



# WEEKLY REPORT

AUGUST 23, 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

**TUESDAY, SEPTEMBER 3**

**CITY COUNCIL SPECIAL MEETING, 5:30 P.M.**

**MONDAY, SEPTEMBER 9**

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

All meetings will be held at Burleson 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. GROUND-BASED MOSQUITO SPRAYING TO OCCUR BETWEEN FRIDAY, AUGUST 23 THROUGH TUESDAY, AUGUST 27

The city of Burleson was notified that mosquitoes in **Zones 1, 2, 5, 7, 8, 10, 11, 22, 23, and 33 tested positive for West Nile Virus**. In response, the city will conduct **two nights** of ground-based spraying for mosquitoes in these zones **between Friday, August 23 through Tuesday, August 27**, between the hours of 9 p.m. and 6 a.m., weather permitting.

- [View map of all spray zones](#) (positive zones are represented in yellow)
- [Mosquito Spray Zone 1 Map](#) (first positive this year)
- [Mosquito Spray Zone 2 Map](#) (fourth positive this year)
- [Mosquito Spray Zone 5 Map](#) (fourth positive this year)
- [Mosquito Spray Zone 7 Map](#) (second positive this year)
- [Mosquito Spray Zone 8 Map](#) (fourth positive this year)
- [Mosquito Spray Zone 10 Map](#) (third positive this year)
- [Mosquito Spray Zone 11 Map](#) (sixth positive this year)
- [Mosquito Spray Zone 12 Map](#) (second positive this year)
- [Mosquito Spray Zone 22 Map](#) (fifth positive this year)
- [Mosquito Spray Zone 23 Map](#) (fourth positive this year)
- [Mosquito Spray Zone 33 Map](#) (third positive this year)

[Find out what zone you live in.](#)

The spraying will be performed in targeted subdivisions within the designated spray zones. In the event of rain or if wind speeds are above 10 miles per hour, the spraying may be rescheduled. This method of spraying targets flying mosquitoes that come in contact with the pesticide in the spray. These times have been chosen because they are the times that most mosquitoes are active (flying).

This brings the city to 54 positives during the 2024 season.

### **Why doesn't the city spray everywhere?**

Preventive spraying is not as effective as targeted spraying in reducing mosquito populations. The city works closely with Tarrant County Public Health to monitor mosquito-borne illnesses that could impact public health and to make evidence-based decisions on how to treat mosquitoes most effectively while also working to reduce the chance of developing pesticide resistance in local mosquito populations.

Preventive spraying everywhere would be incredibly costly to the city, and if pesticide resistance were to develop, the city would lose one of its best tools for managing West Nile Virus, as not all mosquitoes carry the virus. It is also important to note that the city cannot legally spray outside of its jurisdiction.

Given these factors, the city opts for more targeted and strategic interventions rather than blanket spraying to manage the risk of West Nile Virus effectively. For additional information, please contact the city's Environmental Health Specialist, Kristen Tanz, at [ktanz@burlesontx.com](mailto:ktanz@burlesontx.com).

## **B. 817 DAY CELEBRATED**

The economic development department, Mayor Chris Fletcher and Council Members Victoria Johnson, Phil Anderson, and Larry Scott celebrated 817 Day on August 17 by handing out over 200 free ice cream treats and sno-cones to residents. The treats were distributed from the Mayor Vera Calvin Plaza and the Burleson Splash Pad. This year more local businesses got in on the fun by offering special 817 Day deals and promotions. This annual event is designed to celebrate all things BTX and encourage local businesses to creatively invite the community into their places of business, personifying the Economic Development

Department's [core values](#) of "Collaboration: Community over Competition" and "Passion: Cultivate a Better BTX". More photos [here](#).



### C. MERITORIOUS AWARD RECIPIENTS

Please help us in congratulating our two most recent meritorious award recipients. Read excerpts from their meritorious service letters below. We are beyond thankful to have so many employees that go above and beyond for our community.



L to R: Doug Sandifer, Ashley Manning, Stephanie Beard, Erica Roberts & Tommy Ludwig

**Stephanie Beard, Victim Assistance Coordinator**

*It is with great honor that I present this letter of meritorious service to you and extend my heartfelt appreciation to you for your recent compassionate support for two children that were brought to the police department. We were made aware that you provided them food, as well as stayed with them until they were provided a safe place to stay.*

*Your actions have set a powerful example of what it means to be compassionate and community-minded, and I am proud to have you as a part of our team.*

**Erica Roberts, Public Safety Communications Supervisor**

*It is with great honor that I present this letter of meritorious service to you and extend my heartfelt appreciation to you for your recent compassionate support for two children that were brought to the police department. We were made aware that you provided them food, and while feeding them, you noticed their clothes had been possibly worn continuously for several days, if not weeks. You then went and bought clothes, as well as stayed with them until they were provided a safe place to stay.*

*I want you to know that your kindness has not only touched the lives of the children and recipients of your acts of kindness, but you have also positively influenced your colleagues and the entire city.*

## D. FALL COMMUNITY GUIDE

Despite the numerous heat advisories this month, fall is just around the corner. As the weather cools down, the Parks and Recreation Department is excited to present the 2024-2025 Fall/Winter Community Guide.

The Community Guide provides an overview of all the activities, events, and programs available for the fall and winter seasons. Be sure to mark your calendar with all the diverse and exciting opportunities for fun within the community.

View the guide online here: [bit.ly/2024-2025CommunityGuide](https://bit.ly/2024-2025CommunityGuide)



## E. LIBRARY NEWS & PROGRAMMING

### Library honored for City Hall Selfie Day 2024

Out of thousands of entries from across the U.S., Burleson Public Library's #CityHallSelfie was selected as "Best City Hall Selfie from Another Type of Government Building" by Engaging Local Government Leaders.

Now we need your help to bring home the People's Choice Award! You can vote here through Aug. 25: [elgl.org/2024peopleschoice](https://elgl.org/2024peopleschoice).



## Watch & Build Movie Marathon

Saturday, August 24, starting at 11 a.m.

The fun kicks off at 11 a.m., with showtimes at 11 a.m., 1 p.m., and 3 p.m. Bring your creativity because there will be blocks available for free building throughout the movies. Whether you're a fan of the films or just love to build, this event is perfect for all ages.



## F. SENIOR CENTER PROGRAMMING

Join the Burleson Senior Activity Center on Tuesdays at 11:30 a.m. for Beginners Country Danceclass. Bring your special partner or come alone.

Curious about what activities the Burleson Senior Activity Center offers? Come by for a tour and see for yourself. The Senior Activity Center is located at 216 SW Johnson Avenue and is open to ages 50 and up.



## G. PET OF THE WEEK

Meet Dusty, a one-year-old American Pit Bull Terrier mix. This happy-go-lucky pup loves to run and play, so a spacious backyard is a must. He's a quick learner and is already mastering the art of sitting for treats.

Dusty is a people-pleaser who craves attention and affection. He'll need an owner who's patient and willing to invest time in training and playtime. With the right guidance, this energetic boy will become a loyal and loving companion.

## PET OF THE WEEK

# DUSTY

American Pit Bull mix

About one year old

at the shelter since: 7/31/24

THE CITY OF  
**BURLESON**  
TEXAS

**Animal**  
Services



#### IV. PARKS CAPITAL PROJECTS

PROJECT	STATUS	TIMELINE
<b>Chisenhall Synthetic Infields Phase 2 (7 fields)</b>	Construction in progress (began May 28, 2024)	Anticipated completion – September 2024
<b>Meadowcrest Park</b>	The project received council approval on Monday, July 22. The playground ordering process is currently underway. Upon order completion, the estimated production time is 12 weeks.	Anticipated completion - December 2024
<b>Cedar Ridge Park</b>	Project approved/awarded at February 20 city council meeting. Construction began on June 3, 2024	Anticipated completion – August 2024
<b>Oak Valley North-Restroom</b>	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 August 2024
<b>Oak Valley South – Scott Street Trailhead Improvement</b>	Design contract presented/approved at park board on February 15 and city council on February 20	Design complete; Project to proceed to bidding process. Park board project review is set for August 15 and City Council construction award review on September 9.

## V. EVENTS

Event information can be found at [www.burlesontx.com/events](http://www.burlesontx.com/events)

- **EMERGENCY PREPAREDNESS FAIR 2024**  
September 7, 9 a.m. – 1 p.m.  
Burleson Recreation Center (Brick), 550 SW Summercrest Blvd  
Free event
- **SILVER MEDALIST CONNER PRINCE COMMUNITY CELEBRATION**  
September 7, 4 p.m.  
Mayor Vera Calvin Plaza in Old Town, 141 W Renfro St  
Free event
- **BTX BEATS**  
September 7, first band starts at 4:30 p.m.  
Mayor Vera Calvin Plaza in Old Town, 141 W Renfro St  
Free event
- **TRASH BASH**  
September 14, 8 a.m. - noon  
Warren Park, 301 SW Johnson Ave  
Free event, registration required
- **BE HEALTHY BURLESON ANNUAL RUN**  
September 21, 8 a.m.  
Mayor Vera Calvin Plaza in Old Town, 141 W Renfro St  
Registration fees vary depending on race
- **ZUMBA LATIN NIGHTS IN THE PLAZA**  
September 25, 7-8 p.m.  
Mayor Vera Calvin Plaza in Old Town, 141 W Renfro St  
Free event
- **HISPANIC HERITAGE FESTIVAL**  
September 28, 5-9 p.m.  
Mayor Vera Calvin Plaza in Old Town, 141 W Renfro St  
Free event

## VI. ATTACHMENTS

- Planning Board August 15 Meeting Summary.....page 11-16
- Parks & Recreation August Update.....page 17-36



## Park Board Meeting Summary

**Thursday, August 15, 2024**  
**6:00 PM**

**City Hall 141 W Renfro**  
 Burleson, TX 76028

1. **CALL TO ORDER: 6:00 PM**—Matthew Quinn called meeting to order at 6:02 PM

All present, except Ashli Logan, Michael Massey, and Christian Schott

2. **GENERAL**

A. Consider approval of the minutes from the February 15, 2024 Park Board meeting. (*Staff Contact: Bailey Campbell, Senior Administrative Specialist*)

- Shannan Sutter made a motion to approve the item. Sherry Scott seconded the motion.
- Motion passed 5-0. Absent Ashli Logan, Michael Massey, and Christian Schott.

B. Consider approval of the minutes from the July 11, 2024 Park Board meeting. (*Staff Contact: Bailey Campbell, Senior Administrative Specialist*)

- Shannan Sutter made a motion to approve the item. Sherry Scott seconded the motion.
- Motion passed 5-0. Absent Ashli Logan, Michael Massey, and Christian Schott.

C. Consider recommending approval of a project with C1S for a mechanical equipment package for the Burleson Recreation Center at the guaranteed max price of \$4,079,342. (*Staff Contact: Jen Basham, Director of Parks and Recreation*)

***\*The following questions and answers are paraphrased and not direct quotes.***

Q: Is it ok to install the evacuator and dehumidification system at different times?

A: The systems and all pool improvements will be implemented simultaneously. The evacuator system is being bid as part of the pool package and not the HVAC and dehumidification system as it does not have as long of a lead time and will depend on what the final numbers come back

at to see if we can add at this time.

Q: What is the lifespan on these?

A: Similar to the ones we have now, and with a two-year warranty.

Q: How long does it take to install?

A: They would start in August and be done in October.

Q: How would this affect the schools use the pools?

A: I do not see a big disruption with schools using the pools.

- Sherry Scott made a motion to approve the item. Matthew Quinn seconded the motion.
- Motion passed 5-0. Absent Michael Massey, Ashli Logan, and Christian Schott.

- D. Consider recommending approval of a project with Jasco Construction LLC for the construction for the parking lot addition and trailhead improvement at Oak Valley South Scott trailhead in the amount of \$442,734.98 with project contingency of \$28,600.54 for a total amount of \$471,335.52. (Staff Contact: Jessica Martinez, Deputy Director of Parks)

***\*The following questions and answers are paraphrased and not direct quotes.***

Q: Will the chilled water station include a station for dogs?

A: We can make sure that is included.

Q: How is this going to be communicated with the community that the football field might not be available due to construction?

A: The football field has been sold. We will communicate with the church regarding the upgrades.

Q: Will the benches have a center bar to discourage people sleeping on the benches?

A: Yes.

Q: Has there been communication with the school district about this for school drop offs?

A: We can communicate with the school.

- Lindsey Cobb made a motion to approve the item. Tyler Knox seconded the motion.
- Motion passed 5-0. Absent Ashli Logan, Michael Massey, and Christian Schott.

- E. Consider recommending approval to name the fields at Bartlett Sports Complex, Mayfield Soccer Fields. (Staff Contact: Jen Basham, Director of Parks and Recreation)

***\*The following questions and answers are paraphrased and not direct***

**quotes.**

No action was needed or taken on this item. The naming policy for renaming or naming of parks is City Council decision.

### 3. **REPORTS AND PRESENTATIONS**

- A. **Receive a report, hold a discussion and provide staff feedback regarding the development of property for a community park. (Staff Contact: Jen Basham, Director of Parks and Recreation)**

***\*The following questions and answers are paraphrased and not direct quotes.***

Q: Would the grass be turf at the softball fields?

A: That is to be determined.

Q: Could church groups and communities utilize the fields more freely?

A: The programmatic aspects of the fields are being worked through. The ultimate goal is to have as many groups on the fields as possible.

Q: As the land is developed, people might jump over the railroad. Is there any thought to give people different access?

A: Yes, we will need to look in providing connectivity.

Q: How many parking spots will be in the plans?

A: About 200 spaces. To the north, there would be more parking spaces. There is also on street parking.

Q: Have we talked to the person who owns the land?

A: Yes, we purchased the land from this person. We had good feedback from this person.

Q: How will we address closing the old softball fields?

A: Council will have to give the final decision.

Q: Do you see a problem with increasing the size of the lake and keeping it filled?

A: A combination of well and off-site water drainage.

Q: Are you going to irrigate the fields with pond water?

A: That is absolutely an option.

Q: How big is the dog park going to be?

A: The recommended minimum is about 5,000 square feet. It could be larger.

Q: What does the timeline look like for this?

A: That is to be determined. Realistically about 3 years.

Q: (Citizen Bill Janush) How many parking spaces are at the BRiCk?

A: Over 500

Q: (Citizen Bill Janush) Are the considering City Hall?

A: That is not part of the current phase, but could be considered in the future. No facilities are part of this current plan.

Q: What will the softball fields size be?

A: Adult.

**B. Receive a report, hold a discussion and provide staff direction regarding the accreditation process for parks and recreation. (Staff Contact: Jen Basham, Director of Parks and Recreation)**

***\*The following questions and answers are paraphrased and not direct quotes.***

Q: Does this make things more challenging and more expensive to get things done?

A: No.

Q: What other cities are accredited?

A: There are around 50 in the state of Texas. We would be one of few cities our size. Although there are quite a few going through the process this year.

Q: What are the benefits?

A: Holding ourselves to the standard we set for ourselves. There is no funding allocated to us for being accredited.

Q: Will we have a mentor city?

A: When we submit for accreditation, we will get a mentor.

Q: Will having accreditation help when trying to sell bonds?

A: No.

**C. Receive a report, hold a discussion and provide staff feedback regarding grant funding potential for the FY25 Centennial Park renovation. (Staff Contact: Daniel Shafer, Parks Superintendent)**

***\*The following questions and answers are paraphrased and not direct quotes.***

Q: For the playground equipment, is there a 10-year lifespan?

A: Yes.

Q: 100 trees were planted when the park was first built, some of the trees are declining, are the trees being replaced?

A: Some trees are being replaced, with a more diverse grouping to avoid have disease spread amongst one type of tree and take them all out.

Q: Is there concern with the quick timeline?

A: It has been talked about and GameTime is flexible.

Q: How is this unique?

A: We would be the only municipality that is a National Demonstration site within this area. GameTime is currently the market leader in creating inclusive spaces and provide a wider variety of options than many other manufacturers.

- D. Receive a report, hold a discussion and provide staff feedback regarding updates to the capital improvement plan for 2025-2029. (Staff Contact: Jen Basham, Director of Parks and Recreation)**

***\*The following questions and answers are paraphrased and not direct quotes.***

Q: The golf transfer, is this the difference between the revenue and expenditures?

A: That is their subsidy.

Q: Is this CIP is included with the budget for council? Will they vote?

A: Yes

Q: When you create the 5-year plan, are you generally targeting that first year?

A: We plan for 10 years, but any numbers past the first two years are projections. Those numbers become more refined the closer the project gets.

- E. Receive the July 2024 Department Update Presentation. (Staff Contact: Jen Basham, Director of Parks and Recreation)**

***\*The following questions and answers are paraphrased and not direct quotes.***

Q: Does someone follow up on the bike Facebook page? There is a shelter with sleeping bags, and a big beehive.

A: Yes, we can reach out to the person who made the post.

Q: (Jen) Is there feedback for the presentation the board would like to see?

A: We would like to know about graffiti being in the same place, the repairs for playgrounds, volunteer opportunities, how we can advocate for the volunteer program, strategies used to increase following on our social media.

- F. Community Calendar**

***\*The following questions and answers are paraphrased and not direct quotes.***

A paper copy of the programming calendar was given to the board members.

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

None.

**5. ADJOURN: 8:13 P.M.**

Jen Basham

Director of Parks and Recreation  
[jbasham@burlesontx.com](mailto:jbasham@burlesontx.com)  
817-426-9201



# Departmental Updates

August 2024 - Park Board



### July Event Highlights:

July 4: Red, White, & BTX (Estimated 1,500-2,000 per night)

July 13 - BTX Family Day Out (Estimated 175 participants)

July 19 - Watermelon Day (Russell Farm - Estimated 250 participants)

July 20 - BRiCk Boatnanza (Estimated 29 boats)

July 23 - Movie Night (Estimated 80 participants)

July 27 - BTX Ride Along (Estimated 65 riders)



### August Events:

August 16 - Friendly Fest Carnival Dance

August 17 - Splish Splash Doggie Bash



RED, WHITE, & BTX



BTX FAMILY DAY OUT



WATERMELON DAY AT RUSSELL FARM



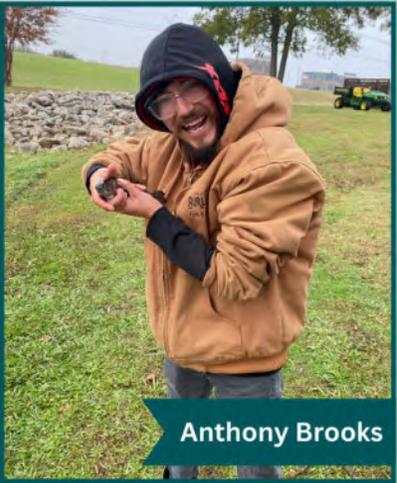
BOATNANZA



MOVIE NIGHT



BTX RIDE ALONG



Anthony Brooks



Isaiah Smith



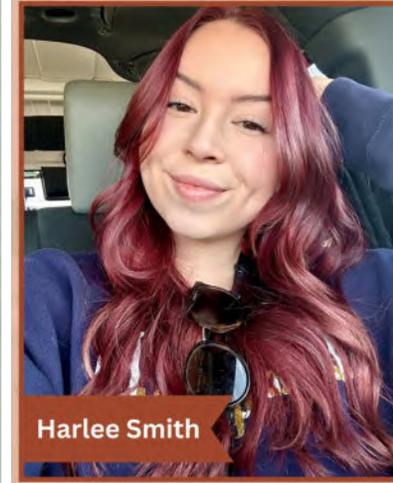
Blake English



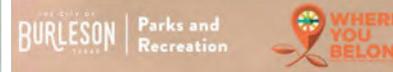
Grant Moffett



Carl Dechert



Harlee Smith



# WHERE YOU BELONG



Event Team



Cole Garner



Pam O'Hearn



Madison Lamb



Jay Blair



Marc Whitten





*Athletic News:*

Current Athletics:

Adult Summer Softball, Basketball, and Volleyball

Athletics Highlight:

Youth Summer Track - Bulreson sent 9 athletes to the TAAF State Games of Texas meet!



*Program News:*

July Programming Recap:

Women's Self Defense (15); Summer Camp (Average 145 campers per week all summer)

Program Highlight: Upcoming Teen Camp (Minds in Motion)

Summer Fun Camp has come to an end! We served 332 children this summer with a total of 1,601 registrations.



*Program News:*

*July Programming Recap:*

Adult Art (10); Canning (18); Storytime (105); Art Camp 6 & up (64); STEM Science Camp (25); Gardeners (68)



*Additional News: Service Projects at the Farm*

KBB, Russell Farm volunteers, and the Rio Brazos chapter of Master Naturalist came together for two days to build donated items for the future sensory garden at Russell Farm!



**Summer Camps & Programs at Russell Farm Art Center**

# Marketing and Community Engagement

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Quick Stats as of 7/31:

Facebook Followers:

18,512

(278 follower increase)

Instagram Followers:

1,791

(46 follower increase)

Constant Contact Subscribers:

5,419



Facebook Highlight - Post Reach: 10,770 | Post Impressions: 10,945

July High Performing Content - BRiCk Boat-Nanza Recap

## BRiCk - Projects

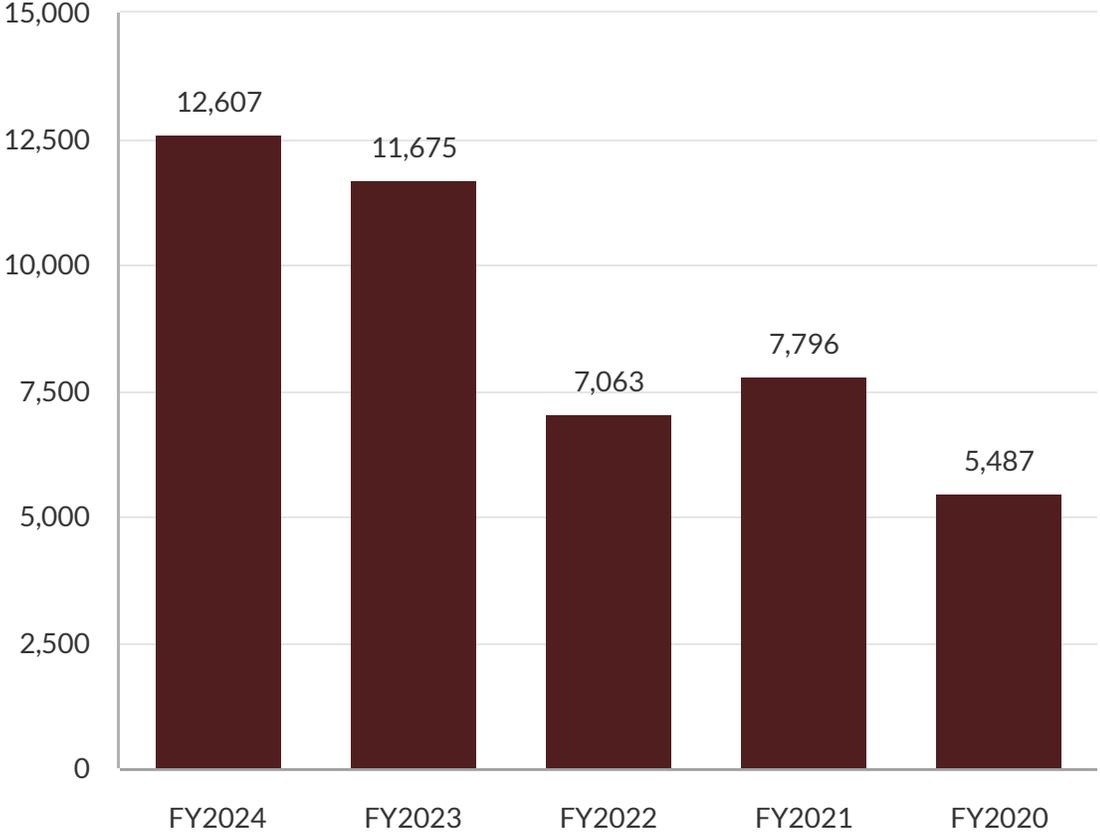
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- **C1S Group** (*selected vendor to serve as Construction Manager at Risk for all projects listed below*)
  - Lobby Remodel
  - Desert Aire Replacement
  - HVAC Replacement
  - Indoor Pool Replaster
  - Indoor Pool Sand Filter Replacement
  - **Project status:**
    - First equipment package with C1S (Construction Manager at Risk)
    - August 15- Park Board
    - August 19-City Council

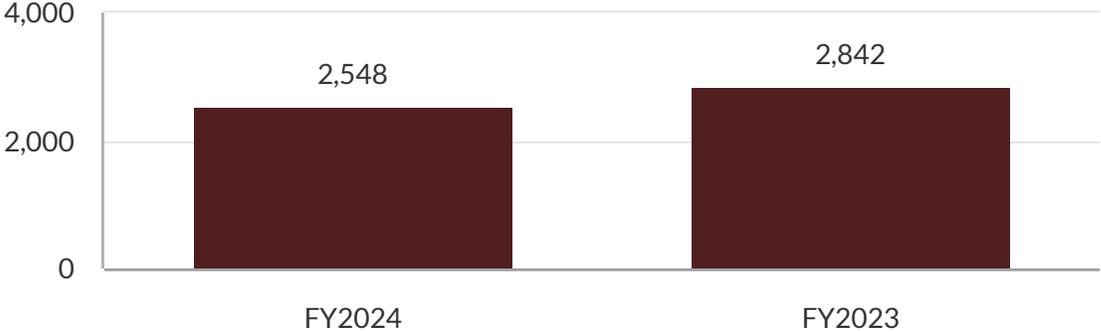


# BRiCK- Memberships and Programs

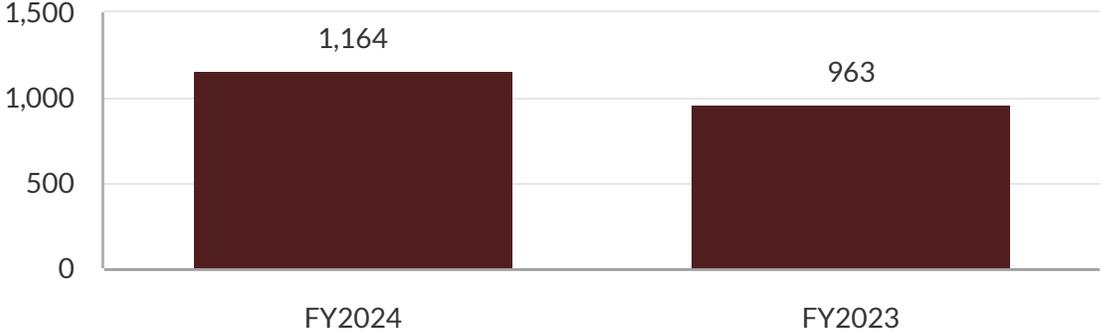
### July Memberships



### July - Fitness



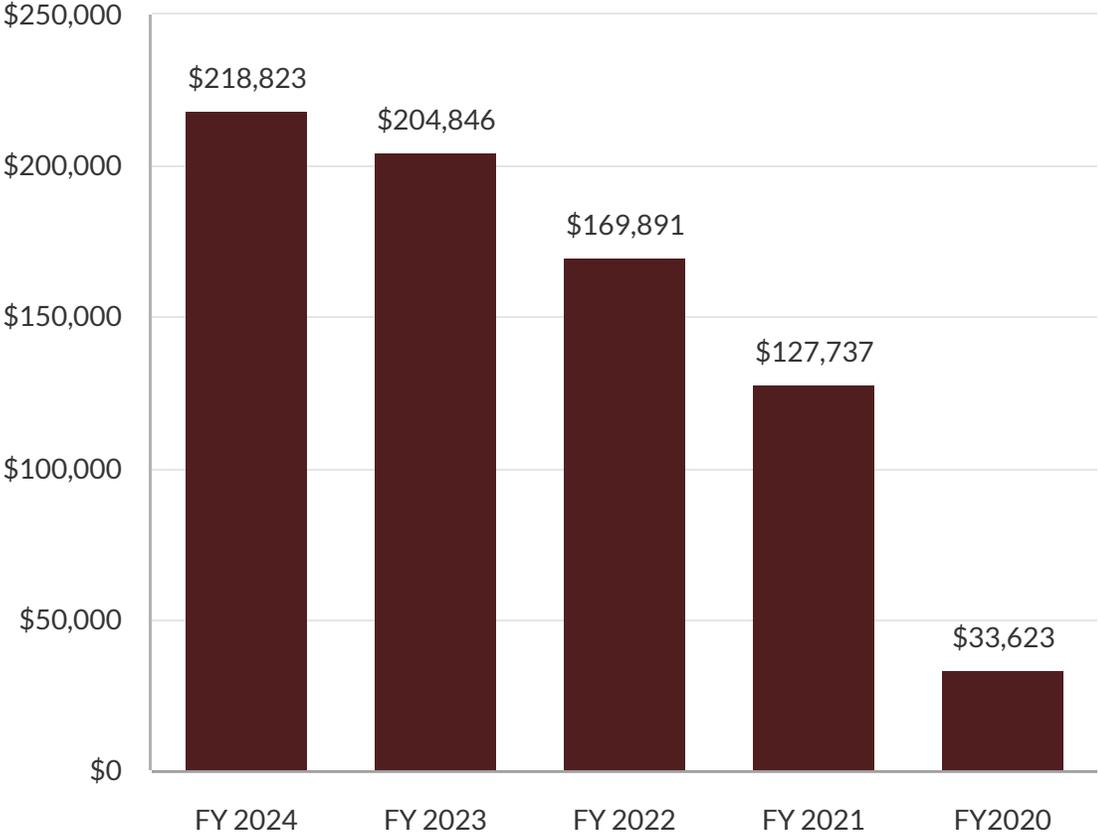
### July - Programs (includes Russell Farm Art Center)



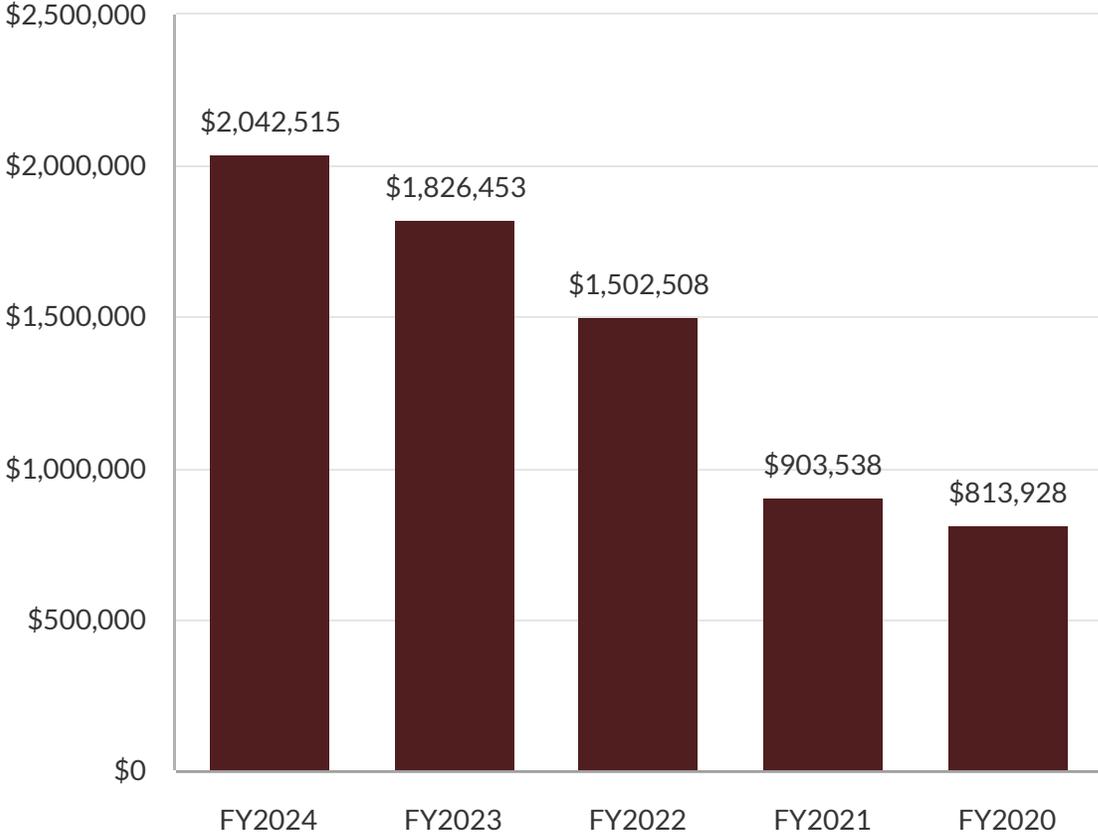
Membership numbers from June 2023 onward now include all individual members of a family membership.

# BRiCk-Revenue

## July

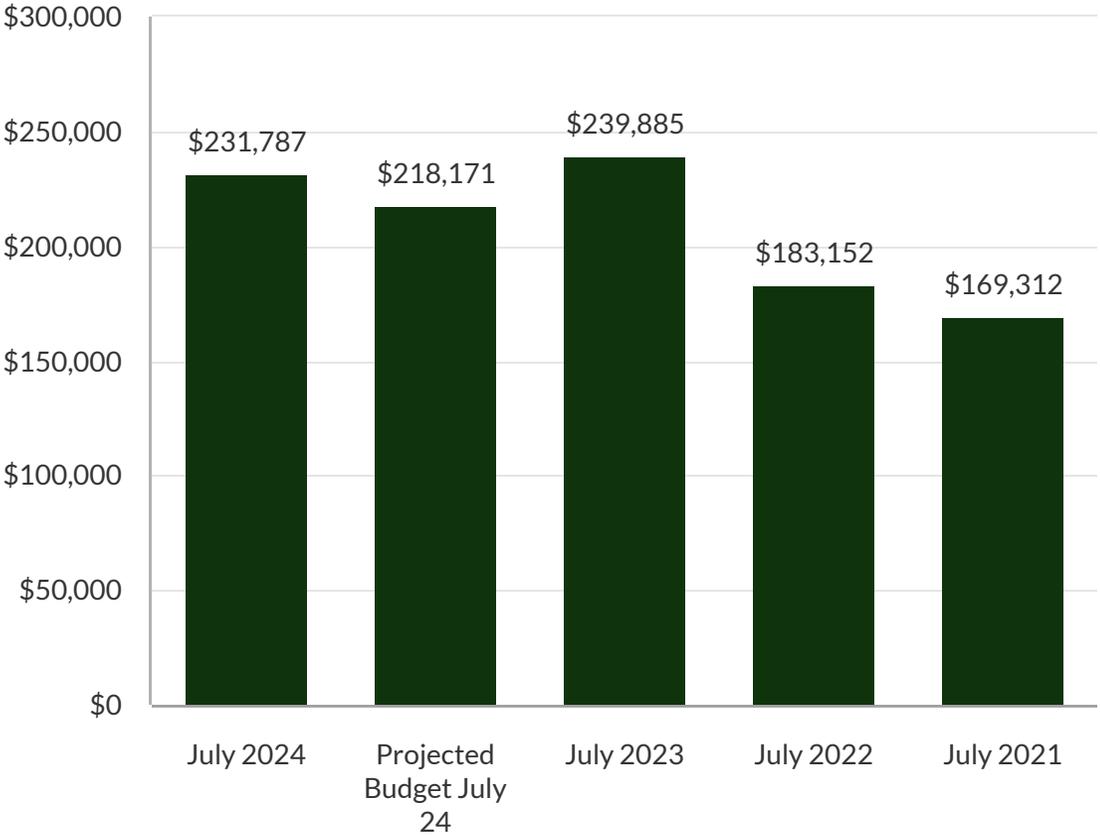


## Year to Date (Accruals not included for current FY)

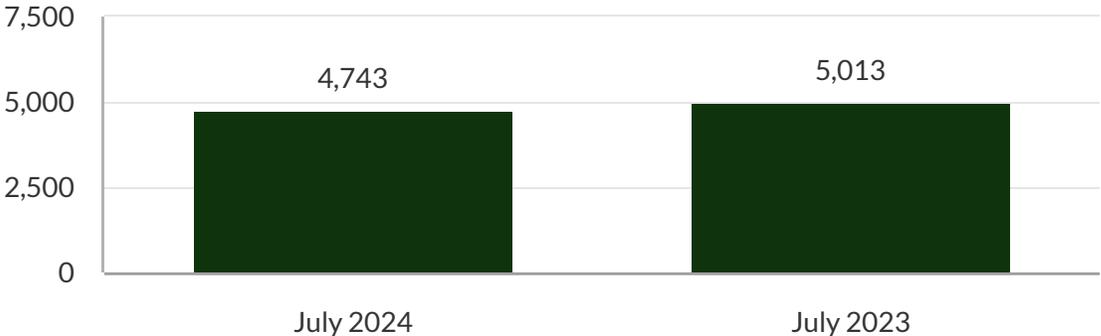


# Golf- July Comparisons

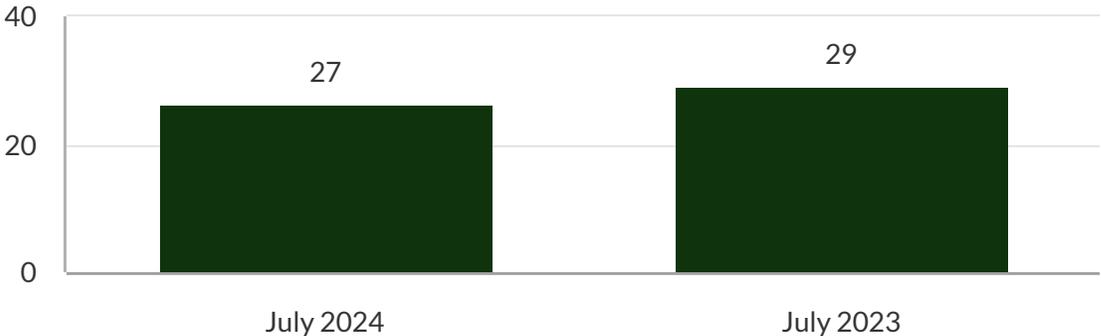
### July Revenue



### Rounds Played in July

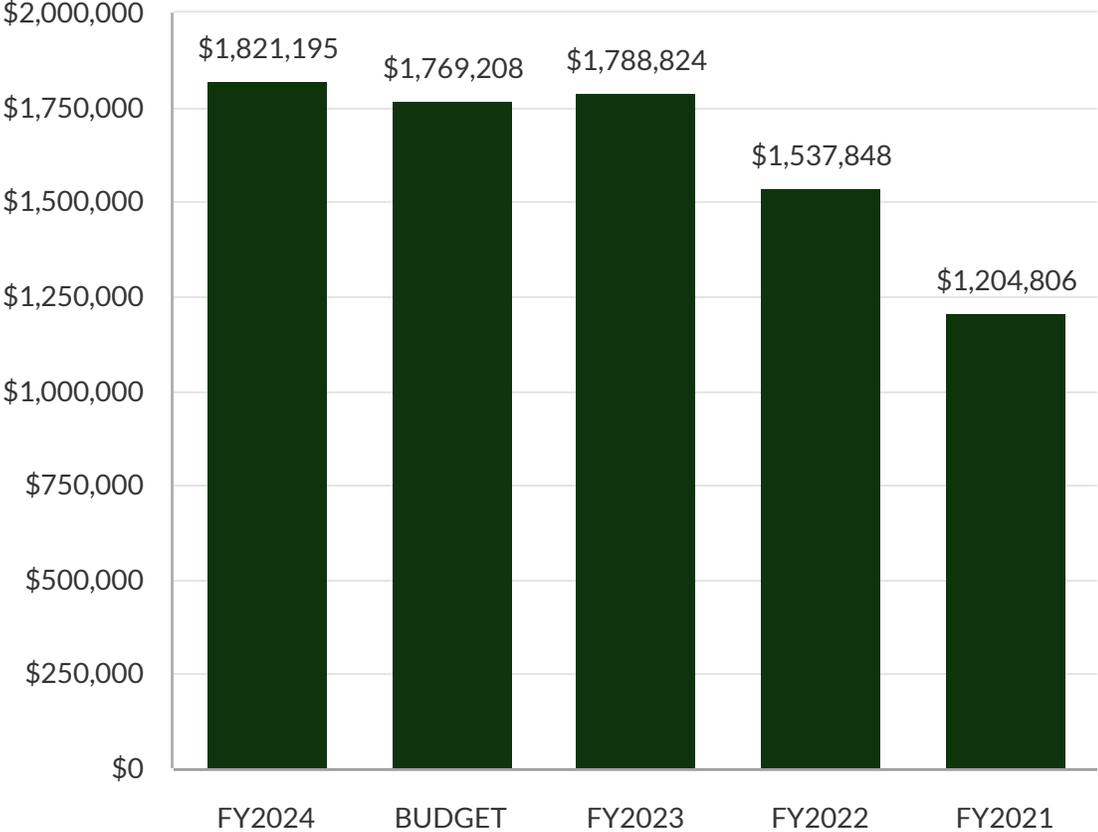


### Playable Days \* updated criteria with partial days

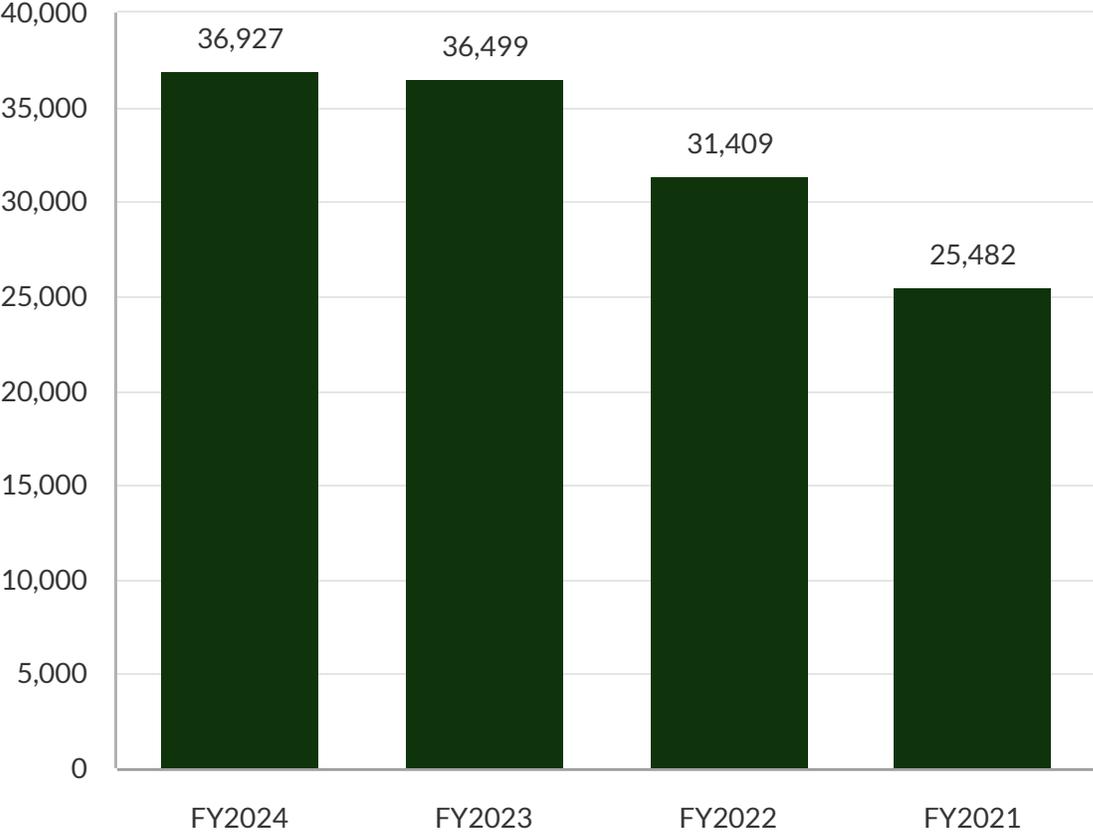


# Golf- Year to Date

Revenue YTD October - July

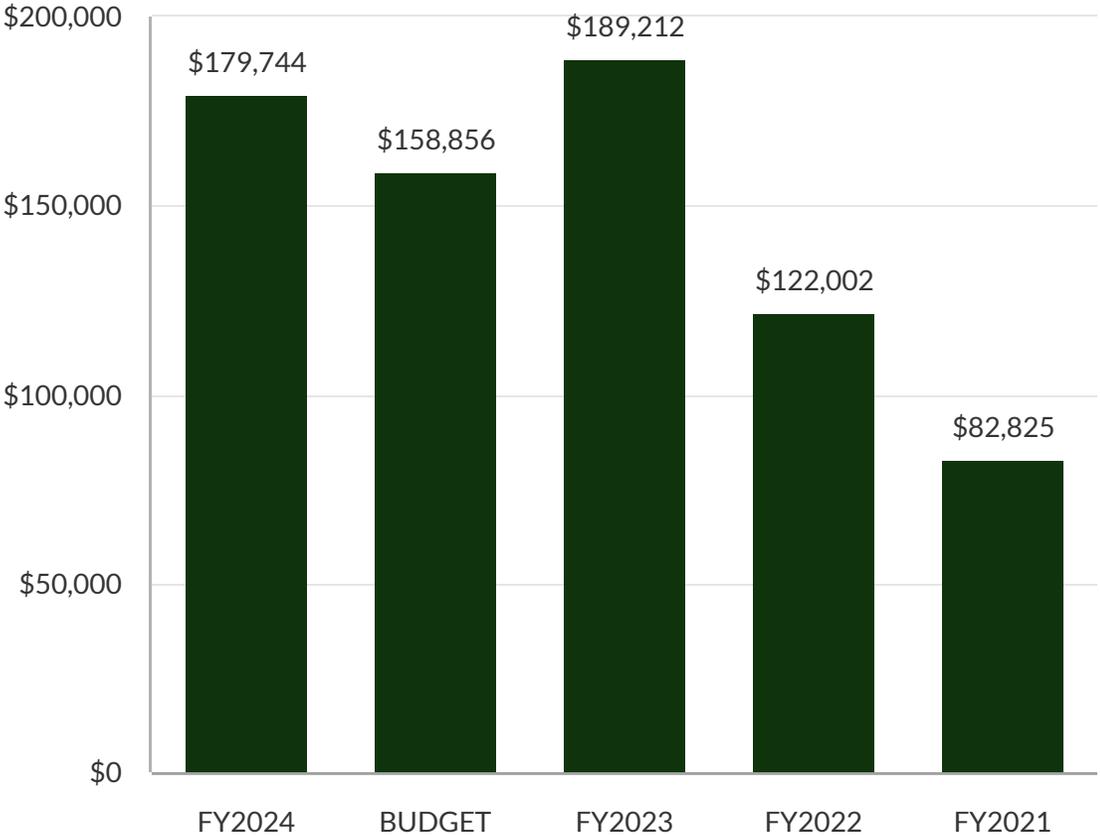


Rounds Played YTD October - July

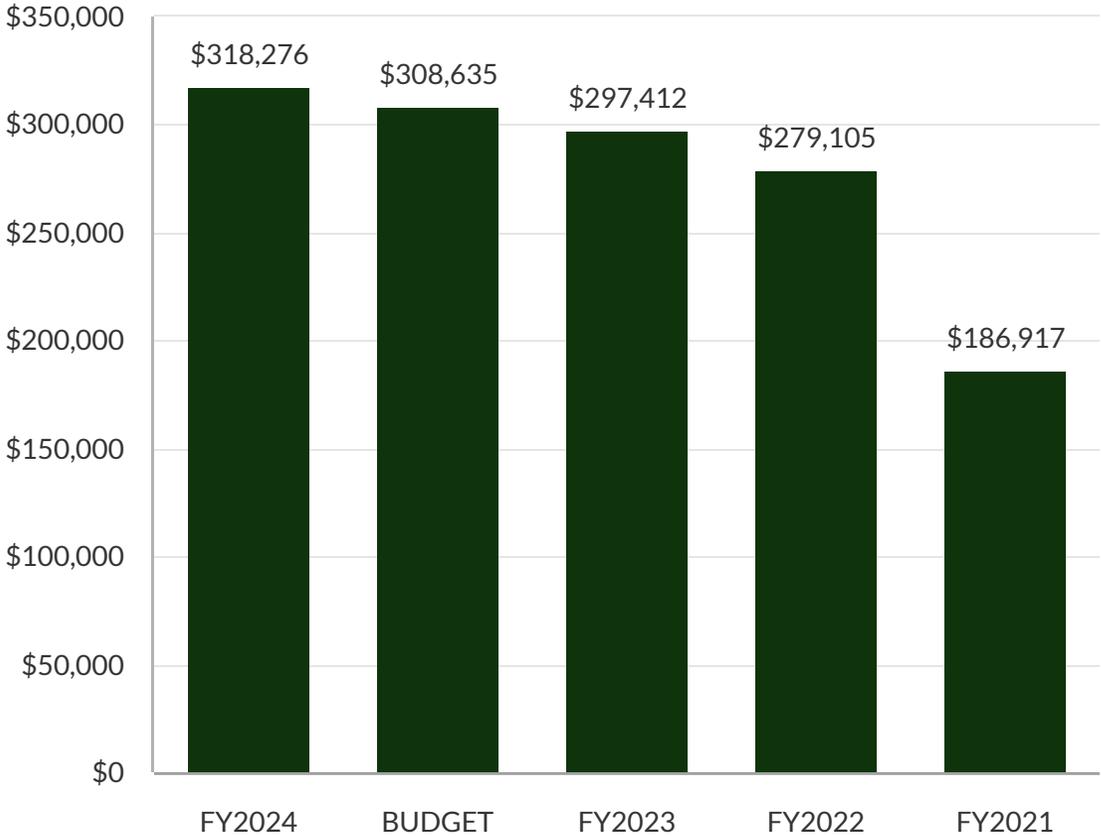


# Golf- Pro Shop and FB Revenue Year to Date

Pro Shop Revenue YTD October - July

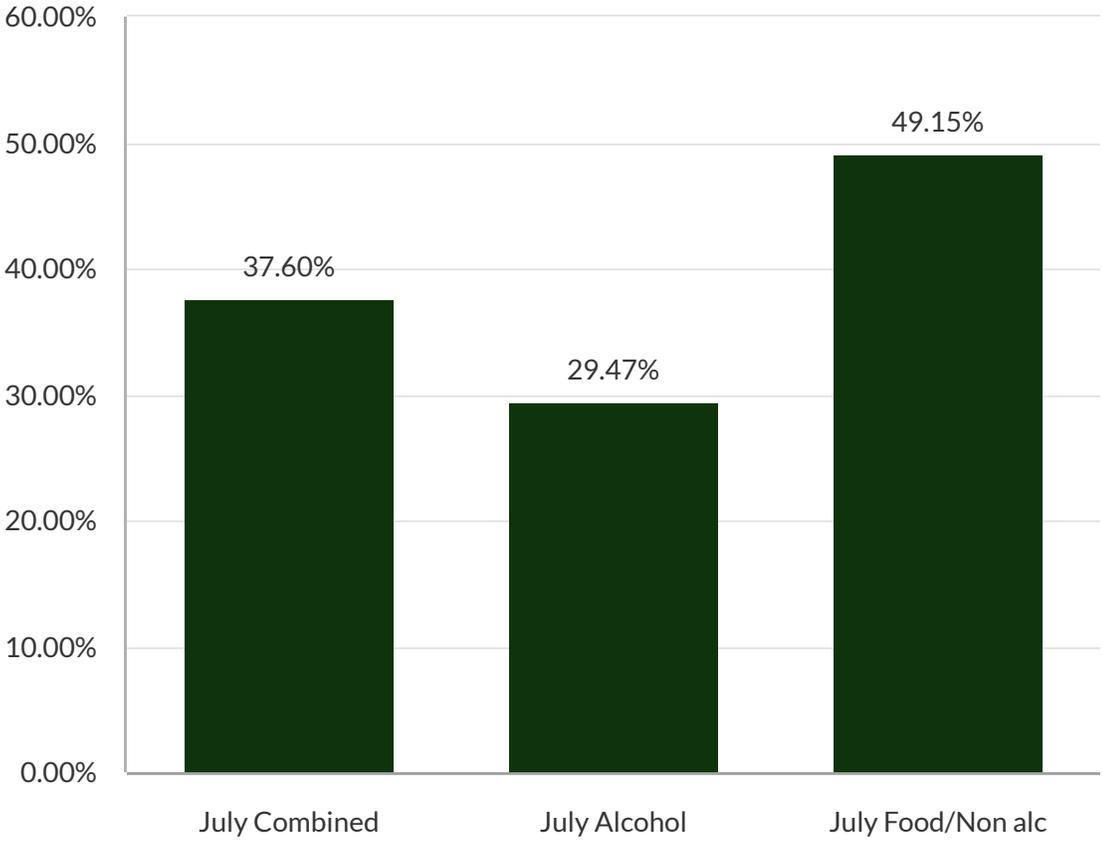


Food and Beverage Revenue YTD October - July

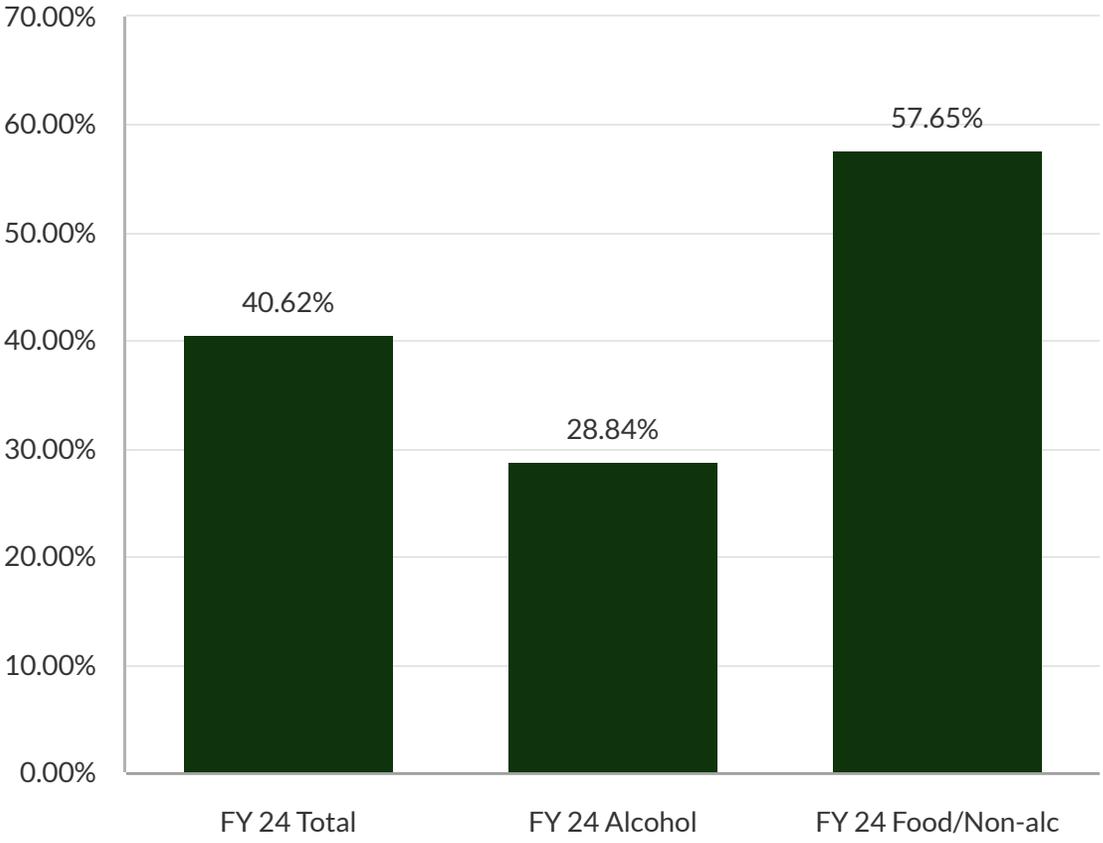


# Golf- Food and Beverage Cost of Sales Percentages

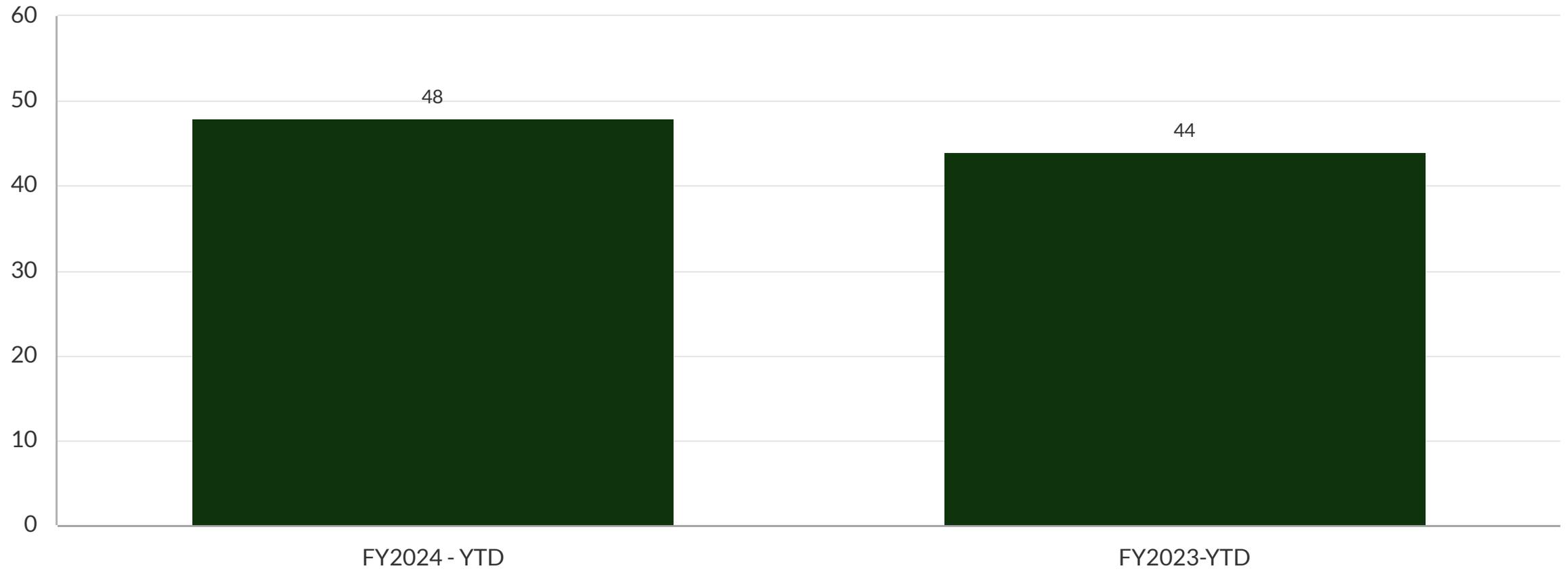
Food and Beverage Cost of Sales % by Department



Food and Beverage Cost of Sales % Combined YTD



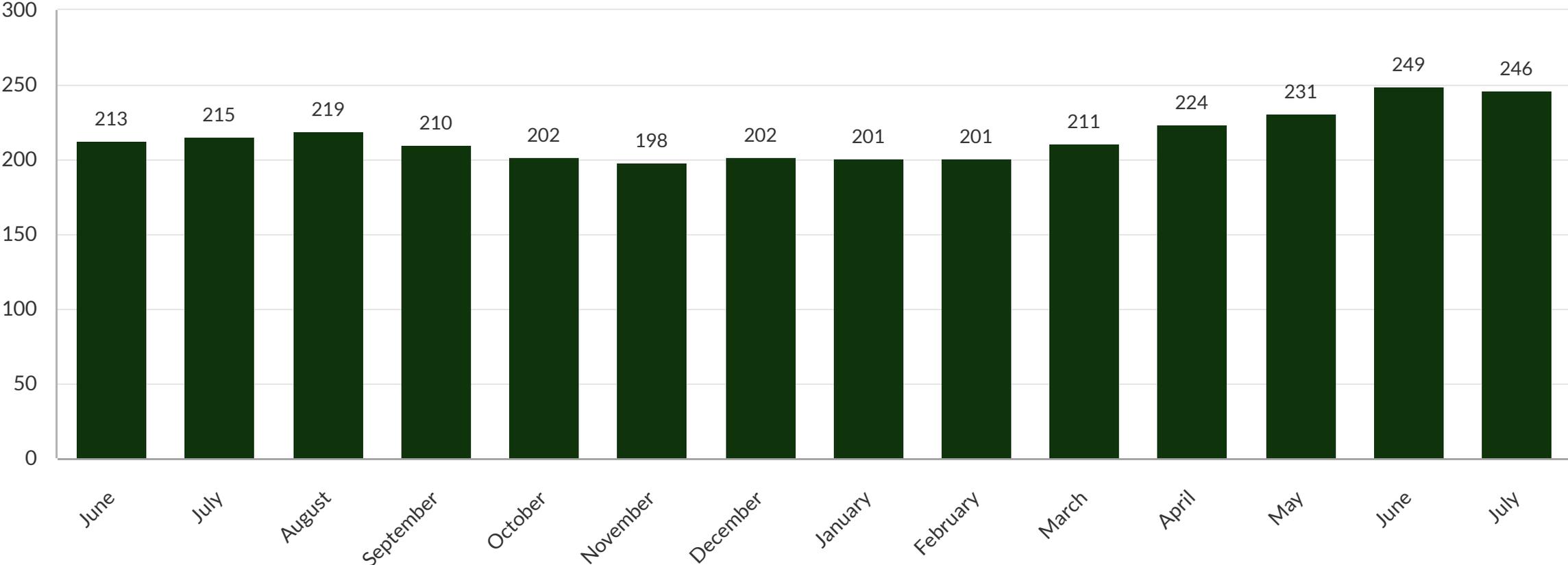
## Tournaments YTD



# Golf-Memberships

— 246 Current Members

Players Club





## Parks - Capital Project Updates

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- **Cedar Ridge Park:** Construction 90% complete-Ribbon cutting scheduled for August 22
- **Chisenhall Synthetic Turf Phase 2:** Construction began May 28 with completion scheduled for late September 2024
- **Oak Valley North Restroom:** Prep work begun August 5. Delivery of structure and plumbing/electrical scheduled for August 14
- **Meadowcrest Park:** Approved at July 22 Council meeting; Playground in-production; anticipated completion - November 2024
- **Scott St Trailhead:** Construction award scheduled for Park board meeting, August 15 and City Council meeting, September 9

# Community Champions Playground Grant

Up to 100% Matching Funds

GRANT OPPORTUNITY UPDATES



WELCOME TO THE TEAM: JESUS CASTELLANOS



PARKS AND RECREATION MONTH WITH FWMB  
BTX BIKE RIDE ALONG - ESTIMATED 65 RIDERS



KEEP BURLESON BEAUTIFUL UPDATE: TRASH BASH, SEPT. 14



QUARTERLY TEAM DAYS: ALLEY CATS

## Monthly Park and Athletics Highlights



Acres Mowed in  
Parks and ROWs  
**1,503**  
Acres



LITTER ABATEMENT:  
Parks, Athletic Fields,  
and ROWs



**9,870 lbs**

Pounds of Litter Removed

*Does not include contract litter numbers*

## INTEGRATED PEST MANAGEMENT

**15**

- Pest control treatments
- Pre-emergent weed applications
- Post-emergent weed applications



PLAYGROUND SAFETY

**32**

INSPECTIONS PERFORMED

MINOR REPAIRS: 3

*Follow-Ups:* Bailey Lake Dredging and  
Oak Valley South Connector



## IRRIGATION SERVICES

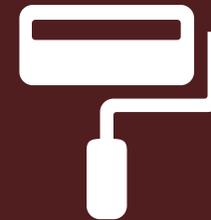
**32**

Irrigation Systems  
Inspected

**25**

Irrigation repairs made

## GRAFFITI ABATEMENT



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