



# WEEKLY REPORT

DECEMBER 19, 2025

TO: MAYOR FLETCHER AND COUNCIL MEMBERS

FROM: TOMMY LUDWIG, CITY MANAGER

## I. COUNCIL SCHEDULE

**MONDAY, JANUARY 5**

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

### **REPORTS AND PRESENTATIONS**

- Receive a report, hold a discussion and provide staff direction on an overview of the 2025 Mosquito Season. *(Staff Contact: Errick Thompson, Director of Public Works)*
- Receive a report, hold a discussion and provide staff direction on a proposed Neighborhood Empowerment Zone incentive policy. *(Staff Contact: Tony D. McIlwain, Development Services Director)*
- Receive a report, hold a discussion and provide staff direction regarding plaza maintenance. *(Staff Contact: Jen Basham, Director of Parks and Recreation)*

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. HOLIDAY CLOSURES AND TRASH COLLECTION UPDATE

As we prepare to celebrate the holiday season, the city of Burleson would like to share the following information about facility closures and trash and recycling service changes for Christmas and New Year's:

#### **Trash & Recycling Service Reminders**

- No trash or recycling collection will occur on Thursday, Dec. 25 or Thursday, Jan. 1.
- Monday/Thursday customers will have service on Monday, Dec. 29 and Monday, Jan. 5.
- Thursday recycling customers will receive service again on Thursday, Jan. 8. *\*Staff is currently working to add an additional recycling collection day*

*before Jan. 8 for these customers. An update will be posted on the city's website and social media channels once confirmed.\**

We understand that this year's holiday schedule is inconvenient for residents on the Monday/Thursday route, as all three major holidays fall on a Thursday. We wanted to share that this is an uncommon occurrence and will not happen again for several years. Thank you for your patience and understanding as we work through this holiday season.

### **High Volume Delays Possible**

Due to increased waste during the holidays, collection delays may occur on:

- Friday, Dec. 26
- Monday, Dec. 29
- Friday, Jan. 2
- Monday, Jan. 5

Some routes may be completed in the afternoon or early Saturday morning. Please place your carts at the curb by 7 a.m. and leave them out until collected. All routes will be completed.

### **City Facility Closures**

**Christmas Eve** – Wednesday, Dec. 24

**Closed:** City Hall, Library, Senior Activity Center, Animal Shelter, Russell Farm Art Center, Hidden Creek Golf Course, Municipal Court

**Open:** BRiCk (8 a.m.–5 p.m.), Public Safety (24/7)

**Christmas Day** – Thursday, Dec. 25

**Closed:** All City Facilities

**Open:** Public Safety (24/7)

**New Year's Eve** – Wednesday, Dec. 31

**Open:** All facilities open, some with adjusted hours:

- City Hall: Regular hours, 8 a.m. to 5 p.m.
- BRiCk: 8 a.m. to 5 p.m.
- Library: 9 a.m. to 5 p.m.
- Animal Shelter: 11 a.m. to 5 p.m.
- Hidden Creek Golf Course: 7 a.m. to 5:30 p.m.
- Russell Farm: 8 a.m. to 5 p.m.

- Senior Activity Center: 8 a.m. to 4 p.m.
- Municipal Court: 8 a.m. to 4 p.m.

**New Year's Day** – Thursday, Jan. 1

**Closed:** City Hall, Library, Senior Activity Center, Animal Shelter, BRiCk, Russell Farm, Municipal Court

**Open:** Hidden Creek Golf Course (7 a.m.–5:30 p.m.), Public Safety (24/7)

If you have any questions about your trash and recycling service, please contact BTX311.

**B. EMPLOYEE OF THE QUARTER**

Terri Lynch, benefits and wellness administrator, has been named the city of Burleson's Employee of the Fourth Quarter for 2025.

Terri joined the city's human resources department in April 2023 and is known for her exceptional customer service and steady support of employees and residents. She recently went above her regular duties to assist a citizen struggling with a Social Security matter, spending the time needed to help him access important documents and resolve his issue. She also provides ongoing guidance to employees and volunteers her personal time to support veterans in the community.



Terri will be recognized at the January 5, 2026 city council meeting.

Read the full story [here](#).

### C. EMPLOYEE OF THE YEAR

Wendy Lastovica-Alvey has been named the city of Burleson's 2025 Employee of the Year.

Wendy joined the city in December 2022 and serves as the youth services librarian. She was nominated for her leadership, initiative and commitment to supporting local youth. From expanding Project Prom to creating a discreet hygiene resource cart, Wendy consistently finds ways to meet needs with care and creativity. She even stayed after hours with a patron locked out of their vehicle, offering comfort until help arrived.



Wendy's empathy and service-focused approach reflect the highest standards of our organization. She will be honored at the January 5, 2026 city council meeting.

Read the full story [here](#).

### D. 2025 CITY HOLIDAY LUNCHEON RECAP

Thank you to everyone who joined us for the 2025 City Holiday Luncheon on Thursday, Dec. 11. The event was a great opportunity to celebrate the season together and reflect on a year of hard work and service to our community.

A special thank-you goes to the Employee Appreciation Committee for organizing and planning the luncheon. Their efforts helped create a warm, festive atmosphere for all to enjoy.



We appreciate everyone who made the event a success — from setup to cleanup and everything in between. Here's to closing out 2025 on a high note!

View all the photos [here](#).

## **E. BURLESON EARNS PURCHASING EXCELLENCE AWARD**

The city of Burleson's received the 2025 Achievement of Excellence in Purchasing Award from the National Procurement Institute. This is the city's fourth consecutive year earning the award. The purchasing team was recognized at the December 15 city council meeting.

Only 48 Texas cities earned the award in 2025. The recognition reflects the city's priority to ensure every purchase made with taxpayer funds meets best value standards and complies with Texas local government code. This is a significant responsibility and Burleson's purchasing team continues to meet it with consistency and accountability.

This year the purchasing team earned additional points for enhancements made to their solicitation process and strengthening cross departmental collaboration. The AEP award recognizes public agencies that show innovation, professionalism, productivity and leadership in purchasing. Agencies must adopt policies and procedures that align with national best practices and performance measures to qualify.



## **F. FINANCE DEPARTMENT HONORED WITH TRANSPARENCY STAR**

The finance department was recognized during the December 15, 2025, city council meeting for earning the Texas Comptroller's Transparency Star in Public Pensions. This award highlights the city's commitment to making pension data fully accessible to residents.

Acting Texas Comptroller Kelly Hancock commended the city's dedication to openness, stating, "We want to recognize your team who chose to make this a priority for your city."



Congratulations on your willingness to step out and provide transparency.” Burleson has also earned Transparency Stars in Traditional Finances and Debt Obligations. A fourth star, focused on open records and state level transaction transparency, is in progress.

## **G. 2025 ECONOMIC DEVELOPMENT CAPITAL INVESTMENT**

Burleson is experiencing a landmark era of development, successfully bridging the gap between long-term vision and tangible community results. With over \$1.28 billion in total capital activity in 2025, the city is rapidly evolving into a premier regional hub for living, working and recreation. The current pipeline represents a massive investment in the city’s future infrastructure and high-tech manufacturing:

- **Tallgrass (\$1 Billion):** A transformative 621-acre master-planned community featuring 4,000 residential units and 1 million square feet of commercial space planned for the community’s west side on Chisholm Trail Parkway
- **Paris Baguette (\$177 Million):** The brand’s first North American manufacturing plant, which will serve as a major economic engine with roughly 450 new jobs will be constructed in Burleson’s HighPoint Business Park
- **The Standard Hotel (\$19 Million):** An 80-room Hilton Tapestry project designed to anchor the mixed-use development at The Standard at Chisenhall
- **Industrial Growth:** Significant commitments from **KMP Plumbing (\$6.6M)** and **American Completion Tools (\$4M)** highlight a strengthening local business sector

While massive projects are on the horizon, several major developments officially reached the finish line this year, providing immediate services and employment:

- **Vertical Cold Storage (\$50 Million):** This 400,000-square-foot facility located in HighPoint Business Park is now fully operational, bringing cutting-edge logistics to the city
- **Sprouts Farmers Market:** Opened this summer as a major retail anchor, providing fresh grocery options and approximately 82 new jobs in their new **\$7.5 million** store
- **Dining & Retail:** The local landscape was enriched by the completion of Mo’Bettahs Hawaiian Style Food, Handles Ice Cream, Einstien Bagels, Twisted Sisters Pizza, Buffalo Bros., 7Brew Coffee and a new Taco Casa. All totaling another **\$14.5 million** in capital investment

The transition of these projects from the planning phase to operational status represents a measurable shift in Burleson's economic capacity. By diversifying the local tax base through a mix of heavy industrial, specialized manufacturing and high-density residential developments, the city is building a more resilient financial foundation.

## **H. BURLESON FIRE/EMS BRINGS FALL PREVENTION EDUCATION TO LOCAL SENIORS**

On Dec. 9, Burleson Fire/EMS partnered with the North Central Texas Trauma Regional Advisory Council and several local hospitals to host a Fall Prevention Community Health Event at Morada Burleson, a senior living facility. Burleson Fire/EMS crews and partner organizations provided fall prevention education and blood pressure checks for residents.

Partners on site included representatives from physical therapy, public education and injury prevention, chaplain services and the sepsis workgroup. Participating agencies included NCTTRAC PEIP Subcommittee, NCTTRAC Sepsis Committee, Texas Health Resources Fort Worth, Burleson and Huguley, Baylor Scott & White Health and Methodist Mansfield Medical Center.

Residents were highly engaged and receptive to the information provided. Burleson Fire/EMS and its partners appreciated the opportunity to spend time with residents while sharing valuable health and safety resources.



## **I. CITY HIRES ITS FIRST URBAN FORESTER/ARBORIST**

The city of Burleson has hired its first urban forester/arborist, Dr. Sara “Jessie” Farris, marking an important step in strengthening and expanding the city’s tree canopy. The position is partially funded by a \$100,000 grant awarded to Burleson Parks and Recreation by the Texas A&M Forest Service to enhance long-term urban forest management.



Dr. Farris is a Burleson native and current resident who previously served on the Burleson Parks & Recreation Board, providing her with firsthand knowledge of the city’s urban forest needs and challenges.

She joins Burleson from the City of Dallas, where she most recently served as an Arborist Project Coordinator. In that role, Dr. Farris led citywide reforestation efforts, coordinated development and permitting reviews and worked across departments and with community partners to advance tree conservation and canopy expansion. She also served on multiple citywide task forces focused on forestry, wildfire planning and climate action.

Dr. Farris recently completed her Doctor of Science Education from Texas Christian University. She also holds a master’s degree in sustainable natural resource management and a bachelor’s degree in biology and environmental science.

In her new role, Dr. Farris will develop long-term strategies for managing Burleson’s urban forest, including tree planting, health assessments, pest management, inventories and community education efforts.

The City of Burleson is proud to welcome Dr. Farris and looks forward to the expertise and local perspective she brings to growing a healthier and more resilient tree canopy.

## J. PARKS WINTER PROJECT HIGHLIGHTS

Winter projects are progressing well, with Parks staff actively completing concrete trail repairs, tree pruning, system-wide power washing, deep cleaning, facility refreshes, winter related irrigation tasks and other special projects. In total, close to 200 winter tasks have been identified and are being advanced to ensure the park system is well positioned ahead of the spring growing and mowing season, with a target of high completion by early March.



## **K. BURLESON PUBLIC LIBRARY PROGRAMMING**

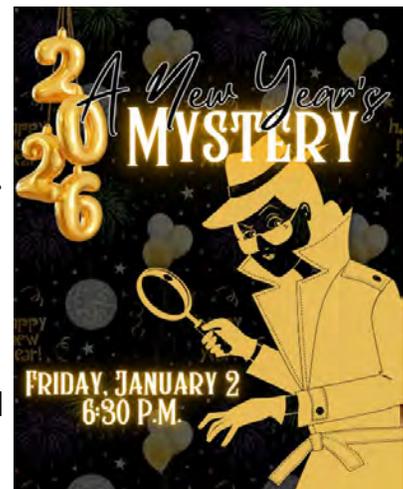
### **Gift Wrap Party**

The library will host a **Gift Wrap Party** on **Saturday, December 20, from 11 a.m. to 3 p.m.** for anyone who needs a little help tackling last-minute holiday wrapping. Wrapping paper, ribbons, tape and gift tags will be provided, along with snacks and plenty of holiday cheer. Patrons are invited to stop by, wrap their gifts in a festive and stress-free environment, and enjoy some good company while getting ready for the holidays.



### **A New Year's Eve Mystery**

Kick off the new year with intrigue at **A New Year's Eve Mystery** on **Friday, January 2, 2026, from 6:30–7:30 p.m.** When the library closes for the night, the books come alive. Participants will work together to examine clues, question suspects and solve the mystery. This interactive program is designed for detectives of all ages and is especially recommended for teens, adults and families with children ages 8 and up. We hope you can join us for this suspenseful start to the year.



## **L. BURLESON SENIOR ACTIVITY CENTER PROGRAMMING**

### **Chair Yoga**

**Mondays & Wednesdays 8:45 a.m.**

**Saturdays 10:30 a.m.**

Looking for a gentle yet effective way to stay active? Chair Yoga is a great option for increasing flexibility, reducing stress and improving circulation — all from the comfort of a chair.



This class is especially beneficial for those with mobility challenges or chronic pain, offering a safe and supportive environment to engage in movement and mindfulness.

## Country Dance

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

Looking for a fun way to stay active and meet new people? Join the Country Dance class every Tuesday at 11:30 a.m. at the Burlleson Senior Activity Center.

Country dancing offers more than just a good time — it supports heart health, muscle strength and coordination, while also promoting social connection and mental well-being. Whether you're a seasoned dancer or just starting out, this class is a welcoming space for all experience levels.



## M. PET OF THE WEEK

Looking to add a little extra joy to your holiday season? Meet Honey, an affectionate 11-month-old German Shepherd and Labrador Retriever mix who's ready to bring warmth, love and a wagging tail to a lucky family.

Honey is at that perfect stage — past the tiny puppy phase but still full of energy and curiosity. With her gentle spirit and eager personality, she's ready to grow into a loyal, loving companion. She's already dreaming of a cozy home, long walks, and someone to share her heart with.

Her adoption fee is waived and includes vaccinations, microchipping, heartworm testing and spay — and she's ready to go home today.

If you're looking for a four-legged friend who'll make every day feel like Christmas morning, Honey just might be the perfect match.

The shelter is **at capacity for dogs**, so if you are thinking about adopting a dog or a cat, make it your first stop. View all adoptable animals at [burlesontx.com/adopt](http://burlesontx.com/adopt)



## **N. FEEL GOOD FRIDAY**

Students arriving at North Joshua Elementary on Thursday were greeted with a surprise that brought instant smiles— Principal Mrs. Morrison dressed as a real-life Elf on the Shelf, perched on top of the school’s front sign!

It’s moments like these that create fun memories for students and build a sense of joy and community on campus.

Well done, Mrs. Morrison, for bringing the holiday spirit in the most creative way!



Have a Feel Good Friday to share? Email us at [newsletter@burlesontx.com](mailto:newsletter@burlesontx.com)

## **III. ROAD PROJECTS**

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

City contractors continue work on S.W. Alsbury Boulevard between S.W. Hulen Street and Candler Drive for remaining improvements of the widening of the boulevard.

## **IV. PARKS CAPITAL PROJECTS**



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

## V. EVENTS

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

- **THE GREAT GIVEBACK**  
January 31, 2026, 9 – 11 a.m.  
Burleson Public Library, 248 SW Johnson Ave.  
Free event
- **CITYFEST**  
February 5, 2026, 4:30 – 7 p.m.  
BRiCk, 550 NW Summercrest Blvd.  
Free event

## VI. ATTACHMENTS

- Planning and Zoning Commission Dec. 2 Meeting Summary.....page 15
- Planning Zoning Commission Dec. 16 Meeting Summary.....page 17
- Library Board Dec. 16 Meeting Summary.....page 19
- Library Board Dec. 16 Presentations.....page 24
- November Monthly Building Permit Report.....page 82



## Planning and Zoning Commission Meeting Summary

Tuesday, December 2, 2025  
6:00 PM

City Hall - 141 W Renfro  
Burleson, TX 76028

On Tuesday December 2, 2025, the Planning and Zoning Commission met for its regularly scheduled meeting at 6 p.m. The Commission had eight members in attendance, and the following items were discussed and acted on:

- Consent Agenda items:
  - Approval of the minutes from the November 11, 2025, meeting.
  - Approval of a preliminary plat for Burleson KIA Subdivision.
  - Approval of a final plat for Burleson of KIA Subdivision.
  - Approval of a preliminary plat for Parks of Panchasarp Farms Phase 5.
  - Approval of a final plat for Parks of Panchasarp Farms Phase 5.
  - Approval of a final plat for Parks of Panchasarp Farms Phase 6.
  - Approval of a final plat for Summer Meadows Addition.
  - Approval of a replat for Grace Church Subdivision.
  - 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 8-0.
  
- Public Hearings:
  - Hold a public hearing and consider and take possible action on an ordinance for a zoning change request from defaulted "A" Agricultural to "SF10" Single-family for the development of a single-family subdivision with minimum lot sizes of 10,000 square feet. (Case 25-258).
    - Staff presented the request and entertained questions from the Commission.
    - The applicant Clay Cristy and John Huffman presented a presentation about the development and entertained questions from the Commissioners.
    - Speakers from the audience, Robert Sherrod, Clair Wallace, Riley McChestney, Niki Haberstroh, David Lockard, Riley McChestney spoke in opposition to the case.
    - Chairman Tune read an email from Commissioner Crisp stating his concerns of the development. Commissioner Brookman spoke about her concerns for the development in this area and the applicant spoke to those concerns.
    - Commissioner Plonien inquired about the maintenance of CR 602. Staff informed the Commission that some portions of CR 602 are maintained by the Johnson County and City of Burleson depending on the city limits.
  
  - There was a motion and a second made to deny the zoning change request and there was no discussion; motion passed with a vote of 8-0.

- Hold a public hearing and consider and take possible action on an ordinance for a zoning change request from “A” Agricultural to “SF7” Single-family for development of approximately 13 single-family lots. (Case 25-305).
  - Staff presented the request and entertained questions from the Commission.
- There was a motion and a second made to approve the zoning change request and there was no discussion; motion passed with a vote of 8-0
  
- Reports and Presentations:
  - None
  
- Other Items For Consideration:
  - None
  
- Community Interest Items:
  - None
  
- Adjournment
  - With no further business items, Chairman Tune adjourned the meeting at 6:40 p.m.



## Planning and Zoning Commission Meeting Summary

Tuesday, December 16, 2025  
6:00 PM

City Hall - 141 W Renfro  
Burleson, TX 76028

On Tuesday December 16, 2025, the Planning and Zoning Commission met for its regularly scheduled meeting at 6 p.m. The Commission had seven members in attendance, and the following items were discussed and acted on:

- Consent Agenda items:
  - Approval of the minutes from the December 2, 2025, meeting.
  - Approval of a replat for Summer Crest Addition.
  - Approval of a replat for Tantarra Estates Subdivision.
  - 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 7-0.
  
- Public Hearings:
  - Hold a public hearing and consider and take possible action on a zoning ordinance change request from “GR, General Retail”, to “GR General Retail” with a Specific Use Permit for a Liquor Store. (Case 25-219).
    - Staff presented the request and entertained questions from the Commission.
  - There was a motion and a second made to approve the zoning change request and there was no discussion; motion passed with a vote of 7-0.
  
  - Hold a public hearing and consider and take possible action on a zoning ordinance change request from “A”, Agriculture, to “SFE”, Single Family Estate District. (Case 25-313).
    - Staff presented the request and entertained questions from the Commission.
  - There was a motion and a second made to approve the zoning change request and there was no discussion; motion passed with a vote of 7-0
  
  - Item 4C was withdrawn prior to the public hearing by the applicant/owner.
  
- Reports and Presentations:
  - Consider approval of a minute order setting the Planning and Zoning Commission meeting dates for calendar year 2026 (Case 25-344).
    - Staff presented the request and entertained questions from the Commission.
  - There was a motion and a second made to approve the 2026 P&Z calendar and there was no discussion; motion passed with a vote of 7-0
  
- Other Items For Consideration:
  - None

- Community Interest Items:
  - None
  
- Adjournment
  - With no further business items, Vice-Chairman Taylor adjourned the meeting at 6:15 p.m

**BURLESON PUBLIC LIBRARY ADVISORY BOARD  
MEETING SUMMARY**

Tuesday, December 16, 2025

1. **Call to Order:** Present members include: Beverly Gatlin, Amanda Cognasi, Joan Coubarous, Toni Wing-Jenkins, and Charlotte Vandervoort.

2. **Citizen Appearances:**  
None.

3. **General:**

**A. Consider approval of the minutes from the August 26, 2025 Library Board Meeting. (Staff Contact: Sara Miller, Deputy Director- Library)**

Charlotte Vandervoort moved to approve minutes, Joan Coubarous seconded the motion. Approved unanimously, except for members absent.

**B. Consider approval of Library Board dates for 2026. (Staff Contact: Sara Miller, Deputy Director-Library)**

Staff proposed a quarterly meeting schedule as follows:

- February 24
- May 26
- August 25
- November 17

Beverly Gatlin moved to approve the dates, Charlotte Vandervoort seconded the motion. The proposal was approved unanimously, except for members absent.

4. **Reports and Presentations:**

**A. Receive a report, hold a discussion, and provide feedback regarding Burleson Public Library services and programs. (Staff Contact: Sara Miller, Deputy Director-Library)**

Staff gave an update of library services and programs for the months of August to October which included an overview of the programs for all age groups, community events and outreach, as well as library statistics.

- Programming included Welcome to Kindergarten Storytime at which there were 44 participants.
- Back to School Shoe Charms – students enjoyed customizing their shoes for the upcoming school year. There were 27 participants.
- Master Naturalists visited the library and crafted “insect hotels” with the participants using natural and organic materials. 34 participants attended the event.

- Stories and Snacks – Storytime in August, September and October had a total of 96 participants.
- The Play and Learn Workshop had 116 participants.
  - **Question:** Is that the total attendance for all 3 sessions?
  - **Answer:** Yes
- Children’s Art Day – Had 2 sessions with 57 participants.
- The Teen Lounge had 9 sessions with 77 participants.
- Read with Indy – patrons were able to interact with our therapy dog Indy. Six sessions were held. There were 68 participants.
- Popsicle Walk at Bailey Lake. 21 participants.
- Tissue Paper Suncatchers – 38 participants.
- All The Bells and Whistles event with author, Amy J. Schultz, highlighting the history of the popularity of Mums in Texas. The event was very informative and entertaining. There were 21 participants.
- Bat Program with Texas Master Naturalists – 20 participants
- Teen Mini Golf After Hours - 32 participants
- Airport Dramatic Play – 55 participants
- Color with Clifford – 26 participants
- We’re Going on a Ghost Hunt - 21 participants
- Creepy Carrots Storytime at Russell Farm with 70 participants
- Community outreach included school events, senior living visits, National Night Out, Be Healthy Run, and the Fall Family Thrive.
  - **Question:** Are Burleson K-12 teachers also eligible to get a free library card?
  - **Answer:** Yes
- Deputy Director Miller worked with Russell Farm to help catalog a collection of 600 rare and vintage books dating back to the 1800s. The collection is cataloged and ready to be viewed online. The books do not circulate but are available to view in person by appointment.
- Burleson Public Library was accredited for FY2026 – Accreditation ensures the library’s eligibility for statewide programs including interlibrary loan program, TexShare card and databases and the ability to collaborate with for summer reading programs. Also allows staff to apply for State grant funding.
- Stats for 2025 showed that library visits were at 207,025 patrons, up 5%. Program attendance is at 18,412 up 1%, Digital downloads are at 92,317 up 10%, Wi-fi sessions are at 14,799 up 36% and overall cards issued are at 2,913 up 2%.

**B. Receive a report, hold a discussion and provide feedback regarding Burleson Public Library marketing and community engagement efforts. (Staff Contact: Sara Miller, Deputy Director-Library)**

Staff gave an update of the library’s marketing efforts, including social media highlights, customer feedback, e-mail marketing, and direct mail marketing for new residents. Outreach and relationship-building efforts included Chamber

of Commerce activities, Old Town Business Association, and the Johnson County Quilting Guild.

**C. Receive a report, hold a discussion, and provide feedback on the Burleson Public Library Strategic Plan. (Staff Contact: Sara Miller, Deputy Director-Library)**

Staff presented an update to the library's strategic plan, which was created to guide the organization for the next 3 to 5 years.

- When the current facility was built, Burleson had around 19,500 people and has grown significantly since that time. The library now has record-breaking numbers of visitors with over 300,000 items checked out in a single year.
- 29% of households in Burleson have used a library card in the past year. Last year, there were 632 programs offered and 1,041 hours of service were completed by library volunteers.
- People also use the library to print, scan or fax a document, apply for jobs, get help with their income taxes, explore local history, check out a Wi-Fi hotspot, create something on the 3D printer, attend a program, work on school projects, use our Wi-Fi and play with their kids in the Family Place area.
- Physical books make up about three quarters of library circulation. There is a great deal of digital use by adults, and a large number of physical books checked out for children.
- Compared to other Texas libraries, Burleson ranks very low in library square footage per capita but our library visits per capita are more than other cities our size, and more than the state average.
- The current facility was designed for a much smaller service population. The meeting room is often at capacity, forcing many popular programs to be moved offsite. Staff sometimes limit the amount of publicity they do for programs, because they don't want to exceed capacity and turn away attendees. Meeting rooms are rarely available for rental due to high demand for library programs. Study spaces and public seating are often full and do not meet demand.
- Shelving can't expand without sacrificing public seating, limiting opportunities to grow the physical collection. Parking can be hard to find during peak times, and staff workspaces can't be expanded for additional employees.
- Library staff have taken steps to adapt to these challenges, including: holding programs offsite, adding evening and Saturday Storytimes, installing mobile shelving so that spaces can be reconfigured for events, replacing old furniture with a mix of flexible public seating, remodeling the staff workroom with modular furniture, switching out desktop PCs with laptops that can be used anywhere in the building, removing two built-in desks to create more room for self-checkout and the play area, and adding an outreach vehicle to take programs out into the community.

- Continued investment in facilities and infrastructure will be essential to support the library's ability to grow with the community.
- This strategic plan was built on multi-year research that was done as part of the Library Master Plan and Facility Study, presented to City Council in February 2024. Community feedback was gathered in 3 public meetings and in a month-long survey.
- The survey asked how the library could improve services for users or their families.
  - Collection Development: people asked for a larger collection. They want more new books, more inspirational fiction, more diverse books, more children's books and more homeschool materials. They also want a larger digital collection.
  - Technology & Access: they want digital services to be easier to use, more computers, technology classes, and specialized resources like a recording studio or photo editing workshops.
  - Programs & Services: people asked for more evening and weekend programs and more activities for all ages.
  - Marketing & Communication: they would like to see the library increase promotions and many were unaware of basic services like interlibrary loan, digital access or events.
  - Facilities & Spaces: People asked for a larger facility, more quiet areas, more study spaces and more comfortable seating. They also asked for specialized areas like a larger play area, a coffee bar and sensory rooms.
  - Access & Policy: many respondents asked for free non-resident cards and others asked for longer hours and outreach to local schools.
- The library can help to facilitate the City of Burleson's strategic vision by maximizing use of its current facility, expanding access to collections and digital resources, and offering enriched programming and outreach for all ages.
- Focus area one is maximize use of the existing facility. Objectives include optimizing furniture and layout, using flexible furnishings as much as possible, and evaluating our space regularly to determine if we need to make more changes.
  - Workplan tasks associated with this area include updating our light fixtures to LED lamps, replacing more public computers with laptops for in-house checkout, removing unused physical media to free up shelving, and refreshing the public restrooms.
- Focus area two is strengthen access to collections and digital resources. Objectives include more investment in high-demand materials, improving the discoverability of library materials and continuing to develop collections that reflect the community's interests.
  - Workplan tasks associated with this area include: replacing picture book shelving with browsing bins, reducing the budget for CD/DVD/Blu-Rays to shift budget to digital content, reorganizing

the picture book collection to shelve by category, and creating a children's catalog.

- Focus area three is to enrich programs and outreach for all ages. Objectives include expanded programming, more youth engagement, outreach to underserved populations, and enhanced promotion.
  - Workplan tasks associated with this area include: establishing monthly lobby stops with senior living communities, adding a PT outreach specialist to the library staff, creating pop-up programs outside the library, holding library card signups in underserved areas.
- Staff will measure success by tracking market penetration, which indicates how much of our service area is engaged with the library. Goal: increase the library's market penetration to 30% of households in Burleson with an active library user.
- New cardholder retention measures the library's ability to keep users engaged over time. Goal: maintain new cardholder retention at a minimum 53% of users remaining active after one year.
- Collection Turnover measures how effectively the library's collection is being used. Goal: maintain collection turnover at a minimum of 5 checkouts per item in the library's collection.

**D. Receive a report, hold a discussion, and provide feedback regarding the activities of the Friends of the Burleson Public Library. (Staff Contact: Sara Miller, Deputy Director-Library)**

Board Member Toni Wing-Jenkins presented the report. Highlights were given on the many events and activities that are conducted by the Friends of The Library (FOL) volunteers. This included many community events, lobby book sale (recently named FOL Book Nook), Bag of Book Bonanzas and Craft Week. Some highlights are as follows:

- All the Bells and Whistles author, Amy J. Schultz, presented a program about mums in Texas history.
- Bought \$400 in toys for the Children's area of the library
- Raised \$11,135.88 (including \$5000 from anonymous donor) for Library Giving Day
- Provided "Books as Gifts" sets as a Christmas fundraiser
- Will participate in Library Giving Week (April 6-13), Chamber of Commerce nonprofit Expo, The Great Giveback and CityFest in 2026
- FOL Craft Fair scheduled for March 7, 2026

**5. Requests for Future Agenda Items or Reports:**

None

**6. Adjourn**

Time – 7:20 p.m.



# Library Services Update

August – October 2025

Library Advisory Board

December 16, 2025



# Program Highlights



Welcome to Kindergarten Storytime: 44



Back to School Shoe Charms: 27

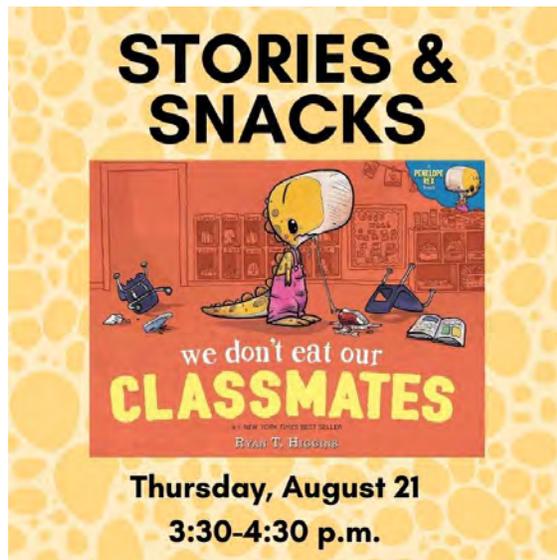


Thank you for thinking about all the beautiful creatures who will love their awesome and fabulous hotels!! 🐛🐜🐞



Insect Hotels with Texas Master Naturalists: 34

# Program Highlights



Stories & Snacks: 23



Play & Learn Workshop: 116  
(3 sessions)

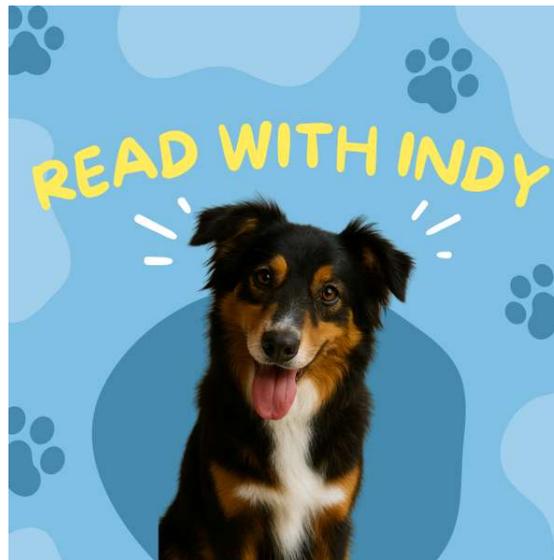


Children's Art Day: 57  
(2 sessions)

# Program Highlights



Teen Lounge: 77  
(9 sessions)

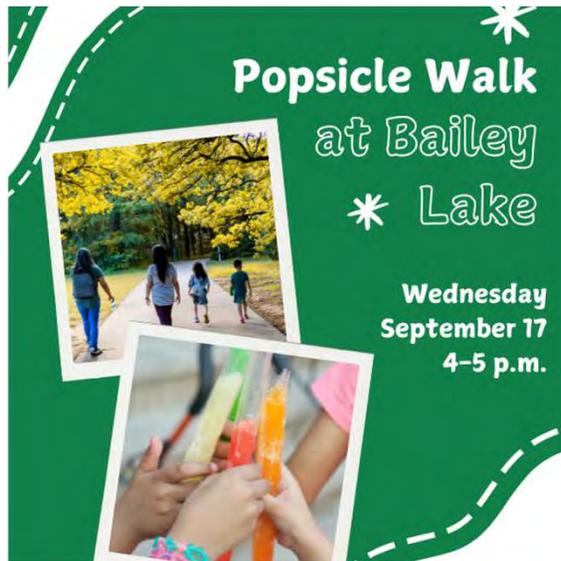


Read with Indy: 68  
(6 sessions)

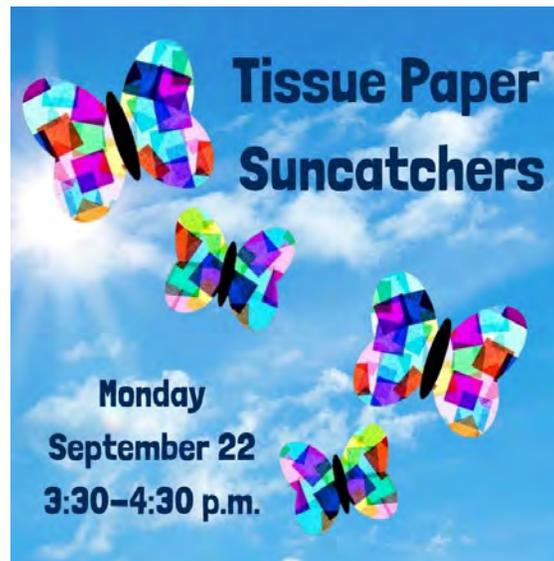


Stories & Snacks: 37

# Program Highlights



Popsicle Walk at Bailey Lake:  
21



Tissue Paper Suncatchers: 38



Joan Brundy Coubarous  
It was fantastic! Thank you Friends. Thank you Amy! 🍌🍌



All the Bells & Whistles: 21

# Program Highlights



Fall Button Bouquet: 24



Stuffed Animal Sleepover: 65  
overnight guests, 81 for  
Saturday Storytime



Leaf Monsters: 52

# Program Highlights



Lindsay Weems  
Such a good book ! 🥕🥕



Family Movie Day: 20



Creepy Carrots Storytime @  
Russell Art Farm: 70



Stories & Snacks: 36

# Program Highlights



After Hours Mini Golf: 32



Airport Dramatic Play: 55



Bat Program with Texas  
Master Naturalists: 20

# Program Highlights



Color with Clifford: 26



We're Going on a Ghost Hunt: 21



Top fan  
Mary Slaney  
Good job Clifford!

# Storytimes



Average attendance

Baby: 39  
Toddler: 71  
Preschool: 33  
Evening: 20  
Inclusive: 2

# Community Events & Outreach



Meet the Teacher: Kerr  
Middle School



Meet the Teacher: STEAM  
Middle School

# Community Events & Outreach



Be Healthy Run



Trash Bash

# Community Events & Outreach



National Night Out



Fall Family Thrive @ Center  
for ASD

Senior Living Outreach:  
Wilshire by Abby  
Mustang Creek  
Residence at Alsbury  
6 new library card signups  
84 items checked out in  
October

Q&A Preschool Outreach

# Community Events & Outreach



Read 'n' Treat Literacy Night  
at Norwood Elementary



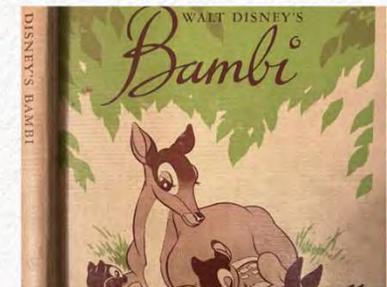
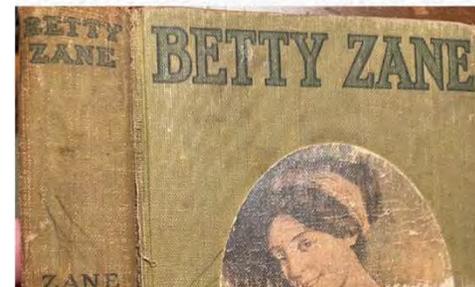
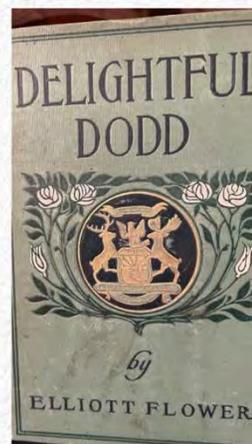
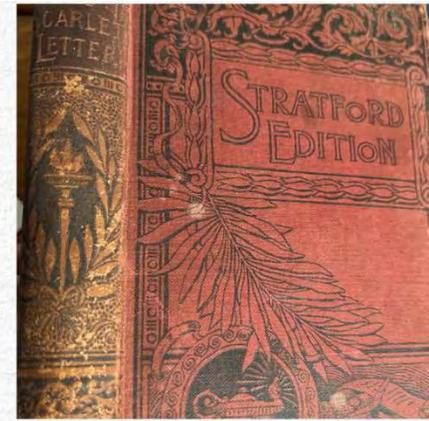
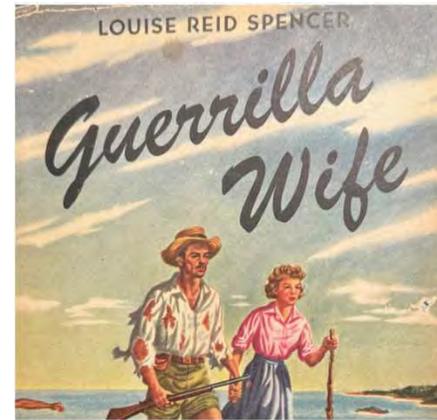
STEAM Middle School  
Outreach

City of Burleson Employee  
Health & Lifestyle Expo

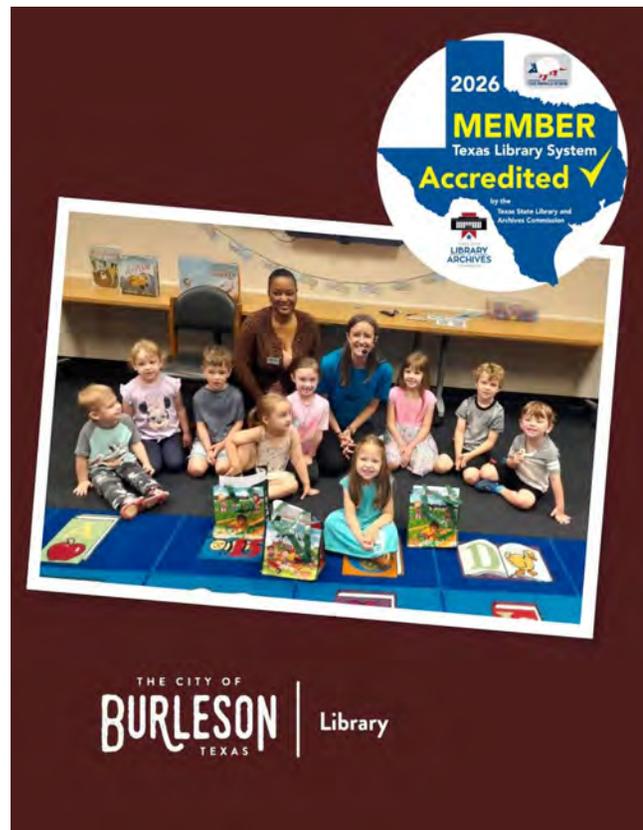
# Russell Farm Special Collection

Nearly 600 rare and vintage books—some dating back to the late 1800s—are now fully cataloged and ready to explore online!

Donated to the City of Burleson by the Boren family in 2023, these books don't circulate, but you can browse the catalog anytime and make an appointment to see them in person.



# Library Accredited for FY2026



To earn accreditation, the library must meet statewide criteria for services, collections, staffing, and budget.

Accreditation ensures the library's eligibility for valuable statewide programs, including interlibrary loan, TexShare cards and databases, and the ability to order Collaborative Summer Library Program materials. It also allows staff to apply for state grant funding.

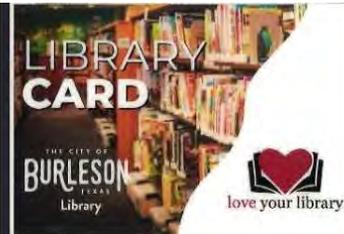
- 2024: Library Cooperative Grant (\$75,000, MetroShare Libraries) Library of Things, courier service
- 2023: Library Cooperative Grant (\$74,000, MetroShare Libraries) circulation software/catalog, courier service
- 2022: Library Cooperative Grant (\$75,000, MetroShare Libraries) circulation software/catalog implementation, courier service
- 2022: Community Advancement Package Grant (\$7,535) outreach supplies, book carts
- 2020: TexTreasures Grant (\$25,000) newspaper digitization

YTD totals  
through  
Oct



92,317

digital downloads +10%

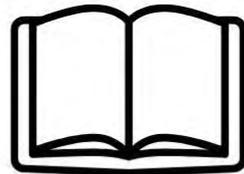


2,913

cards issued +2%

14,799

Wi-Fi sessions +36%



231,213

physical items checked out -3%

207,025

visitors +5%



18,412

attended programs +1%



# Library Marketing & Community Engagement

August – October 2025

Library Advisory Board

December 16, 2025



# Social Media Highlight: August

There was a lot of excitement about the next Bag of Books sale.

This Facebook post reached 24.7K users, was shared 100 times and received 182 reactions.



## Social Media Highlight: September

Families were excited about the Stuffed Animal Sleepover.

This Facebook post about the event reached 13.4K users and received 34 reactions.



## Social Media Highlight: October

Families got really excited about our Bluey Halloween Scavenger Hunt.

This Facebook post reached 26K users and received 94 reactions.



## Social Media Feedback:



Burleson is so lucky to have this amazing staff.

Our family so enjoyed the Tuesday art days and scavenger hunts! Great job and thank you all so much!

With numbers like these, we need an expansion!

We love it there! And any book I request, y'all get it for me! Every single time.

That's one for the storybooks! Way to make reading the coolest thing this summer! Bravo!

[on the Stuffed Animal Sleepover]  
This is the best idea I've heard of!



## Social Media Feedback:



BTX has such amazing library programs!

We love our library! Thank you for all you offer!

You guys have been busy! Thank you all for what you do

My kids are always saying this is the best library ever! Great job, and thank you for all your hard work!

Amazing job! Amazing staff! Thank you Burleson Public Library for all you do for the community and beyond.

Y'all advance your community interaction exponentially every season. Congrats to an amazing staff!



## Social Media Feedback:

[on the Stuffed Animal Sleepover]

So much fun. You guys did a good job with this event.



So fun!! Well done Burleson Public Library.

That always has been a magical event for our young readers!

This is so precious and I am sorry we missed it!!!! So exciting for the little friends of BTX Library, thank you for all you do to make it happy for so many people!!!! We appreciate you all!

Thank ya'll so much!! We look forward to this every year!

We love our library

Thank you all for working sooooooo hard to make this so magical for the kids!! We enjoyed every single picture!!!! Looks like they all had so much fun! Gloria says thank you for taking care of her Elmo!!



# Email Marketing Campaigns: City E-Newsletter

Goal: to provide general information to a broader audience in the city of Burleson each Friday. These items are also included in the City Manager's Weekly Report to City Council.

- Aug 1: Summer Reading Week 8 Recap, Welcome to Kindergarten Storytime
- Aug 8: Summer Reading Club breaks attendance records, Ask An Arborist, Back to School Shoe Charms
- Aug 15: Russell Farm Special Collection
- Aug 22: Crafting Party
- Aug 29: Read with Indy

**Burleson Public Library News**

**Summer Reading Club Recap: Week 8**

Week 8 was full of color, creativity, and a whole lot of pink. On Tuesday, kids and teens made beautiful pink creations at **Children's Art Day** and **Teen Art Hour**. That evening, teens whipped up some colorful treats at **Teen Simple Cooking for Unicorns**—a magical culinary adventure.



Wednesday morning, the **Texas Master Naturalists** wowed participants with their amazing program all about **Monarch Butterflies and their imposters**. Monty Monarch even read a story with a little help from the Cat in the Hat, followed by fun butterfly-themed crafts and activities. In the afternoon, it was time to think pink at the **Flamingo Party**. Families enjoyed a pink scavenger hunt, flamingo crafts, and delicious pink snacks.



Finally, on Saturday, teens had a flapping good time designing fabulous outfits for their lawn flamingos at **Dress Your Lawn Flamingo**—talk about fierce fashion!

# Email Marketing Campaigns: City E-Newsletter

Goal: to provide general information to a broader audience in the city of Burleson each Friday. These items are also included in the City Manager's Weekly Report to City Council.

- Sep 5: Skins & Skulls with Cleburne State Park, Left On Read...An Introvert's Book Club
- Sep 12: Library Earns Accreditation, North Texas Giving Day & Friends of the Library
- Sep 19: All the Bells & Whistles, Hispanic Heritage Celebration
- Sep 26: Fall Button Bouquet, Stuffed Animal Sleepover

**Burleson Public Library News & Programming**

**Skins & Skulls with Cleburne State Park**

Discover the wild side of nature! Join the Burleson Public Library on **Tuesday, September 9, from 4–5 p.m.** for a fascinating presentation from a Cleburne State Park Ranger. Families will get the chance to see and learn about different animal skins and skulls up close while exploring the amazing wildlife found in our area. This hands-on program is both fun and educational—perfect for curious kids and nature-loving families.

**Left On Read...An Introvert's Book Club**

Calling all book-loving teens who want a low-pressure, laid-back reading space! Join the Burleson Public Library on **Tuesday, September 9, from 6–7 p.m.** for Left On Read... An Introvert's Book Club. Each month a different genre will be highlighted, with a selection of books available for you to choose from—or bring your own. September's focus is Fantasy, with plenty of middle grade and YA options ready to explore. Whether you want to chat about your book, keep it to yourself, or just enjoy some quiet reading time, this club is for you.

# Email Marketing Campaigns: City E-Newsletter

Goal: to provide general information to a broader audience in the city of Burleson each Friday. These items are also included in the City Manager's Weekly Report to City Council.

- Oct 3: Leaf Monsters in the Library Garden
- Oct 10: Creepy Carrot Storytime, After Hours Mini Golf
- Oct 17: Color with Clifford, Bat Program
- Oct 24: Teen Silly Skeletons, Coat Drive, Friends of Libraries Week
- Oct 31: Jigsaw Puzzle Contest, Children's Books Week events, K-Pop Random Dance Party

Burleson Public Library Programming

**Leaf Monsters in the Library Garden**

On **Friday, Oct. 10, from 4 to 5 p.m.**, families are invited to the Burleson Public Library garden for a fun and creative fall activity — Leaf Monsters in the Library Garden. Participants will gather leaves from the garden and transform them into silly or spooky monsters by adding eyes, teeth and imagination.

This free program is open to all ages and is a perfect way to enjoy the season outdoors.



The poster features three colorful leaves (orange, yellow, and red) with large eyes and teeth, set against a brown background. The text reads: 'LEAF MONSTERS', 'FRIDAY OCTOBER 10', and '4-5 P.M.'.

[Follow the Library on Facebook](#)

[Follow the Library on Instagram](#)

# Email Marketing Campaigns: Monthly Newsletter

Goal: to provide general information to library users, sent to approximately 11,500 patrons monthly.

- 46.74% open rate
- August featured Book Club Kits
- September featured Library Card Sign Up Month
- October featured the library's state accreditation

THE CITY OF  
**BURLESON**  
TEXAS

Library

THE CITY OF  
**BURLESON**  
Library

**BOOK CLUB KITS**

5-6 COPIES OF THE BOOK  
DISCUSSION QUESTIONS  
SOME KITS INCLUDE AUDIOBOOK OR DVD

KITS CHECK OUT FOR 6 WEEKS

**Book Club Kits**

Planning your next book club pick? The library's Book Club Kits make it easy! Each kit includes 5-6 copies of a popular title, discussion questions, and some even come with a movie or audiobook to enhance your experience.

Kits check out for six weeks, giving your group plenty of time to read and discuss. Choose from engaging titles like *Tomorrow, and Tomorrow, and Tomorrow*, *Demon Copperhead*, *Daisy Jones & the Six*, and *The Midnight Library*. Whether you're an established club or just getting started, these kits have everything you need for a great group read!

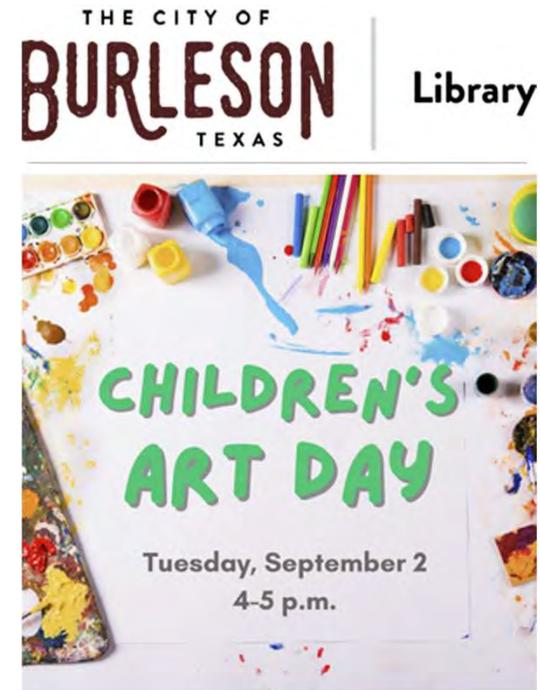
[Browse Book Club Kits](#)

# Email Marketing Campaigns: Program Newsletters

Goal: to provide age-specific program information to subscribers monthly.

- Adult Programs: 314 subscribers
  - 62.69% open rate
- Teen Programs: 295 subscribers
  - 57.19% open rate
- Children's Programs: 1,026 subscribers
  - 60.14% open rate

Library program attendance is up 1% from last year.



Children's Art Day

Tuesday, September 2, 4-5 p.m.

Join us for Children's Art Day on Tuesday, September 2, from 4-5 p.m.! We will provide craft supplies for open-ended craft time for families to enjoy. All ages are welcome to attend.

# Email Marketing Campaigns: New Cardholders

Goal: to provide information to new cardholders and keep them engaged with the library. This is a series of 6 emails sent over the first 3 months.

1. General information, welcome to the library
2. Library of Things, we check out more than just books
3. Digital library
4. Programs and events
5. Online learning, tutoring and reading recommendations
6. Useful tips, how to get the most out of your library card

51% of new cardholders are still using their library card after one year. That is 1% higher than the average among our library peers.



**LEARN  
SOMETHING NEW**

Get 24/7 access to free online courses to enrich your mind.

[START TODAY](#)



Udemy connects you to thousands of on-demand video courses for the most in-demand skills taught by top instructors across 75 categories in business, technology, design, and more.

Ready to move to the next level? Whether you're looking to build new skills in a profession you love or making a big career change, we're here to help.

Udemy gives you a personalized learning experience on your schedule—because learning never has to stop.

[Getting started with Udemy.](#)

Explore on-demand courses with Udemy

# Email Marketing Campaigns: Inactives & Occasionals

Goal: to re-engage lapsed users or occasional users and get them to use their library card.

- Check out Libby
- Check out cloudLibrary
- Featured new titles

In the past 3 months, 488 occasional users and 34 inactive users have re-engaged with the library after receiving one of these messages.

THE CITY OF  
**BURLESON**  
TEXAS

Library

OverDrive

What are you reading this Fall?

  
**Libby.**  
The one-tap reading app from our library.

Borrow ebooks and audiobooks from our digital library and start reading today.

Download the [Libby](#) mobile app for your phone or tablet.

Get the Libby App

# Email Marketing Campaigns: Library Patron Clusters

Goal: to keep library users engaged by showing them relevant new titles, sent monthly.

- Bedtime Stories: users who check out children's print materials
- Page Turners: users who check out adult print
- Digitarians: users who check out adult digital

In the past 3 months, 1,770 users have used their library card within 7 days after opening one of these messages. 71 of those were re-engaged occasional users.

THE CITY OF  
**BURLESON**  
TEXAS | Library



new  
**RELEASES**



# Postcard Marketing Campaigns: New Residents

Goal: to get new Burleson residents to sign up online for a library card.

324 postcards were mailed out in August and September.

Library card sign ups are up 2%.



**Get your Library Card or eCARD online!**



Scan the QR Code to get started



THE CITY OF  
**BURLESON**  
TEXAS  
Library  
(817) 426-9209

# Community Engagement

Community Engagement Librarian Amanda Cadenhead currently serves as a Chamber of Commerce Ambassador.

From August to October, she represented the library at 8 ribbon cuttings for new businesses.

She also attended the Old Town Business Association meeting, the Chamber of Commerce fall luncheon, and the Johnson County Quilting Guild.





# Strategic Plan

Library Advisory Board

December 16, 2025



# Burleson Public Library: FY2024 at a Glance



## Community Growth & Families

Population 19,500 → 55,220 since 1996

Avg. household size 3.13

44.7% with children



## Visitors

**201,769** visitors (all-time record)



## Circulation

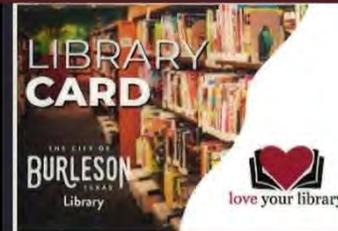
**310,725** items checked out

26% digital, +7% vs. FY2023





**57,632**  
digital items available

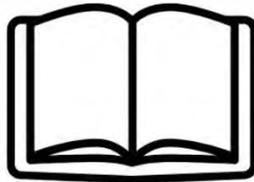


**29%**  
of  
Burleson households  
use a library card

open

**60**

hours per week



**50,260**  
physical items in the collection

Volunteers gave  
**1,041 hours**  
of their time last year



**632**  
programs offered last year

# MORE THAN BOOKS



Play in the Family Place Area



Use a computer



Connect to free Wi-Fi or check out a hotspot



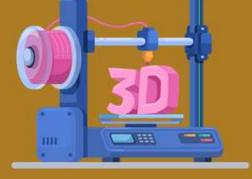
Print, scan or fax a document



Apply for jobs



Get help with your income taxes



Create items on the 3D printer



Use a study room



Meet with a tutor



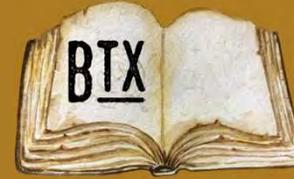
Join a book club



Attend a craft program



Bring a child to Storytime



Explore local history



Learn simple cooking for teens



Work on a school project



## BY THE NUMBERS

While digital resources are very popular with Burleson library patrons, the library's physical checkouts far exceed digital downloads.

### FISCAL YEAR 2024 LIBRARY CHECKOUTS



### HOW IS THIS DATA COLLECTED?

Koha, the Library's integrated library system, collects data from physical checkouts at the service desk and the self-checkout kiosks. The Library's three digital platforms (Libby, cloudLibrary and hoopla) collect data from digital downloads.

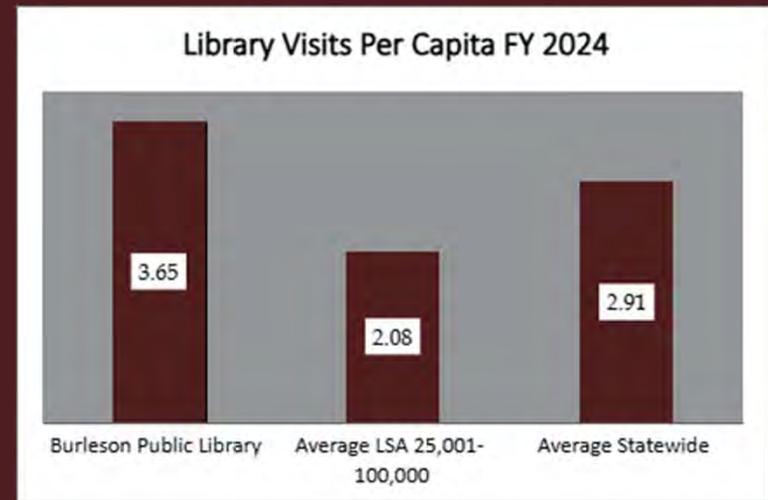
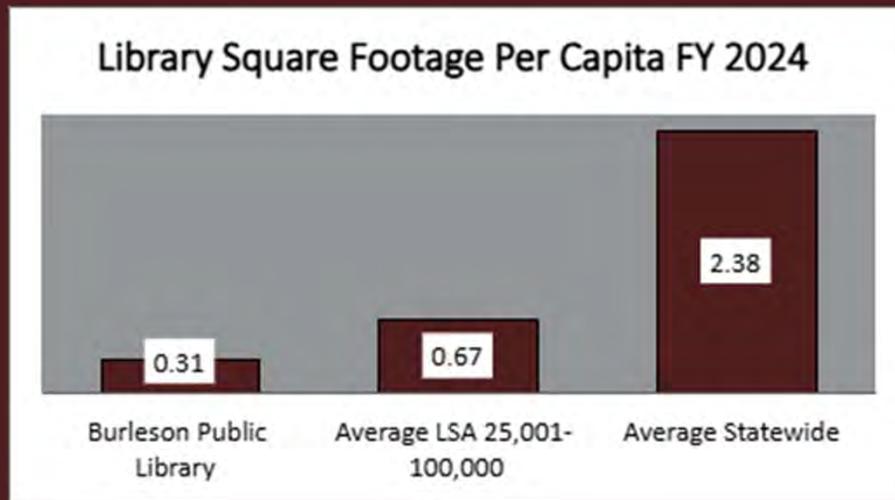


In FY2024, an average of **16,814** people visited the library each month.



Digital downloads and physical checkouts both increased by 7 % from FY2023.

# How do we stack up to other Texas libraries?



## Adapting to Challenges: Public Spaces

**The current facility, opened in 1996, was designed for a much smaller service population.**

- Meeting room is often at capacity during library programs.
- Popular programs must be moved offsite, so families must make a separate trip to borrow books.
- Staff often limit marketing efforts to avoid exceeding capacity and turning away program attendees.
- Meeting rooms are rarely available for rental due to high demand for library programs.
- 3 study rooms are in constant use and do not meet demand for individual study spaces.
- Public seating is minimal, and study tables are often full.



## Adapting to Challenges: Other Space Limitations

- Shelving can't expand without sacrificing public seating, limiting opportunities to grow the physical collection.
- Number of parking spaces meets city ordinances but does not align with library best practices. As a result, parking can be difficult to find during peak hours.
- Staff workspaces are small and can't be expanded for additional employees.

**Overall, space limitations limit the growth of services, programs, and collections despite strong community demand.**



# Adapting to Challenges: Steps Taken

- Programs regularly held offsite at the Plaza, Senior Center, Russell Farm, parks, etc. to expand capacity
- Evening and Saturday Storytimes added to meet demand
- Mobile shelving installed, allowing spaces to be reconfigured for events
- New public furniture replaced oversized six-seat tables with a mix of flexible seating
- Staff workroom remodeled with modular furniture for more flexibility
- Several public desktop computers removed in response to declining usage, freeing up tables for laptops with improved access to power outlets
- Two service desks were consolidated into a single desk, creating more room for self-checkout and hold pickup
- Built-in desk removed to expand Family Place play area
- Garden enhanced with picnic tables and activities
- eBooks and audiobooks widely promoted to supplement the physical collection
- Reading Rover outreach vehicle added to take services and programs out into the community
- Paperback racks removed to create space for more seating

# Looking to the Future



These improvements reflect the library's ongoing commitment to innovation and adaptability, even within the constraints of its physical space.

**Continued investment in facilities and infrastructure will be essential to support the library's ability to grow alongside the community it serves.**

# About this Plan

- Built on multi-year research & community input
- 2022: City of Burleson partnered with 720 Design for a needs assessment (data, benchmarking, site visits, engagement sessions & surveys)
- 2023: Library Master Plan and Facility Study developed; presented to City Council in Feb 2024
- Data sources: Savannah (Orange Boy), Koha ILS, Texas State Library & Archives Commission stats, U.S. Census, American Community Survey

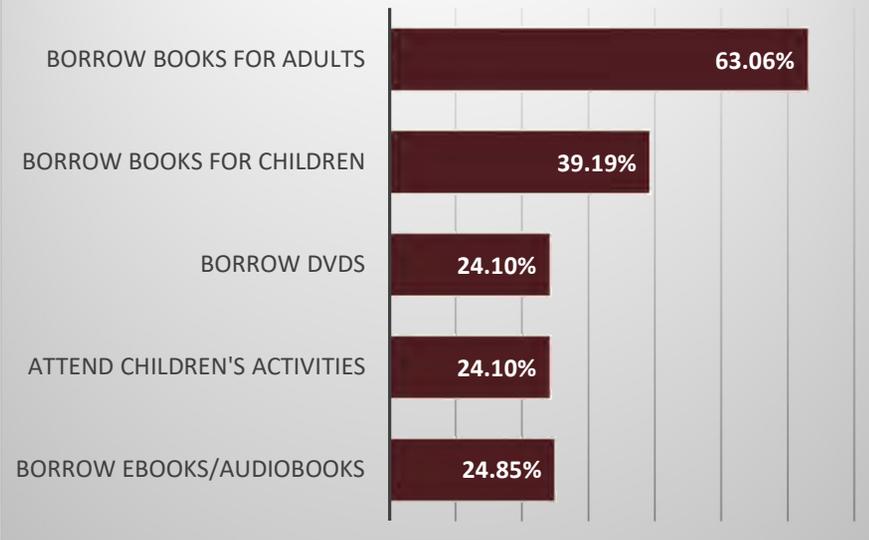


# Assessing Strengths & Challenges: Community Feedback

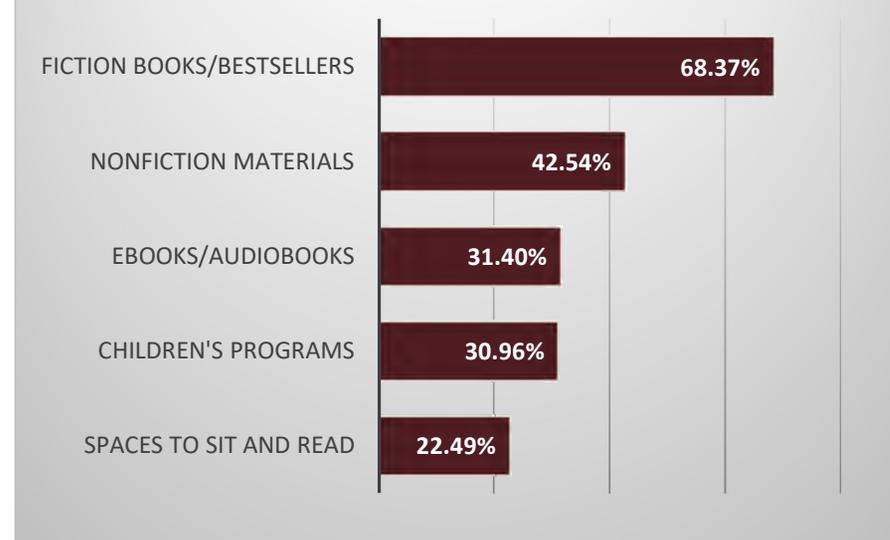
- Community engagement conducted May 2022 as part of the facility study
- Methods: 3 public meetings + online survey (May 1-31)
- Extensive outreach: social media, newsletters, flyers, Senior Activity Center, Mayor's Youth Council
- ~450 participants, including both library users & non-users

**Result: valuable insight into community perceptions, expectations, and unmet needs.**

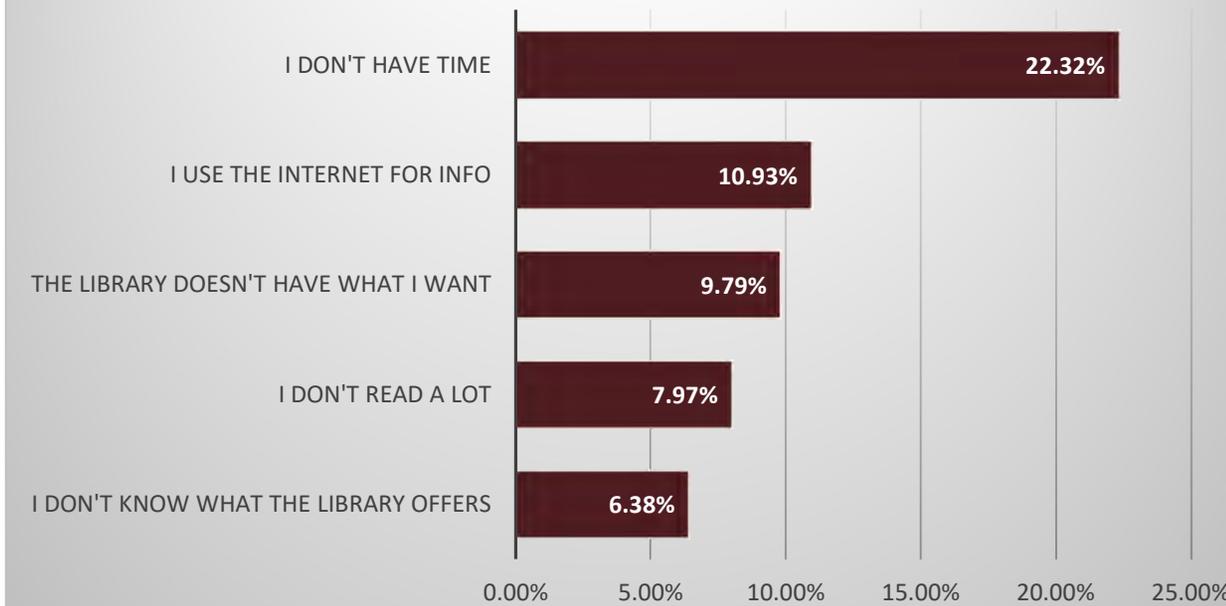
### If you are a library user, why do you do go to the library?



### Which library services are the most valuable to you?



## What is the primary reason you do not use the library more often?



### “Other” reasons listed:

- I live out of town, cost is high
- I am too busy
- Not enough Kindle and audiobooks
- Not enough new books
- Not enough activities for adults
- I buy my books
- Too far away to walk/ride bikes
- Activities are too crowded
- Library is too noisy
- Too many kids in the library
- Library is too small and outdated
- Not enough financial newspapers and investment materials

## Overall Satisfaction

### Early Literacy:

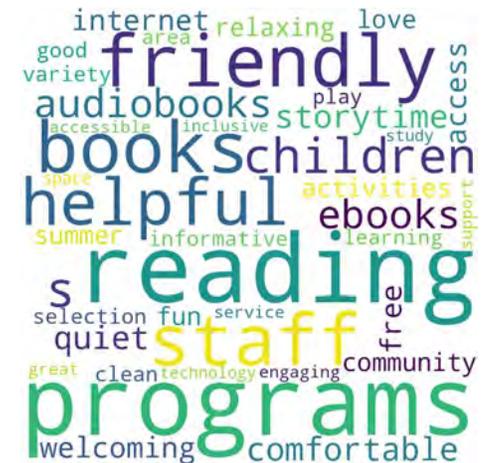
“The library was essential in raising our children to be readers.”

“Storytime is so important to our children...it boosts their confidence in learning to read and engages them in the magic of stories.”

### Community Space:

“It’s a free place to go with the kids for an afternoon.”

“I love coming in to work on my laptop and check out books—it’s my quiet space.”



### Technology:

“I love the Playaways—I’m on the road a lot and they’re perfect for me.”

“Please continue building your ebook and audiobook services—they’re a lifeline for busy families and commuters.”

# What can the library do to improve services for you or your family?

## COLLECTION DEVELOPMENT

- More new releases, Christian fiction, audiobooks and diverse books
- More eBooks and audiobooks
- Expand the children's and homeschool collections

## TECHNOLOGY & ACCESS

- Enhance online service (account tools, easier eBooks)
- Expand access to computers, Playaways, and technology classes
- New resources (recording studio, Shutterfly/photo book workshops)

## PROGRAMS & SERVICES

- More children's programs on evenings and weekends
- More teen activities, homeschool programs and adult classes
- More events for toddlers and babies

## MARKETING & COMMUNICATION

- Better promotion of programs through social media and in-library signage
- Some patrons were unaware of services like interlibrary loan, digital access, or events

## FACILITIES & SPACES

- Requests for a larger facility to support a growing population
- More quiet areas, study spaces and comfortable seating
- Suggestions included a children's play area, coffee bar and sensory rooms

## ACCESS & POLICY

- Many comments asked for free non-resident cards
- Others suggested longer hours or outreach/partnerships with local schools

## The City of Burleson is:

Focused on building a dynamic future, while preserving our rich history.

Dedicated to establishing a great place to live, learn, work and play.

Committed to being a sustainable community for all, through every stage of life.

By **maximizing use of the current facility**, the library honors its role as a trusted community space while adapting to meet modern needs.

**Expanding access to collections and digital resources** ensures residents can learn and grow in ways that reflect both tradition and innovation.

Through **enriched programming and outreach for all ages**, the library supports Burleson's commitment to being a great place to live, learn, work, and play—offering lifelong opportunities that evolve with the community it serves.

## Focus Area One: Maximize Use of the Existing Facility

### Objectives

- Continue to optimize furniture and layout to increase seating, improve comfort, and accommodate both individual and group activities.
- Use flexible furnishings to allow areas to serve multiple purposes throughout the day.
- Evaluate and prioritize space use regularly to ensure alignment with changing community demands and service goals.

### Workplan Tasks

- Light fixtures should be updated with LED lamps\*
- Replace public computers with laptops for in-house checkout\*
- Remove unused physical media (DVDs, audiobooks) to free up shelving for other higher-demand collections
- Refresh public restrooms

*\*Recommendation from the 2023 library needs assessment*



## Focus Area Two: Strengthen Access to Collections & Digital Resources

### Objectives

- Increase investment in high-demand materials, including new releases, audiobooks, and digital content.
- Improve discoverability of library materials with user-friendly catalog tools and enhanced digital platforms.
- Develop collections that reflect community interests, including inspirational fiction, homeschool resources, large print books, and culturally diverse titles.

### Workplan Tasks

- Replace picture book shelving with browsing bins\*
- Reduce CD/DVD/Blu-Ray budget to shift more funds toward digital content
- Reorganize picture book collection to make browsing easier, shelf by category instead of author (i.e. animals, dinosaurs, trucks, etc.)
- Create a children's catalog in Aspen

*\*Recommendation from the 2023 library needs assessment*



## Focus Area Three: Enrich Programs & Outreach for All Ages

### Objectives

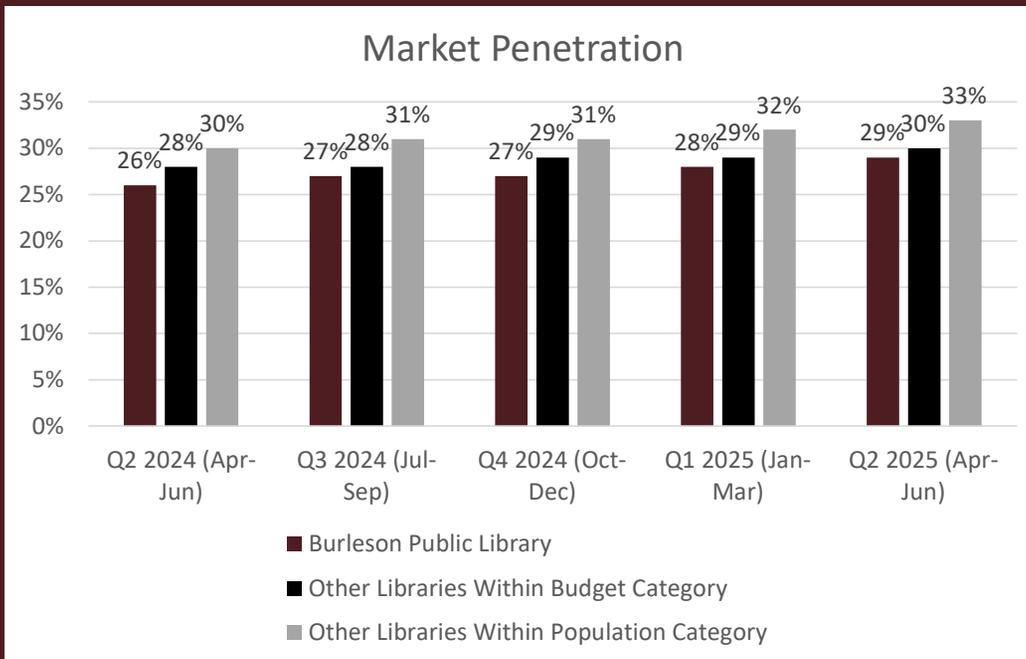
- Diversify and expand programming for all age groups, including evenings and weekends.
- Support early literacy and youth engagement through robust Storytime offerings, school partnerships, and expanded summer reading.
- Launch targeted outreach efforts for underserved populations.
- Enhance promotion of library services and events through social media, newsletters, and in-library signage.

### Workplan Tasks

- Establish monthly lobby stops with senior living communities
- Add a part-time outreach specialist to the library staff
- Create pop-up programs outside the library for all ages
- Hold library card signup events in underserved areas



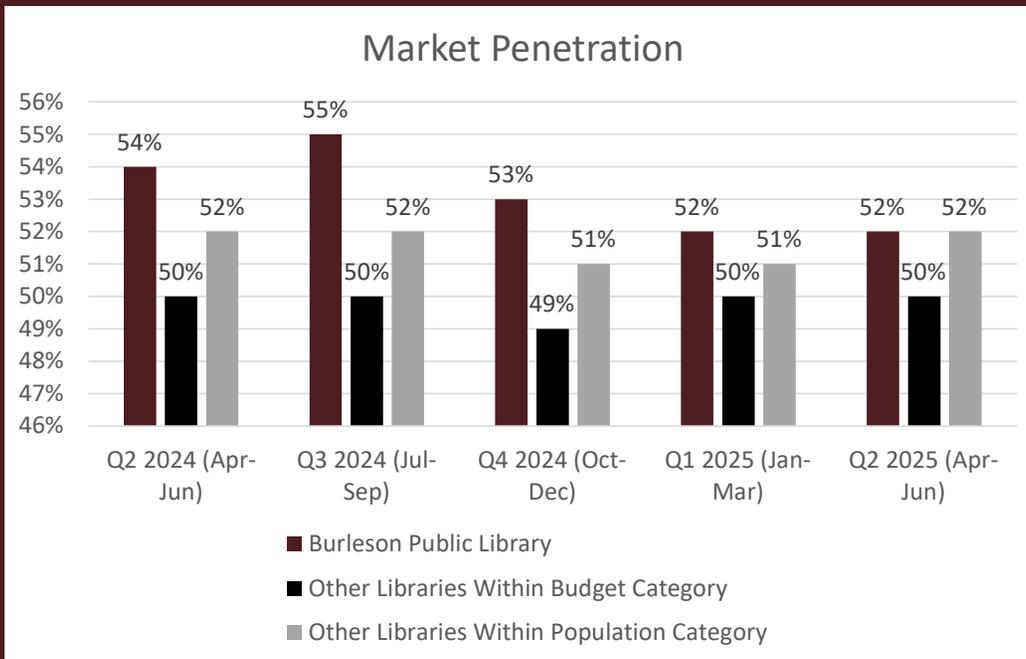
# Measuring Success: Market Penetration



Market penetration is the calculation of a library's reach throughout the community and indicates how much of the service area is engaged with the library. It provides an estimated percentage of households that have at least one active library card—the larger the percentage, the broader the library's reach.

**Goal: increase market penetration to 30% of households in Burleson with an active library user.**

# Measuring Success: New Cardholder Retention



New Cardholder Retention is the percentage of new cardholders who remain active library users more than a year after signing up. It demonstrates the library's ability to keep their new users engaged over time.

**Goal: maintain new cardholder retention at a minimum 53% of users remaining active after one year.**

# Measuring Success: Collection Turnover



Collection Turnover measures the average number of times each item in the library's collection is checked out during a given period, typically a year. This metric provides valuable insight into how effectively the library's collection is being used. A higher turnover rate indicates that materials are being actively borrowed and are meeting the needs and interests of the community.

**Goal: maintain collection turnover at a minimum of 5.0 checkouts per item in the library's collection.**

# Implementation

Work Plan Task	Projected Start Date	Work Plan Task	Projected Start Date
Remove unused physical media (DVDs, audiobooks) to free up shelving for other higher-demand collections	Spring 2026	Establish monthly lobby stops with senior living communities	Spring 2026
Create pop-up programs outside the library for all ages	Spring 2026	Hold library card signup events in underserved areas	Spring 2026
Refresh public restrooms	Fall 2026	Reduce CD/DVD/Blu-Ray budget to shift more funds toward digital content	Fall 2026
Add a part-time outreach specialist to the library staff	Fall 2027	Replace public computers with laptops for in-house checkout	Fall 2027
Create a children's catalog in Aspen	Spring 2027	Replace picture book shelving with browsing bins	Spring 2028
Reorganize picture book collection to make browsing easier, shelving by category instead of author	Spring 2028	Update light fixtures with LED lamps	Fall 2028

FY-2025	SINGLE FAMILY DWELLING	SQUARE FOOTAGE	AVERAGE SQ. FEET
October-24	5	15,472	3094.0
November-24	11	36,985	3362.0
December-24	9	29,454	3273.0
January-25	19	51,256	2698.0
February-25	17	49,583	2917.0
March-25	17	45,492	2676.0
April-25	11	32,890	2990.0
May-25	11	44,482	4044.0
June-25	17	55,805	3283.0
July-25	14	41,181	2942.0
August-25	13	55,193	4246.0
September-25	19	71,964	3788.0
<b>FY 25 TOTALS:</b>	<b>163</b>	<b>529,757</b>	<b>3250.0</b>

FY-2026	SINGLE FAMILY DWELLING	SQUARE FOOTAGE	AVERAGE SQ. FEET
October-25	13	53,367	4105.0
November-25	4	16,163	4041.0
December-25			
January-26			
February-26			
March-26			
April-26			
May-26			
June-26			
July-26			
August-26			
September-26			
<b>FY 26 TOTALS:</b>	<b>17</b>	<b>69,530</b>	<b>4090.0</b>

FISCAL YEAR 2025			
	DWELLINGS	SQUARE FOOTAGE	AVERAGE SQ. FEET
1st Quarter	25	81,911	3276.4
2nd Quarter	53	146,331	2761.0
3rd Quarter	39	133,177	3414.8
4th Quarter	46	168,338	3659.5

FISCAL YEAR 2026			
	DWELLINGS	SQUARE FOOTAGE	AVERAGE SQ. FEET
1st Quarter	17	69,530	4090.0
2nd Quarter	0	-	
3rd Quarter	0	-	
4th Quarter	0	-	

FISCAL YEAR 2024-2025 / 2025-2026 COMPARISON			
	DWELLINGS	SQUARE FOOTAGE	AVERAGE SQ. FEET
2025	163	529,757	3277.9
2026	17	69,530	4090.0
<b>DIFFERENCE:</b>	<b>-146</b>	<b>(460,227)</b>	<b>812.1</b>
<b>PERCENTAGE:</b>	10.4%	13.1%	125.8%

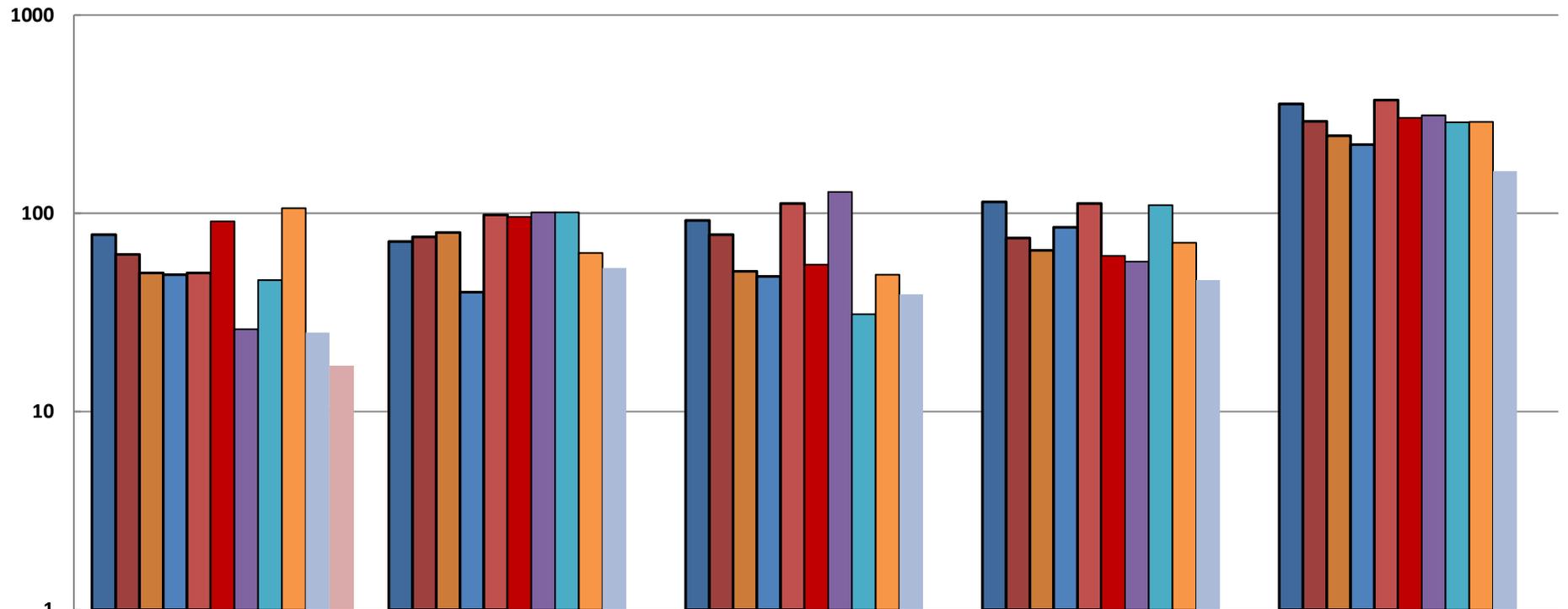


## ISSUED RESIDENTIAL PERMITS

Date Range Between 11/1/2025 and 11/30/2025

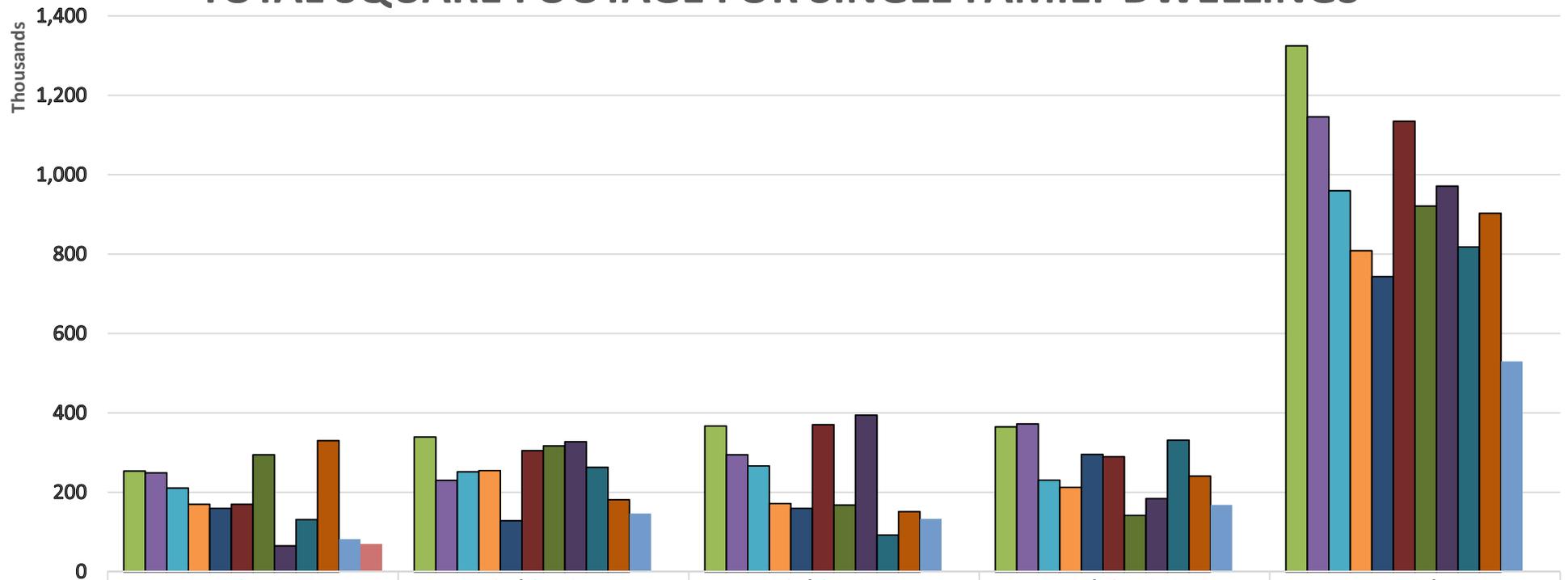
SITE SUBDIVISIO	Permit #	Issued Date	Address	Subdivision	Builder	Total Sq. Ft.	Living Sq.Ft.	Garage Sq.Ft.	Stories
MOUNTAIN VALLEY LAKE TRACT D	RES25-0183	11/26/2025	2533 STREAMSIDE DR	MOUNTAIN VALLEY LAKE TRACT D PHASE 2	Impression Homes	2,698	2047	455	1
<b>Total</b>						<b>2,698</b>	<b>2047</b>	<b>455</b>	<b>1</b>
PECAN GROVE	RES25-0170	11/12/2025	1661 CEDAR ELM WAY	PECAN GROVE	Graham Hart Home	3,447	2632	640	1
	RES25-0172	11/14/2025	1664 CEDAR ELM WAY	PECAN GROVE	Graham Hart Home	3,974	3094	685	2
	RES25-0166	11/25/2025	1612 SEQUOIA WAY	PECAN GROVE	Windmill Custom	6,044	4725	986	2
<b>Total</b>						<b>13,465</b>	<b>10451</b>	<b>2311</b>	<b>5</b>
			<b>Total Permits Issued</b>	<b>4</b>	<b>Total Square Feet</b>	<b>16,163</b>	<b>Average Square Feet</b>	<b>4,041</b>	

## NEW SINGLE FAMILY DWELLINGS



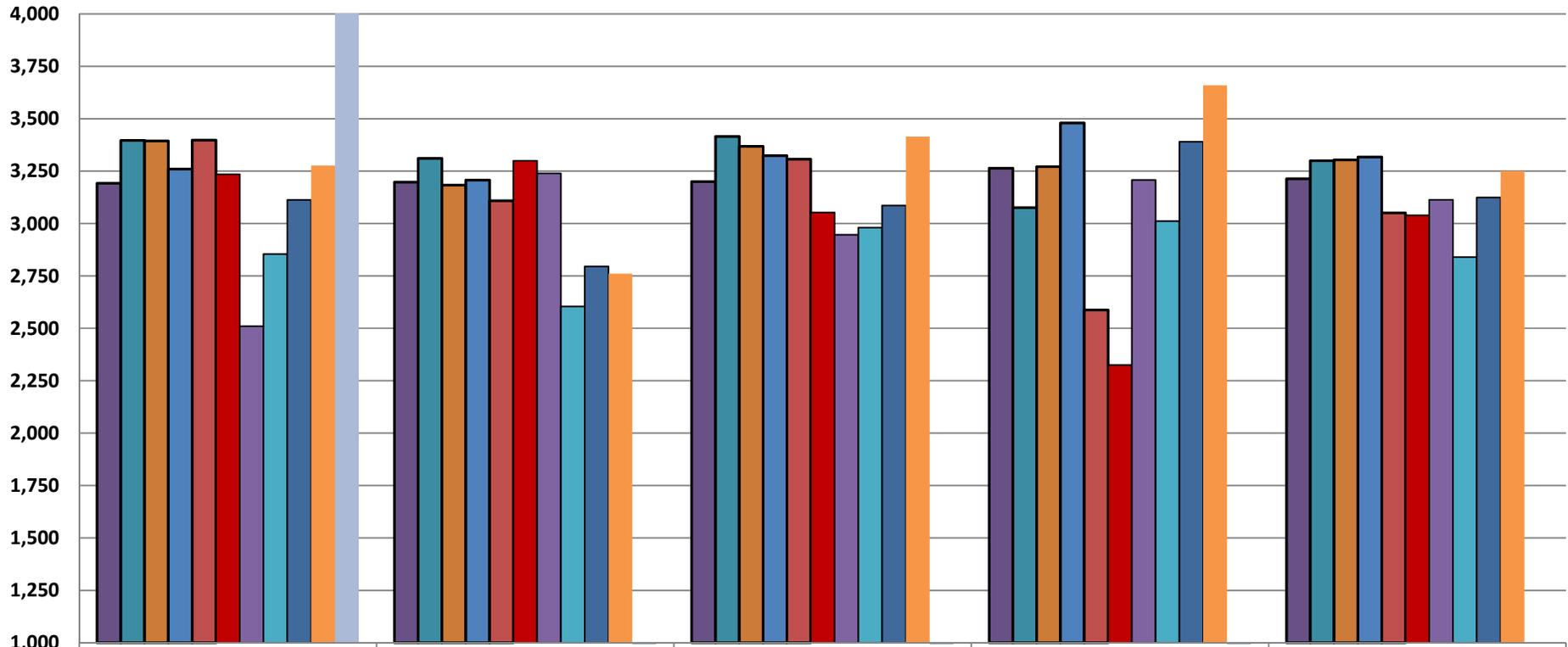
	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	TOTALS:
FY 2016	78	72	92	114	356
FY 2017	62	76	78	75	291
FY 2018	50	80	51	65	246
FY 2019	49	40	48	85	222
FY-2020	50	98	112	112	372
FY 2021	91	96	55	61	303
FY 2022	26	101	128	57	312
FY 2023	46	101	31	110	288
FY 2024	106	63	49	71	289
FY 2025	25	53	39	46	163
FY 2026	17	0	0	0	

# TOTAL SQUARE FOOTAGE FOR SINGLE FAMILY DWELLINGS

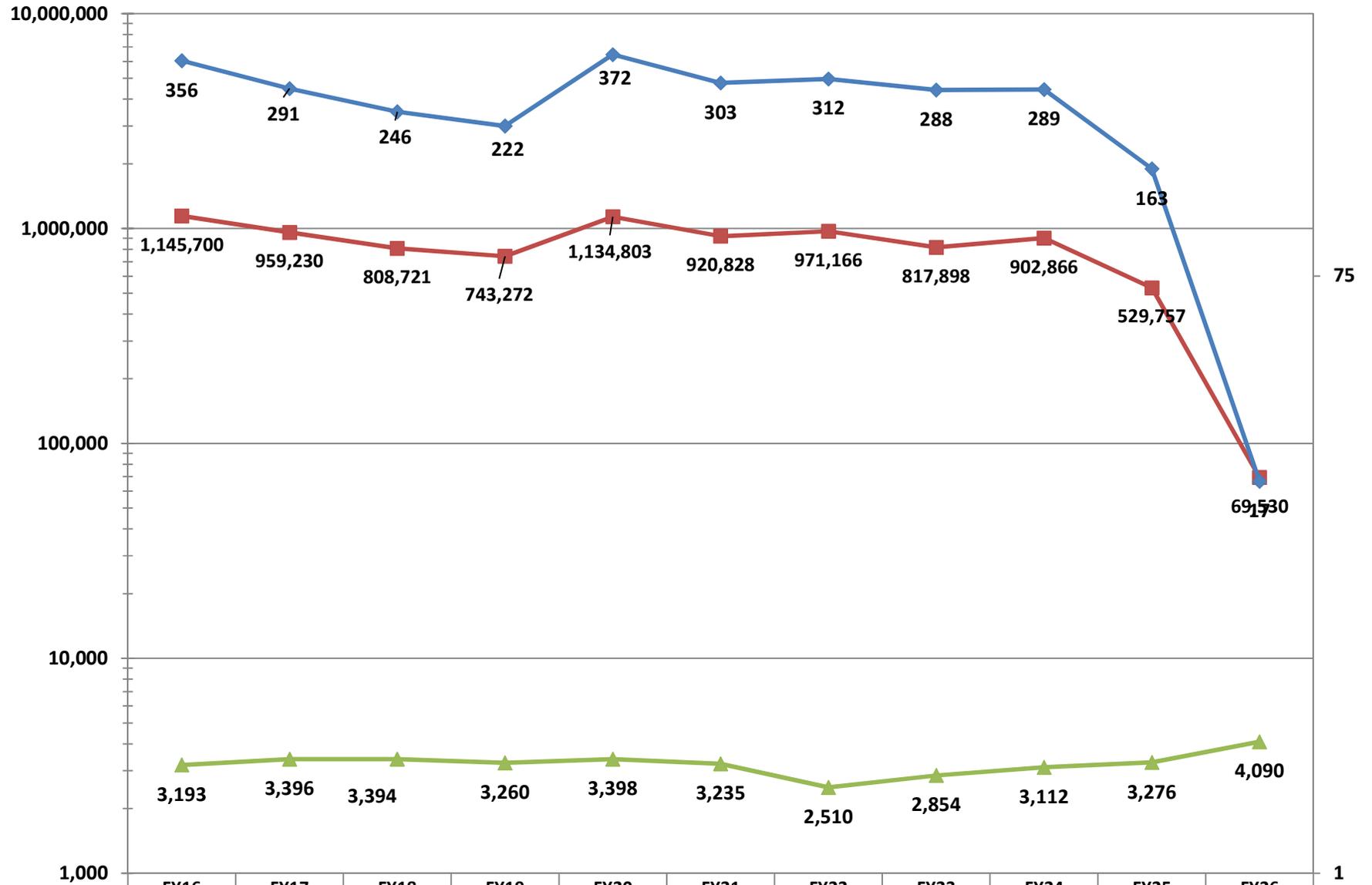


	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Total
FY 2015	253,550	339,201	367,045	364,743	1,324,539
FY 2016	249,020	230,209	294,429	372,042	1,145,700
FY 2017	210,553	251,605	266,387	230,685	959,230
FY 2018	169,691	254,660	171,750	212,620	808,721
FY 2019	159,750	128,275	159,517	295,730	743,272
FY 2020	169,890	304,652	370,402	289,859	1,134,803
FY 2021	294,368	316,749	167,874	141,837	920,828
FY 2022	65,265	327,176	394,434	184,291	971,166
FY 2023	131,277	263,035	92,390	331,196	817,898
FY 2024	329,915	181,060	151,214	240,677	902,866
FY 2025	81,911	146,331	133,177	168,338	529,757
FY 2026	69,530	-	-	-	-

### AVERAGE SQUARE FOOTAGE FOR SINGLE FAMILY DWELLINGS



	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Overall
■ FY 2016	3,192.6	3,197.3	3,200.3	3,263.5	3,213.4
■ FY 2017	3,396.0	3,310.6	3,415.2	3,075.8	3,299.4
■ FY 2018	3,393.8	3,183.3	3,367.6	3,271.1	3,303.9
■ FY 2019	3,260.2	3,206.9	3,323.3	3,479.2	3,317.4
■ FY 2020	3,397.8	3,108.7	3,307.2	2588.0	3,050.5
■ FY 2021	3234.8	3299.5	3052.3	2325.2	3039.0
■ FY 2022	2510.2	3239.4	2946.7	3207.8	3112.7
■ FY 2023	2853.8	2604.3	2980.3	3010.9	2839.9
■ FY 2024	3112.4	2795.0	3086.0	3389.8	3124.1
■ FY 2025	3276.4	2761.0	3414.8	3659.5	3250.0
■ FY 2026	4090.0	0.0	0.0	0.0	



■ Total Sq. Ft.	1,145,700	959,230	808,721	743,272	1,134,803	920,828	971,166	817,898	902,866	529,757	69,530
▲ Avg Sq. Ft.	3,192.6	3,396.0	3,393.8	3,260.2	3,397.8	3,234.8	2,510.2	2,853.8	3,112.4	3,276.44	4,090.00
◆ # of Single Family Permits	356	291	246	222	372	303	312	288	289	163	17

## Plan Reviews

City of Burleson

Date Range Between 11/1/2025 and 11/30/2025

PERMIT NUMBER	ADDRESS	APPLICANT	PERMIT TYPE PERMIT SUBTYPE	APPLIED	REVIEWED	APPROVED	ISSUED	Days to Review	Days to Approve	Days to Issue
RES25-0176	2629 STEVE ST CPL653694	Bloomfield Homes, L.P	RESIDENTIAL SINGLE FAMILY DETACHED	11/25/2025	12/2/2025	12/2/2025	12/9/2025	6	6	11
RES25-0177	1280 STRAIT LN CPL657007	First Texas Homes	RESIDENTIAL SINGLE FAMILY DETACHED	11/6/2025	11/10/2025	12/1/2025	12/3/2025	3	18	20
RES25-0177	1280 STRAIT LN CPL657007	First Texas Homes	RESIDENTIAL SINGLE FAMILY DETACHED	12/1/2025	12/1/2025	12/1/2025	12/3/2025	1	1	3
RES25-0178	652 SUE ANN LN CPL4446	BBL EXCHANGE LLC SERIES 10	RESIDENTIAL REMODEL	11/7/2025	11/10/2025	11/10/2025	11/11/2025	2	2	3
RES25-0179	1313 ANTONIO'S CT CPL19755	CRUZ ROMAN	RESIDENTIAL SINGLE FAMILY DETACHED	11/10/2025	11/14/2025			5	0	0
RES25-0180	2120 HOUSTON RD CPL11653	Lucia Jaramillo	RESIDENTIAL SINGLE FAMILY DETACHED	11/14/2025	11/21/2025			6	0	0
RES25-0180	2120 HOUSTON RD CPL11653	Lucia Jaramillo	RESIDENTIAL SINGLE FAMILY DETACHED	11/14/2025	12/4/2025			15	0	0
RES25-0181	112 MEANDERING LN CPL1760	MORSE, MICHAEL A	RESIDENTIAL ADDITION	11/19/2025				0	0	0
RES25-0182	716 SW SUNNYBROOK DR CPL7844	PROFITT BILLY E	RESIDENTIAL SINGLE FAMILY DETACHED	11/20/2025				0	0	0
RES25-0183	2533 STREAMSIDE DR CPL652267	Impression Homes	RESIDENTIAL SINGLE FAMILY DETACHED	11/24/2025	11/25/2025	11/25/2025	11/26/2025	2	2	3
			Total Submitted	10			Average:	4.00	3	4

	Subdivision Name	Phase #	Open Spaces	Total Lots	Permits Issued	Available Lots	Date of Final Plat
1	High Country	1	3	132	115	17	2/15/2022
2	High Country	2	0	86	17	69	***
3	Mtn Valley Lake Tract D	2	4	139	63	76	9/15/2022
4	Mtn Valley Lake Tract D	1	3	67	7	60	9/15/2022
5	Oak Hills	2	3	59	49	10	11/3/2022
6	Parks at Panchasarp Farms	1	5	98	92	6	12/11/2019
7	Parks at Panchasarp Farms	3	11	152	66	86	5/16/2024
8	Pecan Grove	N/A	2	82	10	72	5/11/2022
9	Reverie	2	1	47	29	18	***
	Reverie	3	3	69	1	68	10/29/2020
10	Shannon Creek Development	1	3	39	34	5	7/14/2022
11	Silo Mills	1C	0	15	2	13	
12							
13							
14							
	<b>TOTALS</b>		<b>38</b>	<b>963</b>	<b>485</b>	<b>500</b>	

NEW COMMERCIAL PERMITS ISSUED							
PERMIT #	Project Name	ADDRESS	VALUATION	SUBMITTAL DATE	APPROVAL DATE	DATE ISSUED	
1	COMM25-0050	C&W Dust Tech - Remodel	6933 Shelmor Rd	\$ 600,000.00	9/2/2025	11/4/2025	11/6/2025
2	COMM24-00074	Texas Health Huguley Alsbury Clinic - New	1000 SW Alsbury Blvd	\$ 5,200,000.00	12/16/2024	10/1/2025	11/10/2025
3	COMM25-0052	Police Station - Remodel	1161SW Wilshire Blvd	\$ 5,978,429.00	9/12/2025	11/3/2025	11/13/2025
4	COMM25-0053	Police Station Main Building - New	1145 SW Wilshire Blvd	\$ 26,985,123.00	9/12/2025	11/3/2025	11/13/2025
5	COMM25-0054	Police Station Asset Building 1 - New	1145 SW Wilshire Blvd	\$ 3,092,305.00	9/12/2025	11/3/2025	11/13/2025
6	COMM25-0055	Police Station Asset Building 2 - New	1145 SW Wilshire Blvd	\$ 3,244,143.00	9/12/2025	11/3/2025	11/13/2025
7	COMM24-00055	Crown Magnolia - New	129 Magnolia St	\$ 750,000.00	8/9/2024	10/10/2025	11/14/2025
8	COMM25-0060	Mavis Tire & Break - Remodel	1075 SW Wilshire Blvd	\$ 49,865.00	10/7/2025	11/4/2025	11/18/2025
9	COMM25-0064	Cell Tower - Remodel	415 N Burleson Blvd				
10							
11							

ACTIVE PERMITS							
PERMIT #	Project Name	ADDRESS	VALUATION	SUBMITTAL DATE	APPROVAL DATE	DATE ISSUED	
1	19-01433	Ballard Plaza - New	119 SW Anderson St	\$ 260,000.00	10/29/2018	4/18/2019	10/18/2019
2	COMM21-00059	Centennial Village	817 E Renfro St	\$ 1,350,000.00	7/15/2021	10/18/2021	1/28/2022
3	COMM21-00073	All State Properties Inc - Addition	2004 W FM 917	\$ 40,000.00	8/16/2021	10/5/2021	11/3/2022
4	COMM23-00011	North Pointe Church - Remodel	2450 SW Wilshire Blvd	\$ 560,808.00	2/15/2023	3/30/2023	4/14/2023
5	COMM23-00049	Remodel	138 N Wilson St	\$ 70,000.00	8/16/2023	9/5/2023	9/6/2023
6	COMM23-00068	Fort Worth Temple - New	1851 Greenridge Dr	\$ 56,246,921.00	11/3/2023	12/20/2023	12/21/2023
7	COMM23-00069	Fort Worth Temple - New	1851 Greenridge Dr	\$ 1,903,000.00	11/3/2023	12/21/2023	12/21/2023
8	COMM24-00034	Centre of Burleson - Remodel	101 NW Renfro St 108	\$ 130,000.00	4/29/2024	6/6/2024	6/7/2024
9	COMM24-00044	Willow Creek Bldg 3 - New	2872 SW Wilshire Blvd	\$ 700,000.00	06/25/2024	8/14/2024	8/19/2024
10	COMM24-00046	Wells Builders - Addition	5600 Highpoint Pkwy	\$ 250,000.00	3/20/2024	10/4/2024	10/4/2024
11	COMM23-00057	R-TEX - New	8120 County Road 1016Z	\$ 1,500,000.00	10/2/2023	2/21/2024	10/31/2024
12	COMM24-00068	Sam's Club - Remodel	600 N Burleson Blvd	\$ 150,000.00	11/7/2024	11/8/2024	11/8/2024
13	COMM24-00072	Double Deuce Kitchen - Remodel	309 W Hidden Creek Pkwy 3101	\$ 15,000.00	12/2/2024	11/5/2025	1/15/2025
14	COMM24-00075	Anson Mezzanine PDR - Shell Completion	5600 Highpoint Pkwy	\$ 40,000.00	12/17/2024	1/6/2025	1/23/2025
15	COMM24-00049	Pickle Ball - New	951 Hidden Vistas Blvd	\$ 1,350,000.00	7/25/2024	2/7/2025	2/19/2025
16	COMM25-0004	BRICK - Remodel	550 NW Summercrest Blvd	\$ 100,000.00	2/3/2025	2/19/2025	2/20/2025
17	COMM24-00062	The Heights Church - New	961 S Dobson St	\$ 10,519,786.00	9/27/2024	3/4/2025	3/7/2025
18	COMM24-00070	Shannon Creek Commercial - Shell	1660 Candler Dr	\$ 118,845.00	11/14/2024	3/6/2025	3/10/2025
19	COMM24-00066	Five Below - Shell	1693 SW Wilshire Blvd	\$ 2,100,000.00	10/25/2024	2/7/2025	4/10/2025
20	COMM24-00069	Five Below - Shell Completion	1693 SW Wilshire Blvd	\$ 170,000.00	11/13/2024	2/7/2025	4/24/2025
21	COMM25-0019	Orthodontics by Birth & Fletcher - Remodel	109 W Renfro St	\$ 189,376.00	4/24/2025	4/24/2025	4/24/2025
22	COMM25-0013	The Castle: Sweets and Treats - Shell Completion	119 SW Anderson St 101	\$ 200,000.00	3/14/2025	5/6/2025	5/9/2025
24	COMM22-00059	Mound Elementary - Addition	205 SW Thomas St	\$ 5,500,000.00	9/23/2022	5/8/2025	5/14/2025
25	COMM25-0009	Amaras - Remodel	805 NE Alsbury Blvd B	\$ 85,000.00	2/25/2025	3/31/2025	5/14/2025
26	COMM24-00060	Taco Casa - New	215 NW Wilshire Blvd	\$ 950,000.00	9/25/2024	6/3/2025	6/24/2025
27	COMM25-0018	Martini Nail Lounge - Shell Completion	1685 SW Wilshire Blvd 112	\$ 400,000.00	4/14/2025	6/18/2025	7/1/2025
28	COMM24-00052	Anytime Fitness	860 E Renfro St	\$ 150,000.00	7/30/2025	7/16/2025	7/17/2025
29	COMM25-0025	Buffalo Bros - Remodel	139 E Ellison St 101	\$ 535,000.00	5/19/2025	8/18/2025	8/18/2025
30	COMM25-0041	Quik Trip - Remodel	449 E Renfro St	\$ 125,000.00	7/31/2025	8/1/2025	9/9/2025
31	COMM25-0022	Windmill Building "F" - Shell Building	287 W Hidden Creek Pkwy	\$ 250,000.00	5/12/2025	9/8/2025	9/29/2025
32	COMM25-0020	Cook Childrens Pediatric - Shell Completion	1660 Candler Dr 106	\$ 2,900,000.00	5/2/2025	7/2/2025	9/30/2025
33	COMM25-0050	C&W Dust Tech - Remodel	6933 Shelmor Rd	\$ 600,000.00	9/2/2025	11/4/2025	11/6/2025
34	COMM24-00074	Texas Health Huguley Alsbury Clinic - New	1000 SW Alsbury Blvd	\$ 5,200,000.00	12/16/2024	10/1/2025	11/10/2025
35	COMM25-0052	Police Station - Remodel	1161SW Wilshire Blvd	\$ 5,978,429.00	9/12/2025	11/3/2025	11/13/2025
36	COMM25-0053	Police Station Main Building - New	1145 SW Wilshire Blvd	\$ 26,985,123.00	9/12/2025	11/3/2025	11/13/2025
37	COMM25-0054	Police Station Asset Building 1 - New	1145 SW Wilshire Blvd	\$ 3,092,305.00	9/12/2025	11/3/2025	11/13/2025
38	COMM25-0055	Police Station Asset Building 2 - New	1145 SW Wilshire Blvd	\$ 3,244,143.00	9/12/2025	11/3/2025	11/13/2025
39	COMM24-00055	Crown Magnolia - New	129 Magnolia St	\$ 750,000.00	8/9/2024	10/10/2025	11/14/2025
40	COMM25-0060	Mavis Tire & Break - Remodel	1075 SW Wilshire Blvd	\$ 49,865.00	10/7/2025	11/4/2025	11/18/2025
41	COMM25-0064	Cell Tower - Remodel					
42							
43							
44							
45							
46							
47							
48							
49							
50							
51							
52							
53							
54							
55							
			TOTAL	\$ 134,758,601.00			

COMPLETED PROJECTS						
PERMIT #	Project Name	ADDRESS	VALUATION	DATE ISSUED	DATE COMPLETED	
1	COMM25-0046	Twin Liquor - Remodel	185 NW John Jones Dr 100	\$ 200,000.00	9/25/2025	11/21/2025
2	COMM24-00050	Fire Station - Addition	828 SW Alsbury Blvd	\$ 3,200,000.00	11/20/2024	11/20/2024
3	COMM25-0030	Glo Tan - Remodel	1561 SW Wilshire Blvd 405	\$ 80,000.00	8/8/2025	11/4/2025
4	COMM25-0031	Vivo Infusion - Shell Completion	360 SE John Jones Dr 112	\$ 293,000.00	9/9/2025	11/26/2025
5	COMM25-0007	KH Donut - Remodel	1016 SW Alsbury Blvd 103	\$ 26,500.00	6/18/2025	11/24/2025
6	COMM25-0039	Phobia Project - Remodel	138 N Wilson St A	\$ 2,000.00	6/18/2025	11/13/2025
7						
8						
9						
10						
11						
12						
13						
14						
15						

COMMERCIAL CERTIFICATES OF OCCUPANCY APPLICATIONS					
PERMIT #	Business Name	ADDRESS	BUSINESS TYPE	APPLICATION DATE	
1	CO25-0124	Ally Medical ER	300 SE John Jones Dr	Medical Office	11/4/2025
2	CO25-0126	Turning Point Life Services, PLLC	329 NW Hillery St	Medical Office	11/7/2025
3	CO25-0127	Proof Liquor & Deli	654 SW Wilshire Blvd	Retail	11/11/2025
4	CO25-0128	Twin Liquor	139 W Ellison St 101	Retail	11/19/2025
5	CO25-0129	Banfield Pet Hospital	720 NE Alsbury Blvd	Veterinarian Hospital	11/18/2025
6	CO25-0132	Vivo Infusion	360 SE John Jones Dr 112	Medical Office	11/25/2025
7	CO25-0131	Buffalo Bros - TCO	139 W Ellison St 101	Restaurant	11/21/2025
8					
9					
10					
11					
12					
13					
14					
15					
16					

## Commercial Building Permit Yearly Comparison

FY-2025	NEW COMMERCIAL	VALUATION	SQUARE FEET	AVERAGE \$ / SQ. FT.
October-24	4	\$ 6,250,000.00	44,755	\$ 139.65
November-24	0			
December-24	0			
January-25	0			
February-25	1	\$ 1,350,000.00	21,130	\$ 63.89
March-25	1	\$ 10,519,786.00	37,762	\$ 278.58
April-25	0			
May-25	0			
June-25	1	\$ 950,000.00	3,017	\$ 314.88
July-25	0			
August-25	0			
September-25	0			
<b>TOTALS:</b>	<b>7</b>	<b>\$19,069,786.00</b>	<b>106,664</b>	<b>\$ 178.78</b>

FISCAL YEAR 2025			
	TOTAL	VALUATION	SQUARE FEET
<b>1st Quarter</b>	4	\$ 6,250,000.00	44,755
<b>2nd Quarter</b>	2	\$ 11,869,786.00	58,892
<b>3rd Quarter</b>	1	\$ 950,000.00	3,017
<b>4th Quarter</b>	0	\$ -	0

FY-2026	NEW COMMERCIAL	VALUATION	SQUARE FEET	AVERAGE \$ / SQ. FT.
October-25	0			
November-25	4	\$ 6,648,294.00	31,328	\$ 212.22
December-25				
January-26				
February-26				
March-26				
April-26				
May-26				
June-26				
July-26				
August-26				
September-26				
<b>TOTALS:</b>	<b>4</b>	<b>\$6,648,294.00</b>	<b>31,328</b>	<b>\$ 212.22</b>

FISCAL YEAR 2026			
	TOTAL	VALUATION	SQUARE FEET
<b>1st Quarter</b>	4	\$ 6,648,294.00	31,328
<b>2nd Quarter</b>	0	\$ -	0
<b>3rd Quarter</b>	0	\$ -	0
<b>4th Quarter</b>	0	\$ -	0

FISCAL YEAR 2024-2025 / 2025-2026 COMPARISON			
	TOTALS	VALUATION	SQUARE FEET
2025	7	\$ 19,069,786.00	106,664
2026	4	\$ 6,648,294.00	31,328
<b>DIFFERENCE:</b>	<b>-3</b>	<b>-\$12,421,492.00</b>	<b>(75,336)</b>
<b>PERCENTAGE:</b>	57.1%	34.9%	29.4%

## Commercial Building Permit Yearly Comparison

FY-2025	COMMERCIAL ADDITIONS	VALUATION	SQUARE FEET	AVERAGE \$ / SQ. FT.
October-24	1	\$ 250,000.00	5,610	\$ 44.56
November-24	1	\$ 3,200,000.00	9,834	\$ 325.40
December-24	0			
January-25	0			
February-25	0			
March-25	0			
April-25	0			
May-25	1	\$ 5,500,000.00	7,300	\$ 753.42
June-25	1	\$ 100,000.00	100	\$ 1,000.00
July-25	0			
August-25	0			
September-25	0			
<b>TOTALS:</b>	<b>4</b>	<b>\$9,050,000.00</b>	<b>22,844</b>	<b>\$396.17</b>

FISCAL YEAR 20245			
	TOTAL	VALUATION	SQUARE FEET
<b>1st Quarter</b>	2	\$ 3,450,000.00	15,444
<b>2nd Quarter</b>	0	-	0
<b>3rd Quarter</b>	2	\$ 5,600,000.00	7,400
<b>4th Quarter</b>	0	-	0

FY-2026	COMMERCIAL ADDITIONS	VALUATION	SQUARE FEET	AVERAGE \$ / SQ. FT.
October-25	0			
November-25	0			
December-25				
January-26				
February-26				
March-26				
April-26				
May-26				
June-26				
July-26				
August-26				
September-26				
<b>TOTALS:</b>	<b>0</b>	<b>\$0.00</b>	<b>0</b>	

FISCAL YEAR 2026			
	TOTAL	VALUATION	SQUARE FEET
<b>1st Quarter</b>	0	-	0
<b>2nd Quarter</b>	0	-	0
<b>3rd Quarter</b>	0	-	0
<b>4th Quarter</b>	0	-	0

FISCAL YEAR 2024-2025 / 2025-2026 COMPARISON			
	TOTALS	VALUATION	SQUARE FEET
2025	4	\$ 9,050,000.00	22,844
2026	0	-	0
<b>DIFFERENCE:</b>	<b>-4</b>	<b>-\$9,050,000.00</b>	<b>(22,844)</b>
<b>PERCENTAGE:</b>	0.0%	0.0%	0.0%

## Commercial Building Permit Yearly Comparison

FY-2025	COMMERCIAL REMODEL	VALUATION	SQUARE FEET	AVERAGE \$ / SQ.FT.
October-24	3	\$ 1,416,500.00	27,229	\$ 52.02
November-24	2	\$ 190,000.00	4,100	\$ 46.34
December-24	0			
January-25	4	\$ 1,295,000.00	6,290	\$ 205.88
February-25	2	\$ 230,000.00	3,954	\$ 58.17
March-25	0			
April-25	3	\$ 1,191,876.00	5,802	\$ 205.43
May-25	3	\$ 153,000.00	7,859	\$ 19.47
June-25	3	\$ 108,082.00	3,723	\$ 29.03
July-25	3	\$ 352,000.00	11,807	\$ 29.81
August-25	7	\$ 1,077,568.00	18,879	\$ 57.08
September-25	3	\$ 327,270.00	3,387	\$ 96.63
<b>TOTALS:</b>	<b>33</b>	<b>\$6,341,296.00</b>	<b>93,030</b>	<b>\$ 68.16</b>

FISCAL YEAR 2025			
	TOTAL	VALUATION	SQUARE FEET
<b>1st Quarter</b>	5	\$ 1,606,500.00	31,329
<b>2nd Quarter</b>	6	\$ 1,525,000.00	10,244
<b>3rd Quarter</b>	9	\$ 1,452,958.00	17,384
<b>4th Quarter</b>	13	\$ 1,756,838.00	34,073

FY-2026	COMMERCIAL REMODEL	VALUATION	SQUARE FEET	AVERAGE \$ / SQ.FT.
October-25	0			
November-25	5	\$ 39,271,571.00	63,112	\$ 622.25
December-25				
January-26				
February-26				
March-26				
April-26				
May-26				
June-26				
July-26				
August-26				
September-26				
<b>TOTALS:</b>	<b>5</b>	<b>\$39,271,571.00</b>	<b>63,112</b>	<b>\$ 622.25</b>

FISCAL YEAR 2026			
	TOTAL	VALUATION	SQUARE FEET
<b>1st Quarter</b>	5	\$ 39,271,571.00	63,112
<b>2nd Quarter</b>	0	\$ -	0
<b>3rd Quarter</b>	0	\$ -	0
<b>4th Quarter</b>	0	\$ -	0

FISCAL YEAR 2024-2025 / 2025-2026 COMPARISON			
	TOTALS	VALUATION	SQUARE FEET
2025	33	\$ 6,341,296.00	93,030
2026	5	\$ 39,271,571.00	63,112
<b>DIFFERENCE:</b>	<b>-28</b>	<b>\$32,930,275.00</b>	<b>(29,918)</b>
<b>PERCENTAGE:</b>	15.2%	619.3%	67.8%

## Commercial Building Permit Yearly Comparison

FY-2025	SHELL BUILDINGS	VALUATION	SQUARE FEET	AVERAGE \$ / SQ.FT.
October-24	0			
November-24	0			
December-24	0			
January-25	0			
February-25	0			
March-25	1	\$ 118,843.00	16,725	\$ 7.11
April-25	1	\$ 2,100,000.00	9,141	\$ 229.73
May-25	0			
June-25	0			
July-25	0			
August-25	0			
September-25	1	\$ 250,000.00	5,993	\$ 41.72
<b>TOTALS:</b>	<b>3</b>	<b>\$2,468,843.00</b>	<b>31,859</b>	<b>\$ 77.49</b>

FISCAL YEAR 2025			
	TOTAL	VALUATION	SQUARE FEET
<b>1st Quarter</b>	0	\$ -	0
<b>2nd Quarter</b>	1	\$ 118,843.00	16,725
<b>3rd Quarter</b>	1	\$ 2,100,000.00	9,141
<b>4th Quarter</b>	1	\$ 250,000.00	5,993

FY-2026	SHELL BUILDINGS	VALUATION	SQUARE FEET	AVERAGE \$ / SQ.FT.
October-25	0			
November-25	0			
December-25				
January-26				
February-26				
March-26				
April-26				
May-26				
June-26				
July-26				
August-26				
September-26				
<b>TOTALS:</b>	<b>0</b>	<b>\$0.00</b>	<b>0</b>	

FISCAL YEAR 2026			
	TOTAL	VALUATION	SQUARE FEET
<b>1st Quarter</b>	0	\$ -	0
<b>2nd Quarter</b>	0	\$ -	0
<b>3rd Quarter</b>	0	\$ -	0
<b>4th Quarter</b>	0	\$ -	0

FISCAL YEAR 2024-2025 / 2025-2026 COMPARISON			
	TOTAL	VALUATION	SQUARE FEET
2025	3	\$ 2,468,843.00	31,859
2026	0	\$ -	0
<b>DIFFERENCE:</b>	<b>-3</b>	<b>-\$2,468,843.00</b>	<b>(31,859)</b>
<b>PERCENTAGE:</b>	0.0%	0.0%	0.0%

## Commercial Building Permit Yearly Comparison

FY-2025	SHELL COMPLETIONS	VALUATION	SQUARE FEET	AVERAGE \$ / SQ.FT.
October-24	1	\$ 500,000.00	4,345	\$ 115.07
November-24	1	\$ 667,000.00	4,960	\$ 134.48
December-24	1	\$ 400,000.00	3,010	\$ 132.89
January-25	2	\$ 740,000.00	3,155	\$ 234.55
February-25	0			
March-25	1	\$ 100,000.00	2,260	\$ 44.25
April-25	1	\$ 170,000.00	9,050	\$ 18.78
May-25	3	\$ 470,000.00	8,447	\$ 55.64
June-25	2	\$ 819,935.00	12,977	\$ 63.18
July-25	1	\$ 400,000.00	3,500	\$ 114.29
August-25	1	\$ 300,000.00	2,688	\$ 111.61
September-25	2	\$ 3,193,000.00	10,464	\$ 305.14
<b>TOTALS:</b>	<b>16</b>	<b>\$7,759,935.00</b>	<b>64,856</b>	<b>\$ 119.65</b>

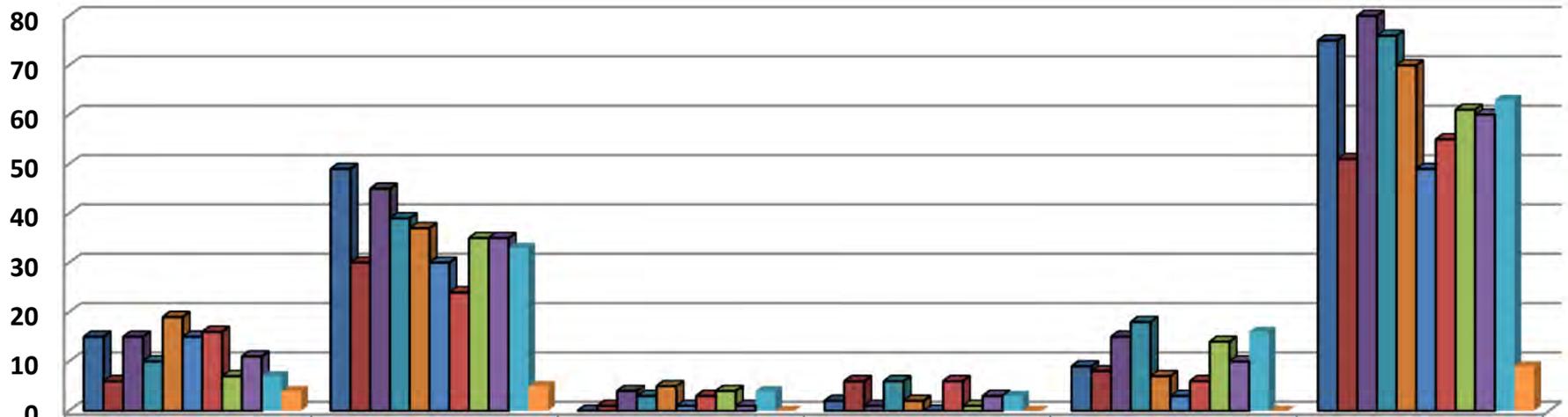
FISCAL YEAR 2025			
	TOTAL	VALUATION	SQUARE FEET
<b>1st Quarter</b>	3	\$ 1,567,000.00	12,315
<b>2nd Quarter</b>	3	\$ 840,000.00	5,415
<b>3rd Quarter</b>	6	\$ 1,459,935.00	30,474
<b>4th Quarter</b>	4	\$ 3,893,000.00	16,652

FY-2026	SHELL COMPLETIONS	VALUATION	SQUARE FEET	AVERAGE \$ / SQ.FT.
October-25	0			
November-25	0			
December-25				
January-26				
February-26				
March-26				
April-26				
May-26				
June-26				
July-26				
August-26				
September-26				
<b>TOTALS:</b>	<b>0</b>	<b>\$0.00</b>	<b>0</b>	

FISCAL YEAR 2026			
	TOTAL	VALUATION	SQUARE FEET
<b>1st Quarter</b>	0	\$ -	0
<b>2nd Quarter</b>	0	\$ -	0
<b>3rd Quarter</b>	0	\$ -	0
<b>4th Quarter</b>	0	\$ -	0

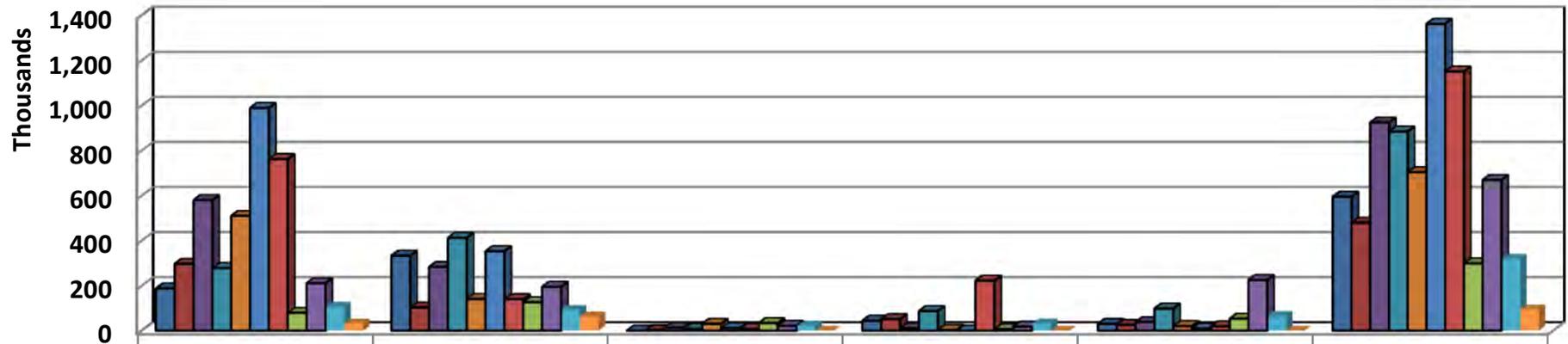
FISCAL YEAR 2024-2025 / 2025-2026 COMPARISON			
	TOTALS	VALUATION	SQUARE FEET
2025	16	\$7,759,935.00	64,856
2026	0	\$0.00	0
<b>DIFFERENCE:</b>	<b>-16</b>	<b>-\$7,759,935.00</b>	<b>-64,856</b>
<b>PERCENTAGE:</b>	0.0%	0.0%	0.0%

## Commercial Permits Issued



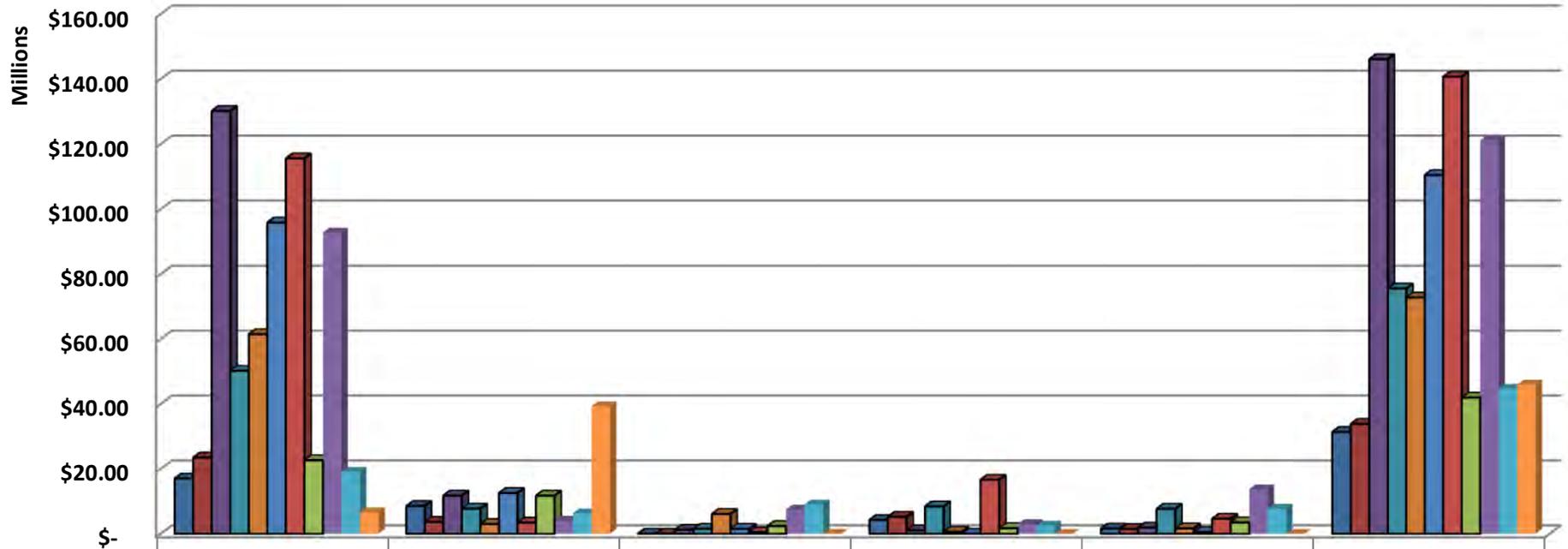
	Ground Up New Commercial	Commercial Remodel	Commercial Addition	Shell Building	Shell Finish Out	Total
FY16	15	49	0	2	9	75
FY17	6	30	1	6	8	51
FY18	15	45	4	1	15	80
FY19	10	39	3	6	18	76
FY20	19	37	5	2	7	70
FY21	15	30	1	0	3	49
FY22	16	24	3	6	6	55
FY23	7	35	4	1	14	61
FY24	11	35	1	3	10	60
FY25	7	33	4	3	16	63
FY26	4	5	0	0	0	9

## Total Square Feet for Commercial Permits



	Ground Up New Commercial	Commercial Remodel	Commercial Addition	Shell Building	Shell Finish Out	Total
FY 16	187,287	333,051	0	44,389	29,919	594,646
FY 17	296,832	103,073	2,220	51,241	25,782	479,148
FY 18	579,791	282,931	12,588	10,785	37,910	924,005
FY 19	278,247	412,329	8,062	87,060	98,245	883,943
FY20	509,696	140,361	30,508	3,104	19,949	703,618
FY21	988,913	352,811	11,720	0	8,559	1,362,003
FY22	761,801	139,792	7,338	222,156	19,471	1,150,558
FY23	79,267	126,249	33,631	6,489	53,036	298,672
FY24	210,254	194,600	21,115	17,841	225,063	668,873
FY25	106,664	93,030	22,844	31,859	64,856	319,253
FY26	31,328	63,112	0	0	0	94,440

## Total Value of Commercial Permits Issued



	Ground Up New Commercial	Commercial Remodel	Commercial Addition	Shell Building	Shell Finish Out	Total
FY16	\$16,996,060.00	\$8,523,341.00	\$-	\$4,250,000.00	\$1,597,850.00	\$31,367,251.00
FY17	\$23,485,837.00	\$3,653,187.00	\$10,000.00	\$5,230,210.00	\$1,477,820.00	\$33,857,054.00
FY 18	\$130,159,924.00	\$11,762,592.00	\$1,210,000.00	\$1,043,140.00	\$1,900,130.00	\$146,075,786.00
FY 19	\$50,200,660.00	\$7,734,225.00	\$1,507,300.00	\$8,411,000.00	\$7,686,760.00	\$75,539,945.00
FY20	\$61,468,744.00	\$2,982,403.00	\$6,098,750.00	\$600,000.00	\$1,622,628.00	\$72,772,525.00
FY21	\$95,846,414.00	\$12,527,343.00	\$1,494,546.00	\$-	\$570,000.00	\$110,438,303.00
FY22	\$115,565,793.00	\$3,413,116.00	\$465,000.00	\$16,637,000.00	\$4,626,700.00	\$140,707,609.00
FY23	\$22,650,000.00	\$11,727,640.00	\$2,372,500.00	\$1,715,000.00	\$3,490,167.00	\$41,955,307.00
FY24	\$92,787,205.00	\$4,061,628.00	\$7,500,000.00	\$3,000,000.00	\$13,738,017.00	\$121,086,850.00
FY25	\$19,069,786.00	\$6,341,296.00	\$9,050,000.00	\$2,468,843.00	\$7,759,935.00	\$44,689,860.00
FY26	\$6,648,294.00	\$39,271,571.00	\$0.00	\$0.00	\$0.00	\$45,919,865.00