



# WEEKLY REPORT

JULY 18, 2025

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, JULY 21**

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

### **REPORTS AND PRESENTATIONS**

- Receive a report, hold a discussion, and provide staff direction regarding the Wicker Hill Road and Greenridge Drive Improvements. *(Staff Contact: Randy Morrison, PE, Director of Capital Engineering)*
- Receive a report, hold a discussion, and provide staff direction on updates identified for the 2025-2026 fiscal year employee handbook. *(Staff Contact: Cheryl Marthiljohni, Director of Human Resources)*
- Receive a report, hold a discussion, and provide staff direction on the proposed fee changes for the FY25-26 budget. *(Staff Contact: Dylan Whitehead, Deputy Director of Development Services / Building Official)*
- Receive a report, hold a discussion, and provide recommendations to the city council on Fire Billing Services. *(Staff Contact: Casey Davis, Fire Chief)*
- Receive a report, hold a discussion, and provide staff direction on the FY 2025-2026 budget supplemental requests, proposed rates or fee adjustments, five-year fund forecast, and receive additional direction from City Council regarding the annual budget for fiscal year 2025-2026. *(Staff Contact: Tommy Ludwig, City Manager)*
- Receive a report, hold a discussion, and provide staff direction on amendments to Council Policy #40 and various chapters in the Code of Ordinances concerning boards, commissions, and committees. *(Staff Contact: Amanda Campos, City Secretary)*

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. FLOOD WARNING SYSTEM UPDATE

During the February 17, 2025 City Council meeting an agreement with Paradigm, Inc. was approved for the purchase and installation of flood warning systems at three locations with a known history of flooding. These systems are designed to activate flashing beacons when local flood waters at these specific locations reach unsafe levels, providing real-time alerts to motorists and enhancing overall public safety.

The systems will be integrated into the city's Traffic Management Center (TMC), enabling staff to monitor conditions remotely, receive automatic alerts and respond more efficiently to close low-water crossings to traffic. The warning system relies on water level measurements and sensors that are designed to detect water depth. Roadside flashers immediately warn drivers of the flood hazard at these flood prone road crossings.

Installation Locations:

- SW Hulen Street up- and downstream of the railroad underpass
- S. Fox Lane (dead-end road)
- SE Tarrant Avenue / Miller Street

The majority of system components have been received and are being assembled. Foundations at each location, including the installation of concrete piers and aprons, have been completed. The remaining components are expected to arrive by July 25 and once received, Paradigm and public works staff will complete final installation and system calibration in approximately three business days.

Public Works remains ready to complete installation promptly upon final delivery. The image below is in the city of Keller and provides a visual representation of the finished product.



## **B. BTX BUDGET BASICS COMMUNITY EDUCATION CAMPAIGN LAUNCHES NEXT WEEK**

Beginning next week, the city of Burleson will launch the BTX Budget Basics community education and outreach campaign. This initiative is designed to help residents better understand the city’s budget—how it’s built, how tax dollars are used, and how residents can get involved in the process.

Each week, a new topic will be spotlighted that explains key aspects of the budget, from financial planning and fiscal responsibility to transparency and community priorities. These updates will be previewed in the internal weekly report and then shared publicly the following week through the city’s website, social media, and e-newsletter.

The goal is to make Burleson’s budget easy to understand and accessible to everyone—because informed residents help make our city a better place to live, work, and play.

You can view the first week’s highlight [here](#).

All of the future items will be available at [www.burlesontx.com/BTXbudget](http://www.burlesontx.com/BTXbudget)

## C. PARKS CAPITAL PROJECT UPDATE SITE NOW LIVE

The new Parks Capital Project Update Site is now live and available online. This platform allows the community to follow the status and progress of current park capital projects. Project updates are posted at key stages or intervals as new information becomes available. Next week, the link will replace section IV. Parks Capital Projects in this document.

[Click here to stay up to date on current park projects](#)



## D. SHAFER EARNS PMP CERTIFICATION

Congratulations to Parks and Athletics Manager Daniel Shafer for earning his Project Management Professional (PMP) certification. This globally recognized credential reflects Daniel's commitment to professional development and demonstrates his dedication to continued growth in the field of project management.



## E. PARKS AND RECREATION LAUNCHES 'MAINTENANCE MINUTE'

The Parks and Recreation Department has launched a new spotlight series: Maintenance Minute. Each week, will highlight a different area of the department. This week's feature focuses on aquatics, showcasing the behind-the-scenes work that keeps pools clean, safe, and operational for the summer season. View the first maintenance minute, [here](#).



## F. LIBRARY NEWS & PROGRAMMING

### Summer Reading Club Recap: Week 6

Week six of the Summer Reading Club was filled with creativity, laughter and learning.

On Tuesday, children and teens celebrated the color yellow during **Children's Art Day** and **Teen Art Hour**, crafting bright and cheerful works of art. Wednesday invited teens to explore storytelling through **stop motion animation videos** using blocks and tech tools, while families gathered for a movie screening of **Minions: The Rise of Gru**.

Thursday offered a relaxed afternoon at **Teen Lounge**, where teens played games, enjoyed snacks and took time to unwind. The week concluded Saturday with a sweet and educational **Honeybee Show-and-Tell** presented by We Bee Keepin'. Families learned fascinating facts about bees, hives and the essential role of pollinators.

Another fun and enriching week at the library is in the books.

### A Heartfelt Thank you to Burleson Public Library's Summer Reading Club Sponsors

The Burleson Public Library would like to extend a huge thank you to all the incredible sponsors and partners who helped make the 2025 **Summer Reading Club** a success! Thanks to the generosity of the following local businesses, the library was able to provide exciting prizes and reading incentives that kept participants motivated and engaged all summer long:



**Alley Cats, Andy's Frozen Custard, Bahama Buck's, Black Bear Diner, Black Rock Coffee Bar, Dairy Queen, Fort Worth Museum of Science and History, H-E-B, Jurassic Zone, Moretti's, Pirate's Cove Waterpark, Premiere Cinemas, Raising Cane's, Rosa's Cafe, Texas Rangers, and Torchy's Tacos.**

The library is also incredibly grateful to the **Texas Master Naturalists** for planning and presenting several fun and educational family programs this summer, including *Prisms, Light and Color; Pollinator Color Preferences; and Rocks Color My World*. Their programs helped bring science to life in meaningful and colorful ways.

And finally, a very special thank you to the **Friends of the Burleson Public Library**. Their ongoing support made it possible to offer so many of the library's most popular programs this summer, such as **Children's Art Day and Teen Art Hour, Tie-Dye Water Gun Fight, All About Animals, Creature Teacher, Playing Card Upcycling Craft, Karate Dance Party, No-Sew Pillows, Honeybee Show-and-Tell, and Adventure of the Missing Color with Science Heroes.**

If your family enjoyed any of these fantastic programs, please [thank the Friends on Facebook](#), and consider [joining their organization](#) to help support the library's mission year-round.

And don't forget—there is still two more weeks of Summer Reading Club to go! The fun wraps up on July 31, so keep reading, attending programs, and logging your days to earn badges and prizes. Let's finish strong!



## G. PARKS AND RECREATION MONTH HIGHLIGHT

Parks and Recreation Month continues and the department is celebrating by featuring weekly spotlights of their incredible team on social media. Be sure to follow along on the Burleson Parks and Recreation Facebook page as they highlight the individuals who help make Burleson’s parks thrive and serve the community every day.



## H. SENIOR ACTIVITY CENTER PROGRAMMING

### Country Dance Class

**Tuesdays at 11:30 a.m.**

Learn your favorite country dance steps in a fun and encouraging environment. Participants can enjoy the Two-step, Waltz and more while getting active and sharing laughs with new friends.



### Gospel Jam

**Saturday, July 26, 5 - 8 p.m.**

Gospel music fans are in for a treat. This event will feature some of the best singers and musicians in the region, along with great fellowship and uplifting music. Guests can expect a warm, welcoming atmosphere with some of the friendliest people around. It’s a gathering music lovers won’t want to miss.



Sponsored by North Texas Gospel Music Ministries. Snacks will be provided, and donations are welcome.

For those interested in learning more about the center's offerings, tours are available. The Burleson Senior Activity Center, 216 SW Johnson Avenue, is open to individuals aged 50 and up.

## I. PETS OF THE WEEK

**Meet Thor and Loki:** These two handsome boys, Thor (a 3-year-old American Pit Bull Terrier and German Shepherd Dog mix) and Loki (a 5-year-old American Pit Bull Terrier mix), are true survivors. They were previously adopted from our shelter and then found as strays, severely emaciated among other health conditions. In just one month of care at the shelter, Thor has gained 16 pounds and Loki has gained 13 pounds.



Now they need a loving home or homes where they are truly cherished and well cared for. They are both incredibly sweet and love people despite their circumstances.

They are ready for a loving future. Their adoption fees are waived and include shots, microchipping, heartworm testing and neuter.

The shelter is **at capacity**, so if you are thinking about adopting, make us your first stop. The Burleson Animal Shelter is at capacity, view all adoptable animals at [burlesontx.com/adopt](https://burlesontx.com/adopt)

The Burleson Animal Shelter, located at 775 SE John Jones Drive, is open to the public Tuesday through Friday from 11 a.m. to 6 p.m. and Saturday from 11 a.m. to 4 p.m.

## J. PRESIDENTIAL VOLUNTEER SERVICE AWARD RECIPIENTS

Burleson Parks and Recreation is proud to recognize two outstanding community members who have been awarded the President's Volunteer Service Award for their dedication to Burleson's park system:

**Shane Hudson** – Honored with the Bronze Award for contributing 107.56 volunteer hours to our Chisenhall Hike and Bike Trails. Shane plays an important role in trail maintenance and is deeply passionate about the value these trails bring to the community.



**Landon Hulcy** – Recognized for 132 volunteer hours through his leadership with the Burleson Disc Golf Club. This group plays a vital role in maintaining disc golf facilities and growing the sport locally through events and community engagement. Their Facebook group continues to expand with over 1,000 members.

For more information or to get involved:  
Follow - [Burleson Disc Golf Club](#)



### **About the President's Volunteer Service Award**

The President's Volunteer Service Award is a national honor recognizing individuals who demonstrate outstanding volunteer service and civic commitment. Awards are given based on the number of verified volunteer hours and include a certificate, official pin, and a letter from the President of the United States.

## K. FEEL GOOD FRIDAY

In a touching post from the Center for ASD's Facebook page, a visit to the Peach Cobbler Factory turned into something sweeter than dessert — a moment of pure community kindness.

The Center's REACH adults love exploring local spots, and they recently picked Peach Cobbler Factory for a fun outing. Trying somewhere new can be a big experience for participants and their support leads, but what happened next left a lasting impression.



The manager went above and beyond, warmly welcoming everyone, patiently helping each participant navigate their choices and giving them time to count and pay for their items. When one individual came up \$2 short, the manager quietly covered the rest himself.

“He was truly SO KIND and had a servant attitude,” the post read. “Our participants walked in for a sweet treat and walked out with an even sweeter experience: being seen.”

One participant, Gabe, even snapped a photo to remember it, declaring, “This place is the spot!”

Thank you, Peach Cobbler Factory, for creating a space where everyone is welcomed, valued, and celebrated. This is what community looks like.

### III. ROAD PROJECTS

#### UNDER CONSTRUCTION: ALSBURY BLVD BETWEEN CANDLER DR AND HULEN ST

Work on the BNSF Railway crossing on S.W. Alsbury Boulevard began on July 17. To accommodate the improvements, S.W. Alsbury Boulevard will be closed to **all traffic** between S.W. Hulen Street and Candler Drive.

This closure will remain in place until construction is completed by BNSF Railway.

#### Traffic Impacts:

- No through traffic will be permitted on S.W. Alsbury Boulevard between S.W. Hulen Street and Candler Drive.
- Detour routes will be clearly marked to assist drivers in navigating around the closure.



### IV. PARKS CAPITAL PROJECTS

PROJECT	STATUS	TIMELINE
Parks Master Plan	Draft In-Review	Anticipated completion: July 2025
Shannon Creek	Project is currently in bidding process	Estimated Bid Process Completion: July 2025
Green Ribbon	Project began bidding process June 24, 2025.	Estimated Bid Process Completion: July 2025

<b>Community Park</b>	Phase I: Construction Document Design	Ongoing
<b>BRiCk Renovation</b>	Equipment package approved on September 9, 2024. Interior Renovation & Pool Resurface approved on October 21, 2024.	November 2024 – Lobby Renovation construction started September 2025 – Pool Renovation construction starts August 2025 - HVAC construction start

## V. EVENTS

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

- **BURLESON FARMERS MARKET**  
 Saturdays, 8 a.m. – 1 p.m.  
 Mayor Vera Calvin Plaza, 141 W. Renfro St.  
 Free entry, items for purchase
- **THE BRICK BOAT-NANZA**  
 July 19, 9 a.m. - Noon  
 Burleson Recreation Center (BRiCk), 550 NW Summercrest Blvd Free to spectators, registration fee required for participants
- **GOSPEL JAM**  
 July 26, 5 – 8 p.m.  
 Senior Activity Center, 216 SW Johnson Ave.  
 Free event
- **BTX BACK TO SCHOOL BASH**  
 August 9, 4 – 7 p.m.  
 Mayor Vera Calvin Plaza, 141 W Renfro St  
 Free event
- **FRIENDLY FEST DISCO DANCE**  
 August 15, 6 – 8 p.m.  
 Center for ASD, 640 NW Tarrant Ave  
 Free event for individuals with special needs and disabilities of all ages
- **SPLISH SPLASH DOGGIE BASH**  
 August 23, 10 a.m. – 2 p.m. (time slots depend on dog’s size)  
 BRiCk, 550 NW Summercrest Blvd  
 \$5 per dog, limit 2 dogs per person. Humans are free.

## VI. ATTACHMENTS

- Keep Burleson Beautiful July 9 Meeting Summary.....page 14-16
- Citizens Public Art Committee July 14 Meeting Summary.....page 17-18



## Keep Burleson Beautiful

Wednesday July 9, 2025  
4:45 PM

City Service Center - 725 SE John Jones Drive  
Burleson, TX 76028

Meeting start: 4:48 PM

**Board Members Present:** Heidi Garbe, Pat Dexheimer, Kristen Tanz, Jessica Martinez, Donna Confessore, Dagmar Higgins, Mary Goldsberry

**Guests Present:**

### Administrative Items:

- Vision meeting plans – pick a date for next sessions (summer and end of year)
  - July 26, 9-12. Still good?
  - This date still works for everyone. The meeting will be from 9 AM to 12 PM. Heidi is currently putting together an agenda of discussion topics.
- New calendar spreadsheet created to account for tasks and events – review monthly
  - The spreadsheet for July was reviewed by the committee. The litter report has been submitted.
- Go Daddy follow up – direct login vs letter verification; payment
  - Kristen donated to pay for a year. The next renewal is in August 2026. Heidi will add this to the calendar.
- Governor’s award: TXDOT progress?
  - The TxDOT Green Ribbon Grant for Phase II has officially been awarded. When combined with the Governor’s Community Achievement Award (GCAA) funding granted by Keep Burleson Beautiful, this brings the total funding to \$650,000 in support of the John Jones corridor landscaping project.
- KTB
  - KTB conference review (Jessica)
  - Did anyone listen to the KTB webinar with Plano?
  - Pollinator webinar July 30
  - Fall Sweep prep Aug 20
  - Regional training (9:30-4) Sept 10 – interest? <https://ktb.org/education/> (Arlington)
    - Heidi plans to attend the regional training, and Jessica has expressed interest as well.
- Brainstorming session to focus on board bylaws, program opportunities – anything else?
- Signs – old one in town 101 Wilson St.
  - The sign is outdated, and the city can remove it if we decide to replace it.
  - Kristen suggested the idea of sponsored garbage or recycling cans around town, which can be added to the agenda for the brainstorming meeting.



## Ongoing/New Business

Committee Chair Reports – responsible for specific areas, projects, and report outs

- Adopt a Spot - Kristen
  - The McGuire family will be adopting the east side of Hobo Lake, joining another family already caring for that area.
  - One of the signs was recently vandalized. A replacement is being made and will be reinstalled soon. There's potential to incorporate this into a marketing piece featuring Darla the Duck.
  - National Charity League—Participants will be allowed to use the Library's litter kits for clean-up efforts and can fill out a form to be featured on our social media channels.
- Ann Heberle Committee – Pat/Donna
 

*Action item / goal for next month – Scout for next Quarterly winner (find options)*

  - Every 4 months - schedule
    - Next to be selected in Aug, awarded September (last award, May 16)
    - The committee was reminded to be on the look for potential recipients. Kristen proposed the Tiger Farms Market—the gas station next to Starbucks on Wilshire. Jessica added this to the KBB calendar.
- Communications Committee - Heidi
  - Concepts: Quarterly newsletter content, Event metrics, Program wrap ups, Facebook, Volunteers
  - Action Item:
  - Metrics 1, 519 followers; all posting passed off from Bailey to Heidi
  - Removing the pinned post, concepts, etc.
    - No one was concerned about removing the pinned post.
- Finance Committee – Financials and sponsorship opportunities – Mary/Donna
  - The recipients of the sponsorship have not yet cashed their checks. Mary will reach out to encourage them to do so.
  - Donna has activated the KBB debit card.
  - Treasurer's report: June - \$2,557.50
    - Note: The treasury amount does not reflect the \$50 that will be taken out for the North Texas Communities Foundation. Heidi will do that this weekend and send the receipt to Donna.
  - Joined North Texas Communities Foundation - \$50 – any funds collected will be sent to bank via EFT <https://www.northtexasgivingday.org/p/registration>
    - Heidi will register for this.
  - Zelle update
    - Heidi will follow up with the bank about Venmo.
  - H-E-B | Apply for Support – recommendation from Keep Grapevine Beautiful – for over \$200 requests
    - Mary will apply for this. The application will need to be submitted 6—8 weeks before Trash Bash.
  - Review digital budget sheet: [https://docs.google.com/spreadsheets/d/1buoHHkmA0v6X\\_Te8jXwS\\_OJMBkVX5lbt/edit?rtpof=true](https://docs.google.com/spreadsheets/d/1buoHHkmA0v6X_Te8jXwS_OJMBkVX5lbt/edit?rtpof=true)
    - New budget reporting option
    - This will be added to the brainstorming meeting agenda.
  - Sponsorships
    - Action item / goal for next month –
    - Review sponsorship list and status
    - Trifold and website updated? Review and agree to website: <https://www.burlesontx.com/568/Sponsors>

- Trophies/plaques/window decals for top level sponsor
    - Local artists – “Bill” – machine couldn’t read logo
    - Ways to add years mention, vs providing new award each year
      - Kristen will reach out to her contact and provide our logo to see if they can print it on a plaque.
- City Chair – Jessica Martinez
  - Action item: Assist with sponsorship program - updated trifold?
    - Jessica will have the trifold before the brainstorming meeting.
    - Received both grants from the Texas A&M Forest service.
    - Green Ribbon was awarded for phase 2 –\$650,000.
    - Pollinator Garden at Elk Ridge is looking great.
    - Naturalized areas are being planned to bring to Park Board and City Council. We are aiming to have more no mow areas around the city. KBB will potentially attend to voice support for this.
- Planting Committee – Mary Ann Matthews
  - Action item:
  - BISD Partnerships (Potential Pollinator Gardens) – updates?
    - Jessica will circle back with, Park board member, Ashli Logan on the BISD Partnerships.
- Event Committee (Trash Bash, etc.) – Heidi/all
  - Fall trash bash date, clarify when open for signups
  - Idea: increase cleanup events – ex: Happy to Help Saturdays monthly (Keep Grapevine Beautiful) – formal or informal (evening stroll – meet up at your own spot)
  - September 27 date was proposed, and no concerns were raised by committee members. Jessica reserved the Warren Park pavilion and checked for any conflicting major events.
  - It was noted that sign-ups need to open six weeks in advance, with August 11 proposed as the launch date. Heidi and Jessica will coordinate on the digital materials.

#### **Upcoming Events / Opportunities:**

- Repeating: attend alternate local KTB affiliate meetings for ideas and collaboration
- General Parks update
- Russell Farm Updates

**Upcoming Meetings:** August 13, 2025

#### **Open the floor to Board/members/visitors**

- Doing something similar to Happy to Help Saturday meetups were discussed. Kristen offered to host something like this in October.

**Meeting Adjourn:** 5:42 PM

## Citizens Public Art Committee

### Meeting Summary

July 14, 2025

#### 1. CALL TO ORDER

The meeting began at 10:15 AM. All members were present, except Jessica Lowe.

#### 2. CITIZEN APPEARANCES

#### 3. GENERAL

Consider approval of the minutes from the June 2, 2025 meeting. (*Staff Contact: Bailey Campbell, Senior Administrative Specialist*)

Tom Sale made a motion to approve the item. Jana Jackson seconded the motion. Motion passed 3-0. Absent Jessica Lowe.

#### 4. REPORTS AND DISCUSSION ITEMS

A. Receive a report, hold a discussion on the public art master plan draft policy. (*Staff Contact: Jen Basham, Director of Parks and Recreation*)

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

Q: Can there be a graph created to show the priorities of projects, implementation years and total cost of each project?

A: Yes.

Q: Remind me, the committee is reviewing this plan and then it will be taken to City Council?

A: Yes, and the goal will be to bring this to Council in September and ask for feedback and then bring it back for formal adoption. This might actually go to the Community Services Committee before going to City Council.

Q: Did you take notes on what we discussed earlier.

A: Yes, we're planning to add a gallery curator role description to the Public Art Policy—specifically for curating interior works. This role will allow curated pieces to bypass the temporary artwork approval process.

Q: Who will the Public Art Coordinator be?

A: We're working on identifying the right person or team to take this on, where it makes the most sense.

Q: What is the budget the city has?

A: Currently we have 15% of HOT/MOT fund balance, approximately \$60,000

Q: Does the language of adding a consultant need to be added?

A: It could go into roles and responsibilities as to how to implement that role.

#### COMMITTEE REQUESTS FOR FUTURE AGENDA ITEMS OR REPORTS

Next meeting—Monday, August 11, at 10 AM.

6. **ADJOURN:** 11:07 AM

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