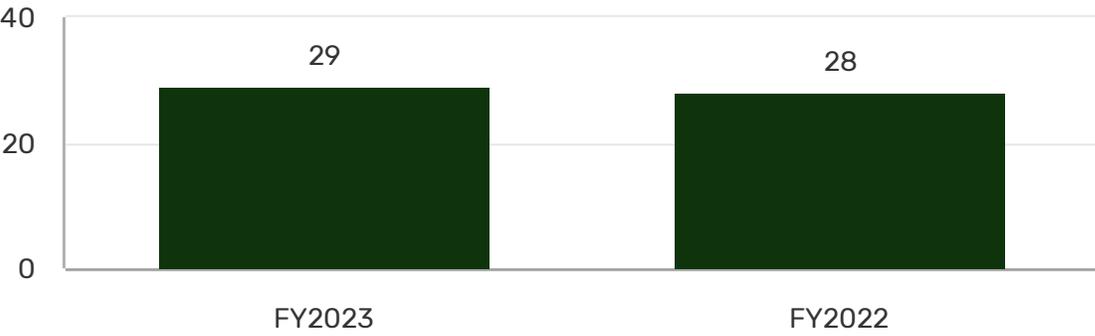
April Revenue



Rounds Played in April

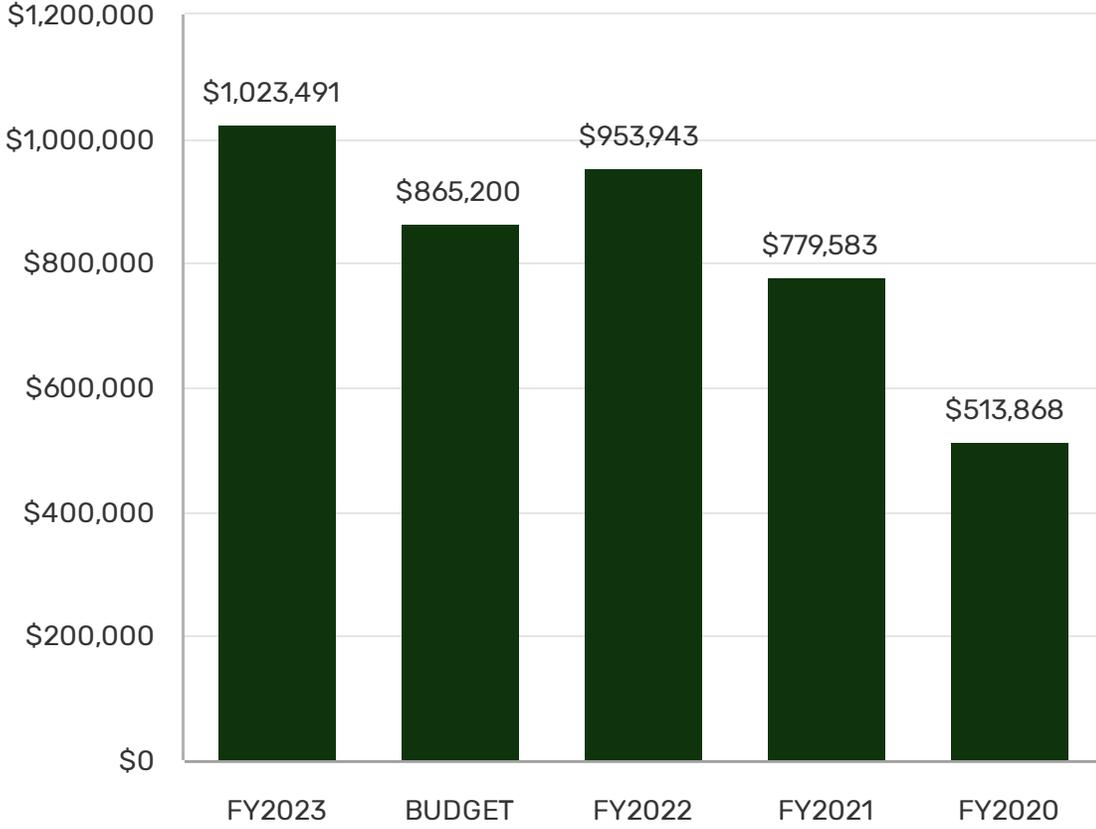


Playable Days

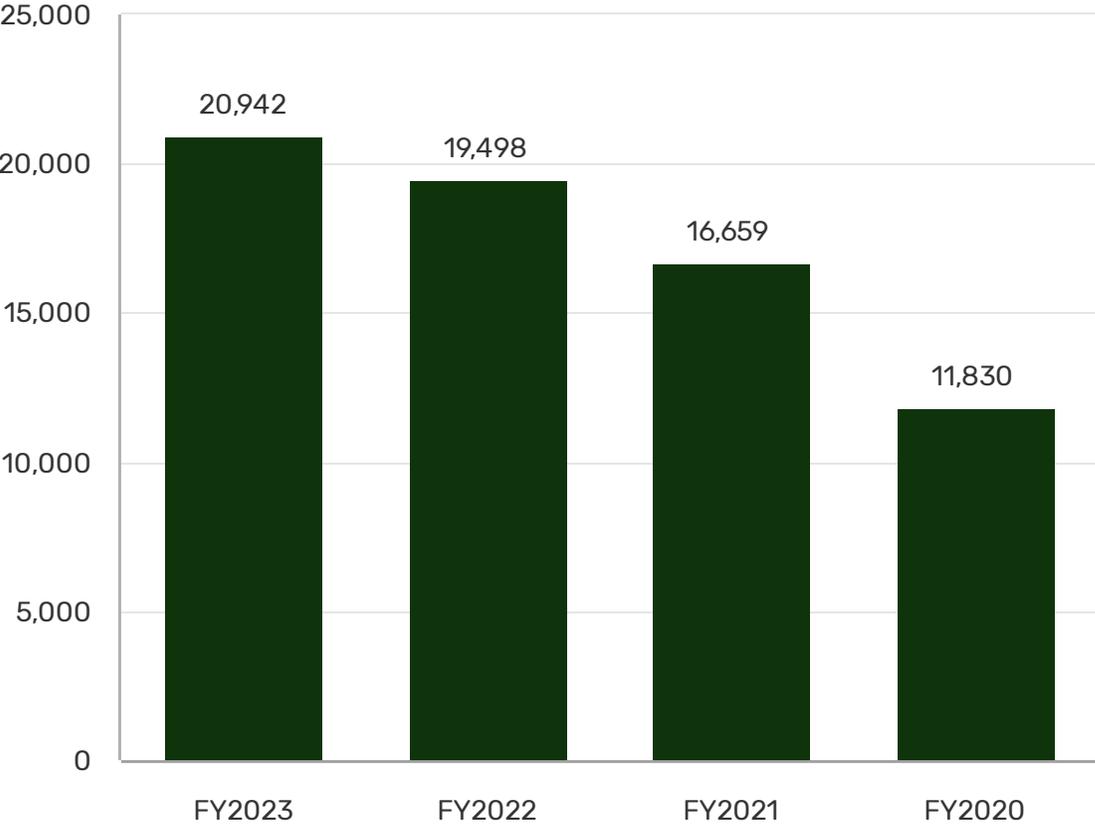


Golf- Year to Date

Revenue YTD October -April

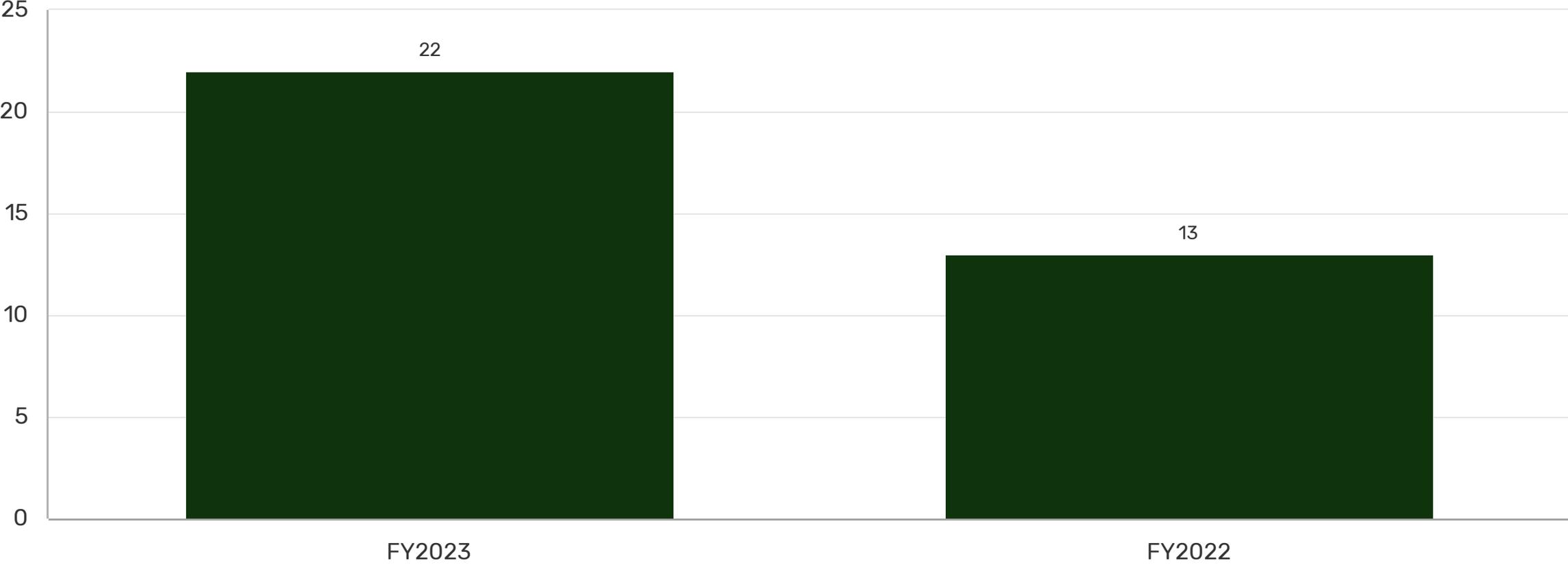


Rounds Played YTD October- April



Golf

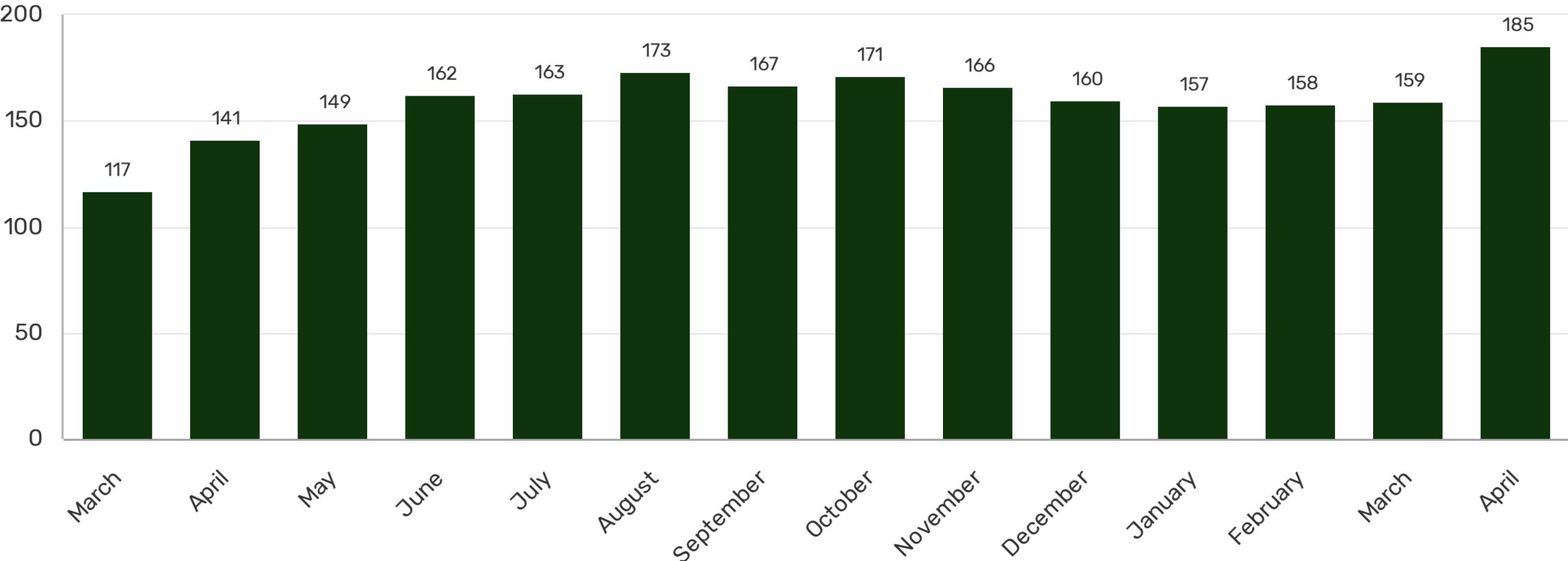
Tournaments YTD



Golf-Memberships

— 185 Current Members

Players Club



Parks - Capital Project Updates



- **Cemetery Expansion: final inspection and acceptance underway.**
- **Bailey Lake and Chisenhall Parking Lot Expansions: Construction to begin at Chisenhall May 11 and at Bailey Lake June 5.**
- **Village Creek Trail: Revised 90% plans underway. Easement acquisitions in negotiation, estimated to begin construction Fall 2023**
- **Bartlett Soccer Complex: Under construction - irrigation and grading complete. Sod installation will begin and grow-in will continue through the end of June 2023.**
- **Park Monument Signs: Quotes came in lower, will be able to expand and add 5 parks this year. Elk Ridge, Wakefield, Prairie Timbers, Mistletoe Hill, Centennial**



Parks - Capital Project Updates (Continued)

- **Parks Building: 75% construction complete**
- **Oak Valley North Park: Parking lot under construction with playground to follow upon completion. Estimated completion May 2023**
- **Elk Ridge Park: Estimated completion May 2023**
- **Wakefield Park: Estimated completion June 2023**



Parks - Capital Project Updates (Continued)

- **Clark Park: Estimated completion May 2023 - parking lot concrete poured. Sidewalks, signage/stripping, and landscape underway**
- **Chisenhall Fields: Punch list**
- **City Gateway Signage: Initial renderings under review**
- **Shannon Creek: Schematic design presented this evening**

April Parks by the Numbers



PLAYGROUND SAFETY

30

INSPECTIONS PERFORMED
(MINOR REPAIRS MADE: 15)

Litter Abatement in Parks,
Athletic Fields, and ROWs



32,430

Pounds of Litter Removed



Irrigation Services

10

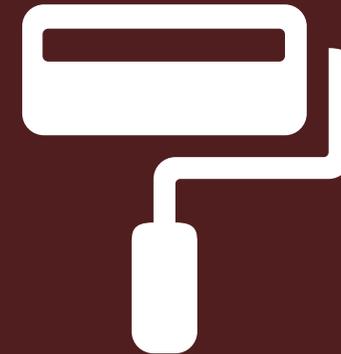
Irrigation Systems
Inspected

20

Irrigation repairs made

Integrated Pest Management

- 23 sites treated for fire ants and pests
- 27 sites received post-emergent weed control treatments



6 graffiti incidents:
100% abated
within 24 hours of
reporting

April Parks by the Numbers



Arbor Day 2023

Hajek Elementary
Student Council
helps plant 10 new
trees at Centennial
Park

Acres Mowed in Parks and ROWs



1,384 Acres



**3 Parks landscape beds
certified as Monarch
Waystations**

Award-winning



Parks wins DFW Director's
Association Environmental
Stewardship Award for Tree Care
and Planting Program in City of
Burleson



Landscape Install

Parks crews install
landscaping for
new City Hall
parking lot