
City Council Regular Meeting

DEPARTMENT: Parks and Recreation

FROM: Jen Basham, Director of Parks and Recreation

MEETING: October 20, 2025

SUBJECT:

Consider and take possible action on an ordinance establishing Standards of Care for childcare programs operated by the Parks and Recreation Department. (Final Reading) (*Staff Contact: Jen Basham, Director of Parks and Recreation*)

STRATEGIC PRIORITY AND GOAL(S):

Strategic Priority	Strategic Goal
 Beautiful, Safe, & Vibrant Community	1.1.2 Implementation of Standard Operating Procedures We advance operational excellence by adopting the Texas Fire Chief's Association Best Practices, including comprehensive policies, standard operating procedures, and recognized industry standards. This commitment ensures consistent, high-quality service delivery, enhances safety, and promotes accountability across all fire department operations.

SUMMARY:

Purpose:

To provide basic childcare regulations for recreation activities operated by the Burleson Parks and Recreation Department. This will allow the department to qualify for exemption from the requirements of the Texas Human Resources Code. The childcare programs offered by the Burleson Parks and Recreation Department are not licensed by the State of Texas. These standards of care are adopted by city ordinance pursuant to Section 42.041(b)(14) of the Texas Human Resources Code.

Implementation:

Oversight of all youth service programs will be the responsibility of the Burleson Parks and Recreation Department. Department leadership will supervise overall program components, while designated program and on-site staff will provide direct, day-to-day administration.

Programs:

These standards and regulations apply to all ongoing youth programs offered through the department. Program categories may include, but are not limited to, day camps, sports clinics, arts and cultural programs, agricultural and culinary experiences, and music or performance-based activities.

Additional Information:

Each program location will keep a current copy of the Standards of Care available for both staff and the public. Parents or guardians will also receive a copy prior to the start of the program.

RECOMMENDATION:

Staff recommends approval

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

N/A

REFERENCE:

N/A

FISCAL IMPACT:

N/A

STAFF CONTACT:

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