
Thursday, November 14, 2024
6:00 PM

City Hall Council Chambers 141
W Renfro
Burleson, TX 76028

1. **CALL TO ORDER**

2. **CITIZEN APPEARANCES**

Each person in attendance who desires to speak to the board 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 Secretary prior to addressing the board. Each speaker will be allowed three (3) minutes.

Please note that the board may only take action on items posted on the agenda. The Texas Open Meetings Act prohibits the City Council from deliberating or taking action on an item not listed on the agenda. City Council may, however, receive your comments on the unlisted item, ask clarifying questions, respond with facts, and explain policy.

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

3. **GENERAL**

- A.** Consider approval of the minutes from the October 17, 2024, meeting. *(Staff Contact: Bailey Campbell, Senior Administrative Specialist)*
- B.** Consider recommending approval of July 4th Firework Shows procured through request for proposal number 2024-024 with Pyro Shows of TX with two optional one-year renewals at the total price of \$134,229. *(Staff Contact: Allison Smith, Deputy Director of Recreation)*
- C.** Consider recommending approval of a project with TGS Sports LLC procured through a cooperative purchasing agreement in the amount of \$1,556,300 with a contingency of \$155,630 for the conversion of Buckskin, Morgan, Palomino, Highland, Dartmoor, Welsh, and Hackney fields at Chisenhall Fields to synthetic turf. *(Staff Contact: Daniel Shafer, Parks and Athletics Manager)*

4. **REPORTS AND PRESENTATIONS**

- A.** Receive a presentation on the City of Burleson's 311 Service. *(Staff Contact: Richard Abernethy, Administrative Services Director)*
- B.** Receive the October 2024 Department Update Presentation *(Staff Contact: Jen Basham, Director of Parks and Recreation)*
- C.** Community Calendar

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

6. **ADJOURN**

(Staff Contact)

Jen Basham
Director of Parks and Recreation
817-426-9201
jbasham@burlesontx.com

CERTIFICATE

I hereby certify that the above agenda was posted on this the 6th of November 2024, by 5:00 p.m., on the official bulletin board at the Burleson City Hall, 141 W. Renfro, Burleson, Texas.



Amanda Campos

City Secretary

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.

Park Board

DEPARTMENT: Parks and Recreation

FROM: Jen Basham, Director

MEETING: November 14, 2024

SUBJECT:

Consider approval of the minutes from the October 17, 2024, meeting. *(Staff Contact: Bailey Campbell, Senior Administrative Specialist)*

SUMMARY:

RECOMMENDATION:

Approve

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

REFERENCE:

FISCAL IMPACT:

STAFF CONTACT:

Jen Basham
Director
Jbasham@burlesontx.com
817-426-9201

BURLESON PARKS ADVISORY BOARD
October 17, 2024
MINUTES
DRAFT

Call to Order – 6:00 P.M.

Roll Call

Board Members Present

Sherry Scott
Tyler Knox
Lindsey Cobb
Christian Schott
Ashli Logan—exited at 7:28 PM
Shannan Sutter

Board Members Absent

Matthew Quinn

Staff Present

Jen Basham, Director
Jessica Martinez, Deputy Director of Parks
Allison Smith, Deputy Director of Recreation
Daniel Shafer, Parks Superintendent
Bailey Campbell, Senior Administrative Specialist/Recording Secretary

Guests

None

1. **Call to Order: 6:00 PM—Sherry Scott called the meeting to order at 6:00 PM**

2. **Citizen Appearances**

None

3. **General**

A. Consider approval of the minutes from the September 12, 2024, meeting. (Staff Contact: Bailey Campbell, Senior Administrative Specialist)

Ashli Logan made a motion to approve the item. Shannan Sutter seconded the motion. Motion passed 6-0. Absent Matthew Quinn.

B. Consider recommending approval of a project with Sky Elements for the Holiday Drone Show with three optional one-year renewals at the total price of \$78,497. (Staff Contact: Allison Smith, Deputy Director of Recreation)

Allison Smith gave a presentation recommending approval of a project with Sky Elements for the Holiday Drone Show. The presentation included background, bid information, and budget. A discussion followed.

Christian Schott made a motion to approve the item. Shannan Sutter seconded the motion. Motion passed 6-0. Absent Matthew Quinn.

- C. Consider recommending approval of a project with C1S for an interior renovation and pool resurfacing package for the Burleson Recreation Center at the guaranteed max price of \$1,364,408. (Staff Contact: Allison Smith, Deputy Director of Recreation)

Allison Smith gave a presentation recommending approval of a project with C1S for an interior renovation and pool resurfacing package for the Burleson Recreation Center. The presentation included background, package breakdown, additional elements, budget and funding, and project timeline. A discussion followed.

Ashli Logan made a motion to approve the item. Tyler Knox seconded the motion. Motion passed 6-0. Absent Matthew Quinn.

- D. Consider recommending the proposed design for improvements at Centennial Park with a contract to Gametime in the amount of \$466,026.80, with a project contingency of \$58,973.20, for a total project amount of \$525,000 for additional park improvements, as needed. (Staff Contact: Jessica Martinez, Deputy Director of Parks)

Daniel Shafer gave a presentation recommending the proposed design for improvements at Centennial Park with a contract to Gametime. The presentation included the project's background, what a National Demonstration site is, the 7 Principles of Inclusive Design, public engagement, community selected park improvements, project timeline, and options. A discussion followed.

Speaker Bill Janusch—117 NE Clinton St. Burleson TX—came forward and expressed concerns about wheelchair accessibility and more options from vendors.

Ashli Logan made a motion to approve the item with recommendations to add more swings and shade. Christian Schott seconded the motion. Motion passed 6-0. Absent Matthew Quinn.

- E. Consider recommending a schematic design project with Land Design in the amount of \$124,800 with a project contingency of \$12,480 for a total project of \$137,280. (Staff Contact: Jen Basham, Director of Parks and Recreation)

Jen Basham gave a presentation recommending a schematic design project with Land Design. The presentation included background of the project, next steps, capital projects plan, and project timeline. A discussion followed.

Ashli Logan made a motion to approve the item. Tyler Knox seconded the motion. Motion passed 6-0. Absent Matthew Quinn.

4. Reports and Presentations

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

Allison Smith, Jen Basham, and Jessica Martinez reviewed departmental programs, events and revenues for the month of September 2024. A discussion followed.

- B. October Community Calendar Attached

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

5. Requests and Future Agenda Items and Reports

None.

6. Adjourn.

Vice Chairperson, Sherry Scott adjourned the meeting.
Time – 7:49 P.M.

Bailey Campbell, Recording Secretary

City Council Regular Meeting

DEPARTMENT: Parks and Recreation
FROM: Allison Smith, Deputy Director of Recreation
MEETING: November 14, 2024

SUBJECT:

Consider recommending approval of July 4th Firework Shows procured through request for proposal number 2024-024 with Pyro Shows of TX with two optional one-year renewals at the total price of \$134,229. (Staff Contact: Allison Smith, Deputy Director of Recreation)

SUMMARY:

Each year at the Fourth of July event the Parks and Recreation Department works with a vendor to provide the community with a custom firework display. The city must work with a company that prioritizes safety and has the technical experience to plan, design, and manage this memorable tradition for our community. Pyro Shows of TX has provided this experience for Burleson for the past 10 years. This project was publicly bid through a request for proposals, and staff recommends proceeding with Pyro Shows of TX.

RECOMMENDATION:

Staff recommends approval of the multi-year agreement with Pyro Shows of TX as presented.

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

N/A

REFERENCE:

N/A

FISCAL IMPACT:

Year 1 (2025): \$43,000
Year 2 (2026): \$44,720
Year 3 (2027): \$46,509
Total Contract: \$134,229 4B Special Events (2025002-60008)

STAFF CONTACT:

Jen Basham, CPRE
Director of Parks and Recreation
jbasham@burlesontx.com
817-426-9201

RED, WHITE, & BTX FIREWORKS

PARK BOARD

STAFF PRESENTER: ALLISON SMITH, DEPUTY DIRECTOR OF RECREATION



BACKGROUND

- Pyro Shows of Texas has been our firework vendor for the past 10 years.
 - The previous process was to collect 3 quotes each year and Pyro Shows has continued to be the lowest quote while still maintaining a great level of service.
- Estimated Event Attendance – 10,000 people
- We are now seeking a multi-year agreement to streamline the procurement process.
 - Contract will include 2024, 2025, & 2026





SCOPE OF PROJECT

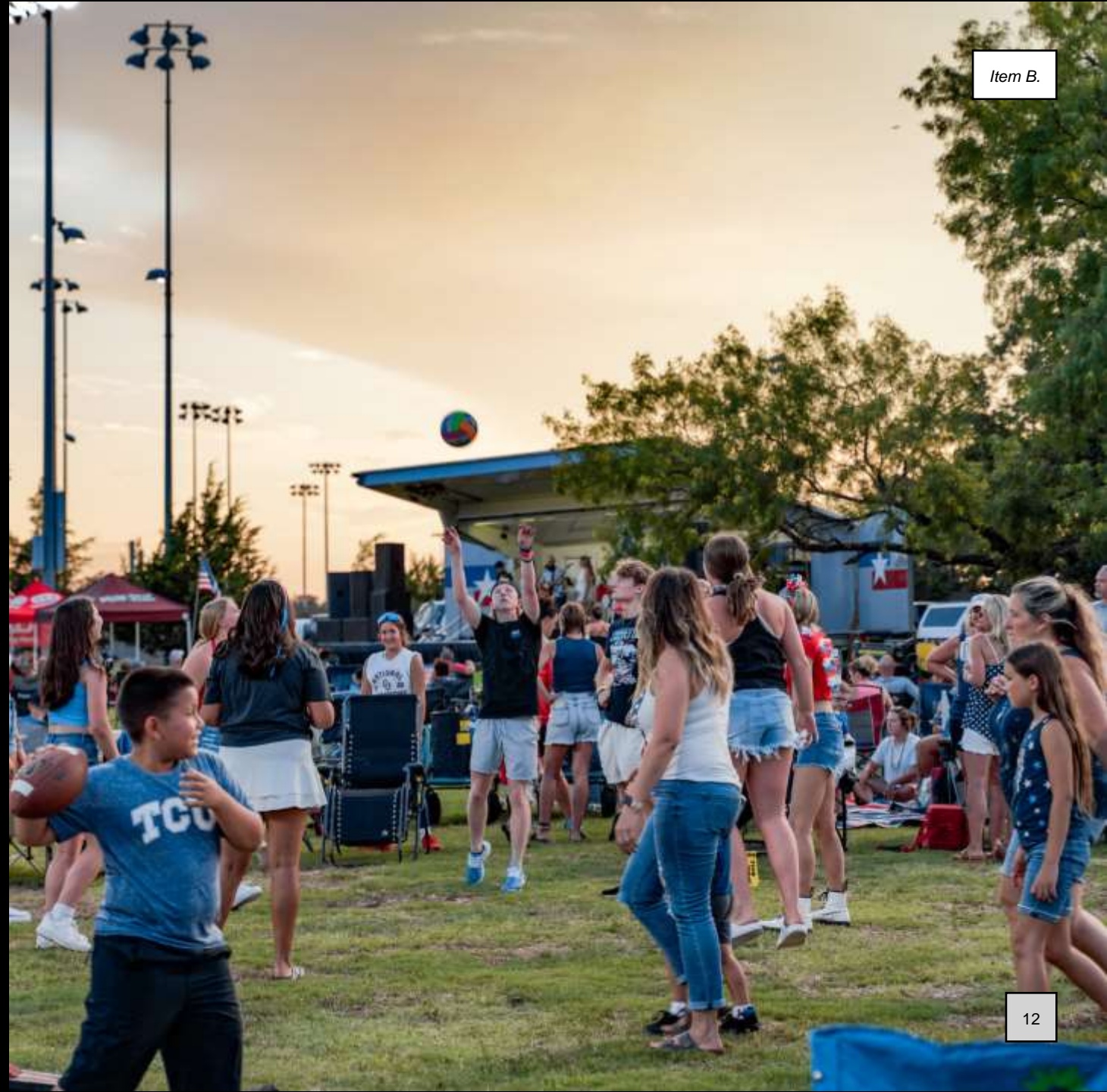
- Custom show design and production
 - 20-minute show
 - Shell count – 1,403
 - Shell size 3 – 6 inches
- Compliance and Safety
- Event execution
 - Set up begins July 3rd
- Project management

BUDGET

Original Annual Budget: \$35,000

- The original budget was based on a shell count of 1,254.
- In 2024, a \$5,000 donation allowed us to raise the shell count to 1,403.

We recommend moving forward with a shell count of 1,403 and will continue to seek sponsorship opportunities.



BID INFORMATION

Pyro Shows was the only company to bid on this project

- Year 1: \$43,000
- Year 2: \$44,720
- Year 3: \$46,509

Total 3 Year Contract: \$134,229



DIRECTION

RECOMMEND APPROVAL OF
THE MULTIYEAR CONTRACT
WITH PYRO SHOWS OF TEXAS

DENY THE MULTIYEAR
CONTRACT

Park Board

DEPARTMENT: Parks and Recreation
FROM: Jen Basham, Parks and Recreation Director
MEETING: November 14, 2024

SUBJECT:

Consider recommending approval of a project with TGS Sports LLC procured through a cooperative purchasing agreement in the amount of \$1,556,300 with a contingency of \$155,630 for the conversion of Buckskin, Morgan, Palomino, Highland, Dartmoor, Welsh, and Hackney fields at Chisenhall Fields to synthetic turf. *(Staff Contact: Daniel Shafer, Parks and Athletics Manager)*

SUMMARY:

To convert the existing infield of Buckskin, Morgan, Palomino, Highland, Dartmoor, Welsh, and Hackney fields at Chisenhall Fields to synthetic turf. This conversion improves playability after rain events and enhances accessibility with even playing surfaces to maximize field usage.

Additional project funding will be needed for owner furnished items such as materials testing, ADA inspection, permitting, and City inspection outside of the award with TGS.

RECOMMENDATION:

Staff recommends approving as presented.

FISCAL IMPACT:

The total of \$1,711,930 will be allocated from 4B Bond Funds

STAFF CONTACT:

Jen Basham
Parks and Recreation Director
jbasham@burlesontx.com
817-426-9201

Chisenhall Fields- Synthetic Turf Infield Conversion

*November 14, 2024-Park Board
Staff Presenter: Daniel Shafer,
Parks and Athletics Manager*



Overview

- Background
- Current Infield
- New infield
- Request for Proposal vs Request for Quotes
- Benefits of Request for Quotes
- Requested Quote Summary
- TGS Sports
- Timeline
- Recommendations



Background

- 2021- Parks researched opportunities to improve playability at Chisenhall Fields due to rainouts and requests for improved accessibility
- Early 2022- synthetic field conversion added to Parks and Recreation's Capital Improvement Program (CIP)
- February 2023- Staff presented presentation for the installation of synthetic turf on Arabian field
- Summer of 2023- City council provided direction to convert more fields at once compared to one per year
- Summer of 2024- Converted 7 fields to synthetic turf infields
- FY 2025- \$2,205,000 allocated for funding in 2024-2025 CIP for this project

Current Infield on Remaining Fields

- Clay and Turf Surfacing
 - Requires occasional replenishment of material
 - Requires daily grooming
 - Requires weekly mowing and trimming
 - Requires daily marking
 - Requires drying maintenance after rain event
 - May require cancellation of play due to inability to dry field for safe play after rain events as clay is microporous soil that retains moisture





7 remaining fields will be completed in the 2024-2025 project

1. Buckskin
2. Morgan
3. Palomino
4. Highland
5. Dartmoor
6. Hackney
7. Welsh

New Infield

- Synthetic Surfacing
 - Requires occasional replenishment of material
 - May require patching of high use areas (Evaluate from season to season)
 - Requires daily grooming and balancing of infill material
 - Requires no mowing or fertilization
 - Requires no marking
 - Requires little to no drying maintenance after rain event
 - Play not as likely to be cancelled by rain events with synthetic turf infields drain quickly



Item C.

Request for Proposal vs Request for Quotes

- 2023-2024- RFP
 - Formal Request for Proposal (RFP) for 2023-2024 conversion project
 - 5 proposed with 2 Alternates
 - 7 fields converted
 - 4 Vendors submitted
 - Hellas Construction- \$2,176,980
 - Sprinturf LLC- \$1,601,120
 - Paragon Sports Constructors- \$1,484,195 (Does not include the 2 alternate fields)
 - Forever Lawn- \$2,167,096.05
 - TGS Sports- \$1,723,986
- 2024-2025- RFQ
 - Request for Quotes through cooperative purchasing agreements
 - 7 remaining fields
 - Staffed reached out to 4 vendors
 - Hellas Construction- No bid
 - Sprinturf LLC- \$1,792,590
 - Paragon Sports Constructors- No Bid
 - TGS Sports- \$1,556,300

Benefits of Request for Quotes (RFQ)

- **Saves Time:** The RFQ process is quicker than a full RFP, focusing only on pricing and specifications. This streamlined approach minimizes administrative work and keeps us on schedule, avoiding delays common with sealed bidding.
- **Opens Fields Sooner:** With a faster vendor selection through an RFQ, we can complete turf installation in time for the season, ensuring athletes and the community can enjoy the fields as planned.
- **Leverages Cooperative Pricing:** Using cooperative agreements, RFQs allow us to secure pre-vetted, competitive pricing without lengthy bidding, giving us high-quality options aligned with industry standards.
- **Ensures Project Continuity:** Vendors like TGS Sports, familiar with our facilities, can start work faster and avoid common issues. This continuity reduces the learning curve and boosts project efficiency.
- **Allows Customization Without Delay:** An RFQ still allows for specific requests (like turf options or drainage adjustments) without the rigidity of a formal bid, letting us tailor the project to our needs without slowing down the process.

Requested Quote Summary



Request for quotes were sent to 4 Co-Op vendors October 30th



2 No Bids- Hellas Construction and Paragon Sports



2 Formal Bids

TGS Sports- \$1,711,930 (Includes 10% Contingency)

Sprinturf: \$1,971,849 (Includes 10% Contingency)



Owner Furnished Items: \$100,000 for materials or other repairs as needed

The TGS Sports Experience



Familiarity with the Complex

TGS Sports has prior experience working on our facilities, making them well-acquainted with the specific needs and layout of our complex.



Excellent Communication and Responsiveness

TGS Sports has demonstrated clear, timely, and proactive communication, making coordination and planning seamless.

They are dependable and adaptable and have consistently addressed questions or concerns promptly.



Competitive and Fair Pricing

TGS Sports has provided a pricing structure that is competitive and fair, ensuring we receive quality work within our budget.



High Quality of Work

Previous projects completed by TGS Sports showcase their commitment to quality and durability, with positive feedback on turf performance and longevity.



One-Year Training and Maintenance Support

As part of their service, TGS Sports offers a full year of training and maintenance support after installation, ensuring our staff is prepared to manage and maintain the turf, extending its lifespan.

TGS Sports was awarded last years conversion project of Quarter, Pasofino, Appaloosa, Shire, Paint, Roan, Clydesdale fields.

Timeline



NOVEMBER 14-PRESENT
CONSTRUCTION CONTRACT TO
PARKS BOARD FOR
RECOMMENDATION



NOVEMBER 18-PRESENT
CONSTRUCTION CONTRACT TO
CITY COUNCIL FOR AWARD
CONSIDERATION



NOVEMBER-BEGIN
CONSTRUCTION



ESTIMATED COMPLETION DATE
MARCH 7- COMPLETE
CONSTRUCTION AND OPEN FOR
PLAY

Staff Recommendation

- Recommend:
 - TGS Sports LLC in the amount of \$1,556,300 with a contingency of \$155,630 for the conversion of Buckskin, Morgan, Palomino, Highland, Dartmoor, Hackney, Welsh
 - Additional owner furnished items will be completed within the project budget of \$2,205,000



Park Board

DEPARTMENT: Administrative Services

FROM: Richard B. Abernethy, Administrative Services Director

MEETING: May 6, 2024

SUBJECT:

Receive a presentation on the City of Burleson's 311 Service. (*Staff Contact: Richard Abernethy, Administrative Services Director*)

SUMMARY:

In March 2023, the City of Burleson launched its 311 service, providing residents with a single, easy-to-remember phone number for non-emergency inquiries. This service offers quick access to government services and information.

Burleson 311 provides several benefits to citizens and the City, including:

- **Enhanced Customer Service:** Increases transparency, accountability, and communication while reducing wait times and streamlining issue reporting.
- **Centralized Processes:** Improves internal efficiency, accuracy, and response times.
- **Data-Driven Decision-Making:** Enables the City to make informed decisions on resource allocation to enhance city services.

This fiscal year, 311 is initiating an outreach campaign to raise awareness and educate citizens about the service. The campaign will include participation in community events, presentations to local organizations, sponsorships, social media and newsletter updates, postcards, and presentations to City boards and commissions, beginning with the Parks Board.

RECOMMENDATION:

N/A

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

REFERENCE:

N/A

FISCAL IMPACT:

N/A

STAFF CONTACT:

Richard B. Abernethy
Administrative Services Director
ravernethy@burlesontx.com
817-426-9662

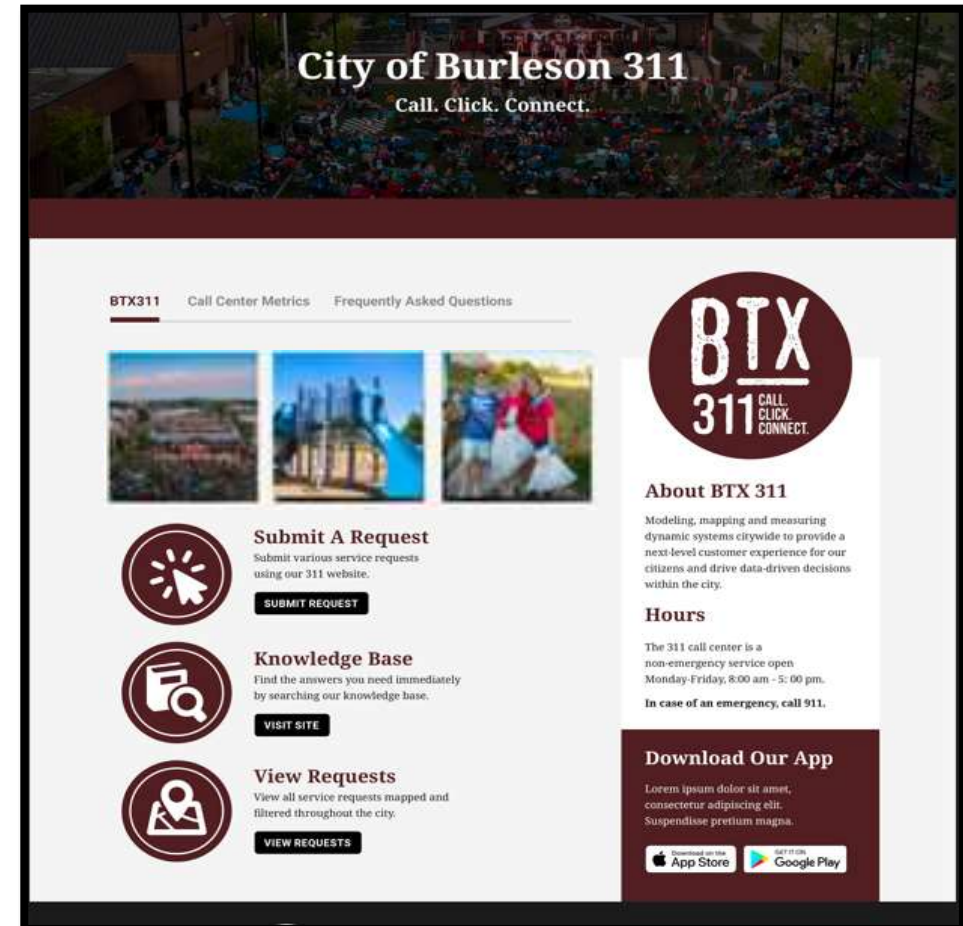
City of Burleson (BTX) 311

PARKS BOARD

NOVEMBER 14, 2024

History of BTX 311

- The city identified the need for a centralized system to handle non-emergency calls:
 - First-call resolution
 - Tracking customer requests to completion
 - Dynamic communication and engagement
 - Transparency and tracking
 - Improved internal efficiency and accountability
- The City identified a 311 system as the most effective solution for addressing non-emergency customer needs.
- September 2022 – BTX 311 Project Initiated.
- March 2023 – BTX 311 launched to the public.



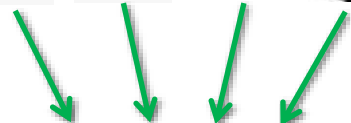
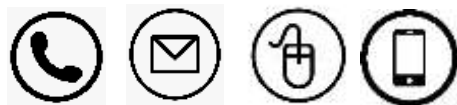
Community Outreach – FY 2024-25

- Community Events
- Presenting to Community Organizations
- Presenting to Boards and Commissions
- Sponsorships
- Social Media and City Newsletters
- Postcards
- 311 Decals on City Vehicles



311 and Customer Relationship Management

All Citizen Non-Emergency Interactions



Customer Service Representative responds, assigns tasks, works with proper departments, and communicates information until the issue is resolved.



CRM System collects data, analytics and SLAs for reporting. Management analyzes and makes improvements to increase efficiencies.



Call Center Operations – M-F 8:00am – 5:00pm

After Hours – 24/hour Online Submittal & App

Email: 311@burlesontx.com

After Hours (Urgent Non-Emergency) - 817-426-9903

Services You Can Access Through BTX 311

Street Maintenance

- Street Repair (i.e. Potholes)
- Tree Limbs or Debris Removal in street
- Street Lights
- Traffic Signal Concerns

Parks and Recreation

- General Recreation Requests (BRiCK Recreation Center)
- Park Maintenance Concern (Park Signage, Damaged Equipment)
- Litter Concerns

Animal Services

- Barking Dog/Noisy Animal Complaints
- Loose Animal
- Live Trap Animal Requests

Water and Sewer

- Water Leak
- Meter Leak
- Water Pressure/No Water Issue
- Replace Meter Box Lid (Damaged or Missing)

Code Compliance and Environmental

- High Grass/High Weeds on Private Property or City Property
- General Code Concern
- Illegal Dumping
- Mosquito Control

Water and Solid Waste Bill Services and Inquiries

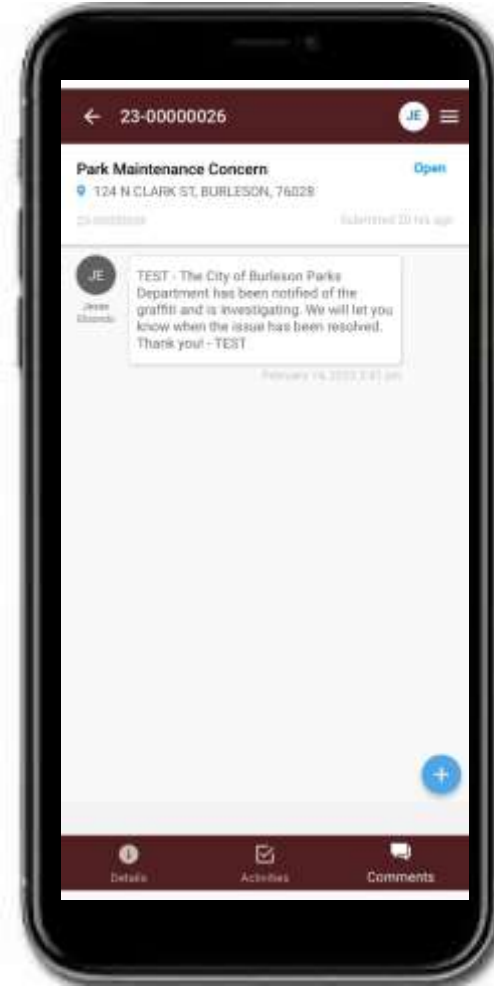
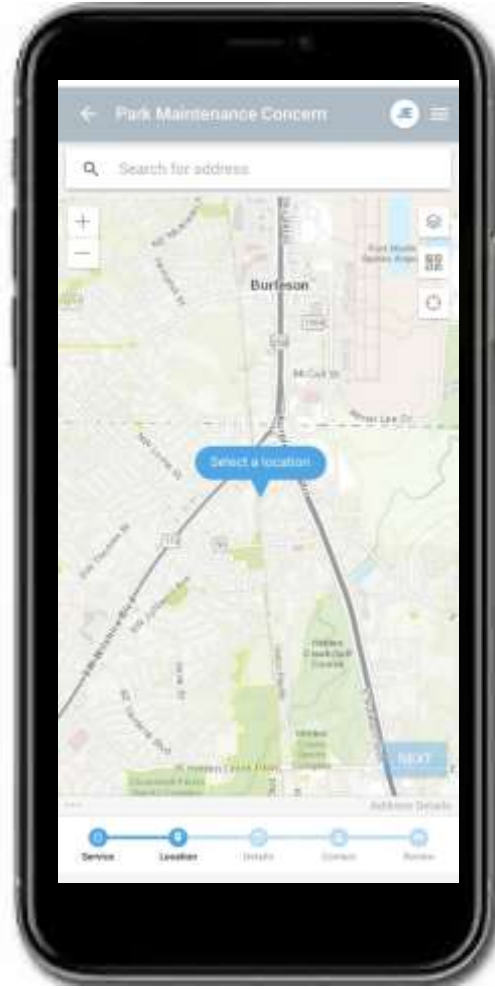
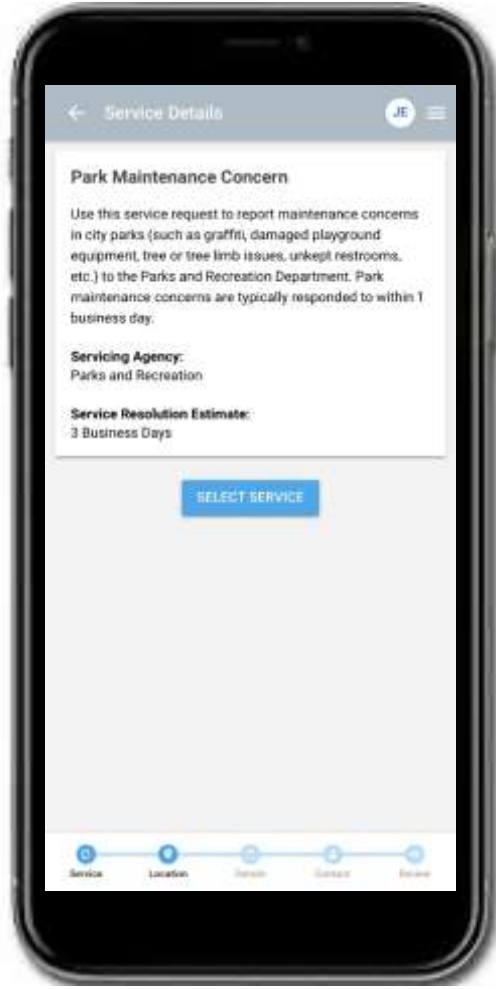
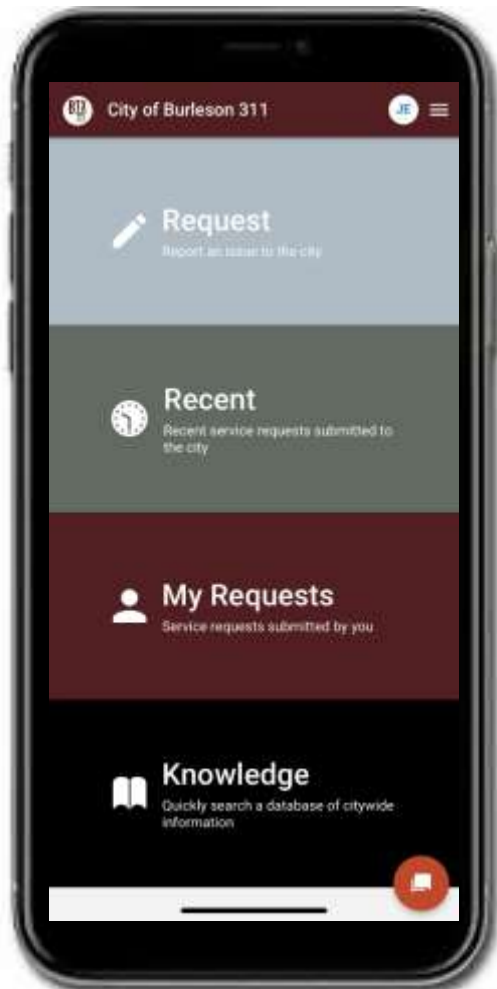
- 311 is also Utility Customer Service
- Solid Waste and Recycling Requests

*311 also assists customers by directing them to the appropriate department for service.

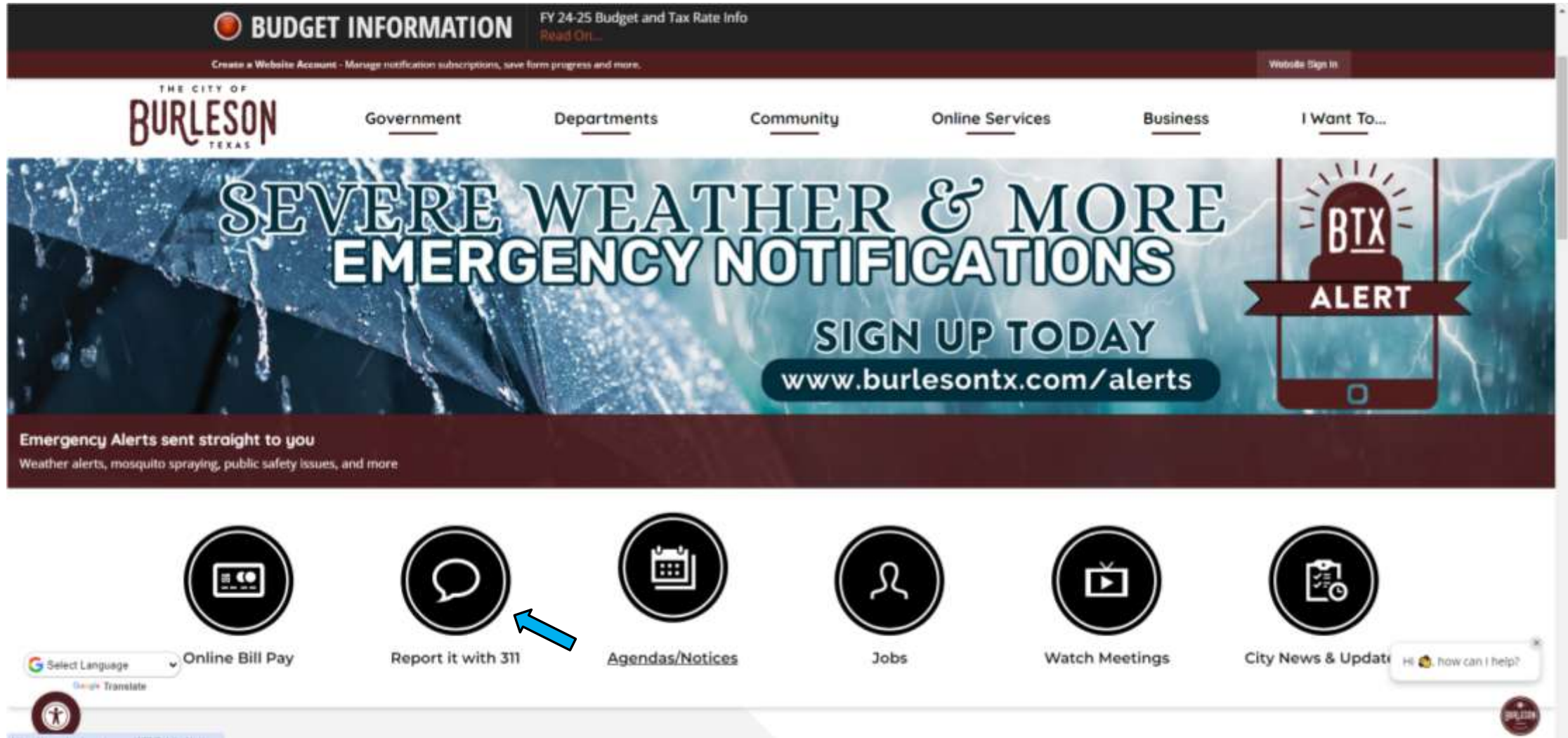
City of Burleson - BTX 311 App.

Download Our App

Item A.



City of Burleson Website



City of Burlleson Website - Continued

City of Burlleson

City of Burlleson 311

Call. Click. Connect.

[Burlleson 311](#) [Call Center Metrics](#) [Frequently Asked Questions](#)

SIGN DOWN
WHO YOU GONNA CALL?

The BTX311 online portal allows you to view, submit, and track requests 24 hours a day, 7 days a week.

311
CALL-CLICK-CONNECT

Check out the city's BTX311 Call-Click-Connect promotional videos.

MISSED TRASH PICK UP
WHO YOU GONNA CALL?

You can utilize the BTX311 online knowledge base to see trash zones and bulk pickup schedules.

Submit A Request

Submit various service requests using our 311 website.

[SUBMIT REQUEST](#)

About Burlleson 311


Burlleson 311 is a one-stop-shop that allows citizens to report non-emergency issues and request services. Whether by phone call, online or through our app, it serves as a central hub for citizens to get information, request services, and report problems in the community.

"Person I spoke with was very polite and handled the situation quickly and professionally."

Submit a Service Request

SUGGESTED REQUESTS


 Unkept Tall Grass/Weeds

 General Code Concern

 Barking Dog/Noisy Animal

 Sidewalk Repair Concern

 Street Repair Concern

 Inoperable/Junk Vehicle - On Street

 Additional or Replacement Recycling Cart

 Tree Limbs or Debris in Street

 Park Maintenance Concern


 Miscellaneous Concerns

 Meter Leak


 General Solid Waste Request

ALL REQUESTS

examples: pothole, trash, noise, 23-00000100...

 Animal Services

 Code Compliance













 Environmental Services

 General Government



ALL REQUESTS

examples: pothole, trash, noise, 23-00000100...

-  Animal Services
-  Code Compliance
-  Environmental Services
-  General Government
-  Parks and Recreation
-  Police Department
-  Solid Waste
-  Streets
-  Traffic
-  Utility Customer Service
-  Wastewater
-  Water

Submit General Request




🔍 Search Service Requests

examples: pothole, trash, noise, 23-00000100...

 Animal Services

 Code Compliance


 Environmental Services


 General Government

 Parks and Recreation

 Police Department

Select a Service Request


 Cemetery Concern

 Park Maintenance Concern

 Solid Waste

 Streets

 Traffic

 Utility Customer Service

 Wastewater

 Water

Search Service Requests

examples: pothole, trash, noise, 23-00000100...

 Animal Services

 Code Compliance

 Environmental Services

 General Government

 Parks and Recreation


 Police Department

Select a Service Request

 Cemetery Concern

 Park Maintenance Concern

 Solid Waste

 Streets

 Traffic

 Utility Customer Service

 Wastewater

 Water



Item A.

Park Maintenance Concern

Use this service request to report maintenance concerns in city parks (such as graffiti, damaged playground equipment, tree or tree limb issues, unkept restrooms, etc.) to the Parks and Recreation Department. Park maintenance concerns are typically responded to within 1 business day.



DEPARTMENT

Parks and Recreation



RESOLUTION ESTIMATE

3 Business Days


Request This Service

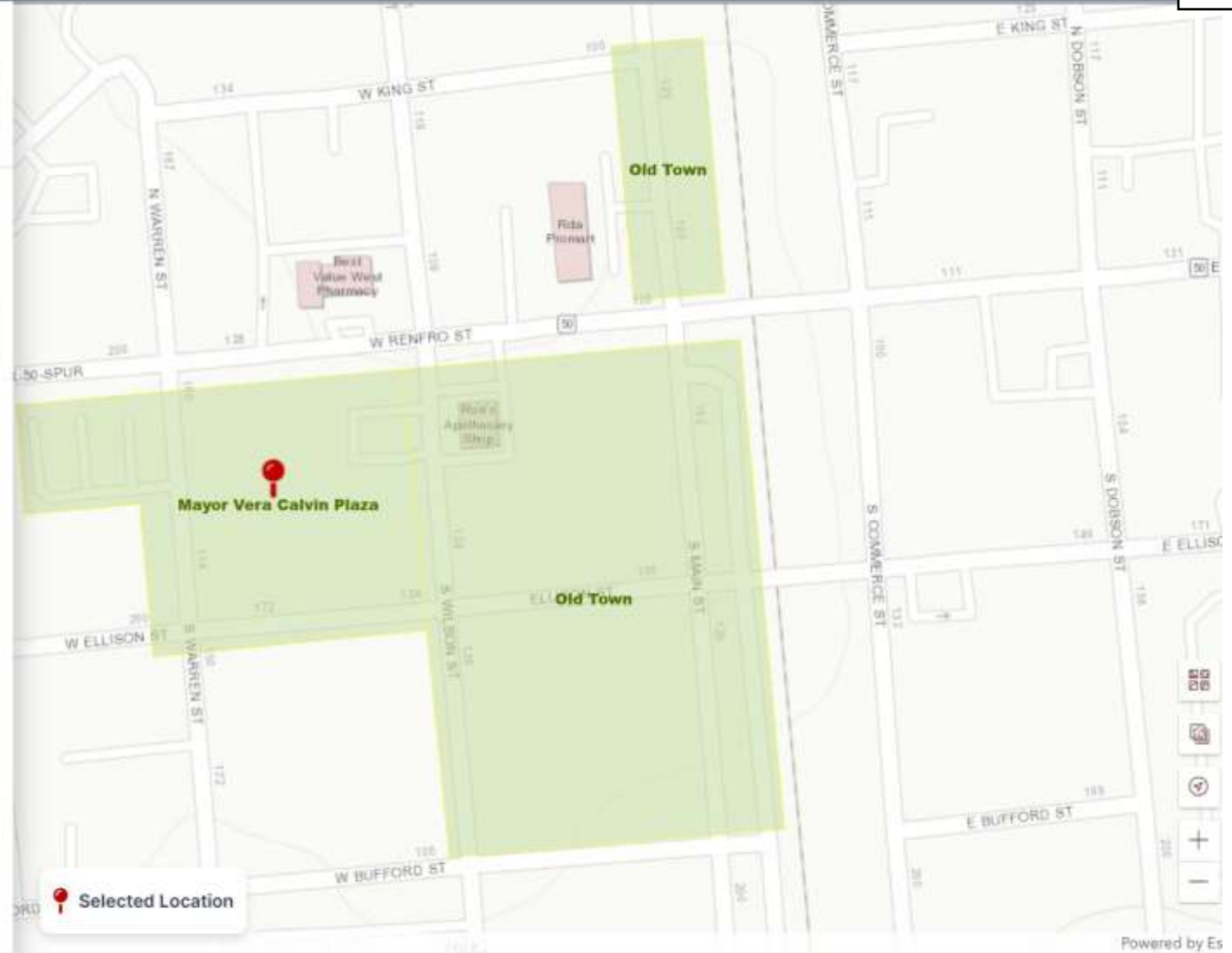


Item A.

Search for locations or select them on the map.

Selected location:

 141 W RENFRO ST, BURLESON, 76028 ✕



Powered by Es

Cancel

Previous

Continue →



Item A.

QUESTION 1*

Is this request an emergency?

Yes	<input checked="" type="radio"/>
No	<input type="radio"/>

Next ↓

QUESTION 2*

What is your maintenance concern related to?

Select an option ▼

Next ↓

Cancel

Previous

Continue →



How can we reach you?

Please provide an email address that can be verified to Complete the Service Request submission.

First Name	Last Name
<input type="text" value="John"/>	<input type="text" value="Doe"/>
Email	Phone Number
<input type="text" value="john@example.com"/>	<input type="text" value="(XXX) XXX-XXXX"/>

Cancel

Previous

Skip

Continue →



Verify your Service Request details. Select any item to edit.

Service Type



Park Maintenance
Concern

Location



Attachments

not provided



Search Service Requests

Open **By Everyone** **Till Today** **Sort**

Submitted 15 minutes ago



OPEN (24-00017380)
Inoperable/Junk Vehicle - On Street
918 AZALEA CT, BURLESON, 76028
Submitted 24 minutes ago

OPEN (24-00017378)
Mosquito Control Concern
717 JUDITH ST, BURLESON, 76028
Submitted 1 hours ago

OPEN (24-00017377)
Water Turn On/Off
933 WALNUT ST, BURLESON, 76028
Submitted 1 hours ago

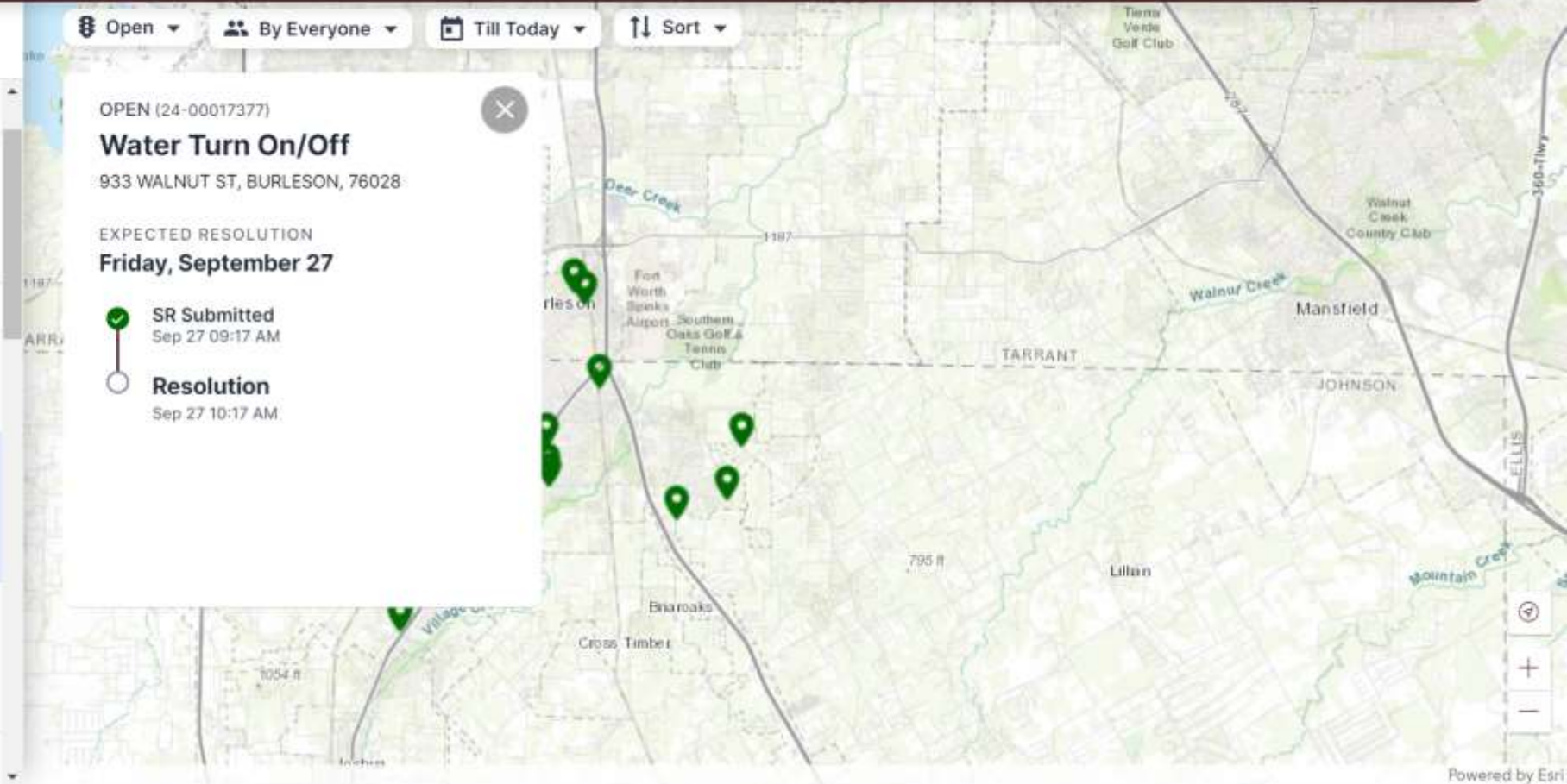
OPEN (24-00017365)
Park Maintenance Concern
KERR M.S.
Submitted 3 hours ago [Back to top](#)

THE CITY OF BURLESON OPEN (24-00017327)

OPEN (24-00017377)
Water Turn On/Off
933 WALNUT ST, BURLESON, 76028

EXPECTED RESOLUTION
Friday, September 27

- SR Submitted**
Sep 27 09:17 AM
- Resolution**
Sep 27 10:17 AM



Powered by Esri

BTX 311 Stats

- Top 5 requests:
 - High Grass/Weeds
 - Missed Solid Waste
 - Meter Leak
 - Street Repair Concern
 - General Code Concern
- First Call Resolution: 87.1%
- Total inbound calls: 29,347
- Average Hold Time: 15.56 seconds



Benefits of BTX 311

- A single, easy-to-remember phone number for non-emergency inquiries, giving citizens quick access to government services and information.
- Enhances customer service through transparency, tracking, communication, accountability, reduced wait times, and streamlined issue reporting.
- Centralizes internal processes to boost efficiency, accuracy, and response times.
- Data gathered helps the City make more informed decisions about resource allocation to enhance and improve city services.



Questions or Comments?



Park Board

DEPARTMENT: Parks and Recreation

FROM: Jen Basham, Director of Parks and Recreation

MEETING: November 14, 2024

SUBJECT:

Receive the October 2024 Department Update Presentation (Staff Contact: Jen Basham, Director of Parks and Recreation)

SUMMARY:

Departmental updates regarding parks, recreation, and golf.

OPTIONS:

RECOMMENDATION:

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

FISCAL IMPACT:

STAFF CONTACT:

Jen Basham
Director of Parks and Recreation
jbasham@burlesontx.com
817-426-9201



Departmental Updates

November 2024 - Park Board



DOGS AND DONUTS - 175



LATIN ZUMBA NIGHT - 140



FALL FEST AT THE FARM - 1,610



FOUNDER'S DAY - 2,000



BOO BASH - 10,000



BTX BEATS - 750



THE GREAT PUMPKIN

MILITARY VETERANS TRIBUTE

TOOK PLACE ON
NOVEMBER 9



FAR OUT FAMILY CAMP OUT

TOOK PLACE ON NOVEMBER 9

Item B.



UPDATE

PROGRAMS & ATHLETICS

October Recap:

Gymnastics (32)

Women's Self-Defense (6)

Pickleball (14)

Sporties for Shorties (3)

Homeschool P.E. (34)

School Break Fun Camp (17)

Happening This Month:

BTX Night Hike - November 7

Volleyball & Flag Football - Begins
October 14



Item B.

UPDATE

RUSSELL FARM

October Recap:

Canning (16)

Open Art Studio (29)

Red Chair Lecture (40)

Gardeners (55)

Story Time (68)

Ag Day (325)

Boren Home Tours (100)

Happening This Month:

Adult Canning Class - November 16

Color Your Autumn Like a Pro -
November 16



Item B.



RUSSELL FARM PROJECTS

Item B.

SHEEP BARN

This structure needs to be torn down and completely re-built.

UPDATE:

Demo is complete and the rebuild has begun

BOREN HOUSE

Laundry Room Floor Repair

HVAC Unit Replacement

Roof & Ceiling Repair

Mold Remediation

Sidewalk Repair

COMMUNITY GARDEN

French Drains -
Troubleshoot & Repair

DAIRY BARN

Restroom Floor Repair

Dead Tree Removal

Secure Flagstone

GROUNDS

Fencing Repair

Entry/Exit - Add
Headwall

Maingate - Replace
Security Panel

THE CITY OF
BURLESON
TEXAS
Parks and
Recreation

**Can grow 1
foot in 1 week**

**The Mow
You Know**

Item B.

COMMUNITY ENGAGEMENT

Facebook Followers: 19,164 (123 increase) -
Instagram Followers: 1,889 (33 increase)

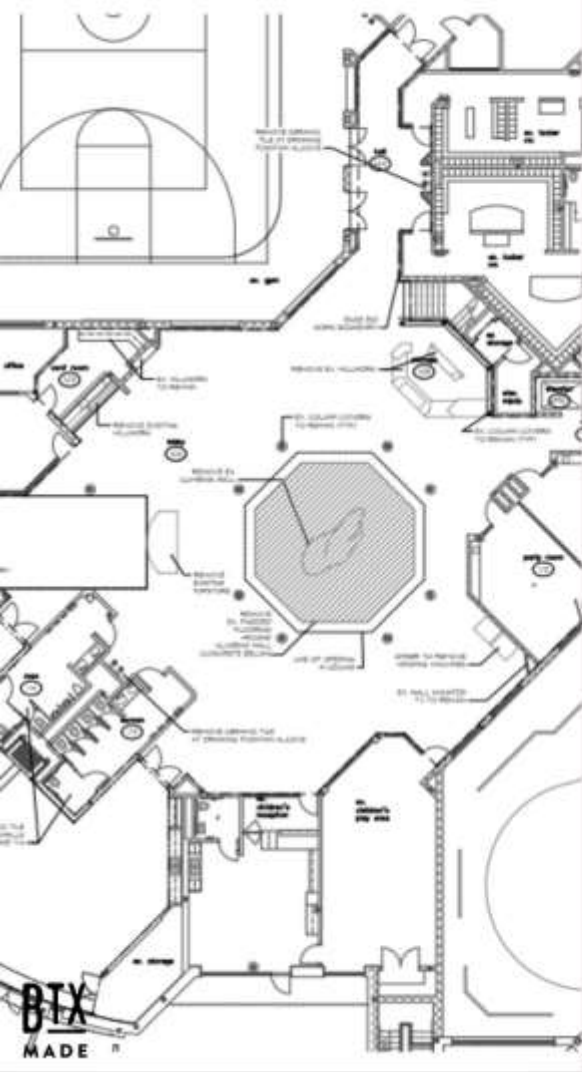
Listen to our podcast, 'A Walk in the Park,' on
Spotify!

Facebook Highlight - The Mow You Know

Post Reach: 32,313

Post Impressions: 32,313

57



BRICK PROJECTS

Item B.

LOBBY REMODEL
CONSTRUCTION:
November 17, 2024

HVAC
CONSTRUCTION:
SPRING 2025

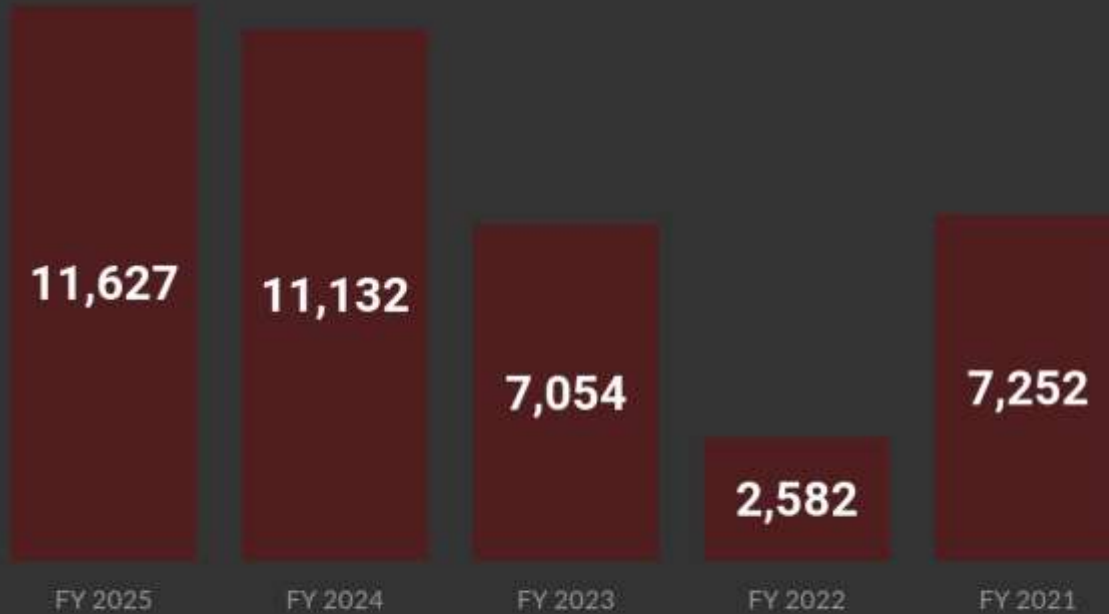
DEHUMIDIFICATION
SYSTEM
CONSTRUCTION:
FALL 2025

INDOOR POOL
REPLASTER
CONSTRUCTION:
FALL 2025

INDOOR POOL
SAND FILTERS
CONSTRUCTION:
FALL 2025

MEETING ROOM AV
& WOMENS
LOCKERS
CONSTRUCTION:
Meeting Rooms:
November 11, 2024

BRICK MEMBERSHIPS - MONTH OF OCTOBER



Item B.

ALL PROGRAMS - OCTOBER

Item B.

2023

861

PARTICIPANTS

2024

825

PARTICIPANTS



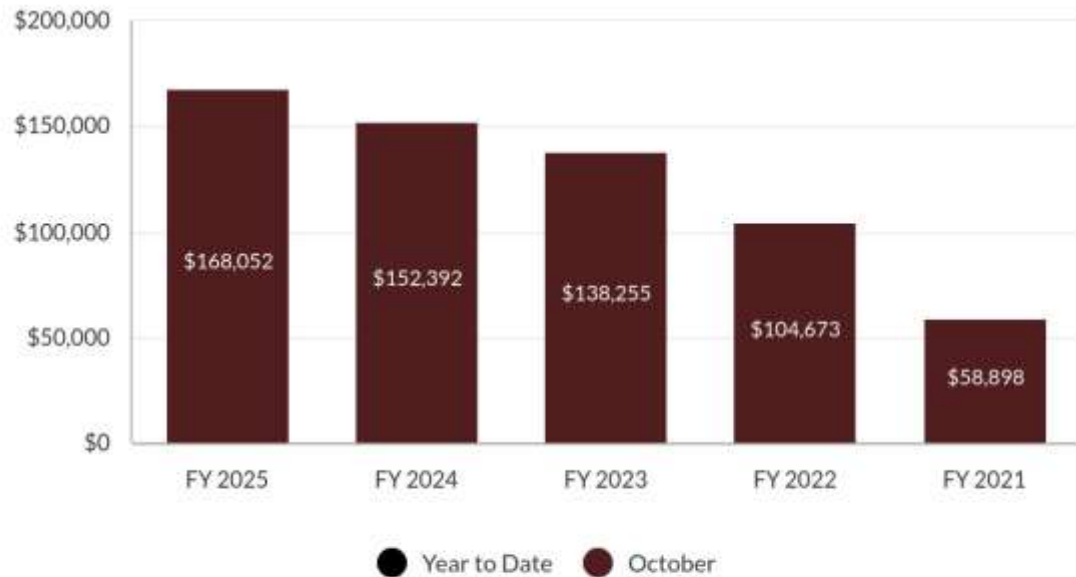
60



BRICK REVENUE

Item B.

This chart reflects revenue for the current month as well as year to date (New Fiscal Year began October 1, 2024).



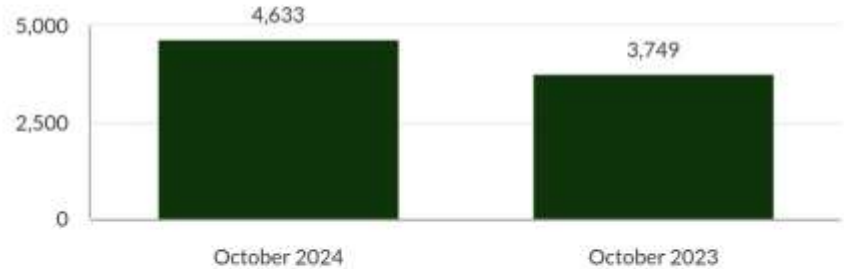
Hidden Creek Golf Course- October Comparisons

Item B.

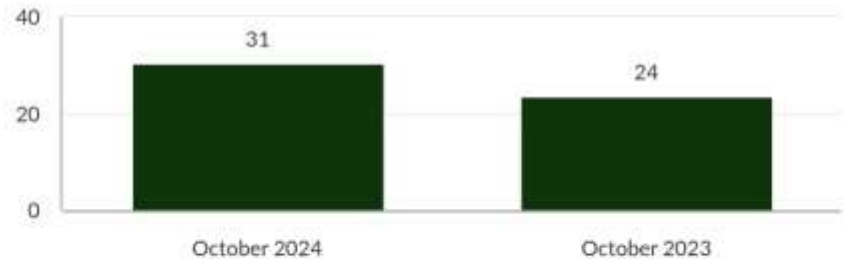
October Revenue



Rounds Played in October



Playable Days * updated criteria with partial days



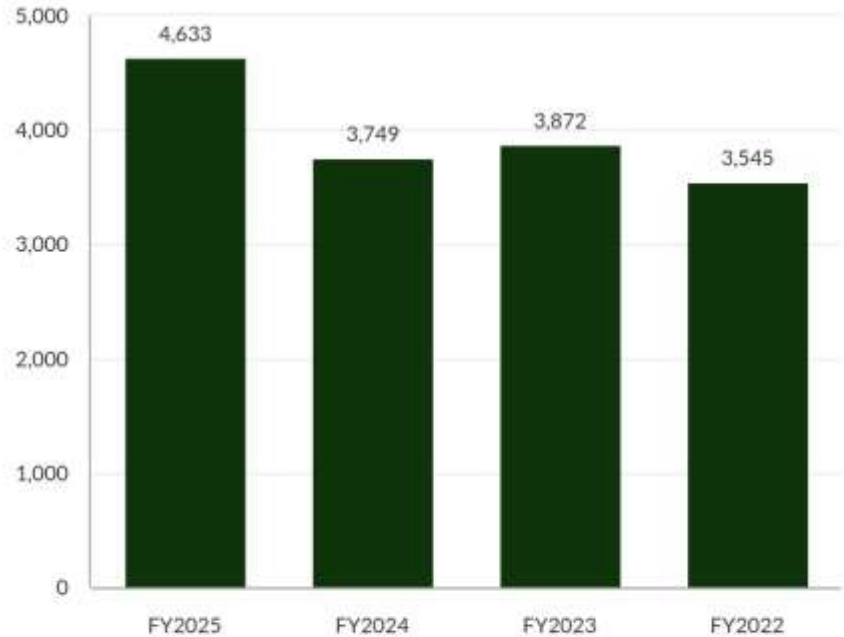
Hidden Creek Golf Course- Year to Date

Item B.

Revenue YTD October -October



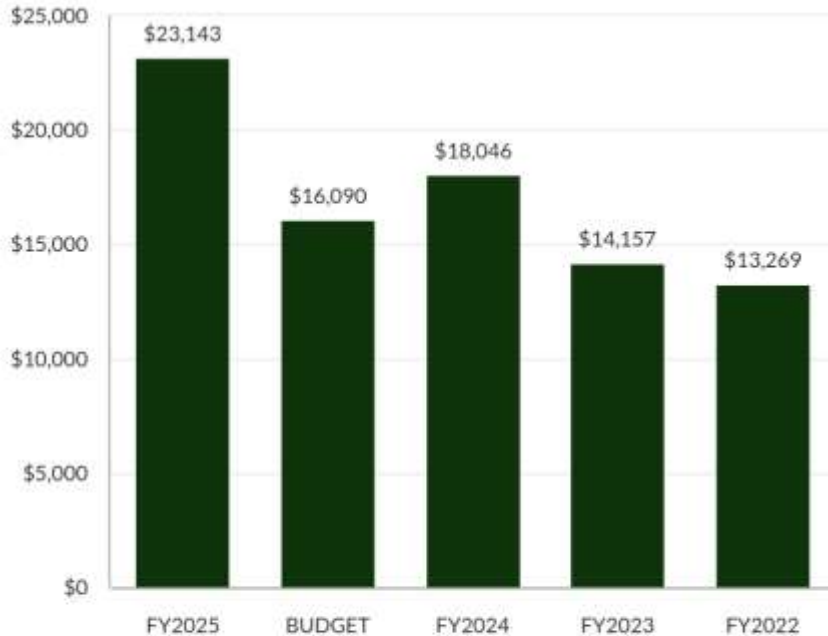
Rounds Played YTD October- October



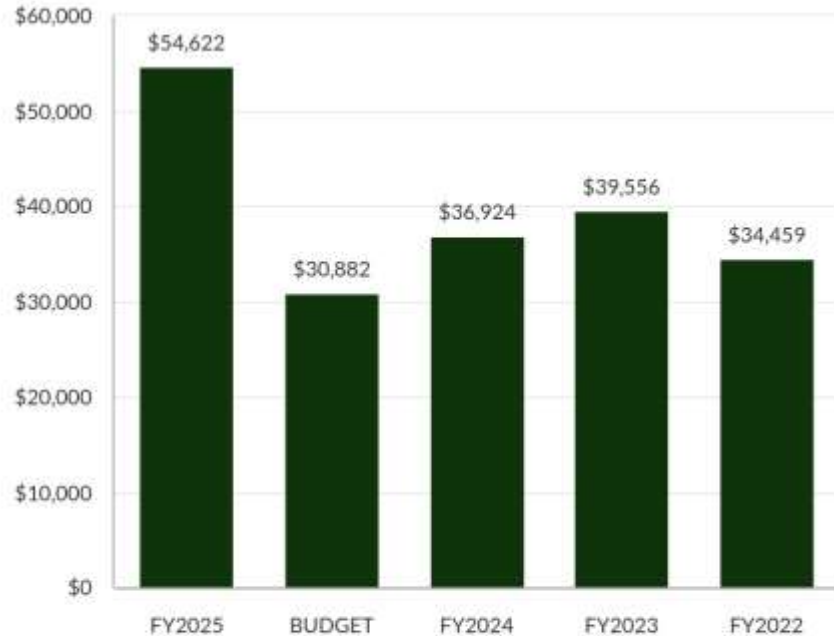
Hidden Creek Golf Course- Pro Shop and FB Revenue Year to Date

Item B.

Pro Shop Revenue YTD October - October



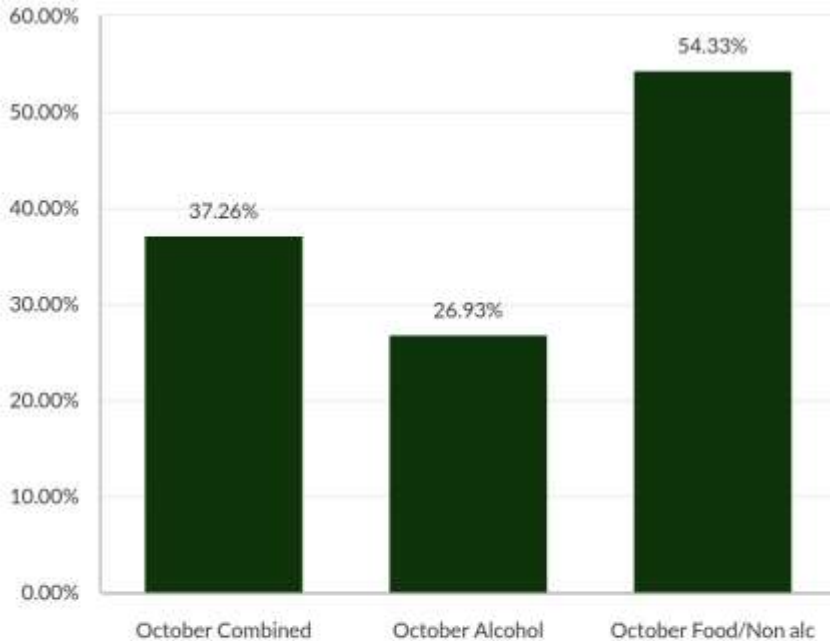
Food and Beverage Revenue YTD October - October



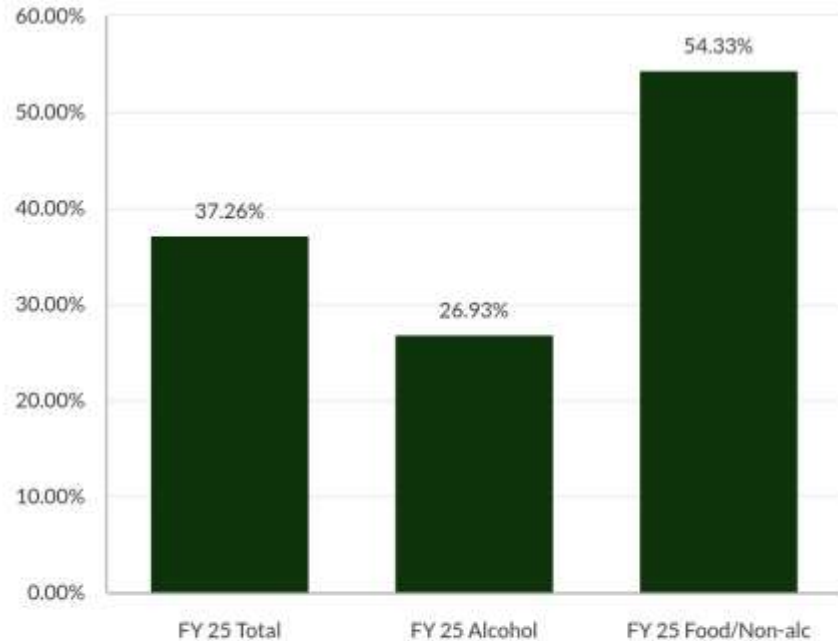
Hidden Creek Golf Course- Food and Beverage Cost of Sales Percentages

Item B.

Food and Beverage Cost of Sales % by Department



Food and Beverage Cost of Sales % Combined YTD

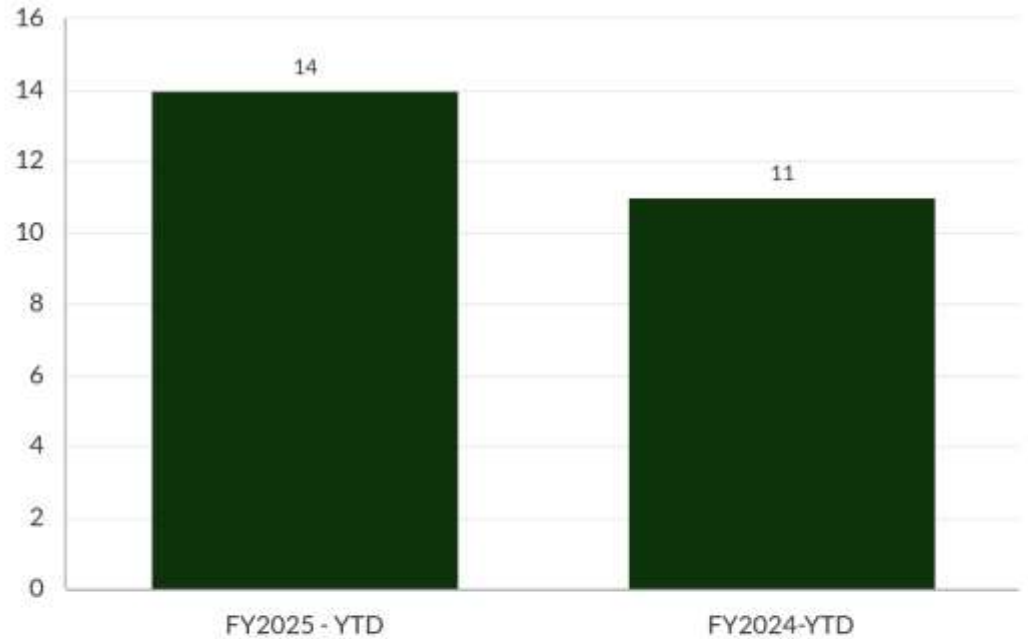


Hidden Creek Golf Course- Tournaments

Item B.



Tournaments YTD

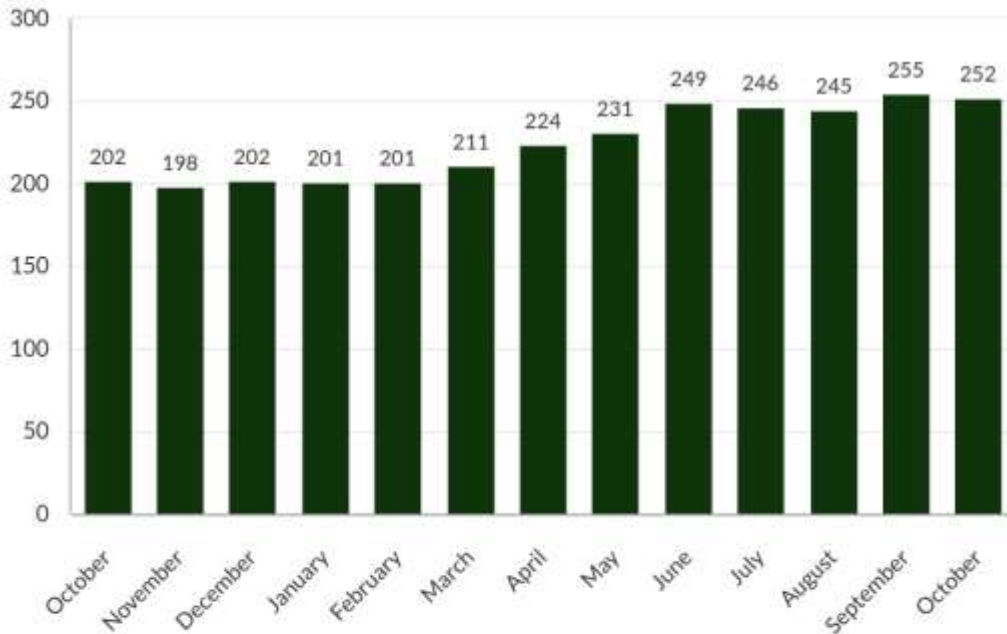


Golf-Memberships

— 252 Current Members

Item B.

Players Club



67



BAILEY LAKE DREDGING



Item B.

**OAK VALLEY SOUTH
CONNECTOR TRAIL**



CEDAR RIDGE PARK



**CHISENHALL TURF
CONVERSION**



NOW OPEN!

**OAK VALLEY
RESTROOM**

FY24 PARKS CAPITAL PROJECT COMPLETIONS

PARKS - CAPITAL PROJECTS UPDATES

Item B.



MEADOWCREST PARK

*CONSTRUCTION:
IN PROGRESS*

SCOTT STREET TRAILHEAD IMPROVEMENT

*CONSTRUCTION:
IN PROGRESS*

PARKS MASTER PLAN

*SURVEY ANALYSIS:
IN PROGRESS*

SHANNON CREEK NATURE PARK

*BIDDING -
JANUARY 2025*

CENTENNIAL PARK

IN PRODUCTION

PUBLIC ART MASTERPLAN

*COMMUNITY
ENGAGEMENT*



PARKS - CAPITAL PROJECTS UPDATES

Item B.

COMMUNITY PARK
DESIGN

GREEN RIBBON
DESIGN

70

DIVISION RE-ORGANIZATION & PROMOTIONS

Item B.



DANIEL SHAFER

7 YEARS WITH CITY OF BURLESON
PARKS AND ATHLETICS MANAGER



TJ ARTHUR

16 YEARS WITH CITY OF BURLESON
PARKS SUPERINTENDENT



ZACH JAMES

2 YEARS WITH CITY OF BURLESON
ATHLETIC SUPERVISOR

PARK OPERATIONS

Item B.

PLAYGROUND INSPECTIONS

34

1 MINOR REPAIRS:

- WARREN PARK – SWING REPAIR

GRAFFTI ABATEMENTS

10

HEBERLE PARK; HEBERLE TRAIL; ROBERT JOSEPH PARK (2); MEADOWCREST (2); CEDAR RIDGE PARK; CINDY PARK (3); CLAUDIA'S PLAYGROUND



UPCOMING: WINTER PROJECTS TRANSITION

Feedback?

NOVEMBER 2024



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
					1 Russell Farm Storytime Kung Fu	2 Russell Farm Open Art
3	4 Sports 101 Sporties for Shorties Women's Self Defense Adult Softball & Basketball	5 Homeschool PE Open Play Pickleball Archery Adult Softball Gymnastics	6 Sporties for Shorties	7 Homeschool PE Adult Softball BTX Night Hike Gymnastics	8 Open Play Pickleball Russell Farm Storytime	9 Military Veteran's Tribute Family Camp Out Russell Farm Open Art
10	11 Sports 101 Sporties for Shorties Adult Softball & Basketball	12 Homeschool PE Open Play Pickleball Homeschool Day at RF Archery Adult Softball Gymnastics	13 Sporties for Shorties	14 Homeschool PE Adult Softball Gymnastics	15 Open Play Pickleball Russell Farm Storytime	16 Russell Farm Open Art, Art Class, & Adult Canning Class
17	18 Sports 101 Sporties for Shorties Adult Softball & Basketball	19 Homeschool PE Open Play Pickleball Archery Adult Softball & Volleyball Gymnastics	20 Sporties for Shorties	21 Homeschool PE Adult Softball & Flag Football Gymnastics	22 Open Play Pickleball Russell Farm Storytime	23 Russell Farm Open Art
24	25 Sporties for Shorties Adult Softball & Basketball	26 Open Play Pickleball Archery Adult Softball & Volleyball	27 Sporties for Shorties	28 CLOSED FOR THANKSGIVING	29 Open Play Pickleball Russell Farm Storytime	30 Russell Farm Open Art
Thanksgiving Break Mini Fun Camp						