



Community Services Committee
Agenda

Wednesday, February 04, 2026
1:00 PM

City Hall - City Council
Workroom - 141 W. Renfro
Burleson, TX 76028

1. **CALL TO ORDER**

2. **CITIZEN APPEARANCES**

Each person in attendance who desires to speak to the Committee on an item NOT posted on the agenda, shall speak during this section. A speaker card must be filled out and turned in to the City Secretary prior to addressing the Committee. Each speaker will be allowed three minutes to speak.

Each person in attendance who desires to speak on an item posted on the agenda shall speak when the item is called forward for consideration.

3. **GENERAL**

A. Consider and take possible action of the minutes from the November 5, 2025 Community Services committee meeting. (*Staff Contact: Monica Solko, Deputy City Secretary*)

4. **REPORTS AND PRESENTATIONS**

A. Receive a report, hold a discussion and provide recommendations to city council on potential changes to the hotel/motel tax grant policy. (*Staff Contact: Alex Philips, Economic Development Director*)

B. Receive a report, hold a discussion, and provide recommendations to the city council on the city fleet and air quality. (*Staff Contact: Errick Thompson, Director of Public Works*)

C. Receive a report, hold a discussion, and provide recommendations to the city council on updates to the water conservation ordinance. (*Staff Contact: Errick Thompson, Director of Public Works*)

5. **REQUESTS FOR FUTURE AGENDA ITEMS AND REPORTS**

6. **RECESS INTO EXECUTIVE SESSION**

In accordance with Chapter 551 of the Texas Government Code, the Committee may convene in Executive Session in the City Council Workroom in City Hall to conduct a closed meeting to discuss any item listed on this Agenda.

Pending or contemplated litigation or to seek the advice of the City Attorney pursuant to Section 551.071, Texas Government Code

7. **ADJOURN**

Allison Smith
Deputy Director of Recreation
asmith@burlesontx.com
817.426.9629

CERTIFICATE

I hereby certify that the above agenda was posted on this the **22nd of January 2026, by 5:30 p.m.**, on the official bulletin board at the Burleson City Hall, 141 W. Renfro, Burleson, Texas.



Amanda Campos

City Secretary

BUDGET STATEMENT

Pursuant to Section 551.043, Government Code, the following taxpayer impact statement must be on the City Council meeting agenda at which the City Council will discuss or adopt a budget for the City of Burleson: For a median-valued homestead property (\$306,724), the City's portion of the property tax bill in dollars for the current fiscal year (FY24-25) is \$2,032.66, the City's portion of the property tax bill for the upcoming fiscal year (FY25-26) for the same property if the proposed budget is adopted is estimated to be \$2,213.93, and the City's portion of the property tax bill in dollars for the upcoming fiscal year (FY25-26) for the same property if a budget funded at the no-new-revenue rate under Chapter 26, Tax Code, is adopted is estimated to be \$2,021.62.

ACCESSIBILITY STATEMENT

The Burleson City Hall is wheelchair accessible. The entry ramp is located in the front of the building, accessible from Warren St. Accessible parking spaces are also available in the Warren St. parking lot. Sign interpretative services for meetings must be made 48 hours in advance of the meeting. Call the A.D.A. Coordinator at 817-426-9600, or TDD 1-800-735-2989.

Community Services Committee

DEPARTMENT: City Secretary's Office

FROM: Monica Solko, Deputy City Secretary

MEETING: February 4, 2026

SUBJECT:

Consider and take possible action of the minutes from the November 5, 2025 Community Services committee meeting. (Staff Contact: Monica Solko, Deputy City Secretary)

STRATEGIC PRIORITY AND GOAL(S):

Strategic Priority	Strategic Goal
 High Performing City Organization Providing Exceptional, People Focused Services	Goal #3: Deliver high-quality service and communications to external and internal customers by providing outstanding customer experience, communication and community engagement; regularly seeking feedback from citizens and employees through surveys, public forums and other outreach methods; and offering convenient methods for conducting business and communicating with the city.

SUMMARY:

The Community Services committee duly and legally met on November 5, 2025 for a regular meeting.

RECOMMENDATION:

Committee may approve the minutes as presented or approve with amendments.

PRIOR ACTION/INPUT (Council, Boards, Citizens):

N/A

REFERENCE:

N/A

FISCAL IMPACT:

N/A

STAFF CONTACT:

Monica Solko, TRMC
Deputy City Secretary
msolko@burlesontx.com
817-426-9682

COMMUNITY SERVICES COUNCIL COMMITTEE
NOVEMBER 5, 2025
DRAFT MINUTES

Council present:

Victoria Johnson
Phil Anderson
Alexa Boedeker

Council Absent:

Staff present

Tommy Ludwig, City Manager
Eric Oscarson, Deputy City Manager
Harlan Jefferson, Deputy City Manager
Monica Solko, Deputy City Secretary
Lisandra Leal, Assistant City Secretary

1. CALL TO ORDER – Time: 1:00 p.m.

Chair Victoria Johnson called the meeting to order. **Time: 1:01 p.m.**

2. CITIZEN APPEARANCES

- None.

3. GENERAL

A. Minutes from the September 3, 2025 regular Community Services Committee meeting. (Staff Contact: Monica Solko, Deputy City Secretary)

Motion made by Phil Anderson and seconded by Alexa Boedeker to approve.

Motion passed 3-0.

4. REPORTS AND PRESENTATIONS

A. Receive a report, hold a discussion, and provide recommendations to the city council on an overview of the 2025 Mosquito Season. (Staff Contact: Errick Thompson, Director of Public Works)

Errick Thompson, Director of Public Works, provided an overview of the 2025 mosquito season and expressed interest in making this an annual discussion. Kristen Tanz, Environmental Health Specialist, presented a review of the 2025 season, including public education efforts, larvae treatment in drainage areas, and ongoing arboviral disease monitoring through weekly trap deployment and explained species differences. Staff continues to monitor other regional concerns such as Eastern Equine Encephalitis. Fogging efficacy and resistance testing

showed no signs of permethrin resistance within the city. Program costs totaled \$32,250 for 2025 due to the prior year's outbreak, with typical annual costs around \$20,000. Options for 2026 included continuing current procedures, adopting CDC risk-based thresholds, or following Tarrant County's more aggressive guidance. She also emphasized that proactive drainage maintenance would significantly reduce standing water and mosquito activity.

The committee was in favor of continuing the current program.

Kristen also presented the idea of bat boxes as an educational conservation initiative, noting low cost but challenges with wasp inhabitation and maintenance; the committee supported a pilot program with two locations and accompanying native plantings, with suggestions for involving Eagle Scout and Girl Scout groups and incorporating painted designs. Possible bat box location discussed were Coyote Loop Trail, Chisenhall Hike and Bike Trail (back loop) and other flood plain areas.

The committee expressed support for bringing the bat box item to full council.

B. Receive a report, hold a discussion, and provide recommendations to the city council on revisions to the current annual facility use agreement with Burleson Farmers Market for 2026-2027. (Staff contact: Alex Philips, Director of Economic Development)

Eric Oscarson, Deputy City Manager, presented proposed revisions to the 2026-2027 Facility Use Agreement with the Burleson Farmers Market, including updated fees and adjustments to the vendor layout. He discussed relocating vendors along Ellison Street and potentially shifting the market to the parking lot at Renfro and Warren, which would require closing Warren Street to provide additional space.

The committee discussed various layout options, including concerns about impacts to nearby restaurants, parking limitations, and maintaining the market's Old Town character. Additional ideas included expanding the use of the green space, creating a playground area behind the train, and exploring costs for play equipment and shade structures. The committee expressed support for utilizing the full green space, maintaining a single vendor row on the promenade, and closing the street once the new parking lot is available. The committee was in favor of bringing the item forward to the full city council for consideration.

5. REQUESTS FOR FUTURE AGENDA ITEMS OR REPORTS

- None.

6. RECESS INTO EXECUTIVE SESSION

In accordance with Chapter 551 of the Texas Government Code, the City Council may convene in Executive Session in the City Council Workroom in City Hall to conduct a closed meeting to discuss any item listed on this Agenda.

A. Pending or contemplated litigation or to seek the advice of the City Attorney pursuant to Section 551.071, Texas Government Code

- Receive a report and hold a discussion regarding Chapter 351 of the Texas Tax Code and City's hotel occupancy tax.

Motion was made by Phil Anderson and seconded by Alexa Boedeker to convene into executive session. **Time: 1:48 p.m.**

Motion passed 3-0.

Motion was made by Alexa Boedeker and seconded by Phil Anderson to reconvene into open session. **Time: 2:16 p.m.**

Motion passed 3-0.

7. ADJOURN

Motion was made by Alexa Boedeker and seconded by Phil Anderson to adjourn the meeting.

Chair Victoria Johnson adjourned the meeting.

Time: 2:16 p.m.

Monica Solko
Deputy City Secretary

Community Services Committee

DEPARTMENT: Economic Development

FROM: Joni Van Noy, Economic Development Coordinator

MEETING: February 4, 2026

SUBJECT:

Receive a report, hold a discussion and provide recommendations to city council on potential changes to the hotel/motel tax grant policy. (*Staff Contact: Alex Philips, Economic Development Director*)

SUMMARY:

Staff is seeking recommendation from the committee concerning the current hotel/motel tax grant policy and procedures. In accordance with the current policy, City Council may approve up to 50% of the previous years revenue in grant requests. Due to increasing operating expenses, staff is recommending to allocate a budgeted amount to award to grants annually. If 50% of revenue remains the threshold for tax grants, HOT fund expenditures will exceed annual revenue, eventually resulting in the account to be completely depleted and/or in the negative.

RECOMMENDATION:

The committee's recommendations will be presented to City Council on February 16, 2026.

PRIOR ACTION/INPUT (Council, Boards, Citizens):

N/A

FISCAL IMPACT:

N/A

STAFF CONTACT:

Joni Van Noy
Economic Development Director
jvannoy@burlesontx.com
817-426-9689



Hotel/Motel tax grants

Community Services Committee

February 4, 2026

Summary

Usage of Hot/Mot funds is dictated by Chapter 351 of the Tax Code

1 Must directly enhance and promote tourism

2 Every expenditure must clearly fit into one of these categories:

1. Visitor Information Center
2. Furnishing of Facilities and Registration of Visitors
3. Advertising, Promotional Programs or Activities
4. Arts Promotion
5. Historical Restoration and Preservation
6. Tourist Transportation Systems

3 Must present reasonable evidence that project/event has the ability to increase overnight stays



Hot Grant Policy Requirements

Item A.

- 1 Recipients must explore local businesses for products and services when expending HOT funds
- 2 Advertising should target audiences outside a 50 mile radius to increase potential for overnight stays
- 3 All printed materials advertising event should have “in partnership with” or “made possible by” with the City logo
- 4 Grants are paid via reimbursement after a “Post event” form is submitted and receipts are reviewed for eligibility. Grant recipients are then reimbursed for eligible expenses *up to* the awarded amount (EX: Grant amount is \$5,000, but eligible expenses total \$3,995. Recipient would be reimbursed \$3,995.



Current Process/Procedures Overview

Item A.

HOT/MOT Process announced via press release, City social media & email to previous applicants, and general inquirers throughout the year

Grant application deadline

EDC/City Attorney/Finance review applications for completeness and compliance; applicants are notified of any corrections /additional info. needed on application(s)

Staff presents all applications and requests to City Council

Council awards grants at their discretion

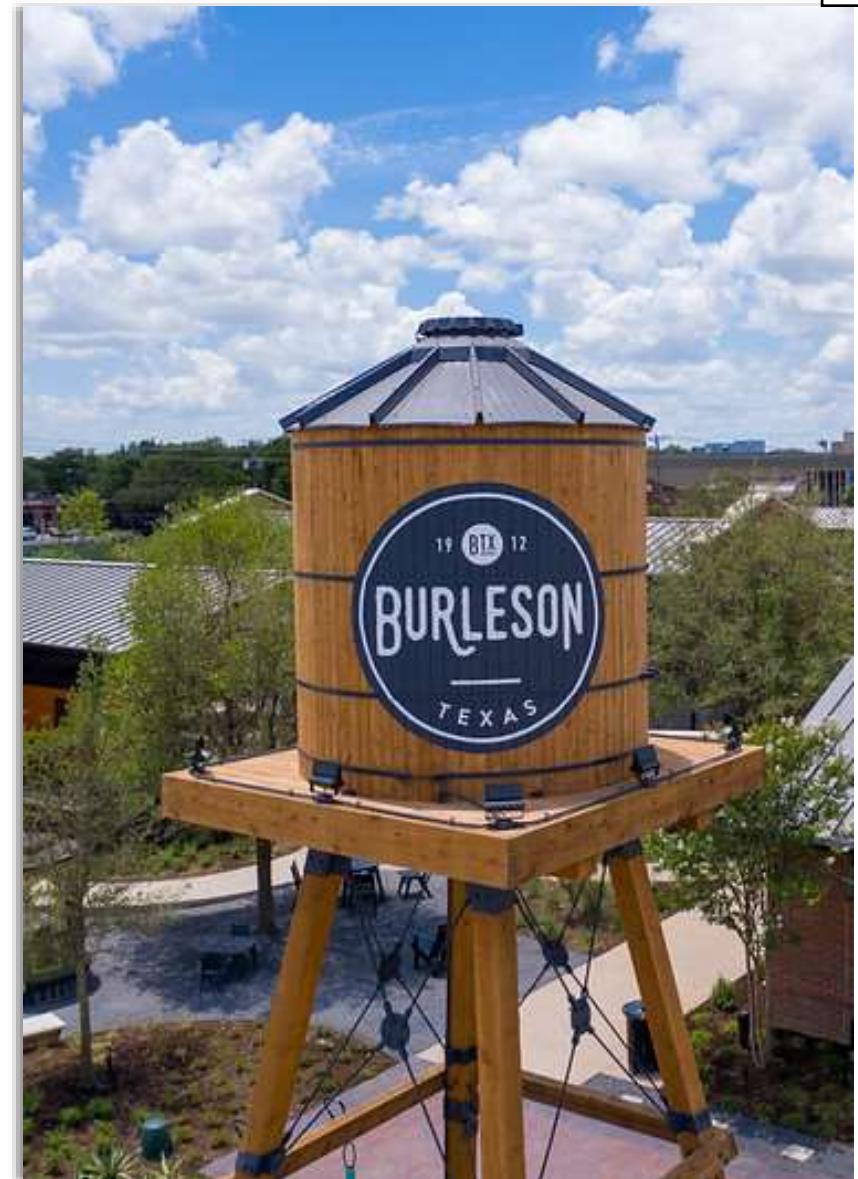
City Manager includes grant amounts as part of budget presentation to Council

Grant recipients attend a mandatory meeting outlining eligible advertising expenses/requirements in accordance with Chapter 351 of the Tax Code

Latest Policy Revisions

1. **(Added)** Establish hotel promo code to encourage overnight stays for vendors and/or patrons (2019)
2. **(Added)** Allocate 50% of annual revenue for grants yearly as starting point with ability to use additional at Council discretion (2020)
3. **(Removed)** Three (3) year application restriction (2020)
4. **(Added)** Marketing funded with HOT grant should target visitors outside 50-mile radius, who are more likely to stay overnight (2023)
5. **(Removed)** Scoring Rubric (2023)
5. **(Added)** All marketing material should include “Explore Burleson” logo and (when possible) link to the Visit Burleson landing page with local hotel information (2025)

Item A.



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FY 25-26 Grant Recipients

Item A.

EVENT	APPLICANT	GRANT REQUEST	PREVIOUS AWARD	EST. ATTENDANCE	BUDGET OVERVIEW	LOCATION
Harvest Moon Festival	Local Life	\$8,000	\$6,000 ('24)	500	Submitted	Standard at Chisenhall
Halloween Pub Crawl	Local Life	\$8,000	\$6,000 ('24)	400	Submitted	Old Town
St. Paddy's Pub Crawl	Local Life	\$8,000	\$6,000 ('24)	500	Submitted	Old Town
City on a Hill	Crazy 8 Ministries	\$12,000	\$12,000 ('24)	4,000	Submitted	BHS
Ocho Loco 5K	Crazy 8 Ministries	\$3,000	N/A-New*	200	Submitted	Chisenhall Sports Complex
North TX Wine Jam	Lost Oak Winery	\$19,998	N/A-New*	850	Submitted	Lost Oak Winery
BTX Brew Fest	Venture Mathis, LLC	\$18,000	\$18,000 ('24)	5,000	Submitted	Plaza
TREE-Mendous Gala	ATHENA Society	\$5,000	N/A- New*	300	Submitted	Burleson Event Center
Center for ASD Christmas Ball	Center for ASD	\$7,350	N/A- New*	400	Submitted	Jellystone Park
Light Up the Night	Center for ASD	\$7,350	N/A- New*	1,500	Submitted	BRiCk

FY25 Revenue:
\$444,171

Grant Requests Total:
\$96,698



Considerations

Cap Grant Amount

Consider a “cap” on either requested amount by applicants OR a solidified budgeted amount annually to eliminate uncertainty of budget line item for grants.

The current policy allows for Council to approve/allocate up to 50% of the previous years revenue for grants; however, operating expenses have increased since this was adopted. If 50% of revenue is allocated to grants, HOT fund expenditures will exceed annual revenue, eventually resulting in the account to be completely depleted and/or in the negative.

Eliminate Grants

Consider eliminating grants altogether? This would allow for the redirecting of funds to destination marketing rather than targeted marketing for specific events.

NOTE: The current plaza policy restricts plaza reservations to HOT grant recipients and City hosted events only. If grants are eliminated, the Plaza policy will need to be revised accordingly.



FEEDBACK?

The committee's recommendation(s) will be presented to City Council.

Community Services Committee

DEPARTMENT: Public Works

FROM: Errick Thompson, Director

MEETING: February 4, 2026

SUBJECT:

Receive a report, hold a discussion, and provide recommendations to the city council on the city fleet and air quality. (Staff Contact: Errick Thompson, Director of Public Works)

STRATEGIC PRIORITY AND GOAL(S):

Strategic Priority	Strategic Goal
 High Performing City Organization Providing Exceptional, People Focused Services	1.2 Continue to improve the efficiency and productivity of operations 1.3 Deliver high-quality service and communications to external and internal customers

SUMMARY:

Staff will provide an overview of regional air quality with respect to transportation emissions. The report will also provide a high-level overview of the city's fleet and discuss general eligibility requirements for state and federal fleet replacement grants.

RECOMMENDATION:

N/A

PRIOR ACTION/INPUT (Council, Boards, Citizens):

N/A

REFERENCE:

Insert CSO# if applicable

Insert resolution or ordinance change

FISCAL IMPACT: N/A

Proposed Expenditure/Revenue:

Account Number(s):

Fund:

Account Description:

Procurement Method:

STAFF CONTACT:

Errick Thompson, Director

Public Works Department

ethompson@burlesontx.com



Fleet and Air Quality

Community Services Committee

February 4, 2026

Public Works Department

Purpose & Outline

The Dallas-Fort Worth region is classified by the U.S. Environmental Protection Agency as being in severe nonattainment of federal air quality standards for ground level ozone. On-road vehicle emissions contribute significantly to air pollution in our region.

The purpose of this item is to engage the committee on this topic and seek feedback on potential steps the city may take to mitigate with respect to the city fleet.

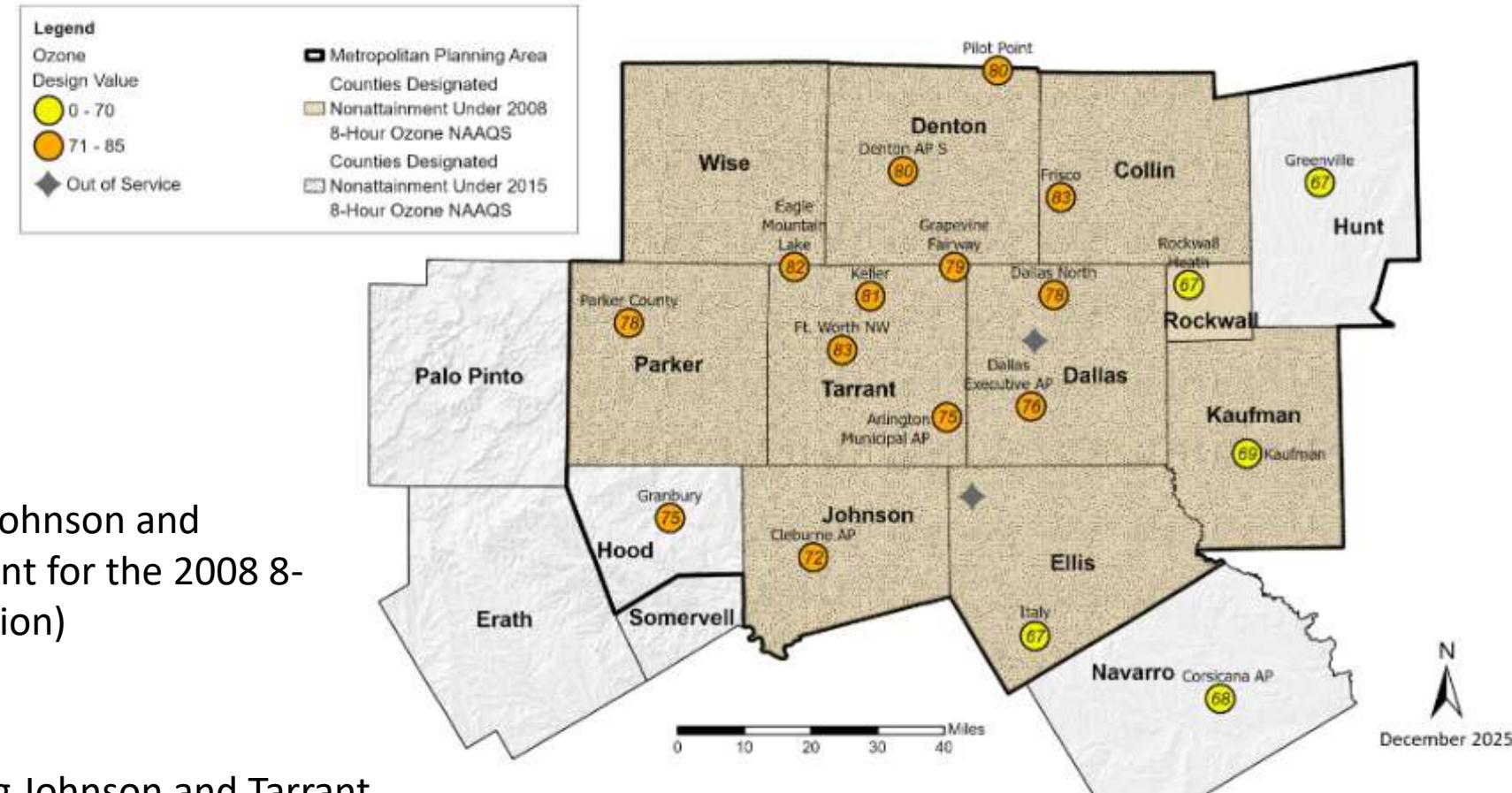
- **High-level overview of air quality in the region**
- **Fleet replacement grants / rebates**
- **City fleet profile**
- **Discussion**

What is Nonattainment?

When a region, such as North Central Texas, has pollution concentrations greater than what is allowed in the National Ambient Air Quality Standard, the area can be designated by the EPA as “nonattainment”

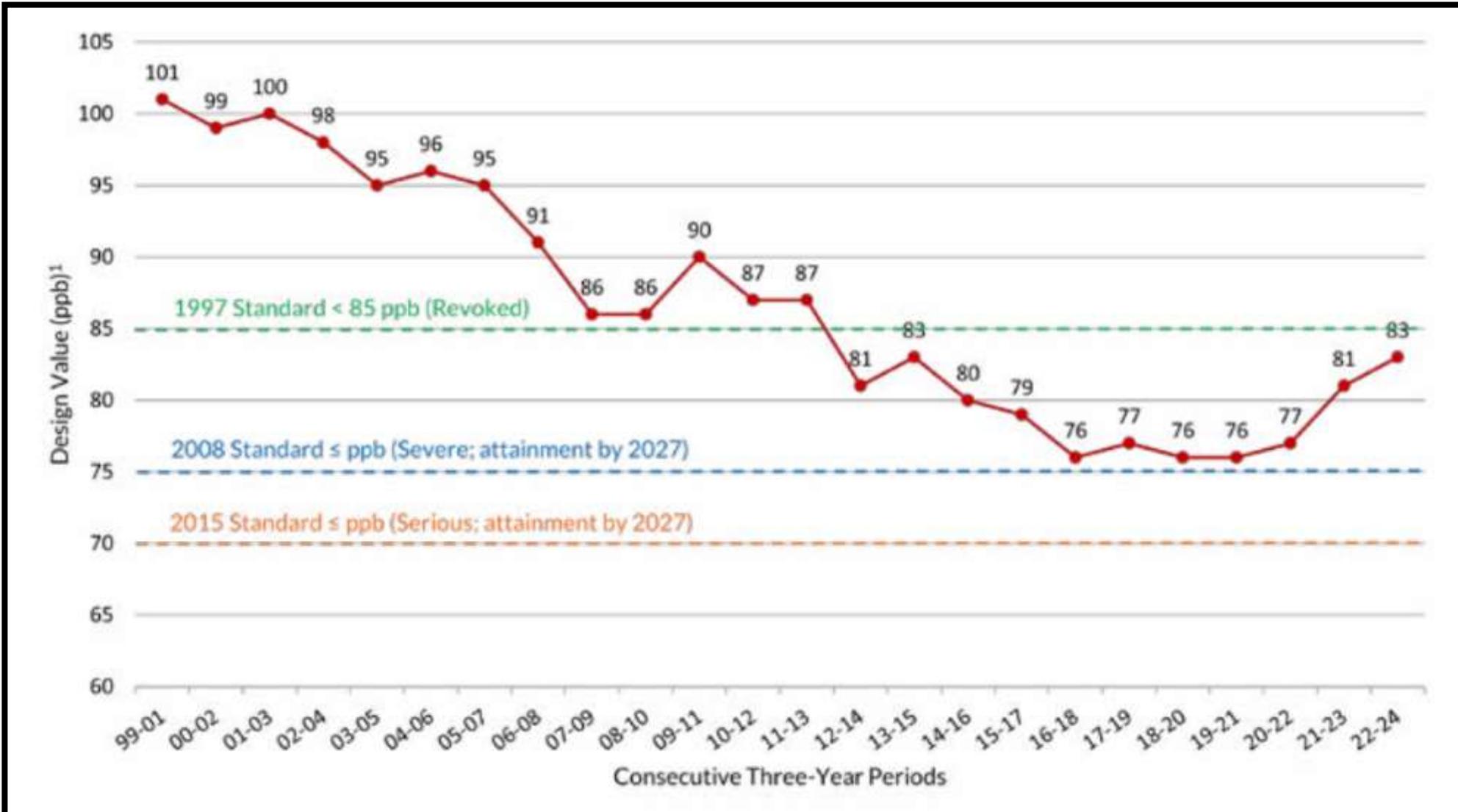
10 counties in our region, including Johnson and Tarrant Counties, are in nonattainment for the 2008 8-Hour Ozone NAAQS (75 parts per billion)

Nine counties in our region, including Johnson and Tarrant Counties, are in nonattainment for the 2015 8-Hour Ozone NAAQS (70 parts per billion)



Source: NCTCOG

Progress: 8-Hour Ozone Historical Trends



Dallas-Fort Worth Air Quality Improvement Plan

Comprehensive Action Plan (CAP)*

Outlines through 2050:

- Comprehensive Emissions Inventory and Projections
- Emissions Reduction Targets
- Measures to Improve Air Quality

Potential Impact of Regional Growth:

-  Nonattainment and Conformity Lapse
-  Section 185 Fees (Failure to Attain Fees)
-  Constrained Resources and Lacking Infrastructure
-  Health Impacts

*The DFW AQIP development is supported by funding from Environmental Protection Agency's (EPA) Climate Pollution Reduction Grants (CPRG): Planning Grants

**TCEQ's Comprehensive Roadmap to Reduce Emissions <https://www.tceq.texas.gov/agency/climate-pollution-reduction-grants>

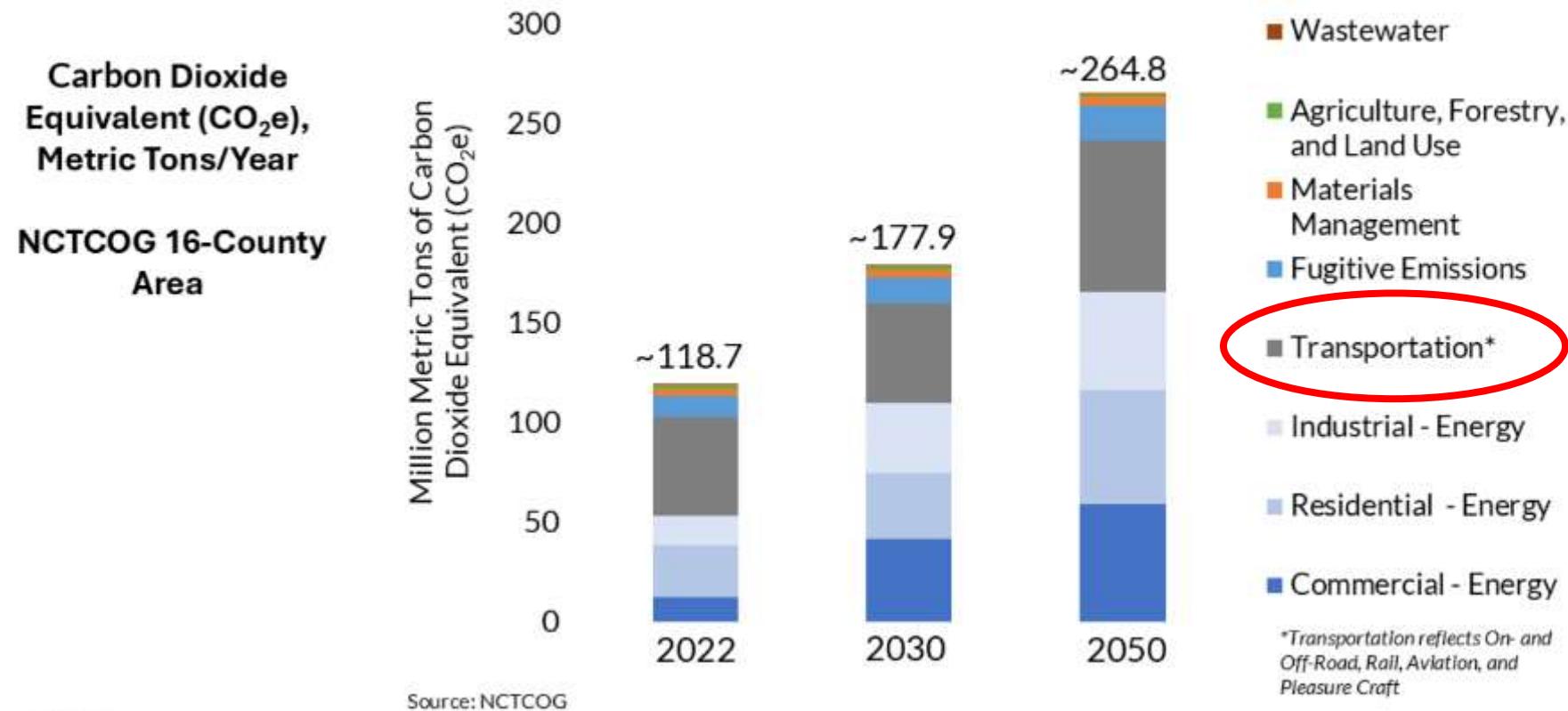


Resolution Endorsing the Dallas-Fort Worth Air Quality Improvement Plan –
Comprehensive Action Plan

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Emissions Inventory and Projections



3

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Emissions Inventory and Projections

Sector	Percent Change In NCTCOG 16-County Carbon Dioxide Equivalent Emissions	
	2022-2030	2022-2050
Commercial- Energy	229%	371%
Residential- Energy	29%	121%
Industrial - Energy	135%	229%
Transportation	2%	55%
Materials Management	13%	46%
Agriculture, Forestry, Land Use	-7%	-20%
Fugitive Emissions	16%	55%
Wastewater	15%	53%
Total	50%	123%



Resolution Endorsing the Dallas-Fort Worth Air Quality Improvement Plan –
Comprehensive Action Plan

Forecasted Changes by 2050



¹Increase in Electricity Demand of 214%



²Increase in Vehicle Miles Traveled of 81%



³Increase in Water Demand of 97%

¹ERCOT 2025 Long-Term Load Forecast Reports,

www.ercot.com/gridinfo/load/forecast

²NCTCOG 2050 Demographic Forecast; www.nctcog.org/executive-director/nctcog-executive-board - November 2024 Item 15

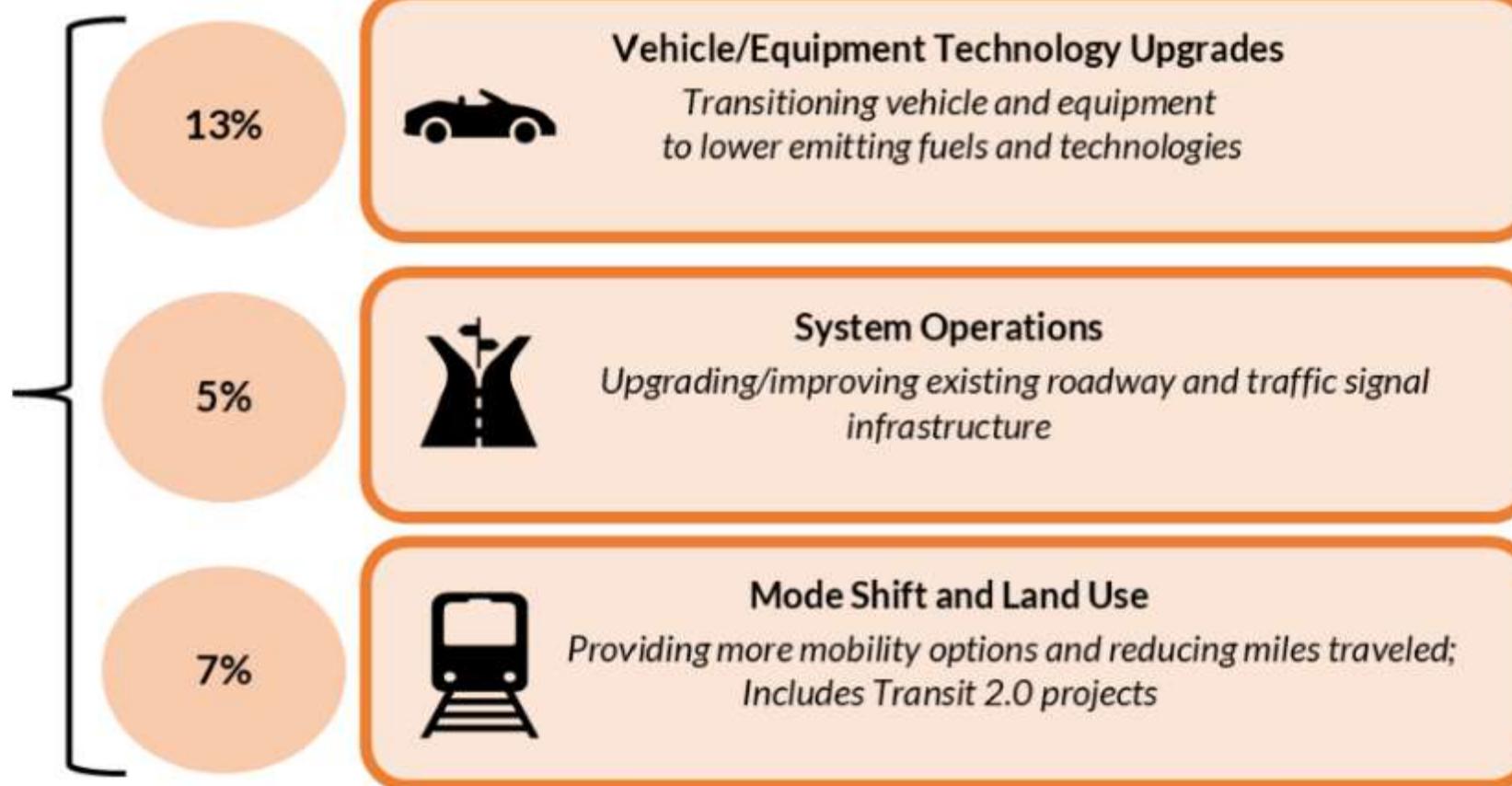
³ 2026 Region C Water Plan;

https://www.twdb.texas.gov/waterplanning/rwp/plans/2026/C/RegionC_2026_RWP_Volumel.pdf

4

Transportation Measures

Contribution
Toward Goal of
25% Emissions
Reduction by
2050



Measures Support Policy and Programs within Mobility 2050



Resolution Endorsing the Dallas-Fort Worth Air Quality Improvement Plan –
Comprehensive Action Plan

10

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Fleet Replacement Grants / Rebates



Item B.

Grants/rebates supporting municipal fleet replacement periodically offered through U.S. EPA and TCEQ and typically focused on low/zero-emission replacements (compressed natural gas, electric, hybrid, fuel cell, etc.)

Metropolitan planning organization, **North Central Texas Council of Governments (NCTCOG)**, often administers regional grant programs paralleling the state and federal programs allowing NCTCOG to:

- Assume grant administration burden for cities
- Ensure awarded grants support the Dallas-Fort Worth Air Quality Improvement Plan
- Encourage cities, counties, and other entities in the region to adopt green technologies in support of regional priorities and initiatives

NCTCOG minimum eligibility requirements include:

- Risk Management Questionnaire on file
- Clean Fleet and Anti-idling Policy adoption

Cities are generally eligible to apply directly to the federal or state program

Example Program - Clean Fleets North Texas: Recovery Act Call for Projects (Awarded Applications)



Item B.

Round 1

Entity	Project Description	Amount Awarded
City of Garland	Lease of 2 light-duty plug-in hybrid electric vehicles (PHEV)	\$8,000
DFW International Airport	Purchase of 13 heavy-duty compressed natural gas (CNG) vehicles	\$104,000
Midlothian Police Department	Purchase of 1 light-duty hybrid electric vehicle	\$4,000
UT Southwestern Medical Center	Conversion of 4 heavy-duty gasoline vehicles to operate on CNG	\$100,000
Total		\$274,920

Round 2

Entity	Project Description	Amount Awarded
City of Euless	Expansion of 1 existing alternative fuel infrastructure site to provide biodiesel fuel	\$56,228
City of Fort Worth	Conversion of 4 heavy-duty and 6 light-duty diesel vehicles to propane vehicles and expansion of 3 existing alternative fuel infrastructure sites to provide propane	\$259,910
City of Garland	Lease of 2 light-duty PHEVs and expansion of 1 alternative fuel infrastructure site to provide electrical recharging	\$52,800
City of McKinney	Conversion of 3 light-duty hybrid-electric vehicles to PHEVs	\$38,645
DFW International Airport	Conversion of 37 shuttle buses to operate on CNG and purchase of 2 heavy-duty CNG sweepers	\$800,400
Tarrant County	Purchase of 8 light-duty hybrid-electric vehicles	\$32,000
Total		\$1,239,983

Example Program - Clean Fleets North Texas: Recovery Act Call for Projects (Awarded & Waitlisted Applications)



Item B.

Round 3

Entity	Project Description	Amount Awarded
Dallas County Schools	Conversion of 47 heavy-duty gasoline vehicles to propane	\$1,044,017
	Expansion of existing alternative fuel infrastructure site to provide 5 propane sites	
Total		\$1,044,017
Total Funds Awarded		\$2,500,000

Waitlist- Fund As Dollars Become Available (In order ranked)		
Dallas County Schools	Conversion of 6 heavy-duty gasoline vehicles to propane	\$83,838
	Expansion of existing alternative fuel infrastructure site to provide 2 additional propane sites	\$156,555
City of Dallas	Purchase 3 light-duty hybrid electric vehicles (HEV)	\$12,000
City of Denton	Conversion of 3 light-duty vehicles from gasoline to propane	\$37,779
	Expansion of 1 existing alternative fuel infrastructure site to provide propane	\$53,880
City of Garland	Conversion of 5 light-duty vehicles from gasoline to propane	\$56,095
City of Denton	Conversion of 1 light-duty vehicles from gasoline to propane	\$12,893
City of Garland	Conversion of 4 service vehicles from gasoline to propane	\$44,876
City of Denton	Conversion of 1 light-duty vehicles from gasoline to propane	\$12,893
City of Garland	Conversion of 1 light-duty vehicles from gasoline to propane	\$11,219
	Expansion of 1 existing alternative fuel infrastructure site to provide propane	\$29,600

NCTCOG General Requirements

Risk Management Questionnaire focuses on:

- Financial/organizational capacity
- History of performance for federal/state funds
- Results of previous audits
- Past performance on NCTCOG-related grant



Fleet Replacement Grant Program Requirements



Item B.

Clean Fleet and Anti-idling Policy is required to conform to the regional policy and include goals or elements to meet the following objectives:

1. Reduce emissions from fleet activities
2. Reduce fuel consumption among fleet vehicles and equipment
3. Decrease idling time
4. Support partnership with the NCTCOG and DFW Clean Cities Coalition
5. Educate fleet personnel on air quality and fuel consumption efforts

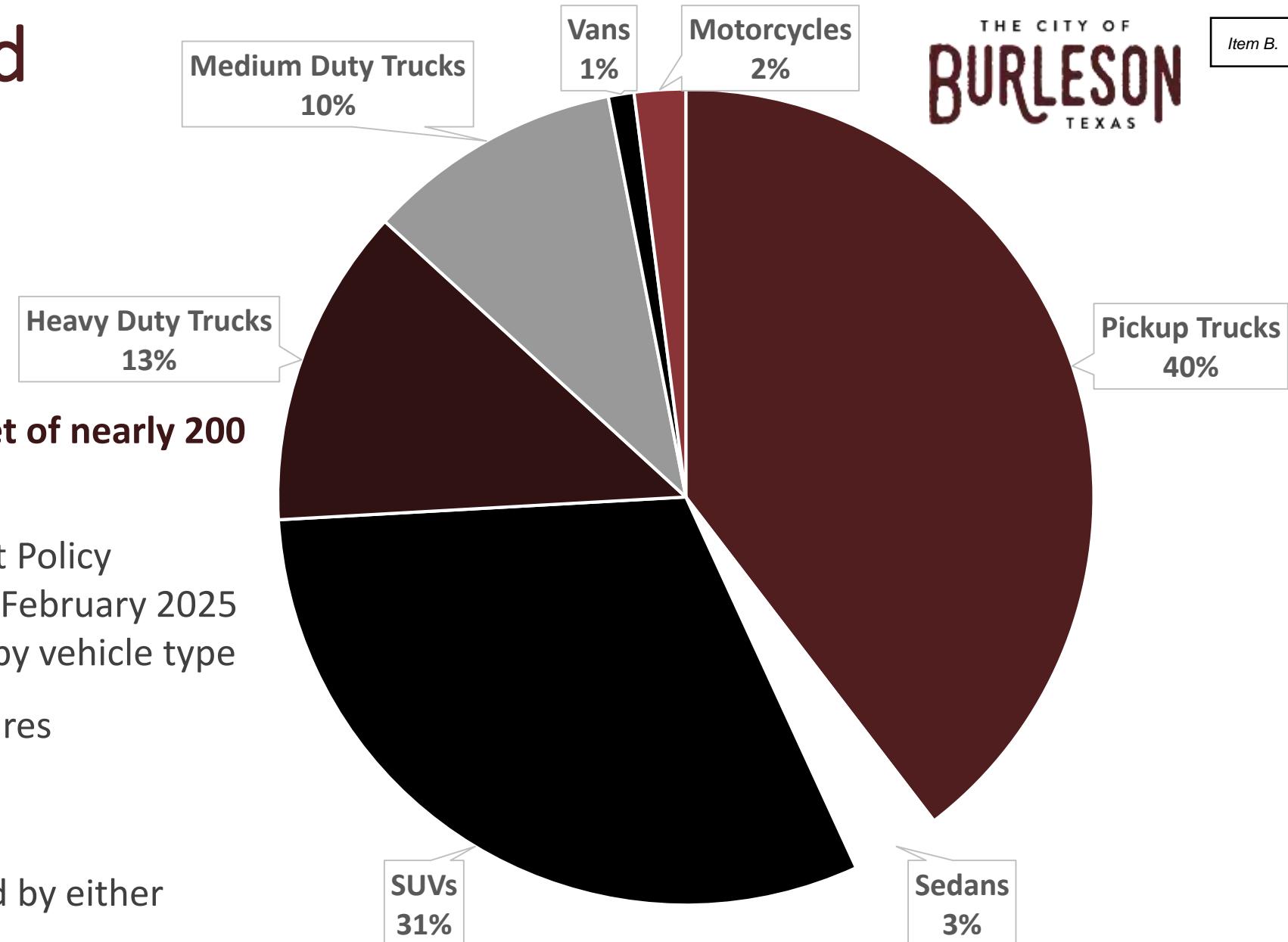


Annual reporting is required to document progress on each element of the adopted policy

Burleson On-road Fleet Profile



Item B.



Burleson operates a diverse fleet of nearly 200 on-road vehicles

- Equipment Replacement Policy adopted by City Council February 2025 and includes schedules by vehicle type
- Replacement expenditures
 - FY25: \$997,849
 - FY26: \$1,230,507
- All current fleet is fueled by either gasoline or diesel

Community Services Committee Feedback Sought



Item B.

Should Burleson position itself for future grant/rebate application eligibility with NCTCOG?

- NCTCOG Risk Assessment
- Clean Fleet Policy and telematics tools to enable required annual reporting
- Anti-idling ordinance

Should Burleson explore adding alternative fuel (compressed natural gas, electric, fuel cell, etc.) vehicles to the fleet inventory?

Grant / rebate amounts vary by program and typically range between 25 – 60% of the new vehicle cost. Very seldom grant programs are announced that cover more than 60% and they require more substantial benefits to air quality and/or are intended to expand or pilot the use of less proven technologies.

Questions / Discussion

Errick Thompson, Director
Public Works Department
ethompson@burlesontx.com

Community Services Committee

DEPARTMENT: Public Works

FROM: Errick Thompson, Director

MEETING: February 4, 2026

SUBJECT:

Receive a report, hold a discussion, and provide recommendations to the city council on updates to the water conservation ordinance. (Staff Contact: Errick Thompson, Director of Public Works)

STRATEGIC PRIORITY AND GOAL(S):

Strategic Priority	Strategic Goal
 Dynamic & Preferred City Through Managed Growth	2.5 Develop and maintain facilities and utility service

SUMMARY:

Staff will provide an overview of potential changes to the water conservation ordinance with particular focus on transitioning from escalating fines and potential water service shut-off to escalating administrative non-compliance fees and potential water service shut-off. As a wholesale customer city to Fort Worth, Burleson is required by the wholesale agreement to adopt the changes adopted by Fort Worth. Fort Worth adopted these changes in November, 2025.

RECOMMENDATION:

N/A

PRIOR ACTION/INPUT (Council, Boards, Citizens):

N/A

REFERENCE:

Insert CSO# if applicable
Insert resolution or ordinance change

FISCAL IMPACT: N/A

Proposed Expenditure/Revenue:
Account Number(s):
Fund:
Account Description:
Procurement Method:

STAFF CONTACT:

Erick Thompson, Director
Public Works Department
ethompson@burlesontx.com

Watering Restrictions Ordinance Update

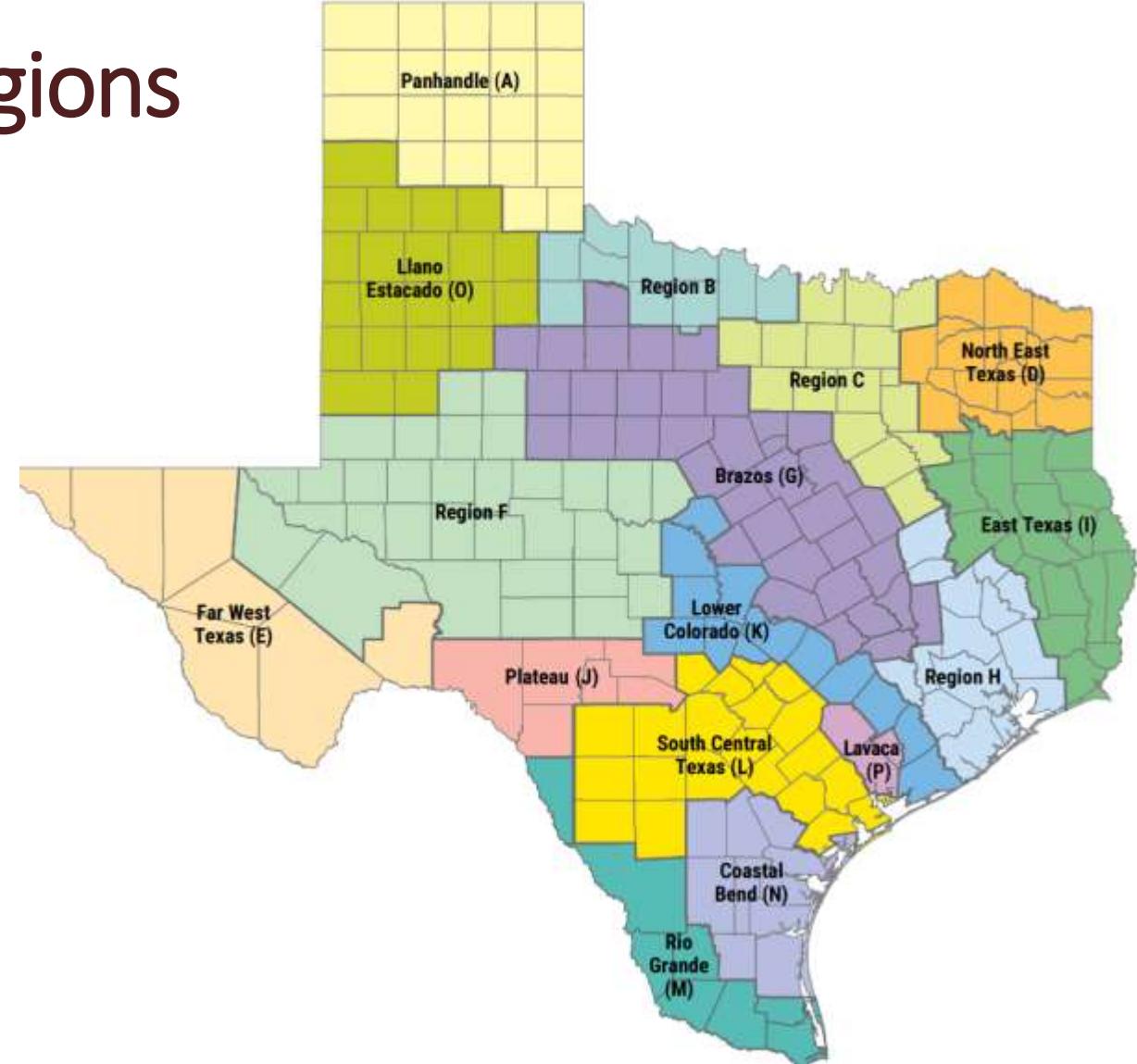
Community Services Committee
February 4, 2026

Outline

- **High-level overview of state water use data**
- **Wholesale water supply agreement with Fort Worth**
- **Fort Worth changes to irrigation violations enforcement**
- **Corresponding revisions to Burleson ordinance and enforcement**
- **Discussion**

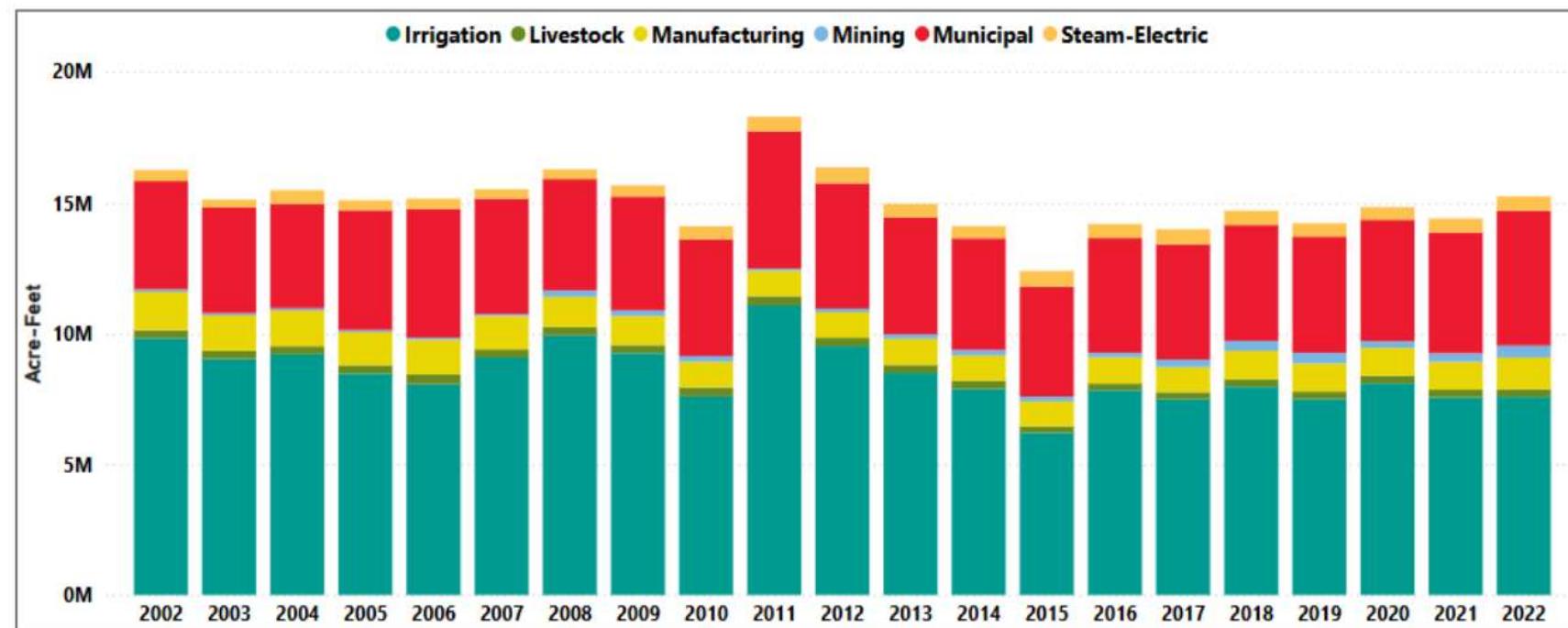
State Water Planning Regions

- Burleson physically lies within both Region C (Tarrant County) and Region G (Johnson County)
- Burleson's wholesale supply comes from City of Fort Worth

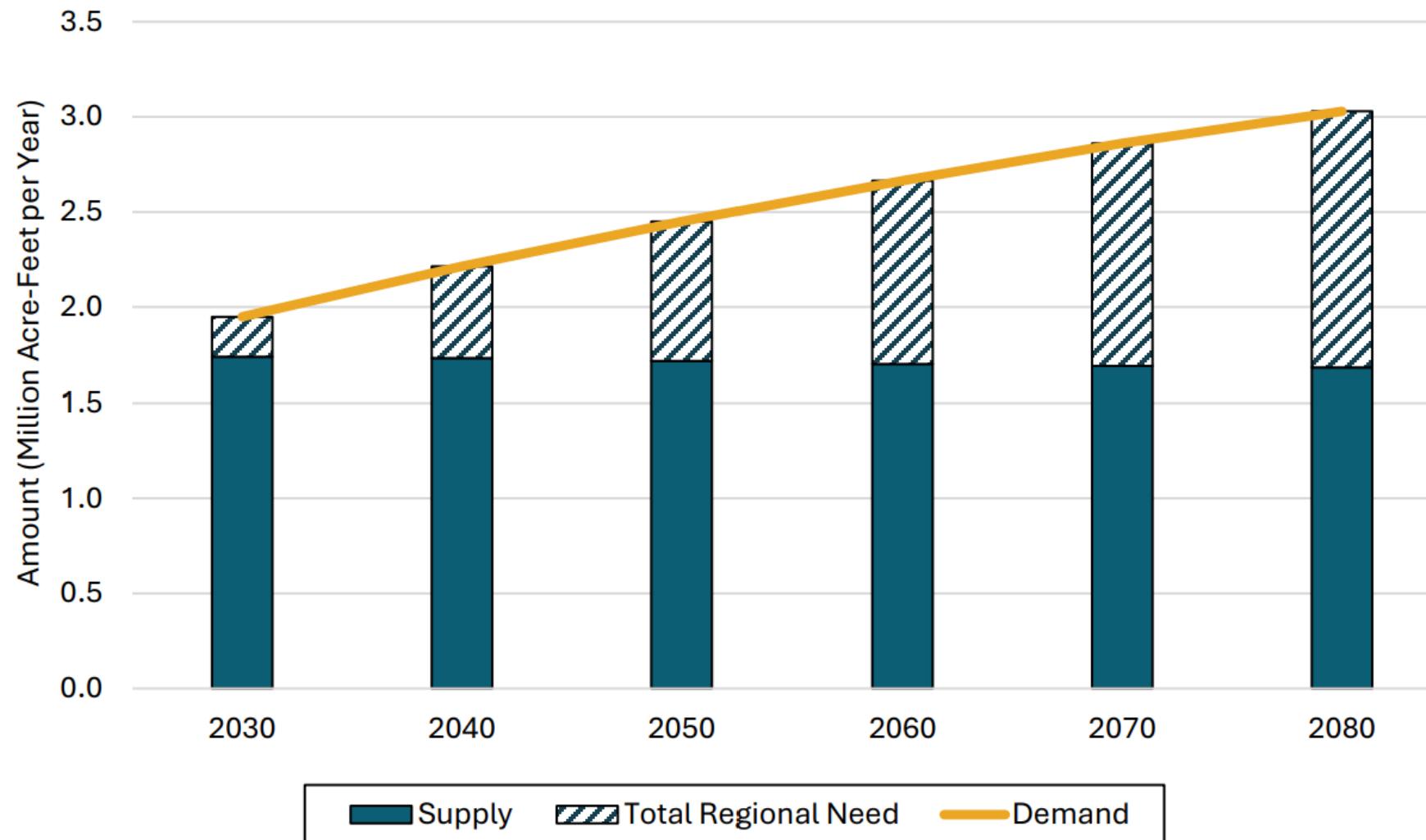


Statewide Water Use Estimates for 2022

Total estimated water use for 2022 (including reported reuse) was about 15.2 million acre-feet (1 acre-foot = 325,851 gallons) and was up from the previous year which was estimated at about 14.4 million acre-feet. The total 2022 estimated municipal water use slightly increased to 5.1 million acre-feet compared to 4.6 million acre-feet in 2021. Estimated irrigation water use in 2022 remained at 7.6 million acre-feet as in 2021. Irrigation water use (50%) topped the largest water use category in the state followed by municipal water use (34%). Manufacturing (8%), Power (4%), Mining (3%), and Livestock (2%), and estimated water use collectively comprised about 2.5 million acre-feet.



Source: TWDB, 2022
Water Use Survey as
of 1/9/2025

FIGURE 4.1 COMPARISON OF CONNECTED SUPPLY WITH PROJECTED DEMAND BY DECADE

Source: TWDB, 2026 Region C Water Plan

TABLE 4.2 PROJECTED SHORTAGE BY USE TYPE FOR REGION C

CATEGORY	VALUES IN ACRE-FEET PER YEAR					
	2030	2040	2050	2060	2070	2080
Municipal	220.512	467.639	709.949	933.232	1,132.540	1,301.192
Irrigation	5,501	5,498	5,498	5,507	5,538	5,584
Livestock	0	0	0	0	0	0
Manufacturing	9,142	19,946	24,070	27,767	31,018	33,740
Mining	123	211	890	2,587	5,105	8,473
Steam Electric Power	1,022	5,591	6,845	8,163	9,196	10,034
TOTAL	236,300	498,885	747,252	977,256	1,183,397	1,359,023

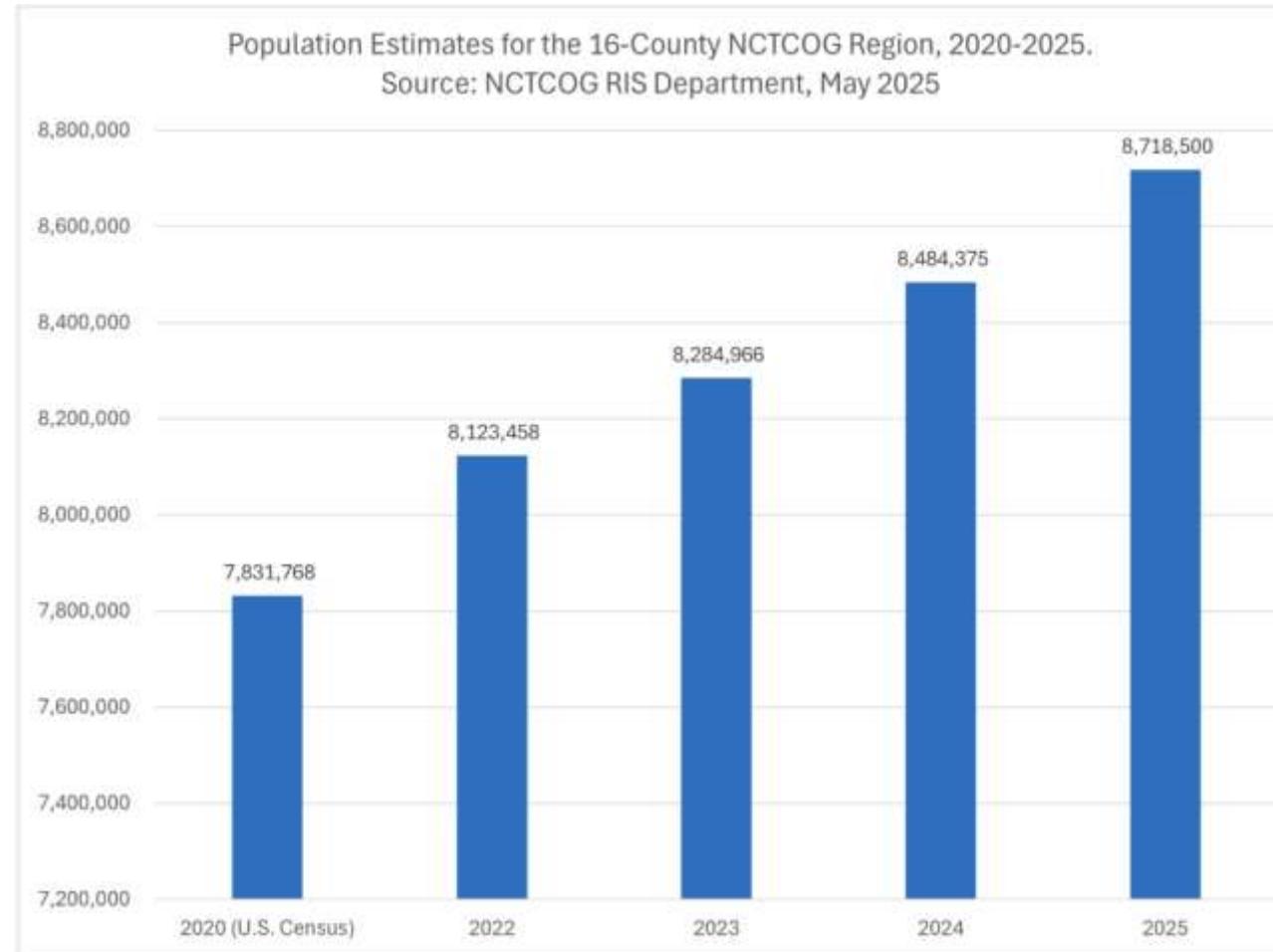
Projected shortage for irrigation alone just in Water Planning Region C
is 5,501 acre-feet or approximately 1.8 Billion gallons in 2030

1 acre-foot = 325,851 gallons

Source: TWDB, 2026 Region C Water Plan

Additional Drivers

Continued population growth – approximately 200,000 people added to the region each year for the past five years



2026 FIFA World Cup – nine matches to be played in the region (said to be equivalent to hosting 10 Super Bowls) generating additional water demands this summer and making conservation even more important than normal



Wholesale Water Agreement



Item C.

Current agreement term is January 2011 through September 2031 and outlines items such as:

- How much water is made available to Burleson
- Where water will be delivered
- How Burleson will be charged and billed for the water
- How impact fees (for City of Fort Worth) apply to developments in Burleson
- How Burleson will enact the same water use restrictions, rationing, and conservation measures as the City of Fort Worth

Not updating our ordinance to remain in alignment with Fort Worth, could constitute a breach of the agreement.

City of Fort Worth Changes



Item C.

Fort Worth remains focused on the goal of voluntary compliance; however, sustained violations or nuisance conditions require more decisive measures to prevent water waste, reduce water system peak demands, and slow the need for costly system expansions.

On November 11, 2025, Fort Worth adopted updates to progressive enforcement process for violations of watering restrictions to:

- Incorporate use of AMI data to assess violations where applicable (visual inspections for residential properties)
- Assess a non-compliance administrative fee in lieu of civil penalties on a customer's monthly billing cycle
- Lock or shut off water service for repeated violations
- Establish requirements for re-establishment of service

Current Burleson Irrigation Restrictions

(Chapter 82-15, Ordinance CSO#130-01-2015)



Item C.

Except for hand watering and use of soaker hoses, irrigation/watering is **not allowed**:

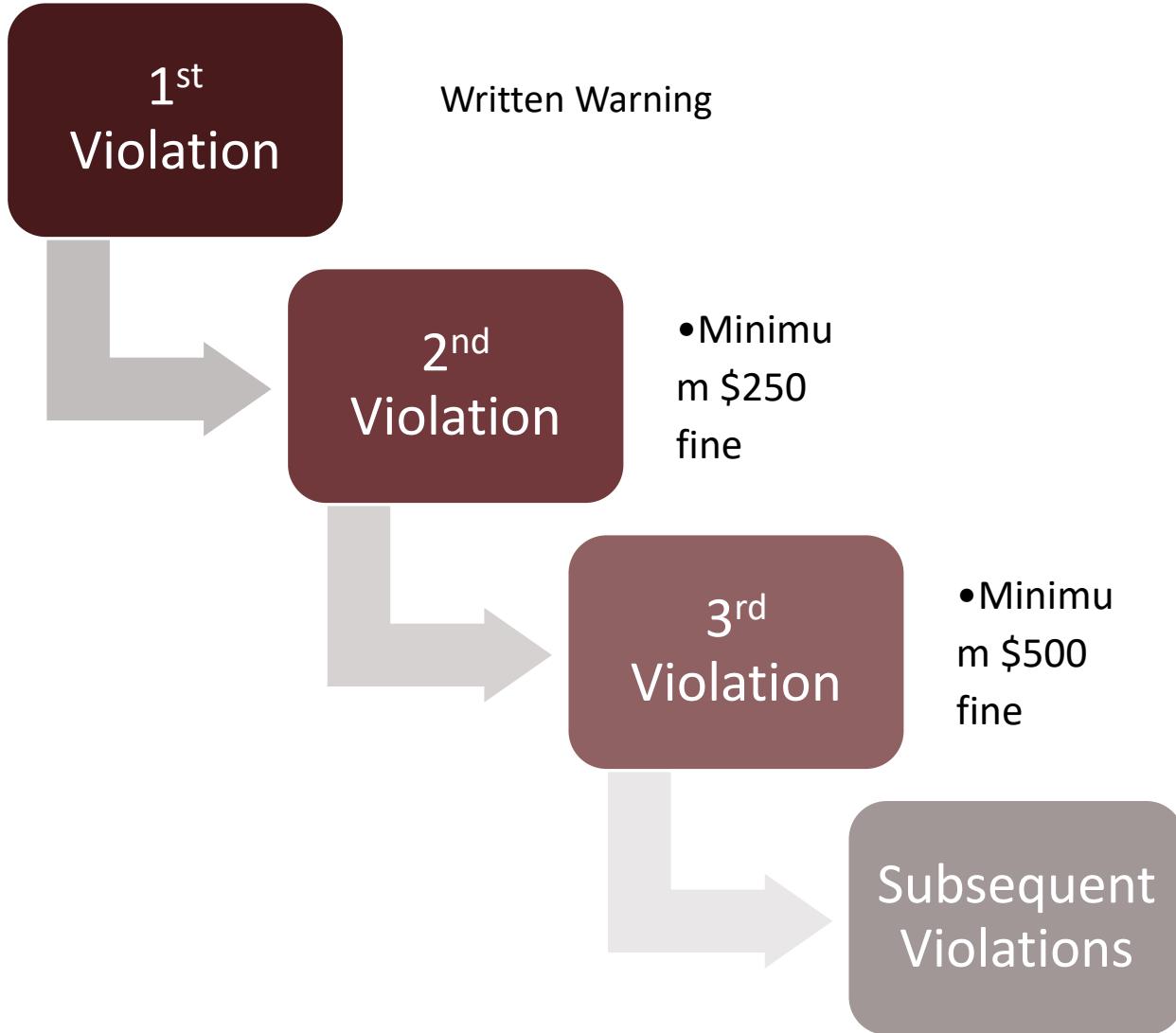
- Between 10am and 6pm
- Any day other than the twice per week schedule outlined below:
 - Even-numbered single-family residential addresses – Wednesdays and Saturdays
 - Odd-numbered single-family residential addresses – Thursdays and Sundays
 - All non-residential (non-single-family residential) – Tuesdays and Fridays



Penalties in Current Burleson Ordinance



Item C.



Five violations were documented in calendar year 2025 in Burleson.

Lower penalties in the updated ordinance are intended to result in more consistent application and ultimately to result in the desired behavior change.

Progressive Enforcement to Be Added for Burleson

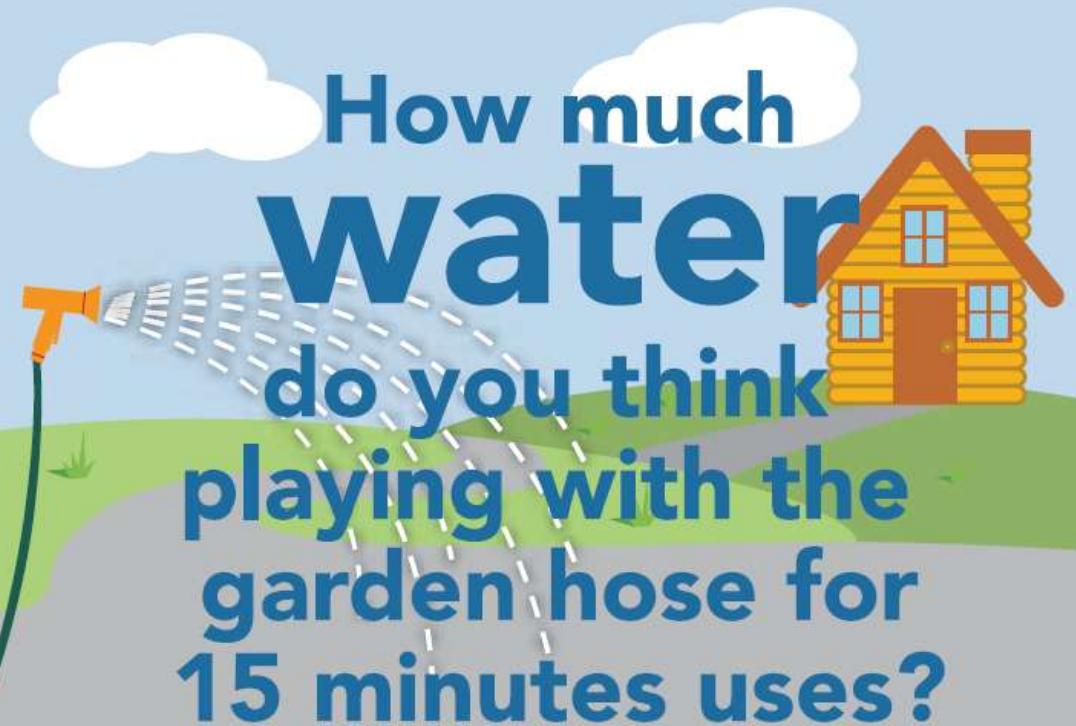


Item C.

Violation	Administrative Fee
1 st Notice of Violation	None (written notice)
2 nd Notice of Violation	\$25
3 rd Notice of Violation	\$50
4 th Notice of Violation	\$75
Non-emergency Termination of Water	Lock out fees, Lock out tampering fees (if applicable), and restoration fees

For example: Apartment Complex X is found running their sprinkler system on Monday, June 1st which is a violation since non-residential properties are only allowed to irrigate on Tuesdays and Fridays. They receive a 1st Notice of Violation and would have one month to address the issue (repair / reprogram the system, etc.). Apartment Complex X is found running the sprinkler system again on Wednesday, July 8th which is also a violation since Wednesdays are residential irrigation days. Apartment Complex X would now be assessed a \$25 administrative non-compliance fee for the second violation.

(Twice weekly watering schedule for Burleson adopted January 20, 2015)



**Play on the lawn
not the sidewalk!**

Answer on other side in gallons (one gallon = a milk jug!)

How much water do you think watering a 1,000 sq ft lawn an inch deep uses?



Answer on other side in gallons (one gallon = a milk jug!)

Credit: EPA WaterSense

Next Steps

- Committee recommendation(s) to full Council sought today regarding changes to the ordinance and enforcement
- Public hearing and Council consideration of the ordinance in March 2026
- Outreach campaign to inform the public and raise awareness



Questions / Discussion

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