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## City Council Regular Meeting

**DEPARTMENT:** Parks and Recreation  
**FROM:** Jen Basham, Director of Parks and Recreation  
**MEETING:** August 18, 2025

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**SUBJECT:**

Consider and take possible action on an amendment for the Burleson Independent Soccer Association contract (Staff Contact: Jen Basham, Director of Parks and Recreation)

**SUMMARY:**

The City entered into an agreement with the Burleson Independent Soccer Association (BISA) on May 14, 2021, granting BISA operational and scheduling control of the soccer complex through May 2026. Under the current terms, BISA is responsible for maintenance of the complex while the City covers utilities. BISA pays no fees to the City for league or tournament use, and retains 100% of concession and event revenue.

Staff has reviewed the agreement to ensure alignment with City operational priorities and equitable cost sharing. The proposed amendment incorporates prior modifications, defines seasonal and tournament reservation terms, clarifies scheduling rights, and reassigns maintenance responsibilities.

Proposed Amendment Highlights

- Administrative Changes
- Consolidates all prior and current amendments into one agreement.
- Introduces defined terms for fall season reservation, spring season reservation, and tournament reservation.
- Clarifies the non-exclusive nature of field use—City may approve other leagues or tournaments outside of BISA's reserved seasons.

Financial Terms

- BISA to pay the City \$56,000 annually, split into two payments of \$28,000 prior to each season.
- BISA retains 100% of league, tournament, and concession revenue.

### Maintenance Responsibilities

- City: Assumes full responsibility for routine and seasonal maintenance, including irrigation, mowing, weed control, fertilization, aeration, pesticide management, trash can replacement, and structural repairs to buildings, fences, and parking lots. Provides daily restroom cleaning during BISA use.
- BISA: Responsible for daily trash pickup during use, reporting maintenance issues/vandalism, prohibiting vehicles on irrigation components, and returning fields to original condition (normal wear excepted).

### Scheduling and Use

- BISA must provide detailed schedules for all games, practices, and tournaments.
- Mandatory field clearance during lightning system alerts.
- Out-of-town teams directed to Burleson hotels as a first option.

### Operational Controls (No Change)

- BISA continues to manage league registration, coach training, and officiating.
- Authorized to subcontract for officiating and sanctioning organization agreements.

### **RECOMMENDATION:**

Staff recommends approval of the amendment as presented.

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

N/A

### **REFERENCE:**

Insert CSO# if applicable

Insert resolution or ordinance change

### **FISCAL IMPACT:**

Proposed Expenditure/Revenue:

Account Number(s):

Fund:

Account Description:

**STAFF CONTACT:**

Jen Basham, CPRE  
Director of Parks and Recreation  
[jbasham@burlesontx.com](mailto:jbasham@burlesontx.com)  
817-426-9201