
Live Stream at <https://www.burlesontx.com/watchlive>

City Hall Council Chambers, 141 W. Renfro, Burleson, TX 76028

1. **CALL TO ORDER**

2. **CITIZENS APPEARANCES**

Each person in attendance who desires to speak to the City Council 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 City Council. Each speaker will be allowed three (3) minutes.

Please note that City Council 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 and take possible action amending CSO#5974-10-2025 City of Burleson Alcohol Sales Policy for Chisenhall Sports Complex. (*Staff Contact: Eric Oscarson, Deputy City Manager*)

4. **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. The City Council may reconvene into open session and take action on posted items.

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

5. **ADJOURN**

CERTIFICATE

I hereby certify that the above agenda was posted on this the 7th of November, 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.

City Council Regular Meeting

DEPARTMENT: City Manager's Office
FROM: Eric Oscarson, Deputy City Manager
MEETING: November 17, 2025

SUBJECT:

Consider and take possible action amending CSO#5974-10-2025 City of Burleson Alcohol Sales Policy for Chisenhall Sports Complex. (*Staff Contact: Eric Oscarson, Deputy City Manager*)

STRATEGIC PRIORITY AND GOAL(S):

Strategic Priority	Strategic Goal
 Dynamic & Preferred City Through Managed Growth	2.1.7 Development Sports Tourism We will identify, plan, and execute a strategy for creating a new indoor sports facility, attracting regional events, boosting local tourism, and supporting economic growth.

SUMMARY:

Chisenhall Sports Complex serves both local youth leagues and regional tournaments. With the transition to third-party management under SFC, the City has the opportunity to define clear expectations regarding alcohol sales and service at the facility.

Staff presented and city council approved a policy on October 20, 2025, that balanced community recreation opportunities with youth protection, liability management, and compliance with Texas Alcoholic Beverage Commission (TABC) regulations. City Council requested the policy to be brought back to council for further discussion.

Restrictions on Youth Events

- No alcohol sales during regular youth league games or practices.
- No alcohol sales at tournaments/events geared toward children 12 and under.

Sales & Service Standards

- Alcohol sales limited to designated areas approved by the City.
- All servers required to hold valid TABC certification.
- Clear signage and security presence required during alcohol service.

Liability & Indemnification

- SFC to maintain liquor liability insurance with the City named as an additional insured.
- SFC assumes responsibility for alcohol-related claims.
- SFC indemnifies and holds the City harmless.

Oversight & Enforcement

- Policy to be reviewed annually and updated as needed.
- City reserves the right to suspend/revoke alcohol sales authorization.
- Repeated non-compliance could result in termination of the management agreement.

RECOMMENDATION:

Approval

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

Staff presented as part of report and discussion item regarding third party management of Chisenhall Sports Complex of August 18, 2025, Council directed staff to bring forward a policy regarding the sales of alcohol as a separate item for consideration..

Staff presented this item as a report and discussion item to City Council on October 6, 2025.

City Council approved the policy on October 20, 2025.

REFERENCE:

CSO#5974-10-2025

FISCAL IMPACT:

N/A

STAFF CONTACT:

Eric Oscarson
Deputy City Manger
eoscarson@burlesontx.com

burlesontx.com | 817.426.9611 | 141 W Renfro Street, Burleson, Texas 76028

817-426-9201



Alcohol Sales Policy

CITY COUNCIL, NOVEMBER 17, 2025

STAFF CONTACT: ERIC OSCARSON, DEPUTY CITY MANAGER

Background

- **October 6, 2025 – City Council approved the contract for third-party management of Chisenhall Fields with SFM**
- **October 20, 2025 – City Council approved the ordinance on first reading and adopted the policy.**
- **November 3, 2025 – City Council approved the ordinance on final reading. City Council requested to review the policy.**
- **November 17, 2025 - A special-called meeting was requested to reconsider the alcohol policy.**

Purpose & Context

- Establishes responsible guidelines for alcohol sales on City property
- Ensures compliance with TABC and City standards
- Balances community enjoyment with youth protection and public safety

Alcohol Sales Policy

AS ADOPTED ON OCTOBER 20, 2025

Key Restrictions

- **No alcohol during youth league games or practices**
- **No alcohol at tournaments/events where the target market is children 12 and under**
- **Applies to all SFC staff and subcontractors**
- **Compliance monitored by City & SFC**

Sales & Service Standards

- **Sale of alcohol only in City-approved designated areas of the complex**
- **TABC Certification for staff required**
- **Clear signage**

Liability & Insurance

- As part of the main contract with SFC, SFC must carry general and liquor liability insurance
- SFC must list the City as additional insured
- Certificates must be provided annually
- SFC assumes responsibility for alcohol-related claims

Oversight & Annual Review

- Adjustments adopted by Council as needed
- Spot inspections & compliance reviews authorized
- City may suspend/revoke alcohol sales authorization
- Non-compliance the City would issue written notice of default
- Continued violations-termination for cause as outlined in the management agreement
- City reserves sole discretion to permanently prohibit alcohol sales

SFC Pro Forma

No Alcohol Sales

Sponsorship Separated

Revenue	Year 1	Year 2	Year 3	Year 4	Year 5	Item A.
Outdoor Rental Baseball/Softball Tourname	\$225,500	\$304,200	\$420,300	\$485,100	\$52,889	
Outdoor Field Rental	\$105,773	\$109,561	\$96,269	\$101,083	\$111,444	
Gate Fees	\$102,900	\$112,980	\$154,350	\$168,840	\$183,330	
Food & Beverage	\$447,140	\$679,644	\$927,536	\$1,017,352	\$1,107,279	
Hotel Rebates	\$72,797	\$82,854	\$119,253	\$133,141	\$147,030	
Retail	\$25,518	\$27,392	\$34,416	\$36,635	\$38,866	
Total Revenue	\$979,628	\$1,316,632	\$1,752,124	\$1,942,151	\$2,116,834	
Cost of Goods Sold	Year 1	Year 2	Year 3	Year 4	Year 5	
Outdoor Rental Baseball/Softball Tourname	\$22,550	\$30,420	\$42,030	\$48,510	\$52,889	
Outdoor Field Rental	\$5,289	\$5,478	\$4,813	\$5,054	\$5,572	
Gate Fees	\$21,630	\$23,310	\$29,925	\$31,920	\$33,915	
Food & Beverage	\$290,641	\$441,769	\$602,899	\$661,279	\$719,732	
Hotel Rebates	\$0	\$0	\$0	\$0	\$0	
Retail	\$17,863	\$19,175	\$24,091	\$25,645	\$27,206	
Total Cost of Goods Sold	\$357,972	\$520,151	\$703,758	\$772,407	\$839,313	
Gross Margin	\$621,655	\$796,481	\$1,048,366	\$1,169,744	\$1,277,521	
% of Revenue	63%	60%	60%	60%	60%	
Facility Expenses	\$238,393	\$242,872	\$250,692	\$255,483	\$260,326	
Operating Expense	\$424,482	\$438,746	\$478,603	\$500,216	\$520,846	
Management Payroll	\$365,000	\$379,600	\$394,784	\$410,575	\$426,998	
Payroll Taxes/Benefits/Bonus	\$123,537	\$146,549	\$172,924	\$185,490	\$197,659	
Total Operating Expenses	\$1,151,412	\$1,207,767	\$1,297,003	\$1,351,764	\$1,405,829	
EBITDA	(\$529,757)	(\$411,286)	(\$248,638)	(\$182,020)	(\$128,308)	
% of Revenue	-54.1%	-31.2%	-14.2%	-9.4%	-6.1%	
Field Maintenance Equipment Costs	(\$237,740)	\$0	\$0	\$0	\$0	
Operational Set Up Costs	(\$127,000)	\$0	\$0	\$0	\$0	
Replacement and Renovation Costs	(\$25,000)	\$0	\$0	\$0	\$0	
Sponsorship Income (Net)	\$90,000	\$108,000	\$114,000	\$120,000	\$120,000	
Total Net Income	(\$829,497)	(\$303,286)	(\$134,638)	(\$62,020)	(\$8,308)	

Comparison

	Year 1		Year 2		Year 3		Year 4		Year 5	
Annual	IN-HOUSE	SFC	IN HOUSE	SFC	IN HOUSE	SFC	IN HOUSE	SFC	IN HOUSE	SFC
Revenue	\$277,443	\$979,628	\$285,766	\$1,316,632	\$294,339	\$1,752,124	\$303,169	\$1,942,151	\$312,264	\$2,116,834
Expenditures	\$617,244	\$1,509,384	\$602,322	\$1,727,918	\$643,447	\$2,000,761	\$643,447	\$2,124,171	\$665,236	\$2,245,142
One Time		\$389,740								
PPF Contribution	\$339,802	\$919,496	\$316,556	\$411,286	\$349,107	\$248,637	\$340,277	\$182,020	\$352,972	\$128,308
Percentage of Cost Recovery	45%	52%	47%	76%	46%	88%	47%	91%	47%	94%

5 YEAR PPF SUBSIDY	
In-House	\$1,698,714
SFC	\$1,889,747
Difference	-\$191,033
*Sponsorship	\$552,000
**Alcohol	\$360,296
Difference	\$721,263

*Sponsorship revenue will be set aside for future Capital Improvements

**If alcohol sales are approved in a limited capacity, this would be the net revenue.

Additional Information

- **Additional net revenues were based on sales at events catered to those 13 and up**
 - \$360,296 over 5 years
- **10% of Tournaments and Special Events would qualify under the current policy**

Questions for Staff

Council Discussion and Direction

CSO #5974-10-2025 - City of Burleson**Alcohol Sales Policy for Chisenhall Sports Complex**

(Third-Party Management by Sports Facilities Company)

1. Purpose

This policy establishes clear and enforceable guidelines for the sale and service of alcoholic beverages at Chisenhall Sports Complex (“Complex”), under the management agreement between the City of Burleson (“City”) and Sports Facilities Company (“SFC”). The policy is designed to protect youth participants, promote responsible consumption, safeguard the public, and preserve the City’s authority to regulate alcohol service on municipal property.

2. Authorization of Sales

- Alcohol sales may only be conducted by SFC or its approved subcontractors in strict compliance with all applicable state and local laws, including Texas Alcoholic Beverage Commission (TABC) regulations.
- The location, hours, and method of alcohol sales shall be reviewed and approved by the City.
- SFC must ensure that all alcohol vendors carry valid TABC permits and all employees involved in alcohol service are TABC certified.

3. Restrictions on Youth Events

- No alcohol sales are permitted during regular youth league games or practices.
- No alcohol sales are permitted at tournaments, events, or activities primarily geared toward youth 12 and under.
- SFC shall establish written procedures and staff training to identify restricted events and ensure suspension of alcohol service during those times.

4. Sales & Service Standards

- Alcohol may only be sold and consumed in designated areas approved by the City.
- SFC shall implement reasonable controls to prevent excessive consumption, underage sales, or service to intoxicated patrons.
- Signage stating “No alcohol sales to minors or intoxicated persons” and “Please drink responsibly” must be clearly displayed at all points of sale.

- Security and monitoring procedures must be in place during all events where alcohol is sold.

5. Liability & Insurance

- SFC shall maintain general liability insurance, liquor liability insurance, and any additional coverage required by the City in amounts specified in the management agreement.
- The City shall be named as an additional insured on all applicable insurance policies. Certificates of insurance must be provided to the City annually and upon request.
- SFC assumes all responsibility for claims, damages, or losses arising from or related to the sale, service, or consumption of alcohol at the Complex.

6. Indemnification

- SFC shall indemnify, defend, and hold harmless the City, its officers, employees, agents, and representatives from any and all claims, damages, liabilities, costs, and expenses (including attorney's fees) arising out of or related to the sale, service, or consumption of alcohol at the Complex.
- This indemnification obligation shall survive termination of the management agreement.

7. Policy Review & Oversight

- This policy shall be reviewed annually by the City and SFC to ensure effectiveness, compliance, and community alignment.
- Any recommended modifications will be presented to the City Council for consideration and adoption.
- The City reserves the right to conduct spot inspections and compliance reviews at any time.

8. Enforcement & Termination

- If SFC fails to comply with this policy or applicable laws/regulations, the City reserves the right to:
 - Suspend or revoke authorization for alcohol sales at the Complex; and/or
 - Issue a written notice of default under the management agreement.
- Failure to correct noncompliance after written notice may result in termination of the management agreement for cause, without penalty to the City.

- The City may, at its sole discretion, permanently remove the ability to sell alcohol at the Complex if it determines that alcohol sales are not in the best interest of the community.

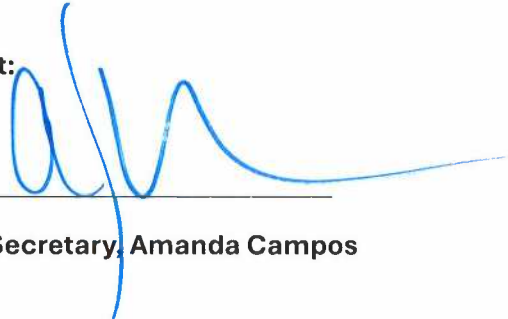
9. Effective Date

This policy shall take effect upon approval by the Burleson City Council and shall remain in effect until amended, superseded, or repealed.

Passed and Approved this 20th Day of October, 2025


Mayor, Chris Fletcher

Attest:


City Secretary, Amanda Campos

