



Community Services Committee Agenda

Wednesday, November 05, 2025
1:00 PM

City Hall - 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 on the minutes from the September 3, 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 the city council on an overview of the 2025 Mosquito Season. *(Staff Contact: Errick Thompson, Director of Public Works)*
- 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)*

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

6. **EXECUTIVE SESSION**

In accordance with Chapter 551 of the Texas Government Code, the Committee may convene in Executive Session in the City Council Workroom at 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

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

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 23rd of October 2025, by 5:00 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: November 5, 2025

SUBJECT:

Consider and take possible action on the minutes from the September 3, 2025 Community Services committee meeting. (*Staff Contact: Monica Solko, Deputy City Secretary*)

SUMMARY:

The Community Services committee duly and legally met on September 3, 2025 for a regular meeting.

OPTIONS:

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

RECOMMENDATION:

Approve.

STAFF CONTACT:

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

**COMMUNITY SERVICES COUNCIL COMMITTEE
SEPTEMBER 3, 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
Amanda Campos, City Secretary
Monica Solko, Deputy City Secretary

1. CALL TO ORDER – Time: 1:00 p.m.

Chair Victoria Johnson called the meeting to order. **Time: 1:00 p.m.**

2. CITIZEN APPEARANCES

- None.

3. GENERAL

A. Minutes from the May 21, 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 regarding the Public Art Master Plan. (Staff Contact: Jen Basham, Director of Parks and Recreation)

Jen Basham, Director of Parks and Recreation, presented the Public Art Master Plan to the committee. Public Art Committee members Nancy McKenzie, Tom Sale and Jana Jackson, provided an overview of the plan, including the project timeline, plan outline, vision, and public engagement process. They explained how community input guided the design of the plan and noted that the first showcase project was the barn quilt and square installations. The presentation also included survey results, goals, policies, and processes related to the plan.

Potential funding sources were identified in the plan:

- General Fund
- Capital Improvement Projects (CIP) with a percentage for art
- Private development with a percentage for art
- Hotel/Motel (HOTMOT) Tax

The committee discussed auditing the HOTMOT funds to ensure proper use and to evaluate whether the funds are being used for maximum impact. Members expressed opposition to utilizing General Fund or CIP allocations at this time, suggesting instead that the development fee option could be explored in future budgets. Discussion also included exploring how HOTMOT funds are currently used and what flexibility exists for public art purposes.

Committee members noted the abundance of local artistic talent and suggested incorporating student and community artist projects to enhance public spaces. Phil Anderson suggested pursuing private or community donations to support art initiatives. Eric Oscarson encouraged the committee to keep General Fund and CIP funding options within the plan for future flexibility.

Public Art Policy and Implementation:

The presentation continued with an overview of the proposed Public Art Policy, including roles and responsibilities, consideration of an art board, and mural policy options:

- Option A: Public art on public property
- Option B: Private art on private property

Implementation steps and priority projects were also reviewed, including the rotation of the barn quilt series, completion of the final quilt installations, and completion of the mural at Bailey Lake.

The committee discussed the need to refresh and enhance the Old Town area, emphasizing walkability and ongoing art maintenance as part of future development. The committee expressed support for the Public Art Master Plan and recommended forwarding the item to the full City Council for consideration at the October meeting.

B. Receive a report, hold a discussion and provide recommendations to the city council regarding the Parks and Recreation Master Plan. (Staff Contact: *Jen Basham, Director of Parks and Recreation*)

Jen Basham, Director of Parks and Recreation, presented the Parks and Recreation Master Plan to the committee. Presentation included acknowledgements, introduction, mission and vision, investment into the community park system (over \$30 million), grants and awards, public engagement stakeholder engagement, parks and open space, goals, strategic framework,

financial and revenue strategies, staffing, implementation, appendices: park design standards, landscape improvements, capital project program plan, and culture plan

The committee was in favor of bringing the item forward to the full council for consideration.

5. REQUESTS FOR FUTURE AGENDA ITEMS OR REPORTS

- Hot Mot funds audit

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

- No executive session needed.

7. ADJOURN

Chair Victoria Johnson adjourned the meeting.

Time: 2:20 p.m.

Monica Solko
Deputy City Secretary

Community Services Committee

DEPARTMENT: Public Works

FROM: Errick Thompson, Director

MEETING: November 5, 2025

SUBJECT:

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)*

STRATEGIC PRIORITY AND GOAL:

Strategic Priority	Strategic Goal
 Beautiful, Safe, & Vibrant Community	3.1 Encourage a clean and healthy community

SUMMARY:

Staff will provide an overview of the Integrated Mosquito Management Program, summarize the 2025 mosquito season, and discuss potential changes for next season for committee feedback.

RECOMMENDATION:

N/A

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

N/A

REFERENCE:

N/A

FISCAL IMPACT:

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

STAFF CONTACT:

Erick Thompson
Public Works Director
ethompson@burlesontx.com
817-426-9610

2025 Mosquito Season Overview

Community Services Committee
November 5, 2025

Outline

- **Integrated Mosquito Management Overview**
- **2025 Season Data**
- **Fogging Efficacy / Pesticide Resistance Testing**
- **Annual Expenditures**
- **Potential Adjustments for the 2026 Season for Feedback**

Integrated Mosquito Management

1. Public Education
2. Source Removal (Standing Water)
3. Mosquito Larvae Treatment
4. Arboviral Disease Monitoring
5. Strategic Fogging



Integrated Mosquito Management:

1. Public Education

PRACTICE THE 4 Ds: MOSQUITO PROTECTION



1. DRAIN

Drain standing water from items around your home, yard, and business.



2. DEFEND

Use an EPA registered insect repellent when outdoors. Make sure door and window screens fit tightly with no holes.



3. DAWN TO DUSK

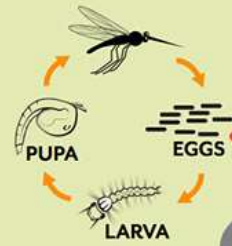
Protect yourself from morning to night, especially during prime times for mosquito activity.



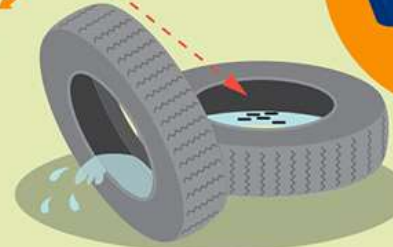
4. DRESS

Wear long sleeves, pants, and close toed shoes when outdoors to cover your skin.

Stop mosquitoes from **breeding**



Mosquitoes breed by laying eggs in & near standing water.



As little as one teaspoon or bottle cap of water standing for more than one week is enough for mosquitoes to breed and multiply.

At your house or business:

Put away items that are outside and not being used because they could hold standing water.



In your garden:

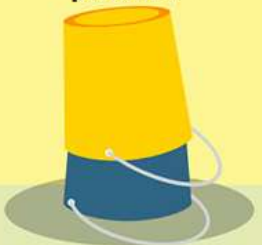
Keep flower pots and saucers free of standing water. Some plants, such as bromeliads, hold water in their leaves—flush out water-holding plants with your hose once a week.



Around all buildings:

At least once a week, empty, turn over or cover anything that could hold water:

- tires
- buckets
- toys
- pools & pool covers
- birdbaths
- trash, trash containers and recycling bins
- boat or car covers
- roof gutters
- coolers
- pet dishes



Integrated Mosquito Management:

2. Source Removal (Standing Water and Drainage Issues)



Clogged drainage along SW Murphy



Public Works removed sediment to restore drainage.

Integrated Mosquito Management:

3. Mosquito Larvae Treatment



If we can't fix it, we treat it to prevent larvae from emerging as adults.



Drainage in TxDOT right-of-way along East Renfro

Integrated Mosquito Management:

4. Arboviral Disease Monitoring



Mosquito sample collected from a gravid trap

Tarrant County Public Health sorts each sample by species and tests female Culex mosquitoes for West Nile Virus and St. Louis Encephalitis.



Gravid trap for collecting mosquitoes

Integrated Mosquito Management:

5. Strategic Fogging

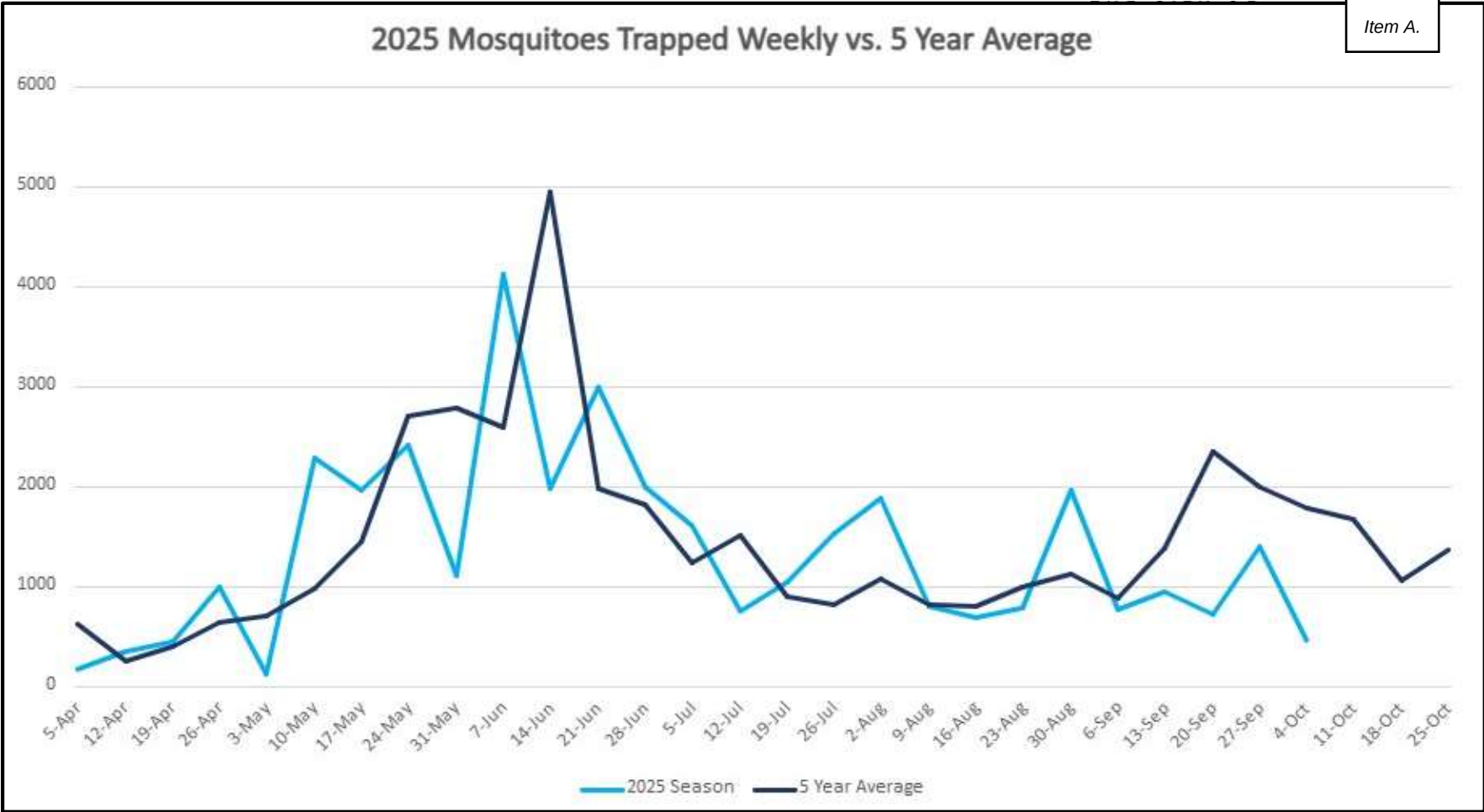
When a mosquito trap tests positive for an arbovirus, the City conducts Ultra Low Volume fogging in residential areas of the zone to reduce the risk of human transmission.

Fogging is conducted on two sequential nights between 9 p.m. and 5 a.m., when *Culex* mosquitoes are active. This also minimizes off-target impacts to beneficial day-flying insects.



Truck conducting ground-based Ultra Low Volume fogging

2025 Season Data: Mosquito Abundance



Culex



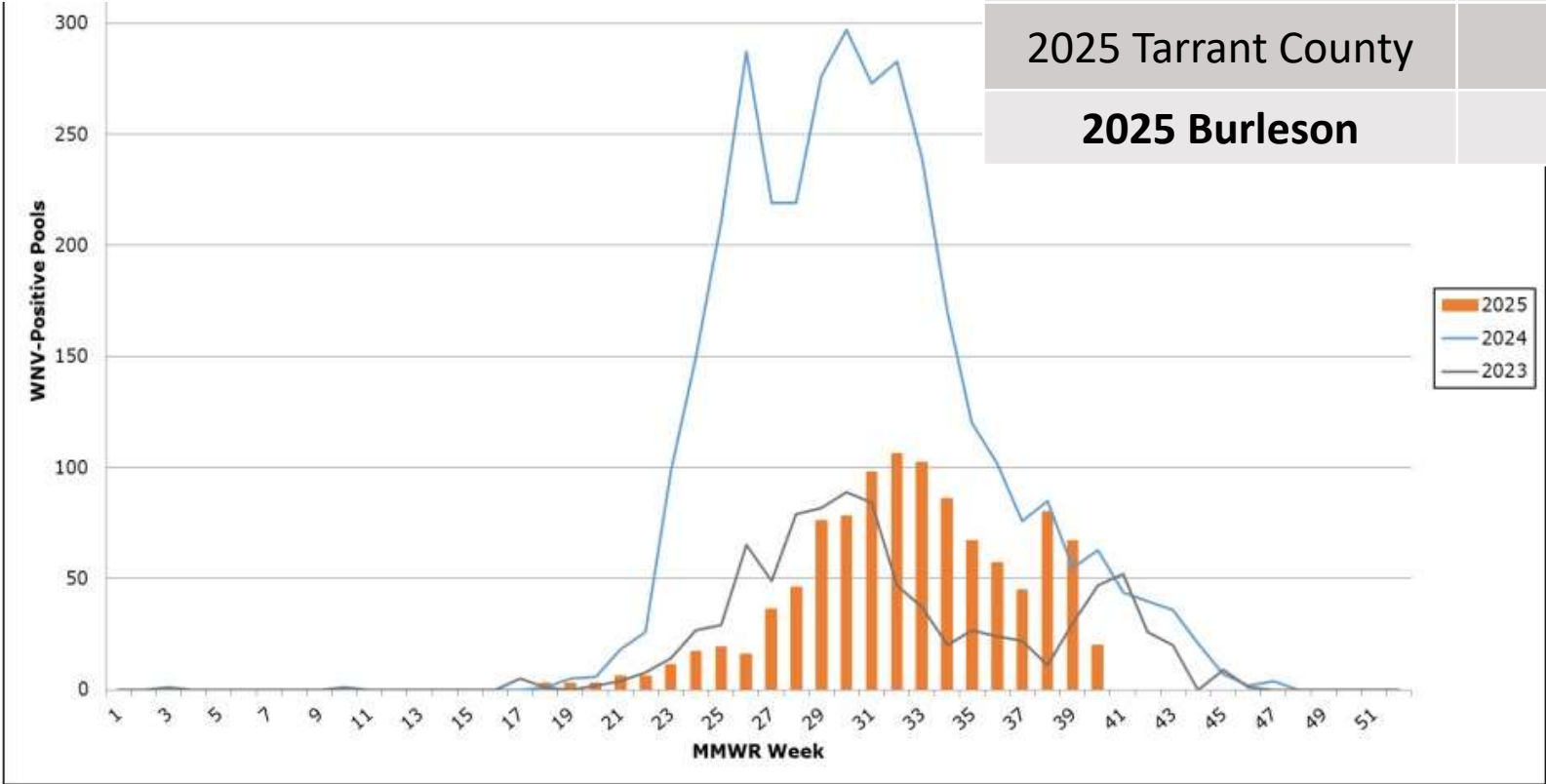
Aedes



Psorophora

2025 Season Data: West Nile Virus

	WNV Trap Positives	WNV Human Cases
2023 Tarrant County	244	9
2023 Burleson	11	0
2024 Tarrant County	809	45
2024 Burleson	81	1
2025 Tarrant County	283	10
2025 Burleson	24	0



Statewide data for WNV positives comparing 2023, 2024, & 2025.

2025 Season Data: Encephalitis

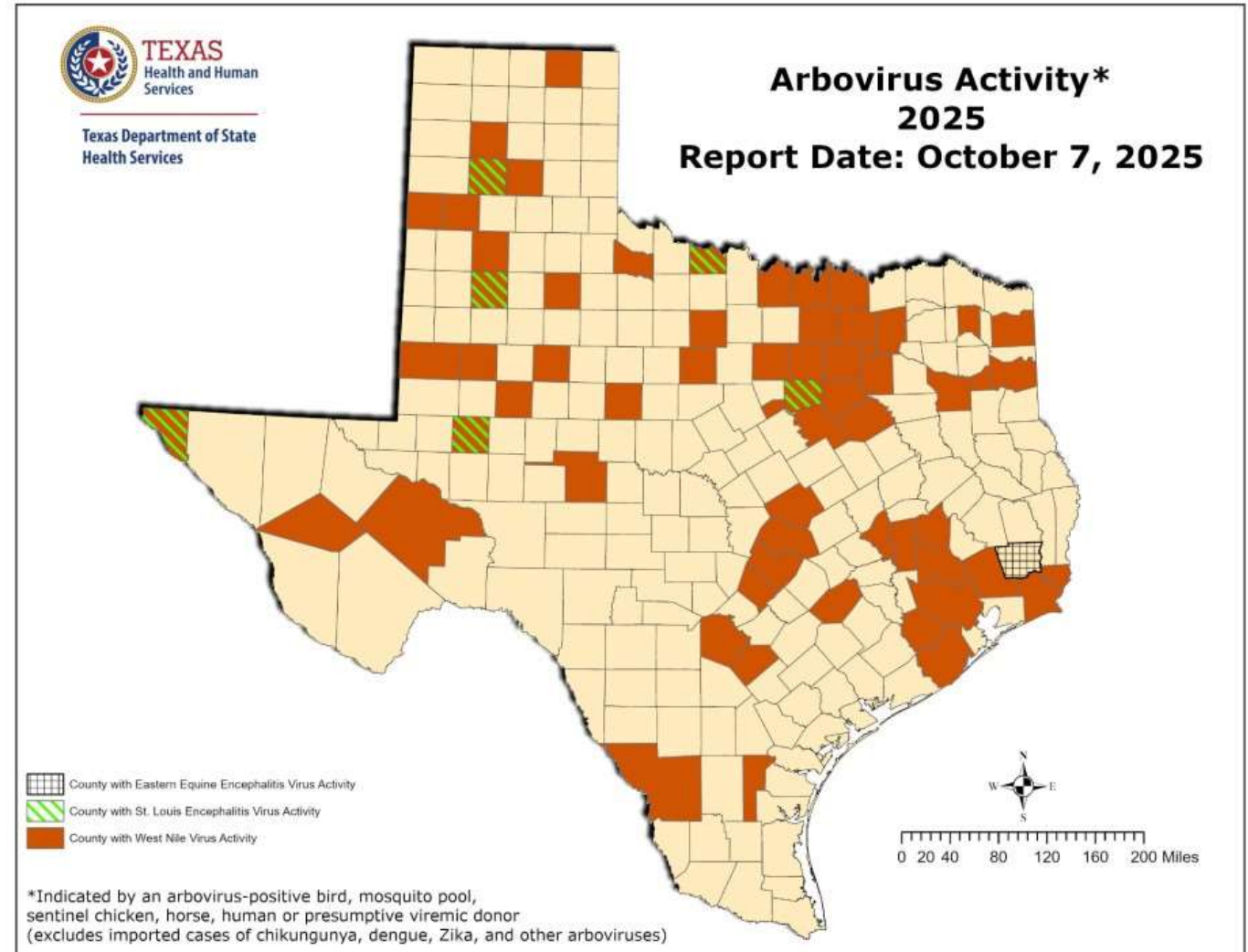
St. Louis Encephalitis (SLEV):

The City of Burleson had one positive for SLEV (week of 9/18/2025). In response, seven supplemental traps were set, collected, and tested. **All** supplemental traps tested negative for SLEV.

No human cases have been reported in Texas this year.

Eastern Equine Encephalitis (EEE):

One veterinary positive detected in Hardin County (Beaumont area).



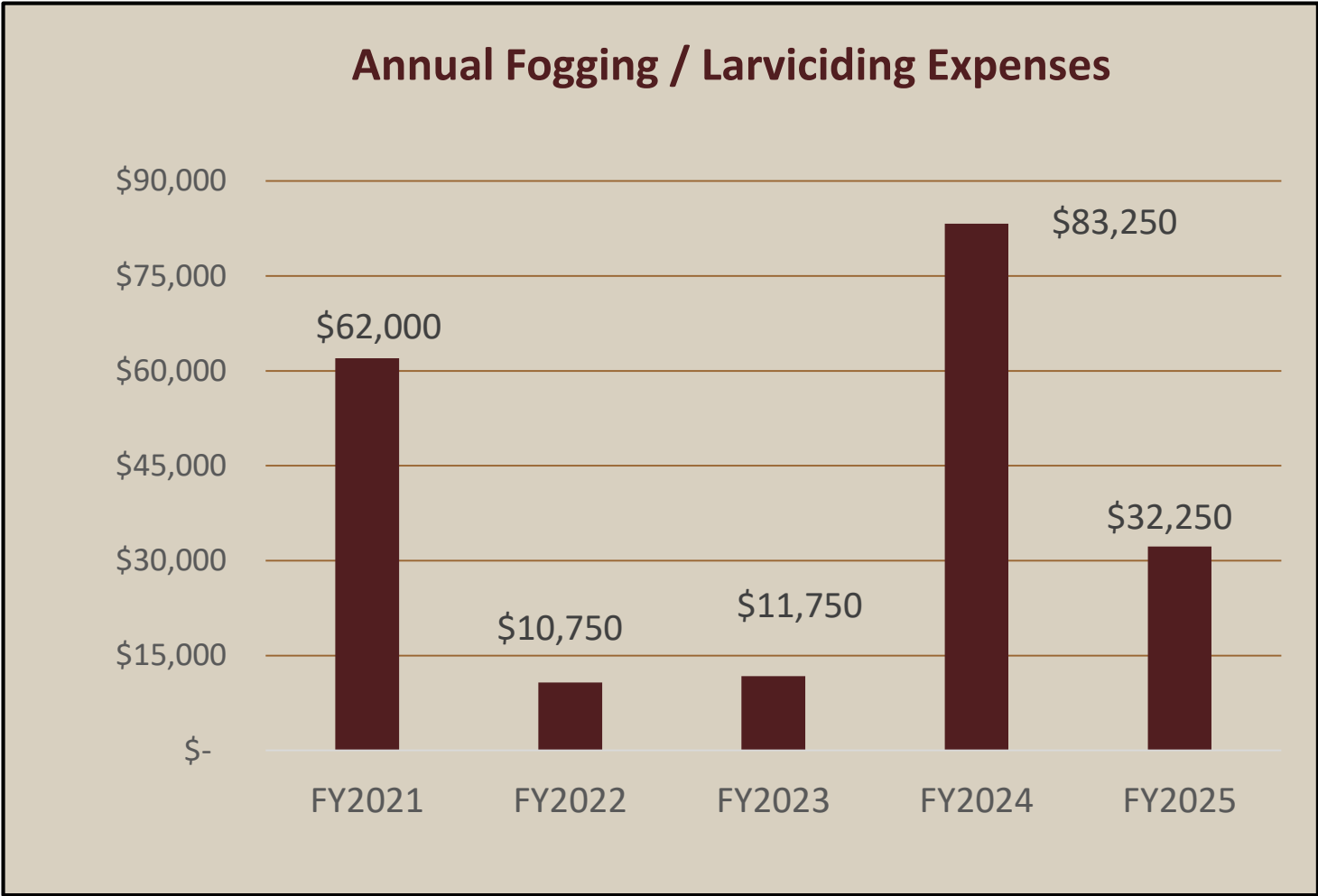
Fogging Efficacy / Resistance Testing

- In March 2025, Tarrant County Public Health reported suspected permethrin resistance in portions of unincorporated Tarrant County.
- Burleson City staff have been monitoring pre- and post- fogging numbers when a Zone is treated to evaluate efficacy of the treatment.
- In an abundance of caution, mosquito samples from Burleson were collected and sent to a state lab for pesticide resistance testing. Results showed permethrin was still very effective on our local mosquito population. **(No signs of resistance in Burleson)**

Tarrant County Public Health announced that they will only conduct fogging after three consecutive WNV positives at a single trap site. This allows time for their staff to conduct focused larviciding and trapping within the impacted zone(s) before conducting fogging.



Recent Expenditures



2021 and 2024 were West Nile Virus outbreak years in Burleson.

Looking Ahead to the 2026 Season - Options

1. Continue with current procedures:

Conduct ground-based fogging following all WNV/SLEV positives to **minimize risk of human transmission**. Based on 2025 data, our current SOP resulted in **24 zones fogged**.

2. Create phased response with action thresholds based on risk:

- **Low Risk Level (sporadic detection of WNV/SLEV):** Focus on source removal and larvicide application. Conduct fogging following a WNV/SLEV positive only if trap contains >50 female *Culex quinquefasciatus*.
- **High Risk Level (two consecutive WNV/SLEV positives detected, or human case reported):** Conduct ground-based fogging following all WNV positives. Based on 2025 data, this approach would have resulted in **20 zones fogged**.

3. Adopt guidance from Tarrant County Public Health:

Conduct ground-based fogging in a zone following **three consecutive** WNV/SLEV positives. Based on 2025 data, this approach would have resulted in **zero zones fogged**.

Additional Considerations: Bat Boxes

Benefits

- Low initial cost (<\$500 for one box and mounting)
- Provides educational opportunity
- Creates momentum for conservation projects

Challenges

- Often inhabited by wasps instead of bats
- Limited mosquito impact (<20% of bat diet)
- Requires cleaning and monitoring

Other Cities

- Irving (2015) and Corinth (2025)
- No inhabitants reported to date



Additional Considerations: Bat Boxes, continued

Site Criteria

- Position for morning sun / afternoon shade
- Mount 15 feet high, away from heavy activity
- Use poles, not trees (for airflow & predator protection)

Potential Locations

- Chisenhall Hike & Bike Trail (back loop)
- Coyote Loop Trail

Design & Maintenance

- Paint/seal exterior with non-toxic coatings
- Annual inspection and maintenance required
- Estimated Cost: \$400-\$500 (one box + mounting)
- Timeline: Install Winter 2025 → Monitor Spring 2026



Additional Considerations: Habitat Enhancement

(Texas Parks & Wildlife Department recommended)

Benefits:

- Supports bats, pollinators, and native biodiversity
- Adds visual appeal, low-maintenance landscaping
- Successful with or without bat colonization

Ideal Locations: Community Park (Alsbury/Hulen) & Coyote Loop

Recommended Plants: Pale Purple Coneflower, Texas Kidneywood, Blackfoot Daisy, etc.

Estimated Cost: \$1,500 - \$2,500 (plants, soil prep, mulch, signage)

Timeline: Spring 2026 (Feb—April) installation window



Questions / Discussion

Kristen Tanz
Environmental Health Specialist II
ktanz@burlesontx.com
817-426-9848

Community Services Committee

DEPARTMENT: Economic Development
FROM: Alex Philips, Economic Development Director
MEETING: November 5, 2025

SUBJECT:

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*)

SUMMARY:

This item is being presented to the committee to initiate a discussion regarding potential changes to the current Burleson Farmers Market layout and associated fee.

The Burleson Farmer's Market (BFM) operates weekly market activities within the Mayor Vera Calvin Plaza annually. Recently, BFM was approved to operate year-round, with weekly markets held March-October and monthly markets held November-February. The market currently utilizes the Mayor Vera Calvin Plaza promenade, a portion of the lawn space and four (4) on street parking stalls located along S. Warren St. for mobile food and beverage vending.

Staff is recommending altering the current layout and agreement to include the following changes:

1. Removing a portion of the Plaza's promenade from the event footprint so that the businesses located within the Ellison St. building are not impaired by vendor set ups.
2. Decreasing the portion of the Plaza lawn space utilized for the market to allow for a larger lawn space area for gathering (i.e. cornhole, lawn chairs, blankets, area for "free play", etc.)
3. Including the use of the West City Hall parking lot for vendor set up.
4. Including street closure for the portion of S. Warren St. between the Mayor Vera Calvin Plaza and West City Hall parking lot (to be set up by market operator weekly) for pedestrian safety.
5. Increased daily rental rate from \$500.00 to \$551.25

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

Recommendations given by the Council Policy and Valuation Committee will be presented to City Council.

REFERENCE:

N/A

FISCAL IMPACT:

N/A

STAFF CONTACT:

Alex Philips
Economic Development Director
aphilips@burlesontx.com
817-426-9613



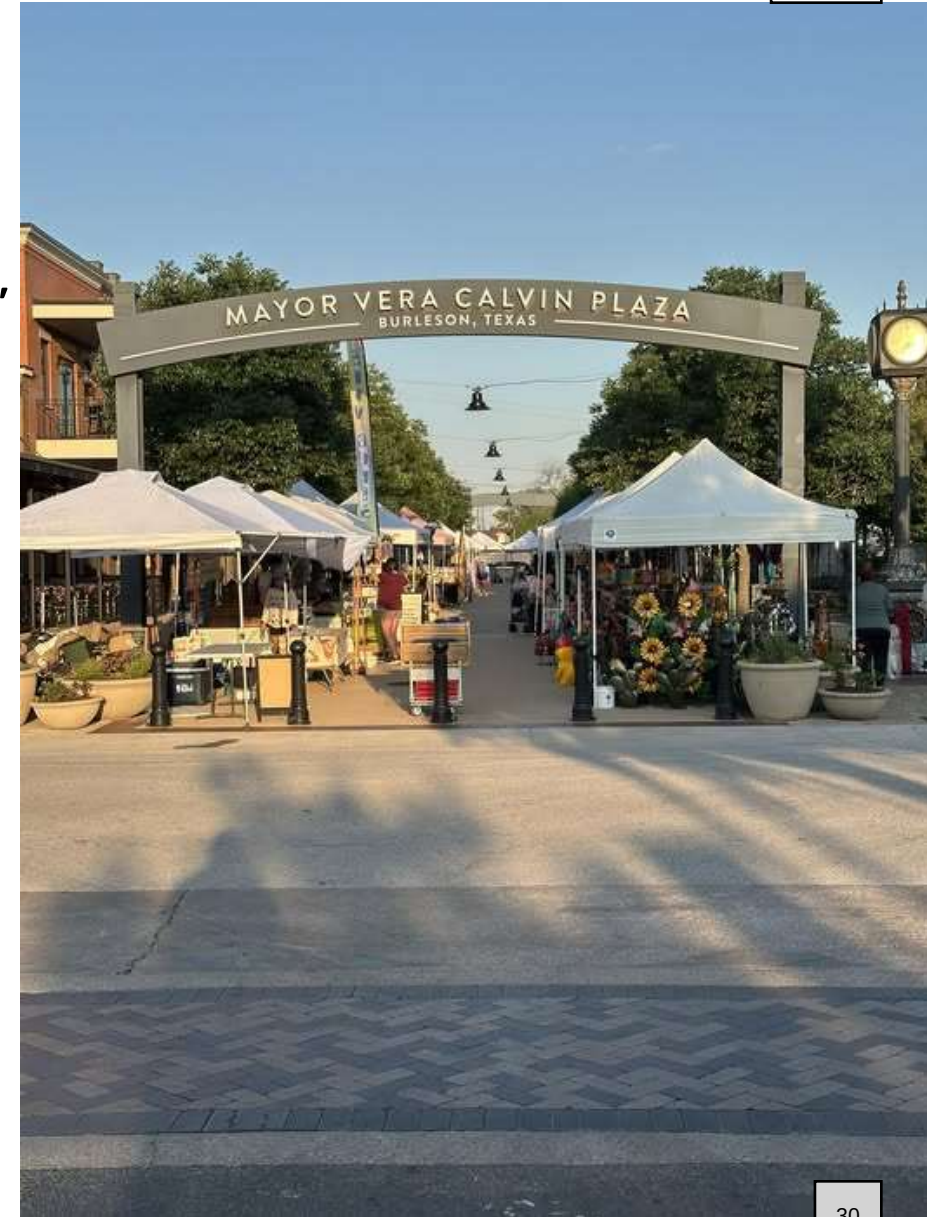
Burleson Farmers Market

Facility Use Agreement

General info.

- ① Operates weekly Mar-Oct and monthly Nov-Feb
- ② May operate up to four (4) special edition “Date Night” markets on a Friday or Saturday p.m rather than a.m.
- ③ May operate a Sunday market in place of Saturday with approval in the event of scheduling conflict (i.e. special event, election, etc.)
- ④ Currently utilizes Plaza promenade, portion of the lawn, parking stalls on S. Warren St.
- ⑤ Fee: \$500/day paid directly to City by operator. Vendors pay operator directly. All vendor arrangements are made by market operator

Item B.





Pricing Breakdown

Pricing calculated on price per square foot as compared to fee established to reserve Plaza in it's entirety for private events (\$5,000)

Plaza area: 47,500 sq. ft. (approx.)

Promenade area: 4,600 sq. ft. (approx.)

Breakdown: \$0.11/sq ft. (approx.)

Fee History

Approved by CC 7/6/2020: Promenade area only: \$250/market

Approved by CC 3/1/2021: Promenade + on-street stalls: \$287.50/market

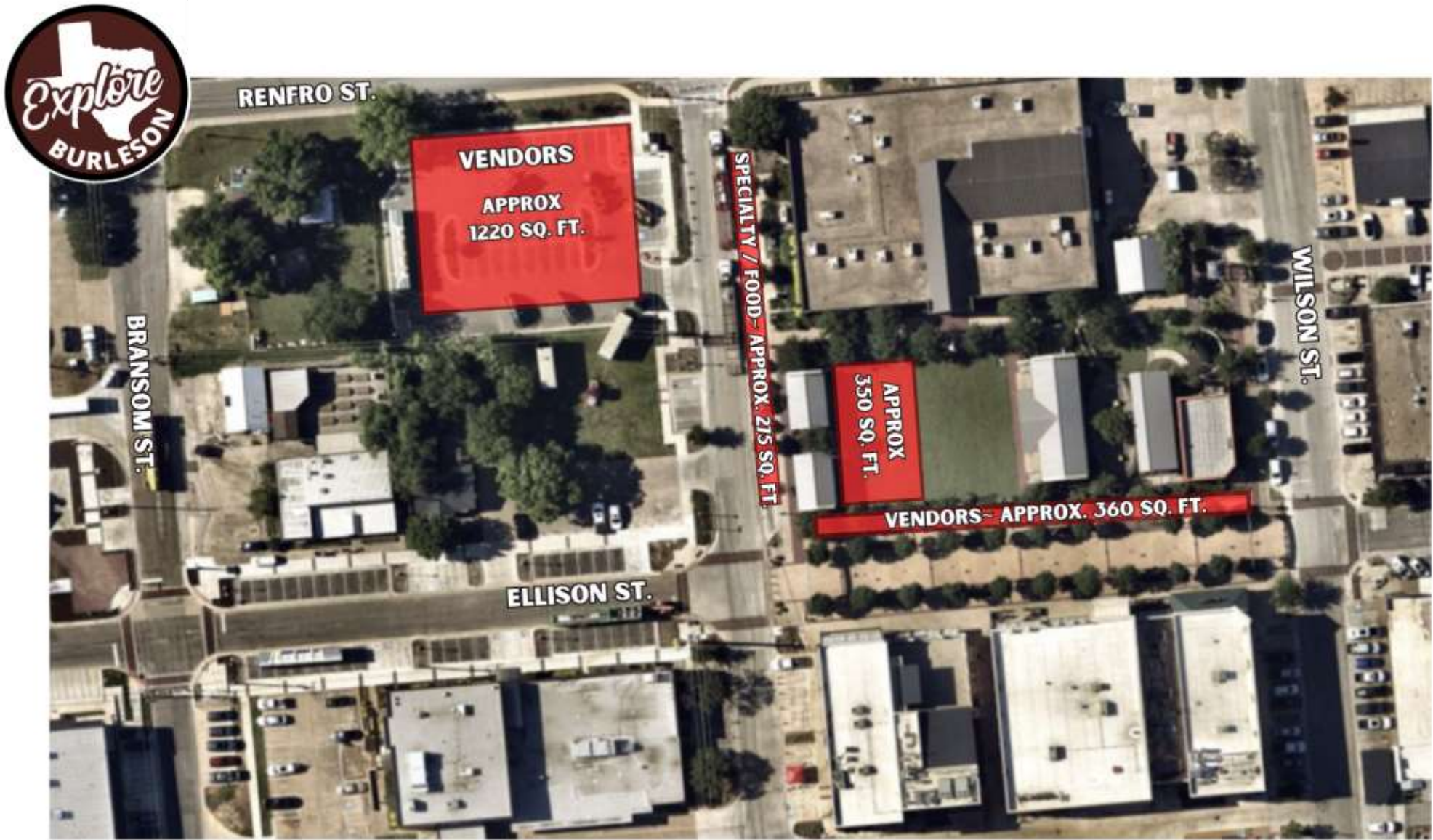
Approved by CC 3/7/2022: Promenade + on-street stalls + portion of lawn: \$454.50/market

CURRENT EVENT FOOTPRINT

Item B.



PROPOSED EVENT FOOTPRINT



PROPOSED CHANGES

- ☐ Remove a portion of the Plaza's promenade so that businesses located in Ellison St. building are not impaired by vendor set up
- ☐ Decreasing portion of Plaza lawn utilized to allow for gathering space
- ☐ Include the West City Hall parking lot for vendor set up
- ☐ Include street closure of portion of S. Warren St. for pedestrian safety
- ☐ Increase daily rental from \$500 to \$551.25 (calculated based on sq. ft)

DRIVING FACTORS FOR CHANGE

Item B.

- ❑ Concerns brought to staff's attention by business owners along the Plaza's promenade regarding blocked entrances/visibility
- ❑ Concerns brought to staff's attention regarding limited lawn/open space during market operations
- ❑ Increased interest from local vendors, but limited space. New layout will provide additional space for vendors
- ❑ Facility Use Agreement is presented to Council annually for the following years market. The current agreement expires in February 2026
 - Proposed changes with committee recommendation will go to Council in December
 - Weekly street closure approval will also require Council approval

Discussion/Recommendations?