



WEEKLY REPORT

SEPTEMBER 1, 2023

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

TUESDAY, SEPTEMBER 5 CITY COUNCIL REGULAR MEETING, 4 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>

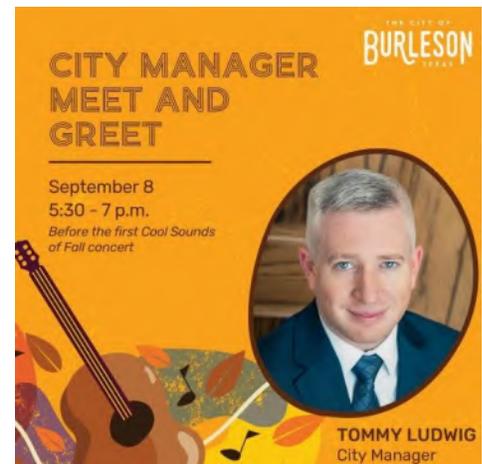
REPORTS AND PRESENTATIONS:

- Receive a report and hold a discussion on Local Option Election process. *(Staff Presenter: Amanda Campos, City Secretary)*
- Discuss and review City Council Policy #40 – City Boards, Commissions & Committee Appointment Process and city Code of Ordinances Chapter 2, Section 2-31. *(Staff Presenter: Amanda Campos, City Secretary)*
- Review, discuss, and provide staff direction on Council Policy #17 - City Council Rules of Procedure For City Council Meetings Establishing City Council Rules of Procedure For City Council Meetings. *(Staff Presenter: Amanda Campos, City Secretary)*
- Receive a report, hold a discussion, and provide staff with feedback on the proposed 2024 Council Calendar. *(Staff Presenter: Amanda Campos, City Secretary)*

I. GENERAL AND STATUS UPDATES

A. CITY MANAGER MEET AND GREET

On September 8, the city is hosting a meet and greet from 5:30 - 7 p.m. to introduce City Manager Tommy Ludwig. Burleson Parks and Recreation will kick off the Cool Sounds of Fall concert that night at 7:30.



B. LABOR DAY CLOSURES

Most city facilities will be closed on Monday, Sept. 4. The exceptions are the BRiCK, which will be open from 8 a.m. – 5 p.m. and Hidden Creek Golf Course is open for regular play from 7 a.m. – 7 p.m.

Trash/curbside recycling will not be affected by the holiday and will run as scheduled. To ensure pick up, place all collections at the curb by 7 a.m. on Monday, Sept. 4.

The Burleson City Council meeting will take place on Tuesday, Sept. 5, since city facilities will be closed on Monday, the council's regularly scheduled meeting date.

C. BURLESON CERT GRADUATES 15

The Burleson Community Emergency Response Team (CERT) has completed its summer CERT training course, with fifteen participants graduating from the program. This comprehensive training equips individuals with essential skills and knowledge to effectively respond to various emergencies and disasters that may affect the community. The graduates are now better prepared to assist first responders, provide initial medical aid, conduct search and rescue operations, and offer support during times of crisis. The CERT program not only enhances the participants' ability to protect themselves and their families but also strengthens the overall resilience of the Burleson community in the face of unforeseen challenges.

The next CERT course is slated for February 23-25, 2024.



D. CERTIFIED WILDLIFE HABITAT

Coyote Loop Trail at Wakefield Heights Park was recently registered as a Certified Wildlife Habitat by the National Wildlife Federation by meeting the following criteria:

- Provides at least three (3) food sources for wildlife
- Provides at least one (1) water source for wildlife (Shannon Creek)
- Provides at least two (2) sources of cover for wildlife
- Provides at least two (2) places where wildlife can raise their young
- Employs soil and water conservation practices and invasive species management through the help of volunteers and the Parks and Recreation No Mow program



Burleson is proud to feature parks that provide access to recreational opportunities for health and wellness and help conserve some of the city's most precious natural resources.

E. OUTDOOR WARNING TEST

The monthly outdoor warning siren test is scheduled for noon Wednesday, September 6 (tests are held the first Wednesday of every month, if weather permits).

F. NEW PARKING LOT LIGHTING

A new historic style light was installed by Oncor to service the new Clark Park parking lot. The lamp is LED and will provide added security for park patrons who use the lot.



G. PARKS AND RECREATION UPDATES

There are lots of exciting things happening in our community within Parks and Recreation. View the latest updates in the monthly parks board presentation, on page 10. Updates include additional special event recaps, program news, park project updates, staff highlights, and more.



H. LIBRARY PROGRAMMING

STUFFED ANIMAL SLEEPOVER

Children can drop off one of their stuffed animals to spend the night at the library. Library staff will take pictures of all the fun the stuffed animals have together. Then, families can pick up their stuffed animals the next day at Storytime.

Drop off will be from 9 a.m. to 6 p.m. on Friday, September 8. Pickup will be at storytime at 10 a.m. on Saturday, September 9. If you are not able to attend storytime, you can pick up your stuffed animal till 6 p.m. on Saturday.

[View pictures from last year's sleepover](#)



I. SENIOR CENTER PROGRAMMING

COUNTRY WESTERN DANCE

Friday, September 8, 7 to 9:30 p.m.

Come and dance to music from the Michael Cote Band. Snacks will be provided by Elk Creek Senior Living. Admission to the dance is \$5 per person, cash only. The Senior Activity Center is open to anyone over 50. [Sign up for the Senior Center newsletter](#)



J. FEEL GOOD FRIDAY

Parks and Recreation hosted the Summer Luau Dance for individuals with special needs on August 18 at the Center for ASD. A great time was had by everyone who danced the night away and enjoyed a delicious pizza dinner. A big thank you to city council for giving a proclamation and recognizing the event during the August 7 city council meeting and to all of the volunteers, sponsors and staff that made the event possible. #BTXBelong #InclusivityMatters

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



II. UPCOMING ROAD CONSTRUCTION/CLOSURES

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

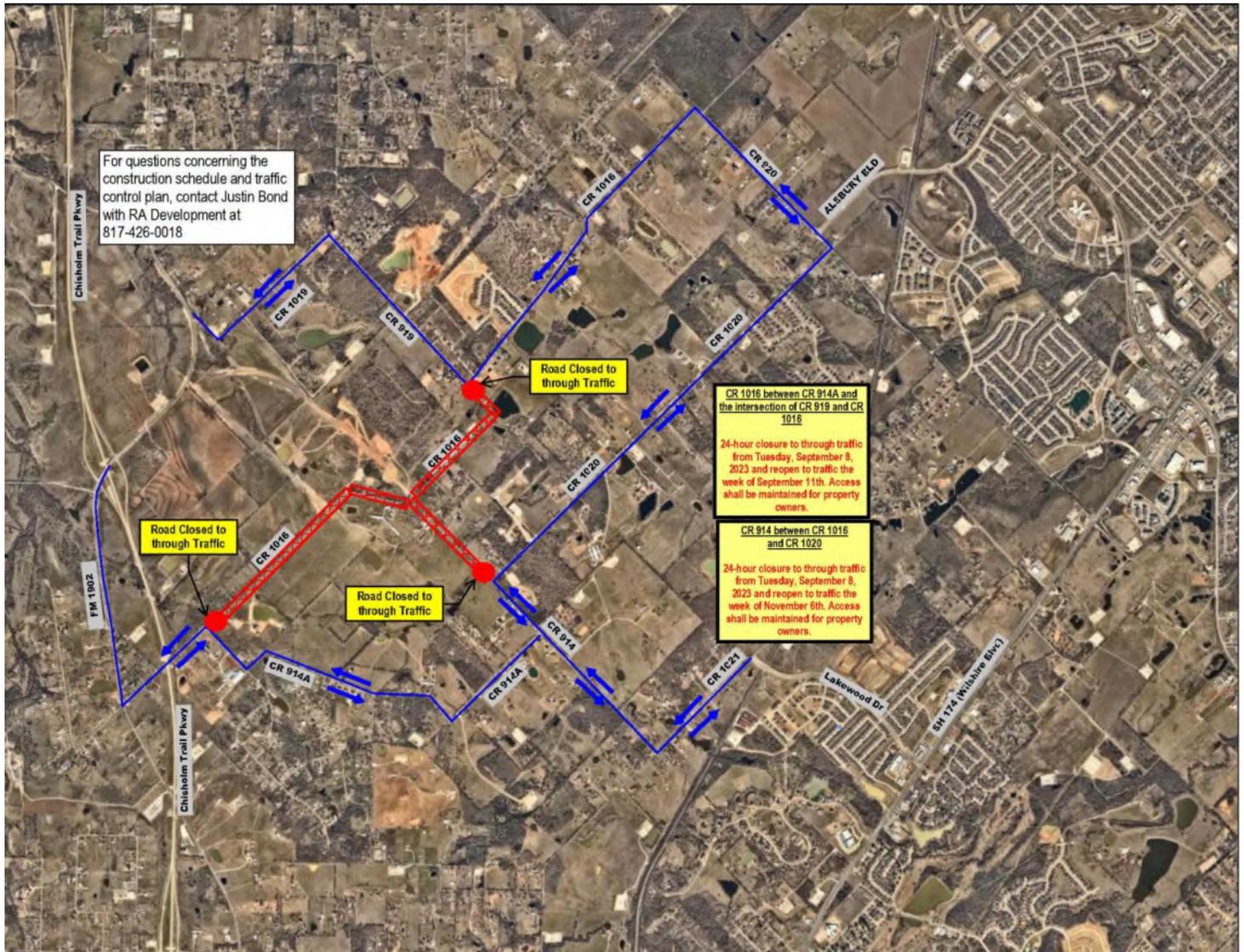


Lakewood Drive (CR 914) Construction – CR 1020– CR 1016

Based on information provided by the developer, beginning September 8, CR 1016 from CR 914A to the intersection of CR 919 and CR 1016 will be closed 24 hour except for local residents to construct Lakewood Drive (CR 914) paving improvements at the intersection of Lakewood Drive (CR 914) and CR 1016. CR 1016 is expected to reopen to traffic the week of September 11, weather pending.

Also beginning September 8, CR 914, from CR 1020 to CR 1016, will be closed to traffic 24 hours except for local residents to construct paving improvements. Access will be provided via a one-way temporary base roadway for residents. Construction is expected to last two months. The roadway is expected to reopen to traffic the week of November 6, weather pending.

See map below.



DOBSON & BUFFORD STREET – CONSTRUCTION COMPLETE

STAFF CONTACT: CITY PROJECT MANAGER, LANCE BARTON

817-426-9621 or <mailto:lbarton@burlesontx.com>

Bufford St. parking area (Warren St to Main St) is striped and construction is complete.

CINDY COURT PAVING & DRAINAGE IMPROVEMENTS – CONSTRUCTION COMPLETE

STAFF CONTACT: ENGINEERING MANAGER – CAPITAL, TIANA JACKSON, PE

817-426-9619 or tjackson@burlesontx.com

Asphalt paving, backfilling of roadway edges, sod work and necessary mailbox adjustments have taken place and construction is complete.

KING ST, WARREN ST, JOHNSON AVE – CONSTRUCTION CONTINUATION

STAFF CONTACT: ENGINEERING MANAGER – CAPITAL, TIANA JACKSON, PE

817-426-9619 or tjackson@burlesontx.com

Asphalt paving for King St., Warren St., and Johnson St. is complete and all streets are open.

Remaining items to complete the project:

- Install additional curb and gutter to Johnson Ave. near the intersection of Warren St. and King St.
 - Johnson Ave. will be open during this time with some traffic delays anticipated.
- Backfill the edges of the roadway and complete ditch grading
- Install sod and hydromulch in various areas with watering

III. PARKS CAPITAL PROJECTS

PROJECT	STATUS	TIMELINE
Park Monument Signs	Installations to begin August 2023 for the following parks: Centennial, Elk Ridge, Mistletoe Hill, Prairie Timber, Oak Valley, and Wakefield Heights.	Installations to begin September 9, 2023. First installation scheduled for Oak Valley Park.
Bailey Lake/Chisenhall Parking Expansions	Chisenhall and Bailey Lake parking lots under construction. Temporary parking available for Bailey Lake.	Scheduled completion October 2023. Chisenhall parking lot will be open for use at beginning of baseball season in September.
Village Creek Trail	90% plans underway - acquiring easements and TXDOT LOSA	Staff has submitted the plans for consideration for grant approval. Grant award will be announced late Fall 2023.
Parks Building	Certificate of Occupancy received. Minor finishes and move-in underway.	Ribbon cutting is scheduled for September 13.
Bartlett Soccer Complex Field Renovation	Turf grow-in currently in process	Scheduled to open for use on September 9, 2023, to correlate with opening day for BISA fall season.

IV. EVENTS

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

- **MEET THE CITY MANAGER**
September 8, 5:30 p.m.
Mayor Vera Calvin Plaza, 141 W Renfro St
Free event
- **COOL SOUNDS OF FALL**
September 8, 7:30 p.m.
Mayor Vera Calvin Plaza, 141 W Renfro St
Free event

- **BE HEALTHY BURLESON 5K/10K/FUN RUN**
September 16, 8 a.m.
Mayor Vera Calvin Plaza, 141 W Renfro St
Entry fees apply
- **RED CHAIR LECTURE SERIES**
September 16, 11 a.m. *featuring Bettie Bailey*
Russell Farm Art Center, 405 W CR 714
Free event
- **OLD TOWN PICTURE SHOW**
September 16, 7 p.m. *featuring Ferris Bueller's Day Off*
Mayor Vera Calvin Plaza, 141 W Renfro St
Free event
- **TRASH BASH**
September 23, 8 a.m. – noon
Warren Park, 301 SW Johnson Ave
Free event
- **OLD TOWN PICTURE SHOW**
September 23, 7 p.m. *featuring Super Mario Bros.*
Mayor Vera Calvin Plaza, 141 W Renfro St
Free event
- **LATIN FOOD TRUCK FRIDAY**
September 29, 6-9 p.m.
BRiCk parking lot, 550 NW Summercrest Blvd
Entry is free, food available for purchase
- **NATIONAL NIGHT OUT**
October 3, 6 p.m.
Community-wide
Free event

V. ATTACHMENTS

- Parks and Recreation Update.....page 11-29



Departmental Updates

Parks Board- August 24, 2023

July is Parks and Recreation: *Wrap Up*



BTX FAMILY CORNHOLE TOURNAMENT: ESTIMATED 20 ATTENDEES



PARKS MAINTENANCE RODEO: ESTIMATED 50 ATTENDEES



THE BRICK BOATNANZA: 42 BOATS REGISTERED



WATERMELON DAY AT RUSSELL FARM: ESTIMATED 150 ATTENDEES

July is Parks and Recreation: *Wrap Up*



TEEN ICE CREAM SOCIAL: 44 ATTENDEES



OAK VALLEY RIBBON CUTTING AND BLOCK PARTY



WAKEFIELD HEIGHTS RIBBON CUTTING AND POPS AT THE PARK

Department Highlights

Athletics, Parks, Russell Farm, BRiCk Operations, Recreation Programming, and Volunteers

Rec Special Events



Upcoming Events:

Cool Sounds of Fall Series begins: September 8, 2023

Be Healthy Burleson Run: September 16, 2023

Zumba Latin Lights, Hispanic Heritage Month: September 27, 2023

Latin Food Truck Friday, Hispanic Heritage Month: September 29, 2023

Rec Programs



Athletic News:

Current Athletics:

Basketball, Softball, and Volleyball

Upcoming Fall Athletics:

Youth Sports Clinics offered by IREF; Co-Ed Flag Football (new addition)



Program News:

Programming Highlight:

2023 Summer Camp Wrap Up: Up to 150 kids served each week for 11-week Summer

Upcoming Fall Programming:

Homeschool PE, Sporties for Shorties, Gymnastics, School Break Fun Camps, TKD, and Women's self defense



Russell Farm Updates:

- 2023 Summer Program Highlights:
- Offered 10 Speciality Summer Camps = Served 153 participants
- Offered 2 Educational Field Trips = Served 320 participants
- Upcoming Fall programming:
- Woodshop, canning, gardening, Red Chair art lectures, adult art classes, and homeschool enrichment programs
- New additions include:
- Kids Farmers Market paired with Farm events (Fall Fest and Christmas on the Farm)

Marketing and Community Engagement

Quick Stats as of 8/15:
Facebook Followers:
16,771
(467 follower increase)

Instagram Followers:
1,468
(37 follower increase)

Constant Contact
Subscribers:
5,118



Welcome to the Team:

Bailey Campbell, Parks and Recreation
Intern



Facebook Highlight: BRiCk Boatnanza

Reach - 11,688; Reactions - 281;
Comments - 32; Shares -16

July High Performing Content

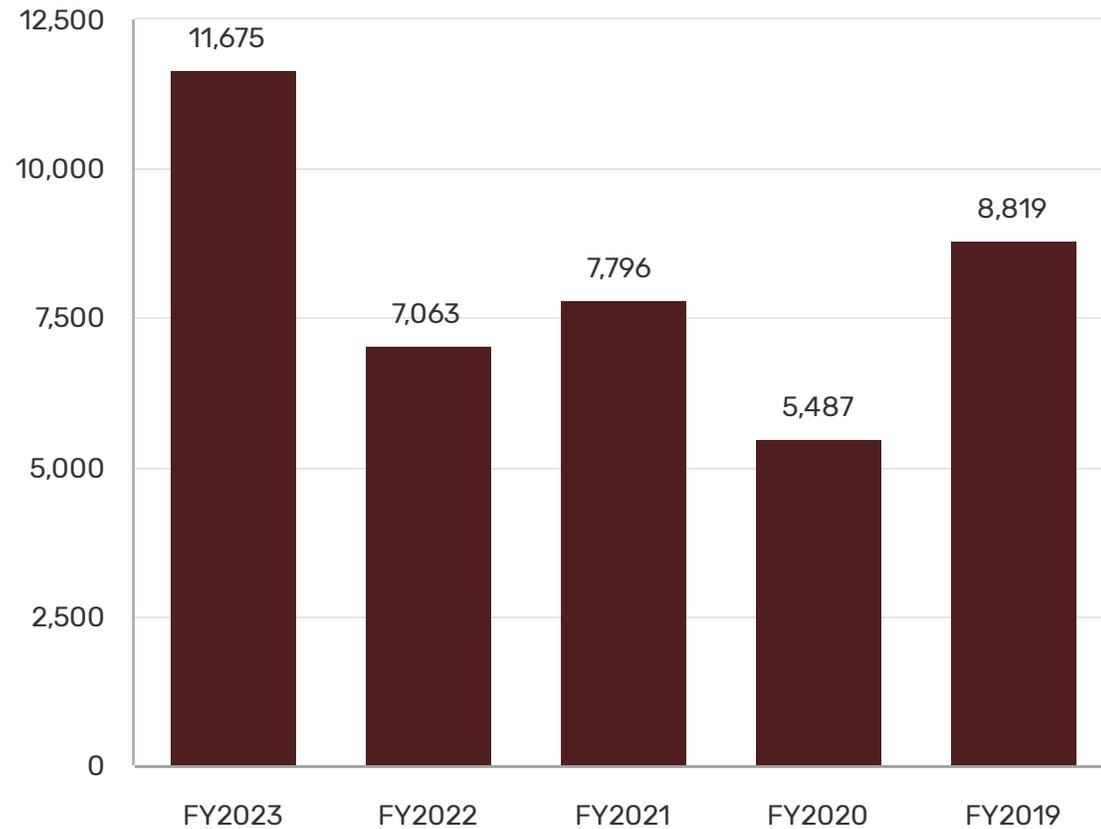
BRiCk - Projects

1. Lobby redesign/update - complete, will package with updated CIP items for the BRiCk
2. Fitness Equipment Replacement scheduled for Fall 2023
3. Repairs complete on the Desert Aire (Air quality in the natatorium)
4. Wind Curtains to be added between front doors and lobby and between natatorium and lobby

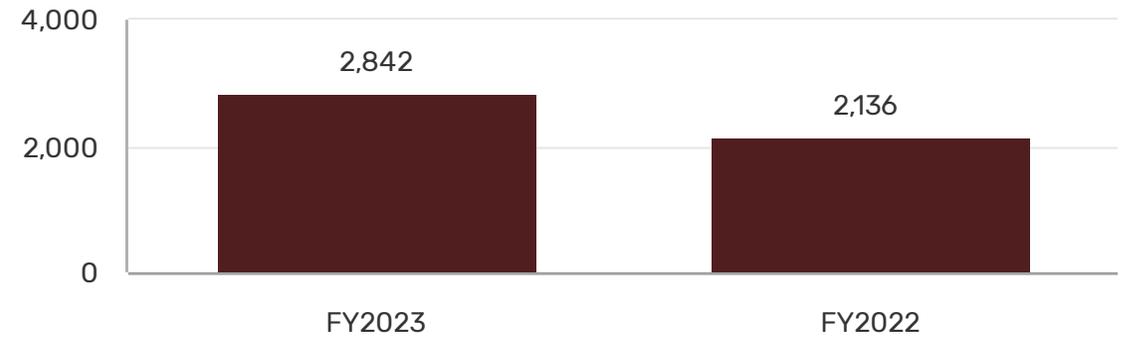


BRiCK- Memberships and Programs

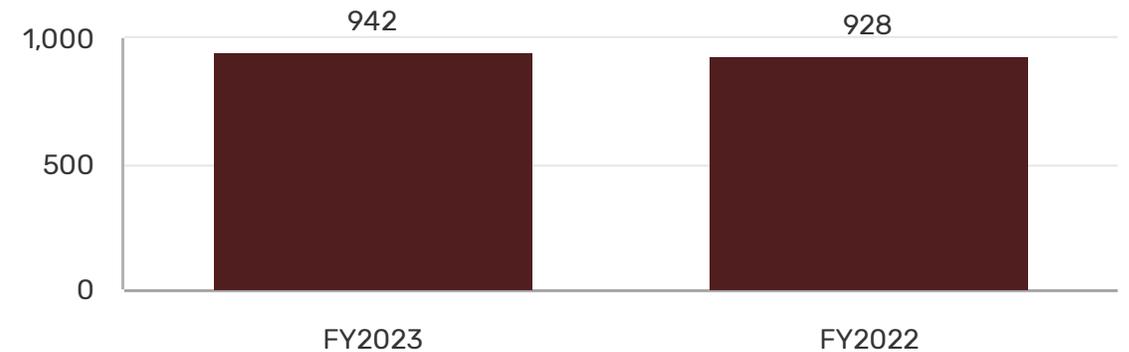
July Memberships



July Fitness



July Programs

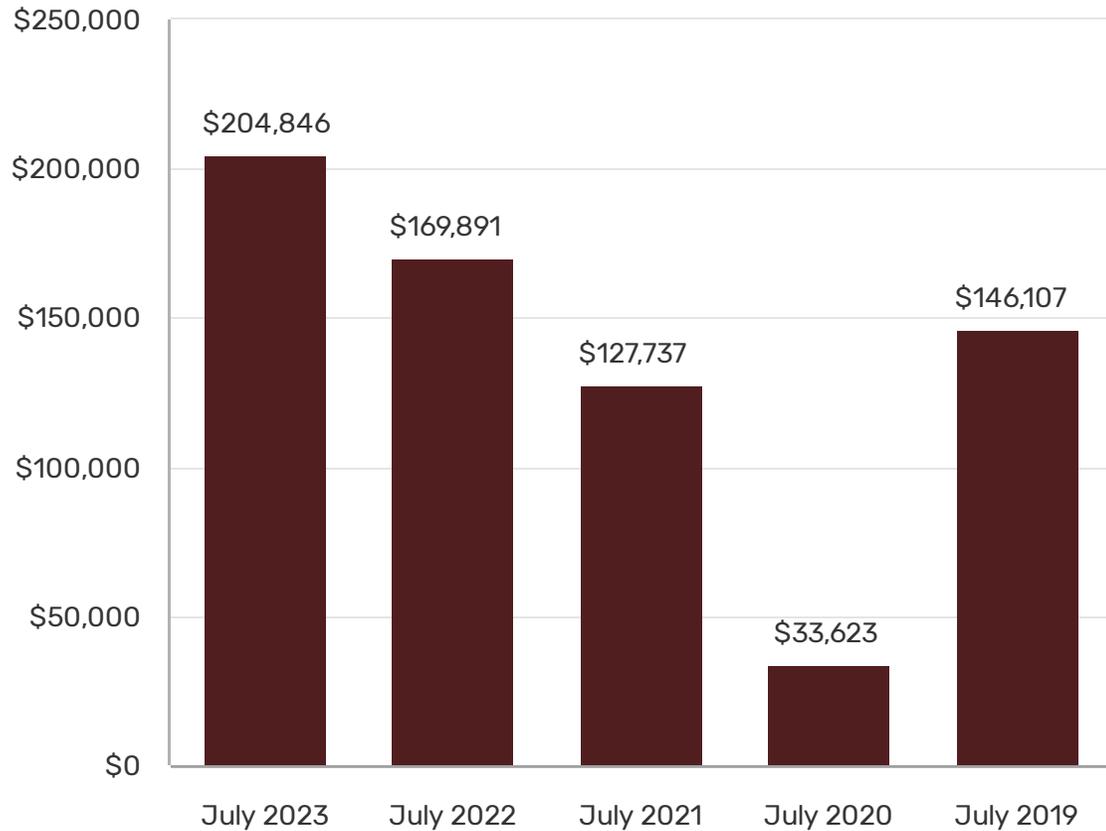


Membership numbers for FY2023 from June onward now include all individual members of a family membership.

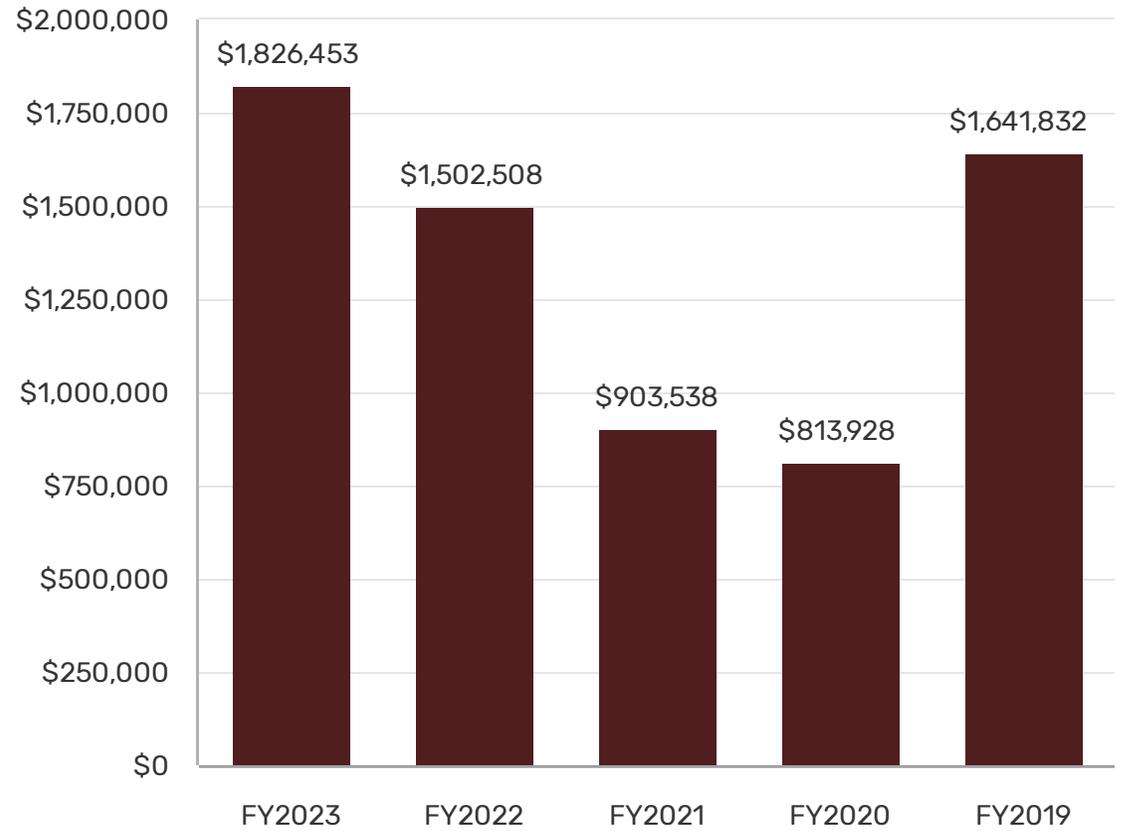
FY 2019-2021 had limited data due to software conversion and accurate reporting data available.

BRiCK-Revenue

July

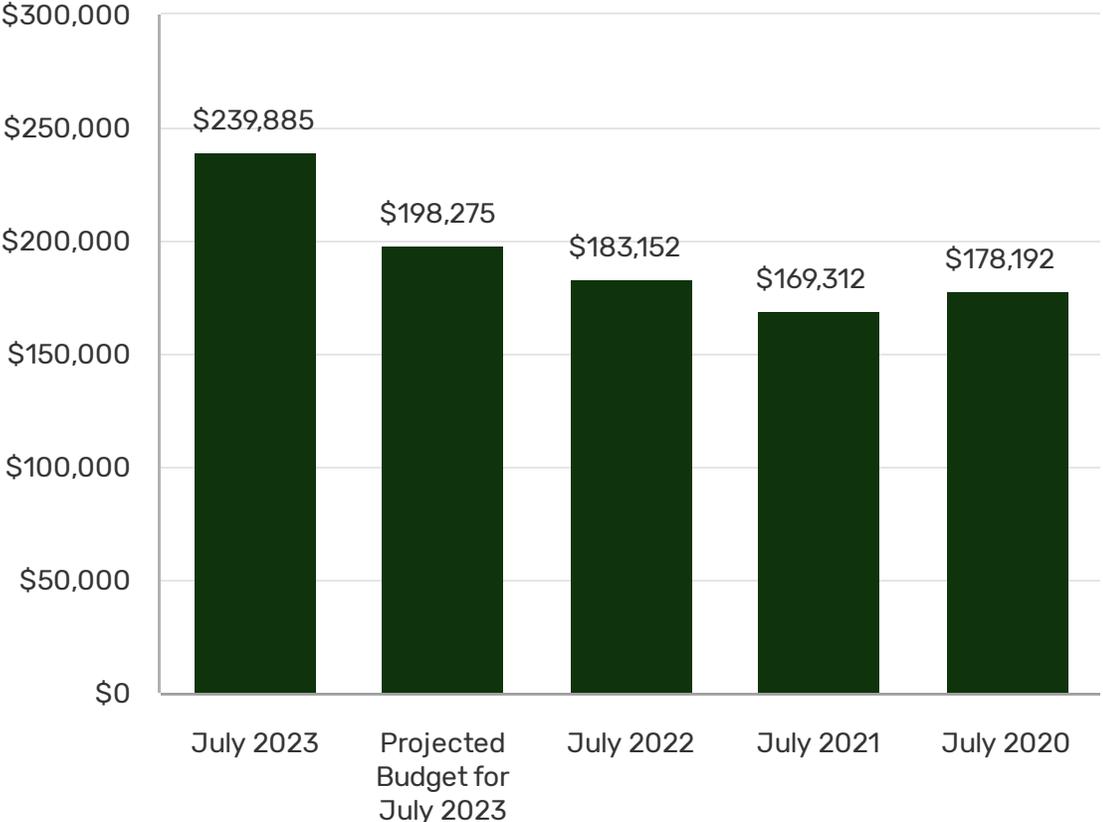


Year to Date (Accruals not included for current FY)

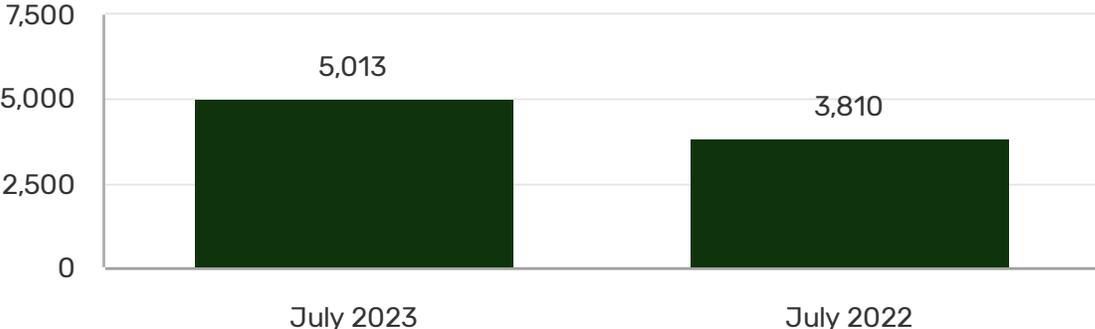


Golf- July Comparisons

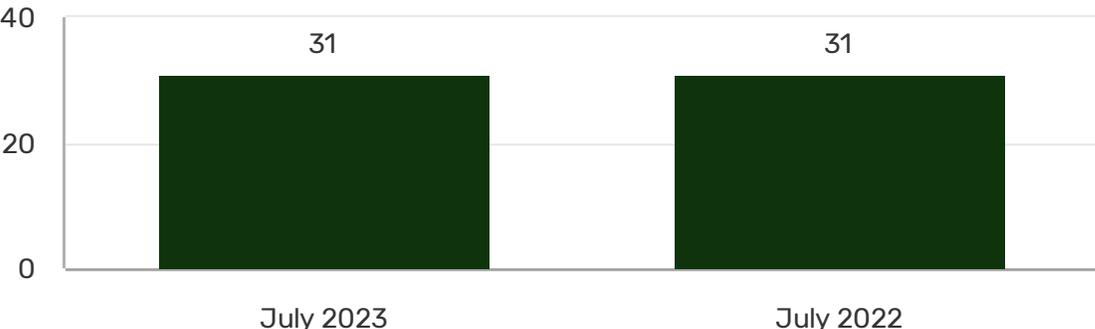
July Revenue



Rounds Played in July

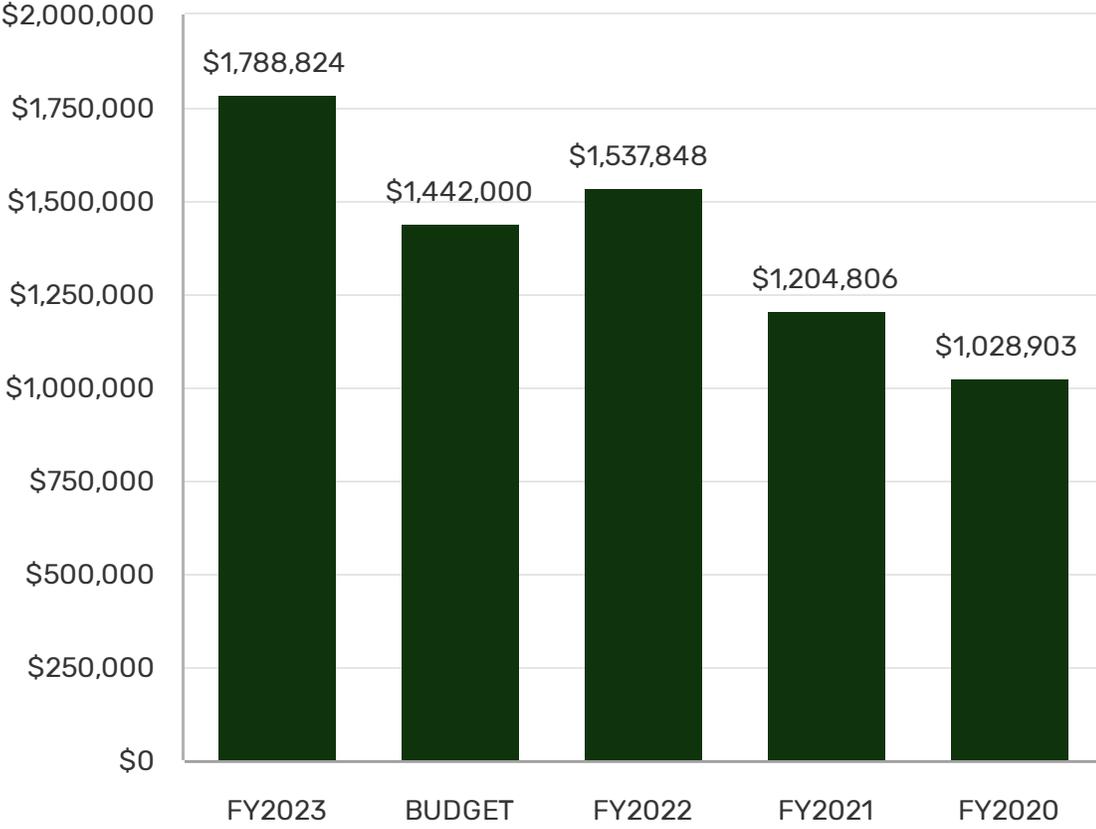


Playable Days

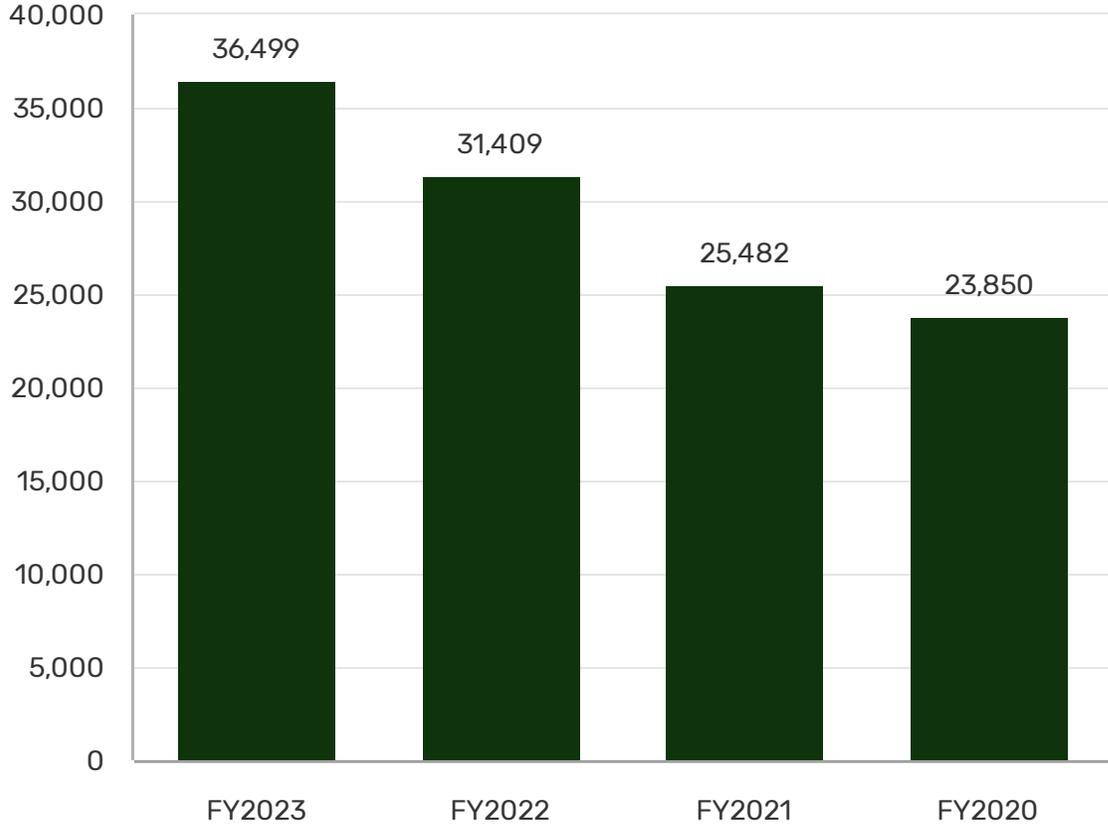


Golf- Year to Date

Revenue YTD October -July

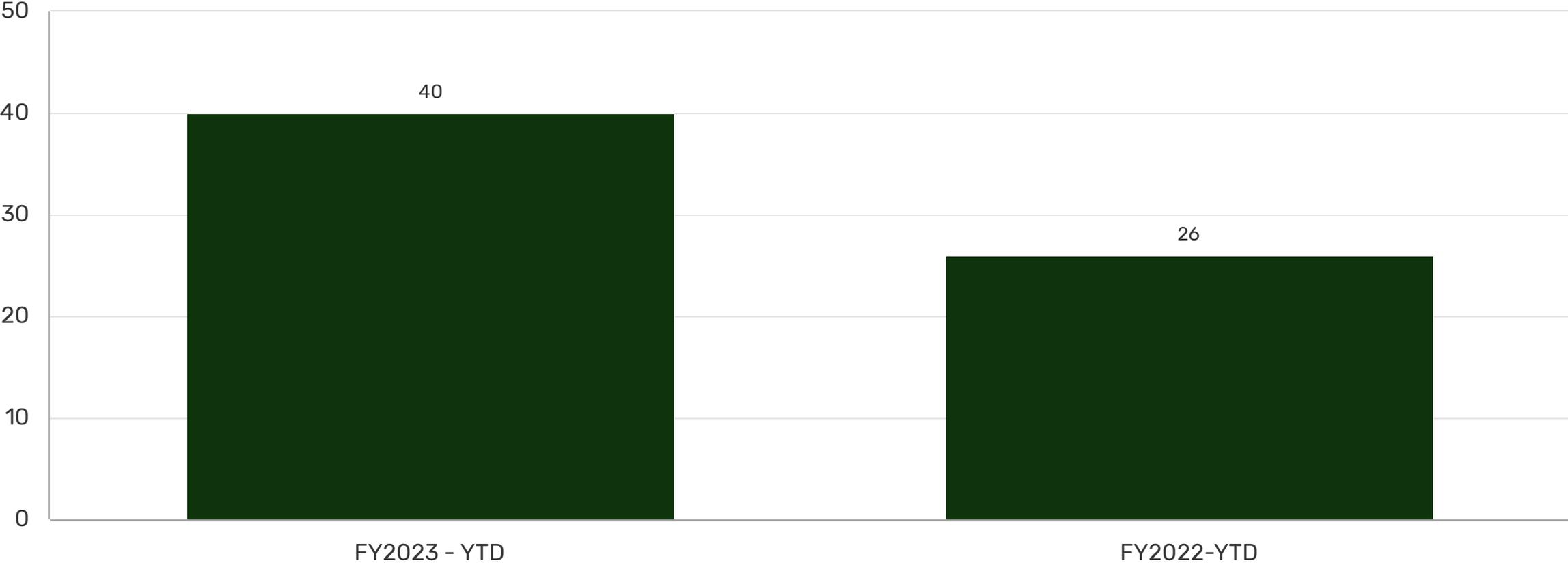


Rounds Played YTD October- July



Golf

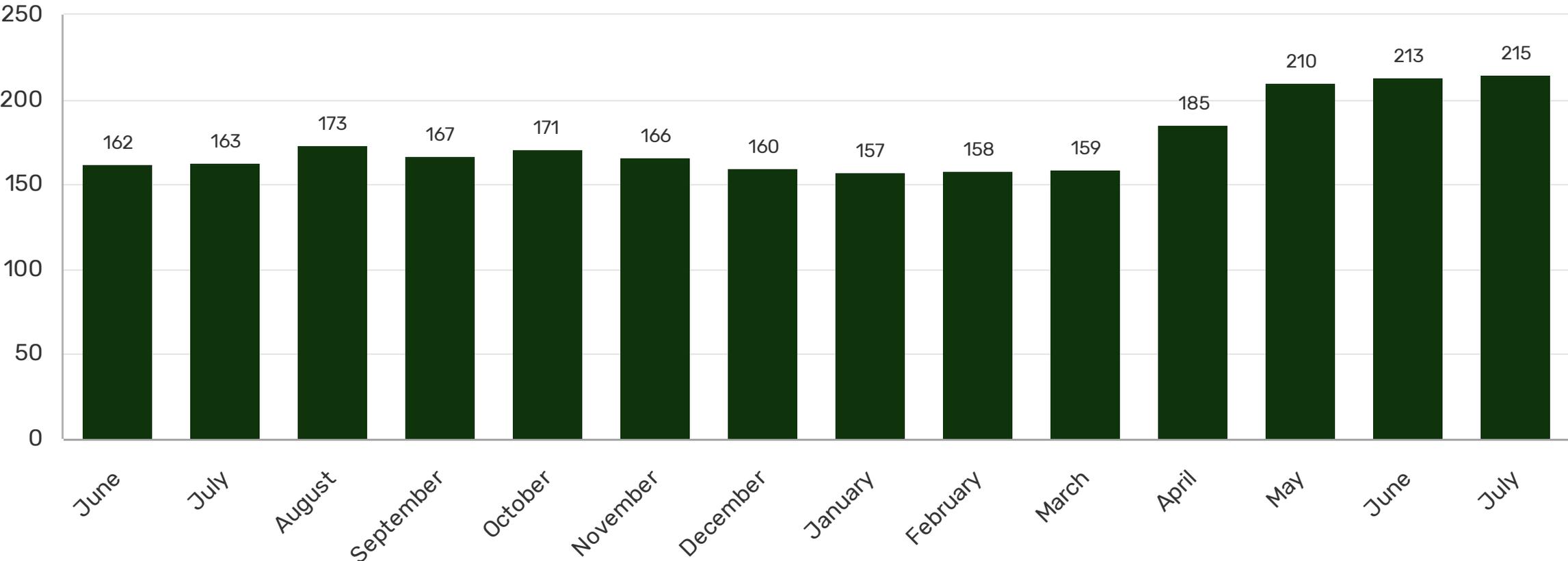
Tournaments YTD

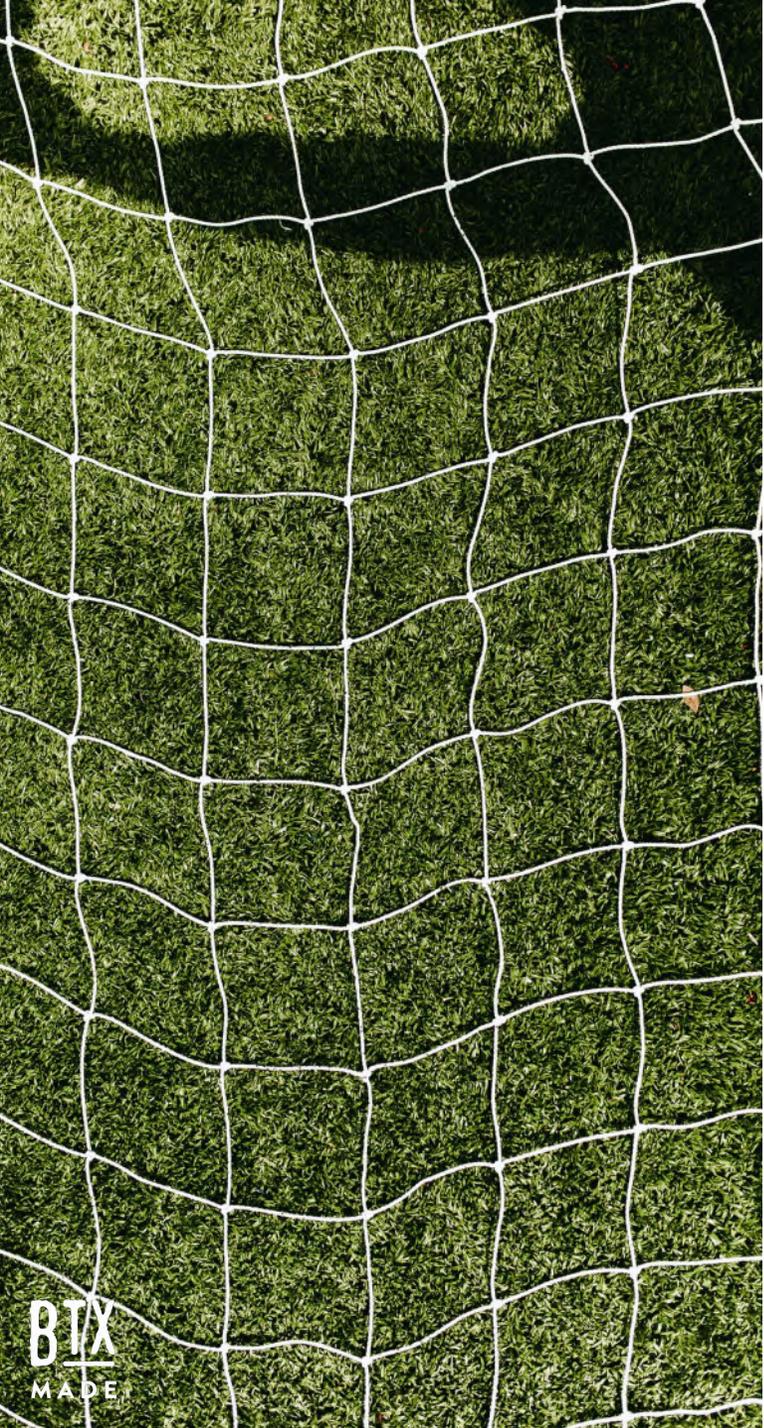


Golf-Memberships

— 215 Current Members

Players Club





Parks - Capital Project Updates

- **Bailey Lake and Chisenhall Parking Lot Expansions: Construction underway**
- **Bartlett Soccer Complex: Grow-in underway. Ribbon-cutting ceremony scheduled for August 26 on opening day for BISA fall season .**
- **Park Monument Signs: To begin construction mid-August: Elk Ridge, Wakefield, Prairie Timber, Mistletoe Hill, Centennial, and Oak Valley North.**



Parks - Capital Project Updates (Continued)

- **Parks Building: Nearing completion. Scheduled for late August move-in and September 13 ribbon-cutting.**
- **City Gateway Signage: Project moved to out year**
- **Shannon Creek: Will complete design this FY**
- **Village Creek Trail: Revised 90% plans underway. environmental evaluation for TXDOT in process, estimated to begin construction Spring 2023. Staff has submitted plans for grant consideration. Grant award will be announced late fall 2023**

July Parks by the Numbers



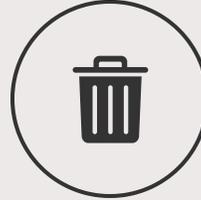
PLAYGROUND SAFETY

32

INSPECTIONS PERFORMED

NO FAILURES IDENTIFIED

LITTER ABATEMENT: Parks, Athletic Fields, and ROWs



18,295

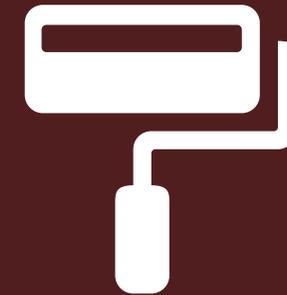
Pounds of Litter Removed

LOWER QUANTITIES DUE TO YOUTH LEAGUE OFF-SEASON

INTEGRATED PEST MANAGEMENT

- 1 site treated for fire ants and pests
- 2 treatments made for bagworms in trees
- 10 post-emergent applications

GRAFFITI ABATEMENT



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

IRRIGATION SERVICES

12

Irrigation Systems Inspected

20

Irrigation repairs made



July Parks by the Numbers



Tree Heat Stress

Due to sustained high temperatures with little to no rainfall, Parks staff have taken the following measures to combat heat stress in trees:

- **Supplemental handwatering**
- **Increased irrigation run times**
- **Added mulch to help retain moisture and conserve water**

Acres Mowed in Parks and ROWs



1,389 Acres



UPCOMING RIBBON CUTTING EVENTS

- **Bartlett Soccer Fields: Saturday, Aug. 26 at 9:00AM**
- **Parks Building: Sept. 13 at 10:00AM**



**ADULT SWING
INSTALLED
OAK VALLEY PARK**

Feedback?