



ABOUT THIS Quarterly Report

This report has been prepared by the city of Burlison's finance, public works, parks and recreation and community services departments. The quarterly report is intended to provide both internal and external users with information regarding the city's financial position, economic activity, capital improvement project progress and updates on the city-wide strategic plan. This report includes information for the quarter ending June 30, 2021.

- 01 Executive Dashboard:**
This section contains a high level summary of the major operating funds using graphic illustrations and key economic indicators.
- 02 Financial Summary:**
This section reports the performance of the major operating funds of the City.
- 03 Investment Report:**
This section provides a summary of the City's investment portfolio, interest earnings and a brief market outlook.
- 04 Strategic Plan Quarterly Update:**
This section shows the progress of the strategic plan's goals and work plan items, along with detailed updates on associated work plan tasks.
- 05 Capital Improvement Project Update:**
This section provides a summary of the current and upcoming capital improvement projects with maps. Also included are each project's status and progress, an estimated completion date, construction cost and funding sources.
- 06 Parks Capital Improvement Project Update:**
This section provides a summary of the current and upcoming parks capital improvement projects.

SECTION 01

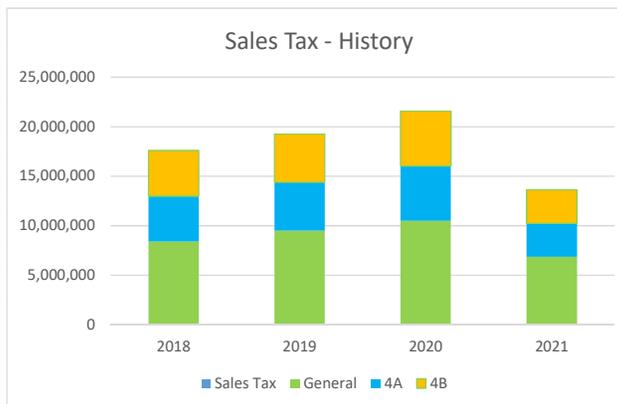
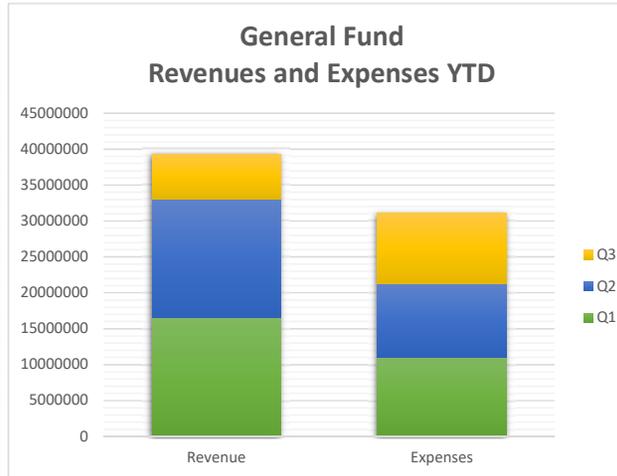
Executive Dashboards

City of Burlison
Quarterly Report
June 2021

Q3

General Fund Executive Dashboard (unaudited)

Description	FY 2020-21 Annual Budget	FY 2020-21 Annual Projections	FY 2020-21 Projections to Budget
Beginning Fund Balance as of 10/1/2020	\$10,995,626	\$13,221,843	
REVENUES			
Ad Valorem Taxes	\$21,828,822	\$21,828,822	100%
Sales Taxes	\$10,288,306	\$12,050,000	117%
Franchise Fees	\$3,492,804	\$3,300,000	94%
Licenses & Permits	\$1,208,000	\$1,538,000	127%
Other Charges for Service	\$896,000	\$896,000	100%
Fines & Forfeitures	\$1,050,000	\$1,050,000	100%
Miscellaneous	\$1,477,952	\$3,323,384	225%
Indirect Cost Transfers	\$2,525,543	\$2,540,543	101%
Other Taxes - PILOT	\$772,262	\$772,262	100%
Revenue Total	\$43,539,689	\$47,299,011	109%
EXPENDITURES			
Personal Service	\$30,627,442	\$30,262,320	99%
Maintenance & Repairs	\$2,521,566	\$2,430,747	96%
Operations, Services	\$3,017,829	\$2,818,965	93%
Material & Supplies	\$2,279,780	\$2,351,031	103%
Capital Outlay	\$663,615	\$699,545	105%
Miscellaneous Expense	\$2,512,200	\$2,226,680	89%
Transfers to IT	\$1,886,946	\$1,889,246	100%
Transfers to Equipment Replacement	\$1,564,410	\$1,564,410	100%
Transfers to Equipment Services	\$394,454	\$394,454	100%
Transfer to Fire Station Land	\$34,000	\$0	0%
Transfer to Internal Service Funds	\$146,381	\$146,381	100%
Total Expenditures	\$45,648,623	\$44,783,779	98%
Net Income (Loss)	(\$2,108,934)	\$2,515,232	
Ending Fund Balance	\$8,886,692	\$15,737,075	



Key Trends

Sales tax projected to be 7% above budget

Sale of property, 130 E. Renfro Street, to 4A Economic Development Fund in the amount of \$1,400,000

Transfer Fund Balance of \$624,000 from ED fund

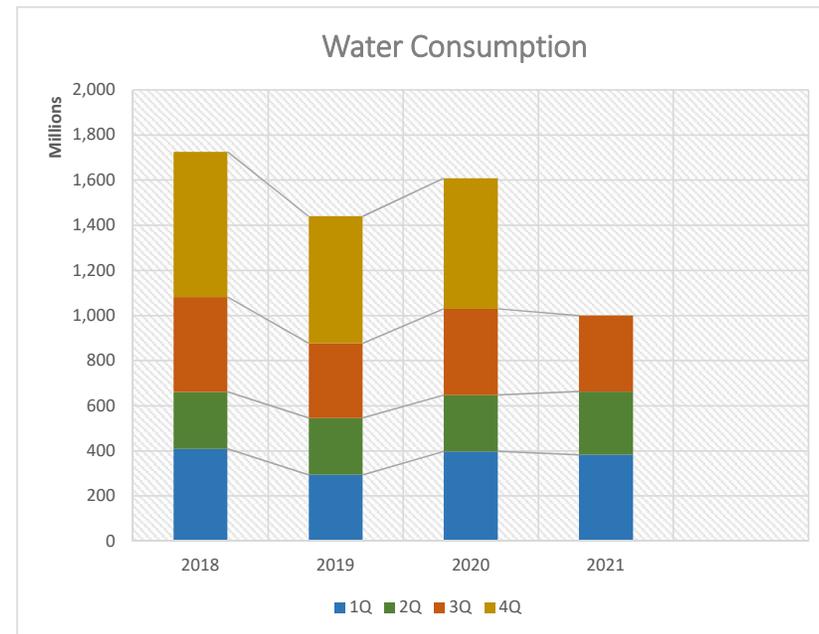
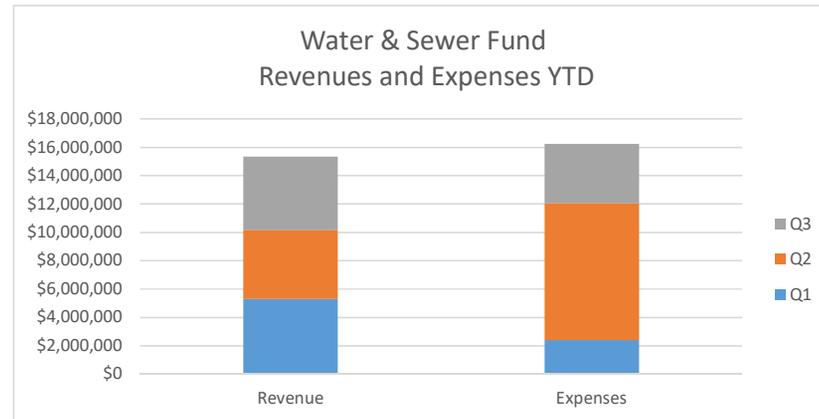
Budget Amendment approved by Council on January 19, 2021 to appropriate \$1,000,000 for reimbursement to Hill College pursuant to a Chapter 380 ED agreement between the City, Hill College and BISD

Budget Amendment approved by Council on June 7, 2021 to appropriate \$425,000 to purchase and install a fire station alerting system.

Q3

Water/Sewer Fund Executive Dashboard (unaudited)

Description	FY 2020-21 Annual Budget	FY 2020-21 Annual Projections	FY 2020-21 Projections to Budget
Beginning Fund Balance as of 10/1/2020	\$8,758,654	\$9,773,851	
REVENUES			
Water Revenue	\$12,035,430	\$12,035,430	100%
Sewer Revenue	\$9,646,140	\$9,646,140	100%
Interest Revenue	\$80,000	\$40,000	50%
Miscellaneous Revenues	\$130,000	\$130,000	100%
Sewer Surcharge	\$260,000	\$300,000	115%
Late Payments	\$408,000	\$408,000	100%
Impact Fee Reimbursements	\$770,000	\$770,000	100%
Transfer to Water/Sewer	\$427,613	\$387,613	91%
Total Revenues	\$23,757,183	\$23,717,183	100%
EXPENDITURES			
Personnel Services	\$2,073,270	\$2,046,739	99%
Franchise Fee	\$881,504	\$881,504	100%
Capital Outlay	\$153,480	\$139,980	91%
Payment in Lieu of Taxes	\$772,262	\$772,262	100%
Operations, Services	\$444,928	\$473,908	107%
Materials & Supplies	\$346,902	\$390,672	113%
Maintenance & Repair	\$245,660	\$245,360	100%
Miscellaneous Expense	\$110,579	\$117,079	106%
Transfer to Equipment Replacement	\$286,414	\$286,414	100%
Transfer to CPF	\$1,750,710	\$1,750,710	100%
Transfer to IT	\$112,677	\$112,677	100%
Transfer to GF	\$1,480,207	\$1,480,207	100%
Transfer to Equipment Services	\$49,515	\$49,515	100%
Sewer Treatment	\$4,351,750	\$3,450,000	79%
Purchase of Water	\$4,467,360	\$4,317,910	97%
Debt Service	\$6,455,024	\$6,289,404	97%
Total Expenditures	\$23,982,242	\$22,804,341	95%
Net Income (Loss)	(\$225,059)	\$912,842	
Ending Fund Balance	\$8,533,595	\$10,686,693	

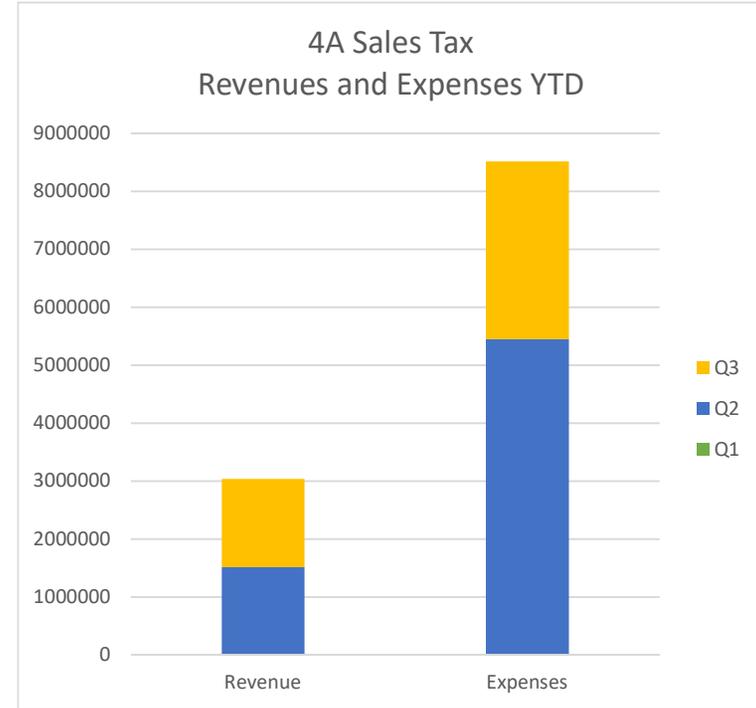


Key Trends
Budget amendment approved by Council in the amount of \$1,150,710 for the Ellision Street Project.

Q3

4A Sales Tax Fund Executive Dashboard

Description	FY 2020-21 Annual Budget	FY 2020-21 Annual Projections	FY 2020-21 Projections to Budget
Beginning Fund Balance as of 10/1/2020	\$6,994,147	\$7,793,092	
REVENUE			
4A Sales Tax	\$5,086,472	\$5,950,000	117%
Interest	\$25,000	\$25,000	100%
Miscellaneous Revenue	\$155,625	\$668,200	429%
Total Revenues	\$5,267,097	\$6,643,200	126%
EXPENDITURES			
Personnel Services	\$255,658	\$268,634	105%
Operations, Services	\$194,385	\$194,385	100%
Miscellaneous Expense	\$111,021	\$111,021	100%
Materials & Supplies	\$38,250	\$50,107	131%
Maintenance & Repair	\$25,000	\$25,000	100%
Economic Development Incentive (380)	\$828,000	\$624,360	75%
Business Retentions	\$55,000	\$55,000	100%
Capital outlay	\$5,900,000	\$5,900,000	100%
Transfer Out- BOF	\$60,000	\$60,000	100%
Transfer to GF-Adm Services	\$256,118	\$256,118	100%
Transfer to CPF	\$2,045,760	\$2,045,760	100%
Transfer to IT	\$9,168	\$9,168	100%
Debt Service	\$2,393,731	\$2,393,731	100%
Total Expenditures	\$12,172,091	\$11,993,284	99%
Net Income (Loss)	(\$6,904,994)	(\$5,350,084)	
Ending Fund Balance	\$89,153	\$2,443,008	



Key Trend:

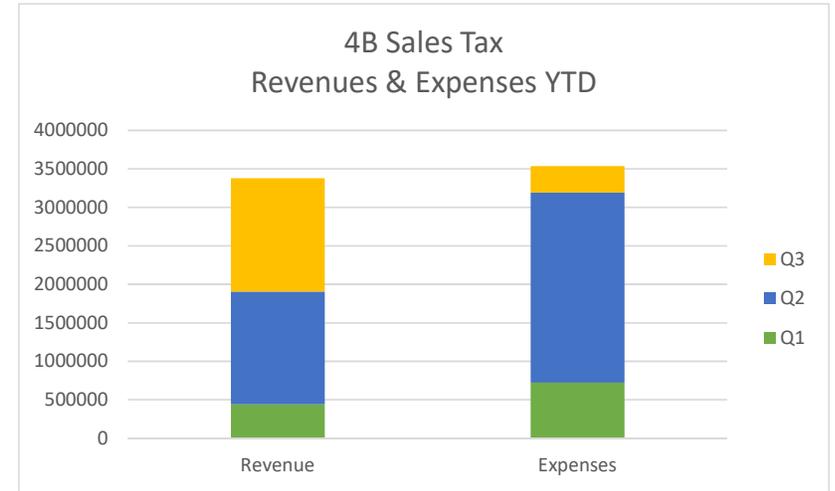
Sales Tax projected to to be 12% above prior year and 17% above budget

Council approved budget amendment to increase appropriations to purchase land, 520 E Renfro St. for \$1,400,000 on Jan. 19, 2021; and to purchase appr. 91 acres unimproved property for \$4,200,000 and appr. 14 acres of real property for \$300,000 on Jun. 7, 2021.

Q3

4B Sales Tax Fund Executive Dashboard (unaudited)

Description	FY 2020-21 Annual Budget	FY 2020-21 Annual Projections	FY 2020-21 Projections to Budget
Beginning Fund Balance as of 10/1/2020	\$3,297,999	\$4,606,638	
REVENUES			
4B Sales Tax	\$5,086,473	\$5,950,000	117%
Interest	\$25,000	\$7,000	28%
Miscellaneous Revenue	\$0	\$0	NA
Total Revenues	\$5,111,473	\$5,957,000	117%
EXPENDITURES			
Debt Services Costs	\$1,851,225	\$1,844,545	100%
Transfer Out-Park Performance Fund	\$3,361,387	\$2,975,645	89%
Transfer Out-Golf Debt Service	\$362,078	\$362,078	100%
Transfer Out-Golf Operations Assistance	\$784,914	\$784,554	100%
Transfer Out- Admin Service	\$0	\$15,000	#DIV/0!
Maintenance & Repair	\$370,000	\$420,000	114%
Operations	\$3,500	\$3,500	100%
Total Expenditures	\$6,733,104	\$6,405,322	95%
Net Income (Loss)	(\$1,621,631)	(\$448,322)	
Ending Fund Balance	\$1,676,368	\$4,158,316	



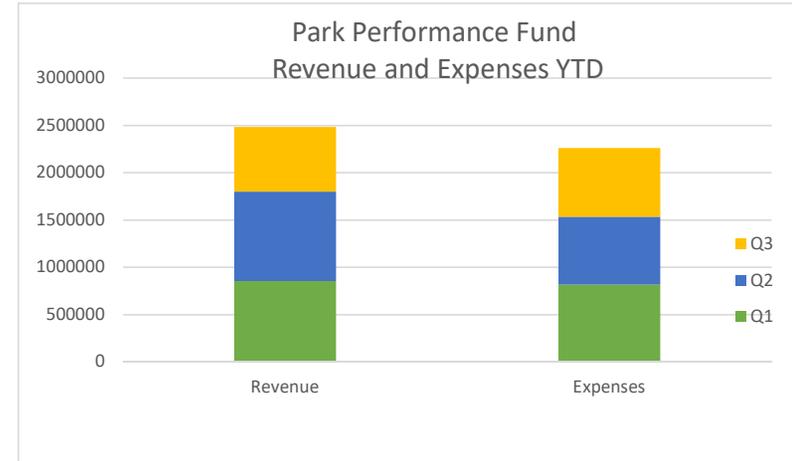
Key Trend:

Sales Tax projected to be 12% above prior year and 17% above budget

Q3

Park Performance Fund Executive

Description	FY 2020-21 Annual Budget	FY 2020-21 Annual Projections	FY 2020-21 Projections to Budget
Beginning Fund Balance	\$0	\$0	
REVENUES			
Transfer In - 4B Sales Tax & ERF Gov	\$3,361,387	\$2,975,645	89%
Recreation Memberships & fees	\$1,185,022	\$1,069,472	90%
Miscellaneous	\$5,000	\$220,000	4400%
Investment Income	\$1,946	\$700	36%
Total Revenues	\$4,553,355	\$4,265,817	94%
EXPENDITURES			
Personnel Services	\$2,507,828	\$2,415,748	96%
Materials & Supplies	\$603,085	\$581,515	96%
Maintenance & Repair	\$335,302	\$301,302	90%
Operations, Services	\$209,373	\$187,724	90%
Capital Outlay	\$354,350	\$295,666	83%
Transfer to IT	\$75,684	\$75,684	100%
Transfer to Equipment Replacement	\$88,586	\$28,541	32%
Miscellaneous Expense	\$26,300	\$26,790	102%
Transfer to GF for Admin	\$345,668	\$345,668	100%
Transfer to Equipment Service	\$7,179	\$7,179	100%
Total Expenditures	\$4,553,355	\$4,265,817	94%
Net Income (Loss)	\$0	\$0	
Ending Fund Balance	\$0	\$0	



Key Trends
 Transfer \$215,000 from Equipment Replacement Fund due to excess contributions.

SECTION 02

Financial Summary

City of Burleson
Quarterly Report
June 2021

Q3

General Fund Schedule of Revenues - Budget vs Preliminary Actuals (unaudited)

Description	Prior YTD	Annual Budget	YTD Actuals	YTD Actuals to Budget
Ad Val Taxes - Delinquent	\$97,744	\$110,000	\$136,708	124%
Ad Val Taxes - Pen & Int	\$165,552	\$170,000	\$146,801	86%
Ad Val Taxes- General	\$20,100,033	\$21,548,822	\$21,873,984	102%
Ad Valorem Taxes	\$20,363,329	\$21,828,822	\$22,157,493	102%
Sales Tax	\$5,782,689	\$10,288,306	\$6,859,230	67%
Electric Utility Franchise Fees	\$972,961	\$1,700,000	\$1,021,592	60%
Natural Gas Franchise Fee	\$187,074	\$250,000	\$194,982	78%
Solid Waste Franchise Fee	\$261,638	\$179,812	\$98,091	55%
Solid Waste Internal Serv Franchise	\$0	\$236,488	\$177,366	75%
Telecable Franchise Fees	\$117,074	\$135,000	\$69,279	51%
Telephone Franchise Fees	\$64,589	\$110,000	\$44,967	41%
Water and Sewer Franchise Fees	\$635,700	\$881,504	\$661,128	75%
Franchise Fees	\$2,239,036	\$3,492,804	\$2,267,405	65%
Other Taxes	\$556,920	\$772,262	\$579,197	75%
Code Enforcement	\$19,468	\$10,000	\$21,001	210%
Fire	\$315,000	\$13,000	\$318,000	2446%
Parks Maintenance	\$15,608	\$6,500	\$4,348	67%
Pavement Maintenance	\$35,024	\$50,000	\$32,492	65%
Police	\$5,566	\$6,000	\$5,932	99%
Miscellaneous Service Fees	\$258,726	\$810,500	\$243,593	30%
Service Fees	\$649,392	\$896,000	\$625,366	70%
Fines & Fees	\$448,977	\$1,050,000	\$810,753	77%
Building Inspections	\$1,028,707	\$1,106,000	\$921,194	83%
Miscellaneous Licenses and Permits	\$167,285	\$102,000	\$125,421	123%
Licenses and Permits	\$1,195,992	\$1,208,000	\$1,046,615	87%
Investment Income	\$151,645	\$350,000	\$25,239	7%
Miscellaneous	\$623,739	\$1,127,952	\$960,062	85%
Miscellaneous Revenues	\$775,384	\$1,477,952	\$985,301	67%
Land Proceeds	\$0	\$0	\$1,399,000	NA
Indirect Cost Transfer-ED	\$0	\$0	\$670,432	NA
Indirect Cost Transfer- Golf	\$87,750	\$120,510	\$90,383	75%
Indirect Cost Transfer- Hotel/Motel	\$19,500	\$26,780	\$20,085	75%
Indirect Cost Transfer- PPF	\$251,700	\$345,668	\$259,251	75%
Indirect Cost Transfer- Solid Waste	\$185,700	\$296,260	\$222,195	75%
Indirect Cost Transfer- Type A	\$221,537	\$256,118	\$221,537	86%
Indirect Cost Transfer- Type B	\$0	\$0	\$6,250	NA
Indirect Cost Transfer- Water/Sewer	\$1,001,936	\$1,480,207	\$1,110,155	75%
Transfers	\$1,768,123	\$2,525,543	\$2,600,288	103%
Total General Fund Revenues	\$33,779,842	\$43,539,689	\$39,330,648	90%

Q3

General Fund Schedule of Expenditures - Budget vs Preliminary Actuals (unaudited)

Description	Prior YTD	Annual Budget	YTD Actuals	YTD Actuals to Budget
GENERAL GOVERNMENT				
City Manager's Office	\$512,502	\$714,319	\$523,524	73%
City Secretary's Office	\$1,307,080	\$1,829,635	\$1,191,349	65%
Communications	\$395,228	\$493,952	\$360,429	73%
Finance	\$1,445,364	\$1,875,372	\$1,443,195	77%
Non-Departmental	\$827,993	\$589,684	\$623,226	106%
Economic Development	\$0	\$1,570,511	\$487,785	31%
Human Resources	\$525,314	\$771,379	\$632,845	82%
Legal Services	\$369,346	\$384,468	\$349,335	91%
Purchasing	\$172,095	\$351,526	\$242,574	69%
	\$5,554,922	\$8,580,846	\$5,854,262	68%
PUBLIC SAFETY				
Fire	\$5,970,761	\$8,807,348	\$6,249,173	71%
Police	\$9,323,959	\$14,396,598	\$9,899,379	69%
	\$15,294,720	\$23,203,946	\$16,148,552	70%
PUBLIC WORKS				
Drainage Maintenance	\$348,176	\$537,061	\$429,561	80%
Engineering	\$1,400,129	\$1,348,290	\$1,268,156	94%
Facilities Maintenance	\$556,827	\$843,567	\$495,625	59%
Pavement Maintenance	\$1,769,741	\$2,999,118	\$1,818,512	61%
Public Works Admin	\$575,407	\$916,223	\$616,010	67%
Traffic Maintenance	\$189,105	\$517,444	\$228,803	44%
	\$4,839,385	\$7,161,703	\$4,856,667	68%
NEIGHBORHOOD SERVICES				
Animal services	\$379,153	\$528,905	\$376,051	71%
Code Enforcement	\$234,979	\$357,597	\$246,000	69%
Environmental Services	\$206,558	\$431,389	\$276,354	64%
Neighborhood Services	\$188,734	\$270,387	\$191,043	71%
	\$1,009,424	\$1,588,278	\$1,089,448	69%
DEVELOPMENT SERVICES				
Building Inspections	\$495,995	\$726,782	\$523,546	72%
Community Development	\$603,666	\$1,026,195	\$513,181	50%
	\$1,099,661	\$1,752,977	\$1,036,727	59%
CULTURE & RECREATION				
Library	\$850,808	\$1,360,890	\$944,483	69%
Parks and Recreation Administration	\$241,070	\$232,817	\$141,159	61%
Parks Maintenance	\$986,403	\$1,497,133	\$924,886	62%
Recreation	\$185,026	\$83,913	\$34,568	41%
Senior Center	\$118,532	\$186,120	\$98,551	53%
	\$2,381,839	\$3,360,873	\$2,143,647	64%
Total Expenditures	\$30,179,951	\$45,648,623	\$31,129,303	68%
Total Net Income (Loss)	\$3,599,891	(\$2,108,934)	\$8,201,345	

Q3

Water/Sewer Fund Schedule of Expenditures - Budget vs

	Prior YTD	Annual Budget	YTD Actuals	YTD Actuals to Budget
REVENUES				
Water Revenue	\$7,966,178	\$12,035,430	\$7,513,196	62%
Sewer Revenue	\$6,814,826	\$9,646,140	\$7,138,777	74%
Investment Income	\$146,389	\$80,000	\$18,461	23%
Miscellaneous	\$576,589	\$798,000	\$642,803	81%
Impact Fee Reimbursement	\$28,467	\$770,000	\$0	0%
Transfer from Other funds	\$1,187,337	\$427,613	\$29,127	7%
TOTAL REVENUES	\$16,719,786	\$23,757,183	\$15,342,364	65%
EXPENDITURES				
Personnel Services	\$1,324,628	\$2,073,270	\$1,347,984	65%
Franchise Fee	\$635,700	\$881,504	\$661,128	75%
Capital Outlay	\$79,136	\$153,480	\$114,418	75%
Payment in Lieu of Taxes	\$556,920	\$772,262	\$579,197	75%
Operations, Services	\$258,762	\$444,928	\$286,926	64%
Materials & Supplies	\$209,997	\$346,902	\$229,976	66%
Maintenance & Repair	\$139,654	\$245,660	\$133,008	54%
Miscellaneous Expense	\$5,977	\$110,579	\$25,685	23%
Equipment Service	\$39,459	\$49,515	\$37,136	75%
Transfer to CPF	\$165,580	\$1,750,710	\$1,750,710	100%
Transfer to IT	\$156,345	\$112,677	\$84,508	75%
Transfer to Equipment Replacement	\$225,795	\$286,414	\$286,414	100%
Transfer to GF	\$1,001,936	\$1,480,207	\$1,110,155	75%
Debt Service	\$5,203,730	\$6,455,024	\$5,383,184	83%
Sewer Treatment	\$2,680,869	\$4,351,750	\$1,945,396	45%
Purchase of Water	\$1,974,497	\$4,467,360	\$2,270,762	51%
TOTAL EXPENDITURES	\$14,658,985	\$23,982,242	\$16,246,587	68%
Net Income (Loss)	\$2,060,801	(\$225,059)	(\$904,223)	

Q3

4A Sales Tax Fund Schedule of Expenditures - Budget vs

Description	Prior YTD	Annual Budget	YTD Actuals	YTD Actuals to Budget
REVENUES				
4A Sales Tax	\$2,952,091	\$5,086,472	\$3,377,119	66%
Interest	\$52,537	\$25,000	\$3,566	14%
Miscellaneous Revenue	\$158,163	\$155,625	\$158,163	102%
Total Revenues	\$3,162,791	\$5,267,097	\$3,538,848	67%
EXPENDITURES				
Personnel Services	\$187,849	\$255,658	\$192,343	75%
Operations, Services	\$94,131	\$194,385	\$197,695	102%
Miscellaneous Expense	\$551,335	\$111,021	\$64,693	58%
Materials & Supplies	\$18,633	\$38,250	\$16,626	43%
Maintenance & Repair	\$15,000	\$25,000	\$484	2%
Economic Development Incentive (380)	\$3,576	\$828,000	\$335,991	41%
Business Retentions	\$98,701	\$55,000	\$2,077	4%
Capital outlay	\$0	\$5,900,000	\$5,857,349	99%
Transfer Out- BOF	\$120,000	\$60,000	\$60,000	100%
Transfer to GF-Adm Services	\$221,537	\$256,118	\$221,537	86%
Transfer to CPF	\$0	\$2,045,760	\$2,045,760	100%
Transfer to IT	\$6,362	\$9,168	\$6,876	75%
Debt Service	\$1,763,491	\$2,393,731	\$1,772,581	74%
Total Expenditures	\$3,080,615	\$12,172,091	\$10,774,012	89%
Net Income (Loss)	\$82,176	(\$6,904,994)	(\$7,235,164)	

Q3

4B Sales Tax Fund Schedule of Expenditures - Budget vs Preliminary Actuals (unaudited)

	Prior YTD	FY 2020-21 Annual Budget	YTD Actuals	YTD Actuals to Budget
REVENUES				
4B Sales Tax	\$2,952,091	\$5,086,473	\$3,377,119	66%
Interest	\$47,773	\$25,000	\$1,577	6%
Transfer in - Other	\$0	\$0	\$0	NA
TOTAL REVENUES	\$2,999,864	\$5,111,473	\$3,378,696	66%
EXPENDITURES				
Transfer Debt	\$1,163,263	\$1,851,225	\$1,185,833	64%
Transfer Out- PPF	\$1,106,354	\$3,361,387	\$1,623,075	48%
Transfers Out-Golf Debt	\$331,492	\$362,078	\$334,367	92%
Transfer Out- Golf Operation	\$0	\$784,914	\$211,619	27%
Transfer Out- Admin Service	\$0	\$0	\$6,250	NA
Transfer Out- Parks Capital	\$75,000	\$0	\$0	NA
Maintenance & Repair	\$0	\$370,000	\$168,703	46%
Operations	\$3,500	\$3,500	\$5,823	166%
TOTAL EXPENDITURES	\$2,679,609	\$6,733,104	\$3,535,670	53%
Net Income (Loss)	\$320,255	(\$1,621,631)	(\$156,974)	

Q3

Park Performance Fund Schedule of Expenditures - Budget vs Preliminary Actuals (unaudited)

Description	Prior YTD	Annual Budget	YTD Actuals	YTD Actuals to Budget
REVENUES				
Transfer In - 4B Sales Tax	\$1,106,354	\$3,361,387	\$1,623,075	48%
Recreation Memberships & fees	\$621,547	\$1,185,022	\$696,478	59%
Miscellaneous	\$211,253	\$0	\$161,070	NA
Investment Income	\$9,644	\$1,946	\$255	13%
Miscellaneous Licenses and Permits	\$3,080	\$5,000	\$1,328	27%
Total Revenues	\$1,951,878	\$4,553,355	\$2,482,206	55%
EXPENDITURES				
Personnel Services	\$1,221,281	\$2,507,828	\$1,390,646	55%
Materials & Supplies	\$351,236	\$603,085	\$318,062	53%
Maintenance & Repair	\$225,436	\$335,302	\$71,323	21%
Operations, Services	\$142,320	\$209,373	\$104,883	50%
Capital Outlay	\$83,228	\$354,350	\$1,128	0%
Transfer to IT	\$51,088	\$75,684	\$56,763	75%
Transfer to Equipment Replacement	\$49,177	\$88,586	\$28,541	32%
Miscellaneous Expense	\$17,245	\$26,300	\$24,586	93%
Transfer to GF for Admin	\$251,700	\$345,668	\$259,251	75%
Transfer to Equipment Service	\$5,721	\$7,179	\$5,384	75%
Total Expenditures	\$2,398,432	\$4,553,355	\$2,260,567	50%
Net Income (Loss)	(\$446,554)	\$0	\$221,639	

SECTION 03

Investment Report

City of Burleson
Quarterly Report
June 2021

Memo

To: Honorable Mayor Fletcher and members of the Burleson City Council
From: Martin Avila, CPA
Finance Director
Date: July 20, 2021
Re: Quarterly Investment Report – Period Ending June 30, 2021

In the opinion of the City of Burleson's investment officer, the City's portfolio of investments was in compliance with all provisions of the Public Funds Investment Act (The Act) and the City of Burleson Investment Policy, at all times during the quarter ended June 30, 2021. All related transactions were conducted in accordance with these two governing documents.

The attached tables fulfill the reporting requirements of The Act and the Burleson Investment Policy.

During the third quarter of the 2021 fiscal year, total cash and investments decreased from \$131,291,798 to \$123,856,475. This reflects a net **decrease** of \$7,435,323. Deviations from predictable, and / or seasonal patterns are noted where applicable.

The overall changes in cash and investments were attributable to the following factors:

1) 3rd quarter 2021 **decrease** of \$3,585,000 in General Fund cash and investments

The third quarter of the fiscal year is typically weak in terms of General Fund cash flows. With no significant ad valorem tax collections and a wide range of operations, cash flows typically fall sharply.

2) 3rd quarter 2021 **increase** of \$77,000 in Debt Service Funds cash and investments

The third quarter increase reflects the net impact of ad valorem taxes received reduced by TIF adjustments.

3) 3rd quarter 2021 **decrease** of \$1,177,000 in Capital Project Funds cash and investments

Third quarter balances decreased due to continuing project expenditures without offsetting bond proceeds.

- 4) 3rd quarter 2021 **decrease** of \$2,900,000 in Special Revenue Funds cash and investments
Third quarter decrease is due to the purchase of land in the amount of \$4.2 million for Chisolm Summit development plan.
- 5) 3rd quarter 2021 **decrease** of \$26,000 in Internal Service Funds cash and investments
The overall decrease in this category is attributable to the timing of the monthly internal service funds transfers versus major purchases.
- 6) 3rd quarter 2021 **increase** of \$17,000 in Cemetery cash and investments
This increase is due interest on the cemetery property from the capital project fund back into the cemetery fund and sale of cemetery lots.
- 7) 3rd quarter 2021 **increase** of \$82,000 in Solid Waste cash and investments
Third quarter increase primarily reflects the impact of timing of payments to the City's contractor versus timing of customer billing.
- 8) 3rd quarter 2021 **increase** of \$2,175,000 in Water and Wastewater Fund Reserve cash and investments
These balances equate to the amounts required under the City's bond covenants and debt service obligation. The increase in periods do not contains a debt service payment.
- 9) 3rd quarter 2021 **decrease** of \$804,000 in Water and Wastewater Bond Fund cash and investments
Like capital project funds, cash balances in this category typically increase during periods that contain bond sales and decrease in periods that do not. Third quarter balances decreased reflects the net impact of project expenditures and interest earnings.
- 10) 3rd quarter 2021 **decrease** of \$1,295,000 in Water and Wastewater Fund operating cash and investments
The third quarter is normally the stagnant in operating cash flows in this fund, but varies widely depending on rain and temperature.

CITY OF BURLESON
SUMMARY INCREASE/DECREASE - CASH & INVESTMENTS
QUARTER ENDING
June 30, 2021

Fund Description	31-Mar-21	30-Jun-21	Net Difference
General	26,306,988	22,721,955	(3,585,033)
Debt Service Funds	4,112,186	4,189,308	77,122
Capital Project Funds	30,055,407	28,878,432	(1,176,975)
Special Revenue Funds	10,616,755	7,717,033	(2,899,722)
Internal Svc Funds	11,492,794	11,467,098	(25,696)
Cemetery	1,676,188	1,693,123	16,935
Solid Waste	1,542,209	1,624,027	81,818
Water & Sewer	45,489,271	45,565,499	76,228
Golf	-	-	-
Total	131,291,798	123,856,475	(7,435,323)

Table 7

**CITY OF BURLESON
 QUARTERLY INVESTMENT REPORT
 PERIOD ENDING
 June 30, 2021
 SUMMARY: CASH & INVESTMENTS - BY TYPE**

Investment Type	Beginning of Quarter	End of Quarter	Change
Cash	\$ 54,651	\$ 52,603	\$ (2,048)
Pooled	121,215,199	111,870,547	(9,344,652)
Securities	10,021,948	11,933,325	1,911,377
Total Cash & Inv	\$ 131,291,798	\$ 123,856,475	\$ (7,435,323)

Table 1

**CITY OF BURLESON
 QUARTERLY INVESTMENT REPORT
 PERIOD ENDING
 June 30, 2021**

**PORTFOLIO COMPOSITION - BEGINNING AND ENDING BALANCES
 PER POOLED FUND GROUP AND INVESTMENT TYPE**

Pooled Fund Group

Investment Type	Short Term Operating		Long Term Non-operating		Debt Svc Resv		Debt Svc Sinking		TOTAL
	Amount	Percentage	Amount	Percentage	Amount City	Percentage	Amount City	Percentage	
BEGINNING OF QUARTER									
Cash	\$ 11,912	0.75%	\$ -	0.00%	\$ -	3.87%	\$ 42,739	0.40%	\$ 54,651
Pools	114,017,740	97.02%	-	0.00%	1,293,701	96.13%	5,903,758	99.60%	\$ 121,215,199
Securities	6,712,507	2.23%	3,309,442	100.00%	-	0.00%	-	0.00%	\$ 10,021,948
Total	\$ 120,742,159	100.02%	\$ 3,309,442	100.00%	\$ 1,293,701	100.00%	\$ 5,946,496	100.00%	\$ 131,291,798
<i>Weighted Avg. Maturity (Days)</i>	<i>11</i>		<i>447</i>		<i>1</i>		<i>1</i>		
<i>Weighted Avg. Yield</i>	<i>0.16%</i>		<i>0.78%</i>		<i>0.08%</i>		<i>0.09%</i>		
END OF QUARTER									
Cash	\$ 9,866	0.01%	\$ -	0.00%		0.00%	\$ 42,737	0.53%	52,603
Pools	102,842,510	93.06%	-	0.00%	949,134	100.00%	8,078,903	99.47%	111,870,547
Securities	7,658,932	6.93%	4,274,393	100.00%	-	0.00%		0.00%	11,933,325
Total	\$ 110,511,308	100.00%	\$ 4,274,393	100.00%	\$ 949,134	100.00%	\$ 8,121,640	100.00%	\$123,856,475
<i>Weighted Avg. Maturity (Days)</i>	<i>12</i>		<i>161</i>		<i>1</i>		<i>1</i>		
<i>Weighted Avg. Yield</i>	<i>0.08%</i>		<i>0.49%</i>		<i>0.01%</i>		<i>0.01%</i>		

Table 2

CITY OF BURLESON
 QUARTERLY INVESTMENT REPORT
 June 30, 2021
 QUARTERLY CHANGE IN COST AND MARKET VALUE - ALL SECURITIES
 BY FUND TYPE

	Cost	Market
<u>Short Term Operating Pool</u>		
Beginning balance	6,676,372	6,712,507
Securities added during the period	970,000	971,698
Securities matured or sold during the period	0	0
Net changes in market value of securities held during the period	(7,725)	(25,273)
Ending balance	7,638,647	7,658,932
<u>Long Term Non-Operating Pool</u>		
Beginning balance	3,286,453	3,309,442
Securities added during the period	970,000	971,698
Securities matured or sold during the period	0	0
Net changes in market value of securities held during the period	(4,189)	(6,747)
Ending balance	4,252,264	4,274,393
<u>Bond Fund Reserves</u>		
Beginning balance	0	0
Securities added during the period	0	0
Securities matured or sold during the period	0	0
Net changes in market value of securities held throughout the period	NA	0
Ending balance	0	0

Table 3

**CITY OF BURLESON
 QUARTERLY INVESTMENT REPORT
 PERIOD ENDING
 6/30/2021
 INDIVIDUAL SECURITY LISTING**

Cusip	Purchase Date	Maturity Date**	Issuing Agency	Yield To Coupon	Original Maturity	Remain. Term**	Remain. Term**	Purch. Price	Par Value	Investment @ Cost		Mkt Value		Change In Mkt Value
										Beg of Qtr	End of Qtr	Beg of Qtr	End of Qtr	
Short Term Operating														
799055QQ4	05/19/2020	08/01/2021	San Mateo Cty SD	1.062%	1.062%	439	32	350,000	350,000	350,000	350,000	353,885	350,700	(3,185)
088365JM4	04/21/2020	02/15/2022	Bexar Cnty TX Hosp DT	2.000%	1.080%	665	230	508,250	500,000	504,330	503,201	514,750	512,000	(2,750)
829475GD8	11/24/2020	10/01/2021	Souix City	3.000%	0.431%	311	93	510,920	500,000	506,341	503,135	511,500	508,500	(3,000)
79730CJE5	05/11/2020	08/01/2021	San Diego Water Rev	1.131%	1.131%	447	32	500,000	500,000	500,000	500,000	506,000	501,500	(4,500)
528046AW5	12/15/2020	12/01/2021	Clark Co	0.285%	0.285%	351	154	150,000	150,000	150,000	150,000	150,690	150,750	60
667728AR0	12/21/2020	12/01/2021	NW WA Op Access	0.591%	0.591%	345	154	300,000	300,000	300,000	300,000	301,710	301,200	(510)
181006HF7	12/01/2020	07/01/2022	Clark Co	5.000%	0.410%	577	366	214,472	200,000	211,362	209,079	214,720	211,200	(3,520)
658089JL1	12/18/2020	07/01/2022	N Dakota HFA	2.200%	0.440%	560	366	205,382	200,000	204,360	203,484	206,300	200,000	(6,300)
593881ML6	12/22/2020	12/01/2022	Miamisburg OH SD	4.000%	0.470%	709	519	106,814	100,000	105,832	104,957	106,888	106,600	(288)
13080SZH0	01/26/2021	02/01/2022	CA STWD CDA	0.245%	0.245%	371	216	500,000	500,000	500,000	500,000	500,265	500,000	(265)
005662NM9	01/27/2021	12/01/2022	Adams Cty CO SD#14	0.281%	0.281%	673	519	450,000	450,000	450,000	450,000	450,122	449,190	(932)
13059QAJ4	03/30/2021	12/30/2021	State CA S F A	0.260%	0.260%	275	183	750,000	750,000	750,000	750,000	751,088	751,500	413
05405PAA2	03/02/2021	11/15/2021	Avon Grove PA SD	0.300%	0.300%	258	138	245,000	245,000	245,000	245,000	245,078	245,074	(5)
13059QAM7	04/22/2021	12/30/2021	State CA S F A	0.220%	0.220%	252	183	970,000	970,000	0	970,000	0	971,698	971,698
054055B31	03/02/2021	11/15/2021	Avon Grove PA SD	0.250%	0.250%	258	138	480,000	480,000	480,000	480,000	480,134	480,000	(134)
901072KY3	03/11/2021	08/01/2022	Tustin CA USD	0.207%	0.207%	508	397	385,000	385,000	385,000	385,000	385,231	384,230	(1,001)
	12/14/2018	NA	Am National Bank	0.247%	0.247%	1	1	1,034,146	1,034,146	1,034,146	1,034,791	1,034,146	1,034,791	645
										6,676,371	7,638,647	6,712,507	7,658,932	946,425
Long Term Non-Operating														
088365JM4	04/21/2020	02/15/2022	Bexar Cnty HD	2.000%	1.080%	665	230	660,725	650,000	655,113	654,129	668,980	665,600	(3,380)
829475GD8	11/24/2020	10/01/2021	Souix City	3.000%	0.431%	311	93	510,920	500,000	506,341	503,135	511,500	508,500	(3,000)
667728AS8	12/21/2020	12/01/2022	NW WA Op Access	0.691%	0.691%	710	519	300,000	300,000	300,000	300,000	301,800	301,530	(270.00)
528046AX3	12/15/2020	12/01/2022	L Palmer Co	0.335%	0.335%	716	519	125,000	125,000	125,000	125,000	125,688	126,375	688
13080SZH0	01/26/2021	02/01/2022	CA STWD CDA	0.245%	0.245%	371	216	500,000	500,000	500,000	500,000	500,265	500,000	(265)
13059QAM7	04/22/2021	12/30/2021	State CA S F A	0.220%	0.220%	252	183	970,000	970,000	0	970,000	0	971,698	971,698
005662NM9	01/27/2021	12/01/2022	Adams Cty CO SD#14	0.281%	0.281%	673	519	450,000	450,000	450,000	450,000	450,122	449,190	(932)
13059QAJ4	03/30/2021	12/30/2021	State CA S F A	0.260%	0.260%	275	183	750,000	750,000	750,000	750,000	751,088	751,500	413
										3,286,453	4,252,264	3,309,442	4,274,393	964,951
Grand Total										9,962,824	11,890,911	10,021,948	11,933,325	1,911,376

Table 4

CITY OF BURLESON
QUARTERLY INVESTMENT REPORT
QUARTER ENDING
June 30, 2021
DISTRIBUTION OF CASH & INVESTMENTS PER FUND GROUP

Investment Type	Description	Month	Amount	WAM	Short Term Oper	Pooled Fund Group Distribution		
						Long Term Non-Oper	Debt Svc Resv	Debt Svc I & S
CASH								
Pooled Investments	Beginning		2,807,458	1	2,807,458			-
	Ending		1,552,305	1	1,552,305			
Held by Paying Agent	Beginning		-	1			-	
	Ending		-	1			-	
Change Funds	Beginning		11,912	1	11,912			
	Ending		9,866	1	9,866			
TEXPOOL								
Pooled Investments	Beginning		-	1	-			
	Ending		-	1	-			
Held by Paying Agent	Beginning		-		-		-	-
	Ending		-		-		-	-
Investments	Beginning		23,283,996.00	1	16,807,434	-	572,805	5,903,757
	Ending		20,915,959.00	1	12,264,237	-	572,819	8,078,903
TEXPOOL PRIME								
Investments	Beginning		14,621,674.00	1	14,592,730		28,944	
	Ending		14,624,486.00	1	14,595,537		28,949	
LOGIC								
Pooled Investments	Beginning		15,316,878	1	15,316,878			
	Ending		17,251,889	1	17,251,889			
Investments	Beginning		48,132,032	1	48,132,032			
	Ending		45,008,620	1	45,008,620			
LONESTAR - Liquidity Plus Fund								
Operations	Beginning		10,066,560	1	9,331,868		691,953	42,739
	Ending		5,530,503	1	5,140,400		347,366	42,737
TEXSTAR								
Pooled Investments	Beginning		6,767,918	1	6,767,918			
	Ending		6,768,094	1	6,768,094			
Held by Paying Agent	Beginning		-	1				
	Ending		-	1				
Investments	Beginning		261,421	1	261,421			
	Ending		261,428	1	261,428			
SECURITIES								
Pooled Investments	Beginning		6,712,507	257	6,712,507			
	Ending		7,658,932	157	7,658,932			
Investments L Term	Beginning		3,309,442	266		3,309,442		
	Ending		4,274,393	161		4,274,393		
Escrow Held by Agent	Beginning		-		-			
	Ending		-		-			
Resv Held by Paying Agent	Beginning		-	-			-	
	Ending		-	-			-	
Resv Held by City	Beginning		-	-			-	
	Ending		-	-			-	
TOTAL								
	Beginning		131,291,798	535	120,742,158	3,309,442	1,293,702	5,946,496
	Ending		123,856,475	330	110,511,308	4,274,393	949,134	8,121,640

Table 5

CITY OF BURLESON
INCREASE/DECREASE - CASH & INVESTMENTS
QUARTER ENDING
June 30, 2021

Fund Description	31-Mar-20	30-Jun-21	Net Difference
General	26,306,988	22,721,955	(3,585,033)
General Fund Type Total	26,306,988	22,721,955	(3,585,033)
Debt Service Funds			
General Debt Svc	3,359,781	3,437,112	77,331
BCDC Debt Svc	466,379	466,330	(49)
4A Debt Service	286,026	285,866	(160)
DSF Fund Type Total	4,112,186	4,189,308	77,122
Capital Project Funds			
Street Paving	4,701,245	4,893,195	191,950
05 GOB ENG PROJ	-	-	-
4B SALES TX MISC PROJ	190,098	183,625	(6,473)
Park Dedication	1,445,756	1,445,747	(9)
4A Bond Fund	5,565	5,564	(1)
4A Cap Prj	2,411,128	2,408,059	(3,069)
06 CO - Street & Drainage	8,673	8,673	-
NON BOND CAP PRJ	787,746	1,227,410	439,664
PARK IMPROVEMENT FUND	899,035	813,307	(85,728)
COMM SVC FACILITY FUND	325,078	393,028	67,950
06 GOB Public Safety	17	17	-
07 GOB - Street & Drainage	935	35	(900)
07 CO Street & Drainage	87,331	87,333	2
08 CO - Street & Drainage	93,819	93,822	3
08 GO - Street & Drainage	83,233	83,235	2
10 GO - Park Improvements	40,628	40,630	2
10 GO - Streets	24,606	24,603	(3)
13 CO - Streets	30,949	30,953	4
14 GO - Streets	62,003	62,015	12
14 GO - Public Safety	4,106	4,106	-
14 CO - 4A	242,837	242,881	44
15 GO - Streets	59,343	59,051	(292)
15 CO - Streets	1,249	1,249	-
15 CO - 4B Parks	7,787	7,787	-
15 CO - Fire	-	-	-
16 GO Streets and Parks	1,857,202	1,819,265	(37,937)
16 CO Streets	674,575	674,698	123
16 CO Parks	1,716,439	1,678,332	(38,107)
17 GO - Streets	241,182	199,105	(42,077)
17 CO - Streets	134,265	128,263	(6,002)
17 CO - Fire	310,315	148,053	(162,262)
18 CO - Streets	2,912,945	2,865,277	(47,668)
18 CO - Fire	1,180,315	243,286	(937,029)
18 CO - TIF	209,426	209,725	299

CITY OF BURLESON
INCREASE/DECREASE - CASH & INVESTMENTS
QUARTER ENDING
June 30, 2021

Fund Description	31-Mar-20	30-Jun-21	Net Difference
19 CO - Streets	6,321,255	6,133,629	(187,626)
Street and Drainage Bonds	2,459,700	2,212,288	(247,412)
Street and Drainage Bonds	128,067	128,156	89
Street and Drainage Bonds	396,554	342,965	(53,589)
Co Bond Fund TIF	-	(20,935)	(20,935)
CPF Fund Type Total	30,055,407	28,878,432	(1,176,975)
Special Revenue Funds			
BCDC	3,365,085	4,491,103	1,126,018
01 Sales tax 4A	3,801,630	550,649	(3,250,981)
Hotel Motel	645,155	670,091	24,936
Econ Dev Incent Fund	-	-	-
TIF #2	1,026,313	936,770	(89,543)
Misc Grants	1,329,310	622,051	(707,259)
Traffic Safety SRF	-	-	-
Parks Performance Fund	328,114	310,531	(17,583)
TIF #3	78,728	132,449	53,721
COVID Cares Grant	(5,537)	(43,813)	(38,276)
PID #1	47,957	39,908	(8,049)
PID #2	-	7,294	7,294
SRF Fund Type Total	10,616,755	7,717,033	(2,899,722)
Internal Svc Funds			
Support Services	723,497	861,717	138,220
Vehicle Replacement	6,293,056	5,998,523	(294,533)
Vehicle Replacement - Enterpris	1,530,703	1,474,281	(56,422)
Eqpt Svc	125,692	122,585	(3,107)
Health Insurance	2,819,846	3,009,992	190,146
ISF Fund Type Total	11,492,794	11,467,098	(25,696)
Enterprise Funds			
Cemetery	1,676,188	1,693,123	16,935
Solid Waste	1,542,209	1,624,027	81,818
Water & Sewer			
Reserves	6,507,646	8,682,803	2,175,157
Bond Funds	31,729,287	30,925,458	(803,829)
Operating	7,252,338	5,957,238	(1,295,100)
W & S Total	45,489,271	45,565,499	76,228
Golf			
Operating	-	-	-
Capital	-	-	-
Golf Total			
Enterprise Funds Type Total	48,707,668	48,882,649	174,981
Total	131,291,798	123,856,475	(7,435,323)

Table 6

SECTION 04

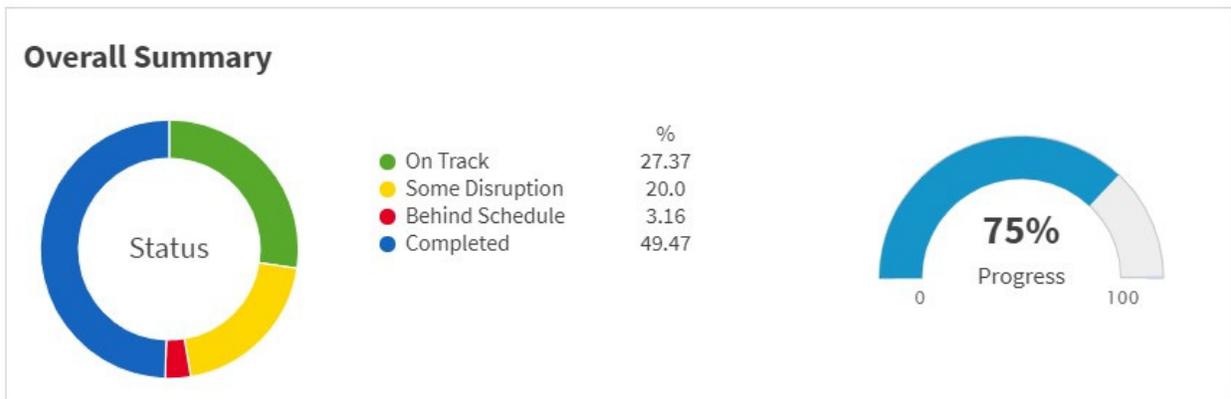
Strategic Plan Update

City of Burleson
Quarterly Report
June 2021

CITY OF BURLESON STRATEGIC PLAN

for fiscal year 2020-21

4 Strategic Focus Area	22 Goal	95 Work Plan Task
----------------------------------	-------------------	-----------------------------



as of June 30, 2021

Strategic Focus Area 1: Operational Excellence

WORK PLAN TASKS

Goal 1.1



Develop a high-performance workforce by attracting and retaining the very best employees; providing a competitive salary and benefits package; maximizing employee training and educational opportunities.



Work Plan Task 1.1.1

Updated on Apr 20, 2021 19:31:36

Ongoing - Sep 30, 2021 **Completed** Progress 100%

Continue to ensure competitive compensation and benefits across the city by benchmarking public safety pay step plans, evaluating city compensation plan ranges and adjustments, cost of living adjustments, and performance-based merits (Human Resources)

Completed loading the compensation changes into the system to be effective 4/1/21

Work Plan Task 1.1.2

Updated on Aug 17, 2021 19:18:05

Ongoing - May 31, 2021 **Some Disruption** Progress 75%

Provide relevant training programs for supervisors and employees by focusing on growing their knowledge, skills and abilities to succeed in both their professional and personal lives while enhancing the services to the city (Human Resources)

Staff is creating and scheduling training for employee groups. Extended DiSC training is continuing in several departments and has been well received. Mandatory annual training is on track.

Work Plan Task 1.1.3

Updated on Aug 16, 2021 17:59:01

Ongoing - Jul 31, 2021 **Behind Schedule** Progress 25%

Implement a direct clinic model for employee's health benefit plan that will provide a timely health care option and provide cost-savings for both employees and the city's healthcare plan (Human Resources)

Issues associated with COVID-19 has caused clinics not to have available resources to do a shared clinic model. Staff is currently researching a possible joint clinic option with the City of Fort Worth.

Goal 1.2

Progress 92%



	%	#
On Track	40.0	2
Completed	60.0	3

Improve the efficiency and productivity of operations through the use of technology, innovation and continual business process improvement.

Work Plan Task 1.2.1

Updated on Aug 16, 2021 17:59:22

Ongoing - Aug 31, 2021 On Track Progress 75%

Streamline department processes to increase efficiency with a better work product with Onboarding and Termination process improvement and continue building automated reporting (Human Resources)

Staff is currently changing some internal hiring and operational forms and processes to save time and money.

Work Plan Task 1.2.2

Updated on Jan 26, 2021 14:55:35

Ongoing - Mar 31, 2021 Completed Progress 100%

Provide a greater level of accuracy, security, simplicity, transparency and timely response to all open record requests and transparency and ease-of-use to the requestor by implementing GovQA Open Records Solution Software (City Secretary Office)

Online GovQA portal for public information requests went live November 2020. Currently monitoring, adjusting and calibrating the system settings and design as needed.

Work Plan Task 1.2.3

Updated on May 05, 2021 18:32:33

Ongoing - Sep 30, 2021 Completed Progress 100%

Implement online bidding platform, Bonfire, which allows vendors to be notified electronically of bid solicitations and register to do business with the city, automates the city's currently manual process of evaluating bid submittals and manages the life cycle of active city contracts (Purchasing)

Staff has uploaded all discretionary contracts below the city council threshold for approval and will continue to archive contracts approved at city council or administratively. All bidding operations are fully functional in Bonfire, the online bidding platform.

Work Plan Task 1.2.4

Updated on Aug 12, 2021 20:02:29

Ongoing - Sep 30, 2021 On Track Progress 85%

Increase automatic utility payments by 3%, from 27.9% to 30.9% by implementing a new vendor to make the online utility payment option more user-friendly (Utility Customer Service)

The online payment portal went live on May 24. Before that could happen, all credit cards set up for autopay were required to be removed from the previous system. Staff is still working to get customers signed up on the new system. Currently, automatic payments are at 26.3%.

Work Plan Task 1.2.5

Updated on Aug 10, 2021 18:27:37

Ongoing - Aug 31, 2021 Completed Progress 100%

Implement an Enterprise Backup Solution that includes cloud-based disaster recovery services to protect the city's data in case of an emergency (Information Technology)

An Enterprise Backup Solution that includes cloud-based disaster recovery services has been implemented.

Goal 1.3

Progress 93%



	%	#
On Track	14.29	1
Completed	85.71	6

Deliver high-quality service to external and internal customers

by providing an outstanding customer experience; regularly seeking feedback from citizens and employees; and offering convenient methods for conducting business with the city.

Work Plan Task 1.3.1

Updated on Aug 12, 2021 15:28:49

Ongoing - Sep 30, 2021

On Track

Progress 51%

Develop city-wide customer service survey and feedback channels to measure customer experience with city facilities and projects (*Communications*)

Funding is allocated in the FY21-22 budget to implement a city-wide customer survey.

Work Plan Task 1.3.2

Updated on Jan 22, 2021 16:59:49

Ongoing - Nov 30, 2020

Completed

Progress 100%

Complete launch of redeveloped user-friendly city website to provide an avenue of direct communications with the city's stakeholders (*Communications*)

The city launched a redeveloped website on Nov. 11, 2020.

Work Plan Task 1.3.3

Updated on Aug 12, 2021 15:29:33

Ongoing - Sep 30, 2021

Completed

Progress 100%

Continue to implement a city branding campaign to develop a clear, strong and resilient brand identity across all mediums representing the varied attributes of Burleson while supporting the City Council's goals (*Communications*)

The city branding campaign has been fully implemented.

Work Plan Task 1.3.4

Updated on Aug 16, 2021 17:55:40

Ongoing - Sep 30, 2021

Completed

Progress 100%

Reshape Connect with Council Initiative to provide greater compatibility and outreach while achieving necessary safety precautions by utilizing social media events (ex. Facebook Town Hall and Live Online QA) as well as socially distanced in-person events (*City Secretary Office*)

Currently utilizing online tools for citizens to electronically contact city council directly as well as virtually interact with council during committees and public meetings.

Work Plan Task 1.3.5

Updated on Aug 12, 2021 15:46:43

Ongoing - Sep 30, 2021

Completed

Progress 100%

Increase customer service related to quality and timeliness of health inspections and investigations of food, public/semipublic pools and aquatic recreation facilities by addressing all complaints by the end of the following business day, conducting follow-up inspections within 72 hours of the scheduled follow-up date and responding to new facilities inspections and health plan reviews by the end of the following business day (*Environmental Services*)

All complaint investigations were initiated within one business day of the initial complaint received. All follow-ups for immediate correction were scheduled and conducted within 72 hours of initial inspection. All health plan reviews and initial or pre-operational inspections have been initiated within one business day of initial receipt.

Work Plan Task 1.3.6

Updated on Jan 27, 2021 14:12:31

Ongoing - Oct 31, 2020

Completed

Progress 100%

Reduce the building permit plan review time from 20 business days to 10 business days for residential permits and 15 business days for commercial permits (*Building Inspections*)

Building Inspections staff have reduced the building permit plan review time from 20 business days to 10 business days for residential permits and 15 business days for commercial permits.

Work Plan Task 1.3.7

Updated on Aug 16, 2021 17:56:05

Ongoing - Sep 30, 2021

Completed

Progress 100%

Increase response times for municipal court customers to provide efficient and effective services by having case files accessible to the defendant within two business days from the date of offense; meeting court records request within seven days; and resolving all window customers in five minutes or less (*Municipal Court*)

Providing case file accessibility to defendants within two business days from the offense's date; meeting court records request within seven days and resolving all window customers in five minutes or less.

Goal 1.4

Progress 88%

Be a responsible steward of the city's financial resources by providing rates and fees that represent a strong value to our citizens; providing timely, accurate and transparent financial reporting; and utilizing long-range planning.



Work Plan Task 1.4.1

Ongoing - Sep 30, 2021

Completed

Progress 100%

Develop the FY 2020-21 annual budget with a focus on public safety enhancements, cost containment and efficiency (*City Manager's Office*)

Updated on Aug 16, 2021 17:54:23

The city manager's proposed budget for FY 2021-22 was submitted to the City Council on July 30. City council will consider formally adopting the budget on September 13, 2021.

Work Plan Task 1.4.2

Ongoing - Sep 30, 2021

Completed

Progress 100%

Present quarterly reports to City Council within 60 days of the most recent quarter (*Finance, Communications*)

Updated on May 05, 2021 18:34:10

The second-quarter report of FY 20-21 is scheduled to be presented to city council during their May 17 city council meeting. The first-quarter report of FY 20-21 was presented within 60 days of the first quarter's end.

Work Plan Task 1.4.3

Ongoing - Sep 30, 2021

On Track

Progress 50%

Create a performance measurement system to assess the implementation and progress of work plan tasks in the city-wide strategic plan (*Communications*)

Updated on Aug 17, 2021 19:15:03

Staff continues to develop key performance measures for all departments to be utilized for efficiency and strategic plan goals.

Work Plan Task 1.4.4

Ongoing - Oct 31, 2020

Completed

Progress 100%

Conduct an analysis to compare the city of Burleson's development fees to other benchmark cities within the North Texas region to determine marketplace alignment (*Development Services*)

Updated on Feb 03, 2021 15:19:00

Development Services staff have conducted an analysis comparing Burleson's fees to other benchmark cities and will share the information with city council during the upcoming budget process.

Goal 1.5

Progress 83%

Foster a collaborative organization, both internally and externally, by maintaining an open dialogue between all city departments along with local, regional, state and federal partners.



	%	#
Some Disruption	33.33	1
Completed	66.67	2

Work Plan Task 1.5.1

Ongoing - Apr 30, 2021 Completed Progress 100%

Improve access and expand the use of the city's geographic information system (GIS) data by providing end-user training, allowing more users to access the software and providing advanced GIS compatibility through the Community Development software to allow for better integration and data analysis (*Information Technology*)

Updated on Apr 20, 2021 19:28:40

Staff has updated the GIS licensing manager to allow more users to access the software and is in the process of developing new training materials.

Work Plan Task 1.5.2

Ongoing - Apr 30, 2022 Some Disruption Progress 50%

Finalize mobility plan and partner with North Central Texas Council of Governments to determine regional grants to assist with implementation of programs (*Public Works*)

Updated on Aug 17, 2021 14:45:04

The master mobility plan is currently under development and is scheduled to be complete in October/November 2021.

Work Plan Task 1.5.3

Ongoing - Sep 30, 2021 Completed Progress 100%

Continue to work with Federal and State agencies to assist our community in recovery from the COVID-19 public health crisis through the application and administration of grant funding (*Emergency Operations, Finance*)

Updated on Apr 20, 2021 19:22:53

The city received the remaining amount, \$1,652,708, of CARES Act funding from the Texas Division of Emergency Management.

Strategic Focus Area 2: Infrastructure

WORK PLAN TASKS

Goal 2.1

Progress 68%

Improve efficiency of travel for citizens by focusing on key improvements within the SH174 Corridor and coordinating with Regional, State and Federal transportation partners for funding and support.



	%	#
Some Disruption	66.67	2
Completed	33.33	1

Work Plan Task 2.1.1

Updated on Aug 10, 2021 18:34:56

Ongoing - Apr 30, 2021 Some Disruption Progress 75%

Due to plant material availability, this project was delayed and should be complete at the end of August 2021.

Complete median project on SH 174/Wilshire Boulevard to increase the visual appeal and sustainability of the landscaping on a primary city corridor (*Parks*)

Work Plan Task 2.1.2

Updated on Aug 17, 2021 14:45:21

Ongoing - Sep 30, 2021 Some Disruption Progress 30%

Schematic design is underway and scheduled for submittal in the fourth quarter of 2021.

Continue working with Texas Department of Transportation to acquire right-of-way and finalize design related to the widening of SH 174/Wilshire Boulevard from Elk Drive to Hulen Street from four- lanes to six-lanes (*Public Works*)

Work Plan Task 2.1.3

Updated on Aug 17, 2021 19:15:53

Ongoing - May 31, 2021 Completed Progress 100%

The strategy has been developed and will be presented to city council for their consideration in the fourth quarter of 2021.

Develop a strategy for implementation of driveway consolidation along SH 174/ Wilshire Boulevard to increase motorist safety (*Public Works*)

Goal 2.2

Progress 56%

	%	#
On Track	42.86	3
Some Disruption	28.57	2
Completed	28.57	2

Enhance connectivity and improve mobility by expanding capacity of existing transportation network; evaluating additional thoroughfare improvements; and improving roadway, bicycle and pedestrian infrastructure.

<p>Work Plan Task 2.2.1</p> <p>Ongoing - Nov 30, 2021 On Track Progress 80%</p> <p>Assess current sidewalk conditions and develop improvement plan to address accessibility necessary to comply with the Americans with Disability Act (<i>Public Works</i>)</p>	<p>Updated on Aug 17, 2021 14:45:36</p> <p>The project has begun and once the Mobility Plan is complete staff will create a sidewalk improvement plan.</p>
<p>Work Plan Task 2.2.2</p> <p>Ongoing - Sep 30, 2021 Some Disruption Progress 5%</p> <p>Complete the design to increase capacity and improve safety of the Hulen Street and SH 174 intersection (<i>Public Works</i>)</p>	<p>Updated on Aug 17, 2021 14:45:54</p> <p>Contract negotiation is underway and design work set to begin in the fourth quarter of 2021.</p>
<p>Work Plan Task 2.2.3</p> <p>Ongoing - Nov 30, 2021 Some Disruption Progress 60%</p> <p>Complete master mobility plan to provide guidance for present and future mobility infrastructure needs in our community (<i>Public Works</i>)</p>	<p>Updated on Aug 17, 2021 14:46:06</p> <p>The draft alignments are finalized and the consultant has begun work on the sidewalk and trail plan. Anticipated completion is October / November 2021. Once the mobility plan has been completed, the consultant will begin work on updating the impact fee study.</p>
<p>Work Plan Task 2.2.4</p> <p>Ongoing - Jun 30, 2022 On Track Progress 50%</p> <p>Complete Safe Routes to School project including a 10-foot trail to improve pedestrian access along Irene Street and Garden Avenue along with Warren Park improvements encompassing a crosswalk to the Public Library; ADA accessibility improvements and a pedestrian bridge over Town Creek (<i>Public Works</i>)</p>	<p>Updated on Aug 17, 2021 14:46:33</p> <p>Work on this project is underway and on-going.</p>
<p>Work Plan Task 2.2.5</p> <p>Ongoing - Mar 31, 2021 Completed Progress 100%</p> <p>Complete 10-foot trail section at SW Hillside Drive and install a 5foot sidewalk on Elk Drive to improve pedestrian mobility near Burleson High School (<i>Public Works</i>)</p>	<p>Updated on May 05, 2021 19:28:11</p> <p>This project has been completed.</p>
<p>Work Plan Task 2.2.6</p> <p>Ongoing - Mar 31, 2021 Completed Progress 100%</p> <p>Install traffic signal at Hidden Vistas Boulevard and Hidden Creek Parkway to enhance safety and visibility for motorists (<i>Public Works</i>)</p>	<p>Updated on May 05, 2021 19:28:26</p> <p>This project has been completed.</p>
<p>Work Plan Task 2.2.7</p> <p>Ongoing - Dec 31, 2024 On Track Progress 0%</p> <p>Install 10-foot trail from Bluebird Meadows neighborhood to Joshua ISD's RC Loflin Middle School and a traffic signal at the school entrance to improve safety and mobility of both pedestrians and vehicular traffic (<i>Public Works</i>)</p>	<p>Updated on Aug 17, 2021 14:46:49</p> <p>The revised completion date is December 2024 and has been reflected in the target-date adjustment.</p>

Goal 2.3

Progress 41%

Develop and maintain utility services and facilities that meet the needs of the community through strategic planning, long-term planning and best practices.

	%	#
On Track	75.0	3
Some Disruption	25.0	1

Work Plan Task 2.3.1

Ongoing - Sep 30, 2021

Some Disruption

Progress 50%

Finalize construction of Animal Shelter isolation area to help decrease exposure and minimize the spread of disease among animals at the shelter (*Neighborhood Services*)

Updated on Aug 12, 2021 15:58:58

The project was approved to move forward with an \$896,196 budget during the May 17, 2021 city council meeting. Staff is waiting on the contractor for the finished design and guaranteed maximum price. The site plan is scheduled to be considered by the Planning and Zoning Commission during their August 24, 2021 meeting and city council during their September 20, 2021 meeting.

Work Plan Task 2.3.2

Ongoing - Sep 30, 2021

On Track

Progress 25%

Continue working with the City of Fort Worth to develop an agreement that addresses future water supply needs for the City of Burleson, establishes the capacity of all water lines currently serving the city and outline terms for the purchase of any future additional needed capacity (*Public Works*)

Updated on Aug 17, 2021 14:47:03

Staff has met with the city of Fort Worth and began the review of historical documents to establish a current water capacity.

Work Plan Task 2.3.3

Ongoing - Aug 31, 2022

On Track

Progress 30%

Research options for city facilities that address space, needs, preferred department locations and potential long-term solutions (*Public Works*)

Updated on Aug 17, 2021 14:47:28

Staff has developed a plan for relocating departments as part of negotiations with a private developer to build new office space at 135 Ellison Street. The revised completion date is Summer 2022 (the previous completion date was August 2021) and has been reflected in target-date adjustment.

Work Plan Task 2.3.4

Ongoing - Sep 30, 2021

On Track

Progress 60%

Update the Water and Sewer Master Plan to identify options to expand services to the western portion of the city (*Public Works*)

Updated on Aug 17, 2021 14:48:02

The water and sewer master plan continues to be developed by the consultant. Draft results are expected October / November 2021.

Goal 2.4

Progress 83%

Pursue regional transportation solutions that will assist our residents, visitors and businesses traveling to and from our city.



	%	#
On Track	66.67	2
Completed	33.33	1

Work Plan Task 2.4.1

Ongoing - Sep 30, 2021 On Track Progress 75%

Continue dialogue with Tarrant Regional Transportation Coalition and regional partners to outline options to improve mobility in the City of Burleson (*City Manager's Office*)

Updated on Aug 16, 2021 17:54:46

The Mobility Plan is nearing completion. Staff has shared key elements of the plan with the North Central Texas Council of Governments (NCTCOG) and are exploring opportunities for grant funding. This will be of particular importance as the city considers completing various projects on the city's western side.

Work Plan Task 2.4.2

Ongoing - Sep 30, 2021 On Track Progress 74%

Partner with North Central Texas Council of Governments and Texas Department of Transportation to develop long-term solutions to improve capacity of I-35W corridor (*Public Works*)

Updated on Aug 12, 2021 15:15:38

Segment 1 (IH-20 to Renfro) was presented by Texas Department of Transportation (TXDOT) to city council on July 6, 2021. Staff continues to coordinate Segment 2 (Renfro to County Road 401 in Johnson County) with TXDOT in the mobility plan.

Work Plan Task 2.4.3

Ongoing - Nov 30, 2021 Completed Progress 100%

Develop a transportation plan to serve the west side of the city including Chisholm Trail Corridor and leverage partnerships with regional agencies to assist with funding (*Public Works*)

Updated on Aug 17, 2021 14:48:22

A transportation plan to serve the west side of the city including Chisholm Trail Corridor has been developed and will begin with the development of Chisholm Summit.

Goal 2.5

Progress 38%

Develop and implement a Capital Improvement Program that improves the quality of life for residents through the completion of projects identified in the city’s Master Plans.

	%	#
On Track	50.0	3
Some Disruption	33.33	2
Completed	16.67	1

Work Plan Task 2.5.1

Updated on Aug 12, 2021 15:16:41

Ongoing - Sep 30, 2023 Some Disruption Progress 0%

Begin design process to widen and rebuild Wicker Hill Road to restore failed pavement (*Public Works*)

This project has been moved to Fiscal Year 23 with the construction of Greenridge Boulevard added to it. The immediate pavement failures are being addressed through the city’s maintenance department.

Work Plan Task 2.5.2

Updated on Aug 12, 2021 15:17:16

Ongoing - Apr 30, 2021 Some Disruption Progress 50%

Reconstruct existing street near the SW Johnson Avenue and Renfro Street intersection to restore failed pavement and improve safety (*Public Works*)

The project is scheduled to go out for bid in the fourth quarter of 2021.

Work Plan Task 2.5.3

Updated on Aug 12, 2021 15:18:04

Ongoing - Nov 30, 2021 On Track Progress 75%

Improve intersection of County Road 910 and FM 1902 by adding a right turn lane (*Public Works*)

Project design and bidding phase is complete. Construction is scheduled to begin in August 2021.

Work Plan Task 2.5.4

Updated on Aug 12, 2021 15:18:48

Ongoing - Apr 30, 2025 On Track Progress 0%

Connect 8-inch and 12-inch water lines on Big Horn Drive and Dobson Street to provide additional water line looping, reduce water quality issues and increase fire flow protection (*Public Works*)

The revised completion date is April 2025 (the previous completion date was April 2022) and has been reflected in the target-date adjustment.

Work Plan Task 2.5.5

Updated on Aug 17, 2021 14:48:35

Ongoing - Aug 31, 2023 On Track Progress 0%

Replace old cast iron water lines in a variety of locations in the city to reduce water leaks, conserve water, reduce maintenance cost and improve water system reliability (*Public Works*)

The revised completion date is April 2023 (the previous completion date was April 2021) and has been reflected in the target-date adjustment.

Work Plan Task 2.5.6

Updated on Aug 12, 2021 15:20:33

Ongoing - Dec 31, 2022 Completed Progress 100%

Replace failed sanitary sewer mains in multiple locations of the city to decrease the potential for sanitary sewer overflows (*Public Works*)

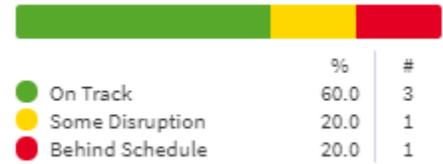
This project is on-going and public works crews will continue to monitor and replace failed sanitary sewer mains.

Strategic Focus Area 3: *Community* WORK PLAN TASKS

Goal 3.1

Progress 43%

Provide high-quality parks and recreation opportunities for residents by expanding park amenities and options; enhancing city's trail network; and improving access to parks facilities.



Work Plan Task 3.1.1

Updated on Aug 10, 2021 18:35:21

Ongoing - Aug 31, 2021

Some Disruption

Progress 65%

The go-live date has been pushed to October 1, with a soft launch currently underway.

Increase online recreation programming from 2% of registrations to 50% by purchasing and implementing Smart Rec, a mobile-optimized registration experience with flexible payment options (*Parks & Recreation*)

Work Plan Task 3.1.2

Updated on Aug 10, 2021 18:35:57

Ongoing - Oct 31, 2021

On Track

Progress 50%

This project is currently in the final design, and the construction award should take place in early fall 2021.

Complete the construction of a community splash pad as identified in the Capital Improvement Program in the Parks Master Plan (*Parks & Recreation*)

Work Plan Task 3.1.3

Updated on Aug 10, 2021 18:36:56

Ongoing - Sep 30, 2021

On Track

Progress 30%

The project is currently undergoing geo-tech and survey.

Design Village Creek Trail extension to provide 1.6 miles of additional concrete trails from Chisenhall Fields to FM 731/Hillside Drive (*Parks & Recreation*)

Work Plan Task 3.1.4

Updated on Aug 10, 2021 18:37:18

Ongoing - Sep 30, 2021

On Track

Progress 70%

This project has been published to receive construction bids. Completion of the project is set for December 2021.

Complete design for cemetery expansion which will beautify the cemetery and provide potential additional burial options for the public (*Parks & Recreation*)

Work Plan Task 3.1.5

Updated on Aug 10, 2021 18:37:35

Ongoing - Jan 31, 2021

Behind Schedule

Progress 0%

This project has been moved to FY 2026.

Develop a strategy for a community park that will define the location, outline process for acquiring land and begin the design (*Parks & Recreation*)

Goal 3.2

Progress 81%



	%	#
On Track	25.0	1
Some Disruption	25.0	1
Completed	50.0	2

Provide outstanding cultural and educational opportunities

by cultivating mutually beneficial partnerships with area education, business community and government entities; and by continuing to enhance and develop programs that enrich the quality of life for residents.

Work Plan Task 3.2.1

Ongoing - Sep 30, 2021

Completed

Progress 100%

Develop plan to successfully transition the Hill College campus to the former Kerr Middle School site (*City Manager's Office*)

Updated on Jan 27, 2021 14:24:33

City Council approved an agreement with BISD and Hill College on October 19, 2020, which provides for the Hill College campus's eventual relocation to the former Kerr Middle School site.

Work Plan Task 3.2.2

Ongoing - Sep 30, 2021

Some Disruption

Progress 50%

Increase the library's market penetration from 27% to 28% of households in Burlison by continuing the library's user analysis and market study, gathering data and community feedback for long-range planning (*Library*)

Updated on Aug 10, 2021 18:30:45

Currently, the library's market penetration is 21% for the past 12-months. Statistics are skewed due to the library being closed or partially opened due to COVID-19. This measure is expected to increase as programs and services return to normal.

Work Plan Task 3.2.3

Ongoing - Sep 30, 2021

On Track

Progress 75%

Increase services through digital channels with convenient, flexible options that deliver resources outside the physical library (*Library*)

Updated on Aug 10, 2021 18:32:05

Promotion of digital library, historic newspaper collection and databases continues. The library has seen a 25% increase in online tutoring. In-person programs were reintroduced in the third quarter as demand for virtual programs declined. 12-month programming reach was 18,432 and 59,649 digital items were checked out over the past 12 months, which is a 9% increase over the previous year.

Work Plan Task 3.2.4

Ongoing - Jun 30, 2021

Completed

Progress 100%

Expand the efforts with the ProjectU Leadership Conference to provide an atmosphere for local businesses to grow and share ideas for the betterment of our community through a six-week leadership series (*Economic Development*)

Updated on Aug 10, 2021 18:25:01

Staff has secured a date, venue and speakers for the event scheduled for February 22, 2022.

Goal 3.3

Progress 100%

Attract and retain top-tier businesses to promote high-quality economic development by expanding and diversifying the tax base; and creating jobs that allow our residents to work where they live.



Work Plan Task 3.3.1

Ongoing - May 31, 2021

Completed

Progress 100%

Develop a plan for the recruitment, retention and expansion of businesses on major corridors in the city including SH 174/Wilshire Boulevard and I-35W; identify strategic land parcels within the city for future development (*Economic Development*)

Updated on Apr 20, 2021 19:20:42

Staff presented the Economic Development Corporation Strategic Plan to the city council, which included the staff's efforts in developing the western portion of the city.

Work Plan Task 3.3.2

Ongoing - Dec 31, 2020

Completed

Progress 100%

Establish recruitment plan and development incentives to target family-entertainment venues to Burlison (*Economic Development*)

Updated on Jan 27, 2021 14:26:19

A recruitment plan was established in the Economic Development Strategic Plan, presented to city council in November 2020.

Work Plan Task 3.3.3

Ongoing - May 31, 2021

Completed

Progress 100%

Develop economic development strategic plan for Chisholm Trail Corridor that identifies land parcels for the future development of Class A office space and a medical corporate park (*Economic Development*)

Updated on Aug 10, 2021 18:23:55

The city has purchased 106 acres that will become Hooper Business Park. Economic Development staff have started recruiting efforts for medical and office tenants.

Goal 3.4



	%	#
On Track	16.67	1
Some Disruption	33.33	2
Completed	50.0	3

Promote sustainable residential and commercial development

through strategic and long-term planning; providing a business-friendly environment; continuing efficient development review process; and enhancing partnerships with the development community.

Work Plan Task 3.4.1

Updated on Aug 10, 2021 18:38:00



This project has been placed on hold until fall 2021.

Revise parkland development ordinances to ensure that parkland is developed in coordination with the city's subdivision ordinances and guarantee subdivision developers are contributing to the parks system (*Parks & Recreation*)

Work Plan Task 3.4.2

Updated on Aug 10, 2021 18:16:09



The development guide has been completed and is available on the city website. If changes are made to the development process, staff will update the development guide as needed.

Initiate creation of a development guide and checklist for building inspections, planning and engineering that will provide property owners, developers, and consultants an easy-to-read guide through the city's development process (*Development Services*)

Work Plan Task 3.4.3

Updated on Aug 10, 2021 18:17:49



Development Services staff are in the process of data collection related to façade improvement programs in the DFW area. The data collection will be completed and verified in August 2021. Once completed, staff will present the data to city administration for direction.

Develop a program to encourage improvements to commercial facades of aging buildings to revitalize areas and businesses throughout the community (*Development Services*)

Work Plan Task 3.4.4

Updated on Aug 10, 2021 18:19:53



The annotated outline for the updated zoning ordinance update has been completed by the consultants and reviewed by city staff. The comments were provided to the consultant in June 2021. Staff is meeting with the consultants in August 2021 to discuss areas of conflict.

Revise the Zoning Ordinance to ensure that it is aligned with the Comprehensive Plan update (*Development Services*)

Work Plan Task 3.4.5

Updated on Jan 08, 2021 16:57:44



City council approved an agreement in November 2020 with developers of property on Ellison Street. The developers have secured one tenant and staff will be partnering with them to secure others.

Continue working with developers for the redevelopment of Ellison Street properties to attract new users into Old Town and to complement Mayor Vera Calvin Plaza in Old Town (*Economic Development*)

Work Plan Task 3.4.6

Updated on Aug 10, 2021 18:26:48



Economic Development staff has started a podcast called BTX BizCast and has featured 14 interviews of local and regional leaders. Staff's goal is to capture their stories and leadership to help other businesses succeed.

Continue to assist small business recovery efforts from the COVID-19 public health emergency through innovative programming and evaluating upcoming needs of local businesses (*Economic Development*)

Goal 3.5

Progress 100%



	%	#
Completed	100.0	5

Encourage a clean and healthy community through the promotion of positive behaviors, sustainable practices, outreach programs and city services.

Work Plan Task 3.5.1

Updated on Aug 10, 2021 18:40:44

Ongoing - Aug 31, 2021 **Completed** **Progress 100%**

Enhance teen programming, increase and create diverse family-oriented events and expand recreational opportunities to local nonprofit organizations and citizens with special needs (*Parks & Recreation*)

- Staff had its first successful E-Sports Rocket league in February 2021. E-Sports programming will continue to be offered in collaboration with the city's local gaming organization, Desh, to increase enrollment.
- Staff has hosted and has determined a schedule for events in the Mayor Vera Calvin Plaza that accommodate a wide range of interests, stages of life and diversity.
- The sensory garden at Russell Farm is complete and open to the public.

Work Plan Task 3.5.2

Updated on Feb 03, 2021 15:37:58

Ongoing - Jan 31, 2021 **Completed** **Progress 100%**

Diversify Be Healthy Burleson's programs to adjust to restrictions due to COVID-19 public health emergency by providing online, digital and socially-distanced programs and educational information (*Parks and Recreation*)

Be Healthy Burleson has been moved to the Parks & Recreation Department. Staff is including the program as part of the available exercise classes both online and at the Burleson Recreation Center. Parks and Recreation shared educational information on fitness and ways to live a healthy lifestyle via their social media and with print material at the recreation center.

Work Plan Task 3.5.3

Updated on Aug 12, 2021 15:58:14

Ongoing - Sep 30, 2021 **Completed** **Progress 100%**

Implement a Neighborhood Revitalization Program (NRP) by renovating single-family, owner-occupied homes in specific areas of the city with a goal to boost property values and provide interested single-family home buyers the opportunity to purchase an updated and safe home at a reasonable price (*Neighborhood Services*)

- Trees have been planted for the completion of the Urban Canopy Program.
- A permit has been issued to remodel a home on Michael Street for the Tarrant County HOME Program.
- \$25,000 has been recommended for approval in the FY 21-22 budget for the Home Improvement Incentive Rebate Program.

Work Plan Task 3.5.4

Updated on Aug 12, 2021 15:59:17

Ongoing - Sep 30, 2021 **Completed** **Progress 100%**

Gain 50% voluntary compliance of property owners who are in violation of city codes within 10 days of first contact through outreach methods including educational door hangers and attending HOA meetings (*Code Compliance*)

The compliance rate is 88% since October 2020.

Work Plan Task 3.5.5

Updated on Aug 12, 2021 15:59:52

Ongoing - Sep 30, 2021 **Completed** **Progress 100%**

Implement the code compliance community outreach plan to help neighborhoods remedy neglected, and vacant properties that often pose serious threats to community health, safety, and quality of life by ensuring that homeowners and businesses maintain their properties consistent with relevant state statutes and local codes (*Code Compliance*)

Code Compliance staff has initiated 40 property maintenance cases and assisted with five HOPE projects.

Goal 3.6

Progress 88%

Encourage placemaking and a sense of belonging in our neighborhoods, parks and key commercial districts by focusing on long-range planning and comprehensive elements.



Work Plan Task 3.6.1

Updated on Apr 20, 2021 19:40:17

Ongoing - Sep 30, 2021 **Completed** Progress 100%

Evaluate programming in parks and city facilities outside of the Old Town area to encourage placemaking and community in other portions of the city (*Parks & Recreation*)

Staff has implemented a variety of new programs within our parks system. These programs include family play days in the parks, yoga in the park, and boot camp fitness programs in the park. Staff also hosted the first story walk program at Russell Farm.

Work Plan Task 3.6.2

Updated on Aug 12, 2021 16:00:39

Ongoing - Sep 30, 2021 **On Track** Progress 90%

Institute a public art program partnership with Keep Burleson Beautiful to bring additional beautification to the city through visual art (*Environmental Services*)

City Council approved a large public art mural to be installed at Bailey Lake during their July 6, 2021 meeting. Staff is preparing a call for art and it is expected to be published to artists on September 1, 2021.

Work Plan Task 3.6.3

Updated on Aug 10, 2021 18:21:19

Ongoing - Aug 31, 2021 **On Track** Progress 60%

Amend the sign ordinance to add clarifying standards, eliminate conflicts and include regulations to minimize visual sign clutter (*Development Services*)

Staff has a listing of the corrections that are needed in the sign ordinance. The plan is to update the sign ordinance and incorporate the formatting to match the updated zoning ordinance for adoption at the same time.

Work Plan Task 3.6.4

Updated on Jan 15, 2021 21:09:13

Ongoing - Oct 31, 2020 **Completed** Progress 100%

Complete update of the City's Comprehensive Plan to reflect Council's vision, enhance neighborhood connectivity and encourage a sense of belonging in public spaces (*Development Services*)

City Council approved the city's Comprehensive Plan in November 2020.

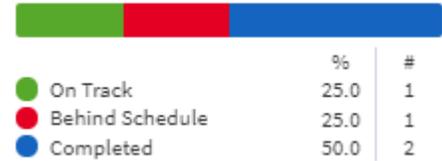
Strategic Focus Area 4: *Public Safety*

WORK PLAN TASKS

Goal 4.1

Progress 85%

Enhance emergency response services provided to the community.



Work Plan Task 4.1.1

Ongoing - Feb 28, 2021

Completed

Progress 100%

Updated on Jan 26, 2021 14:59:36

An alternate response model for Ladder Truck 16 has been completed.

Evaluate alternate response model for Ladder Truck 16 to be used exclusively for fire-related calls and Engine 16 for EMS and vehicle accident-related calls to extend the life of the ladder truck, a cost-savings to the tax-payer (*Fire*)

Work Plan Task 4.1.2

Ongoing - Sep 30, 2021

Behind Schedule

Progress 50%

Updated on Aug 12, 2021 15:09:24

The project is on hold due to the fire department focusing on COVID-19 response efforts.

Implement Community Paramedic program/Mobile Integrated Healthcare program in partnership with MedStar and Texas Health Resources Huguley Hospital to reduce 911 calls by proactively helping patients manage their healthcare in their homes (*Fire*)

Work Plan Task 4.1.3

Ongoing - Sep 30, 2021

On Track

Progress 90%

Updated on Aug 12, 2021 16:00:58

Code Compliance staff is scheduled to train with first responders on August 24 and 25, 2021.

Host cross-training meetings between code compliance and first responders to protect the health and safety of the community by identifying high-risk properties which include hoarding, property maintenance, parking, dumping and unsafe conditions (*Code Compliance*)

Work Plan Task 4.1.4

Ongoing - Oct 31, 2020

Completed

Progress 100%

Updated on Jan 27, 2021 14:35:36

The police department has revised its policy and procedures to align with 8 Can't Wait.

Revise policy and procedures to align with 8 Can't Wait, a list of eight policies that curb the use of force (*Police*)

Goal 4.2

Progress 75%

Provide superior public safety dispatch services.



Work Plan Task 4.2.1

Updated on Jan 27, 2021 14:36:11

Ongoing - Oct 31, 2020

Completed

Progress 100%

Complete review of public safety communications and begin implementation of recommendations to improve efficiency of operations (City Manager's Office)

The city has completed a review of the public safety communication operations with Mission Critical Partners' assistance, and a new manager has been hired to implement the recommendations.

Work Plan Task 4.2.2

Updated on Jan 27, 2021 14:36:31

Ongoing - Mar 31, 2021

On Track

Progress 25%

Establish service benchmarks and revise policies and protocols to meet standards (City Manager's Office)

A new public safety communications manager has been hired. Consistent with Mission Critical Partners' recommendation, service benchmarks will be established and monitored by the end of the second quarter.

Work Plan Task 4.2.3

Updated on Aug 16, 2021 17:55:03

Ongoing - Sep 30, 2021

Completed

Progress 100%

Evaluate technical systems to determine whether improvements should be made to increase level of service (City Manager's Office)

The implementation of the automated station alerting system is underway, and it is expected to be operational by the end of the fiscal year.

Goal 4.3

Progress 75%

Ensure adequate equipment and personnel needs are being met, including staffing, support and training.



Work Plan Task 4.3.1

Updated on Aug 12, 2021 15:09:38

Ongoing - Feb 28, 2021

Completed

Progress 100%

Complete construction of Fire Station 16, located on Hidden Creek Parkway, to increase response times to the southern portion of the city (Fire)

Fire Station 16 is scheduled to open on September 11, 2021.

Work Plan Task 4.3.2

Updated on Aug 17, 2021 19:16:39

Ongoing - Apr 30, 2021

Some Disruption

Progress 50%

Continue implementation of a power shift to improve response times (Police)

Police are waiting for three current recruits to complete field training and have several recruits in the Police Academy that will be assigned. Projected to have partial power shift completed by January 1, 2022, and full power shift completed by April 1, 2022.

Work Plan Task 4.3.3

Updated on Aug 12, 2021 15:10:19

Ongoing - Apr 30, 2021

Some Disruption

Progress 75%

Complete analysis of squad concept for Burleson Fire Department and determine how resources should be deployed in the future (Fire)

The consultant made a visit to the city and met with senior leadership. The consultant requested additional data and staff has supplied it. Currently awaiting a draft of the study, which is expected to be delivered by the end of August 2021.

Goal 4.4

Progress 88%

Continue community policing and risk reduction programs that create strong partnerships with the public to promote safety throughout the community.

	%	#
On Track	25.0	1
Completed	75.0	3

Work Plan Task 4.4.1

Updated on Jan 27, 2021 14:37:49

Ongoing - Oct 31, 2020 **Completed** Progress 100%

Burleson Fire provides teachers to the program, and a senior class is expected to graduate at the end of the 20-21 school year.

Participate and support the Burleson ISD High School Fire Academy Program by providing off-duty Burleson firefighters as teachers (Fire)

Work Plan Task 4.4.2

Updated on Aug 12, 2021 15:10:52

Ongoing - Apr 30, 2021 **Completed** Progress 100%

Community risk reduction programs have begun again and were reorganized under the community risk reduction division of the fire department. A focus has been placed on drowning prevention methods and education.

Expand Community Risk Reduction programs (Drowning prevention, CPR, Stop The Bleed etc.) making our city a safer place to live, work and visit (Fire)

Work Plan Task 4.4.3

Updated on Aug 12, 2021 15:11:18

Ongoing - Mar 31, 2021 **Completed** Progress 100%

Burleson Fire participated in the National Fire Protection Association study and found that the program does not enhance the department and will no longer participate.

Conduct a Community Risk Analysis to identify and prioritize local risks, followed by the integrated and strategic investment of resources to reduce their occurrence and impact (Fire Marshal)

Work Plan Task 4.4.4

Updated on Aug 10, 2021 18:49:40

Ongoing - Sep 30, 2021 **On Track** Progress 50%

In person meetings/ training is limited for now due to COVID-19. The simulator is operational and will be a centralized point for inter-agency training.

Maintain and expand the Johnson County public safety consortium partnership to enhance emergency response, interoperability and mutual aid (Police)

	%	#
On Track	25.0	1
Some Disruption	50.0	2
Completed	25.0	1

Goal 4.5

Progress 63%

Strengthen partnerships with area public safety agencies to enhance safety to the overall region.

Work Plan Task 4.5.1

Updated on Aug 12, 2021 15:11:41

Ongoing - Apr 30, 2021

Some Disruption

Progress 75%

Expand partnership with Joshua ISD for Community Risk Reduction to bring the program to the city's southern portion (Fire)

Burleson Fire Department is currently focused on the current partnership with Joshua ISD on COVID-19 response. In the coming year, Burleson Fire will also begin to move the partnership to focus on drowning prevention efforts.

Work Plan Task 4.5.2

Updated on Aug 10, 2021 18:51:00

Ongoing - Sep 30, 2021

On Track

Progress 75%

Continue to partner with Tarrant County Law Enforcement Association for enhancements of regional public safety initiatives (Police)

Police staff continues to meet with Tarrant County Law Enforcement and will continue to work together to enhance regional public safety initiatives.

Work Plan Task 4.5.3

Updated on Apr 20, 2021 19:25:59

Ongoing - Sep 30, 2021

Completed

Progress 100%

Increase collaboration with public health authorities in North Texas to better serve the Burleson community during public health crisis (Fire)

Burleson Fire and Public Health are working with State, County, local officials and Burleson ISD and have administered over 32,000 vaccinations. Burleson Public Health will continue to partner with other agencies to provide vaccinations.

Work Plan Task 4.5.4

Updated on Aug 10, 2021 18:51:12

Ongoing - Sep 30, 2021

Some Disruption

Progress 0%

Continue active shooter training in partnership with other police agencies, Burleson Fire Department and Joshua and Burleson ISD's (Police)

The initiative is still on hold due to COVID-19 complications.

Goal 4.6

Progress 95%



	%	#
Some Disruption	40.0	2
Completed	60.0	3

Maximize the use of the city's emergency operations center to

improve training and enhance the city's emergency response capabilities.

Work Plan Task 4.6.1

Ongoing - Feb 28, 2021

Completed

Progress 100%

Updated on Aug 12, 2021 15:11:57

The Emergency Operation Center will open inside Station 16, scheduled for September 11, 2021.

Develop and maintain a fully operational and functional Emergency Operation Center (EOC) (Fire)

Work Plan Task 4.6.2

Ongoing - Dec 31, 2020

Some Disruption

Progress 95%

Updated on Aug 17, 2021 19:17:00

The comprehensive Emergency Management Plan is scheduled to be presented to city council during their August 16 meeting. Emergency operation center training with key staff and elected officials is scheduled for September 2021. An emergency operation drill is scheduled for October 2021.

Develop and maintain a Comprehensive Emergency Management Plan with associated Annexes and conduct semi-annual familiarization training with key city staff to prepare for activation (Fire)

Work Plan Task 4.6.3

Ongoing - Apr 30, 2021

Some Disruption

Progress 80%

Updated on Aug 12, 2021 15:12:39

Partnerships have been established with several non-profit organizations, Red Cross, the Salvation Army, local churches, Harvest House and Burleson ISD. Working on establishing a voluntary organization active in disaster (VOAD) group to organize all the partnerships.

Build a cohesive volunteer organization program to assist in emergency management coordination during a disaster for our community (Fire)

Work Plan Task 4.6.4

Ongoing - Sep 30, 2021

Completed

Progress 100%

Updated on Apr 20, 2021 19:27:03

The city has received the expected funds from the CARES Act.

Coordinate recovery efforts from COVID-19 public health emergency by managing Coronavirus Aid, Relief, and Economic Security (CARES Act), Coronavirus Relief Funds and Major Disaster DR-4485 Federal Emergency Management Agency (FEMA) Grant (Fire)

Work Plan Task 4.6.5

Ongoing - Jan 31, 2021

Completed

Progress 100%

Updated on Aug 17, 2021 19:17:28

The Comprehensive Emergency Management Plan was approved by city council on August 16, 2021.

Develop a comprehensive debris management plan to restore public services and ensure public health and safety in the aftermath of a disaster and to better position the city to receive the full level of assistance available from Federal Emergency Management Agency (FEMA) and other participating entities (Fire)

SECTION 05

Capital Improvement Projects

City of Burleson
Quarterly Report
June 2021

Neighborhood Street Rebuild:

Rudd Street, King Street, Cindy Court

Project includes:

Street rebuilds on:

- N Rudd Street
- NE Johnson Avenue
- N Warren Street
- W King Street

Project includes water & sewer rebuilds and minor drainage improvements to improve the service life of the pavement.

Funding:

- Neighborhood reconstruction bond proceeds issued in 2016 & 2018.

Status:

- Scope changes are being proposed to bring project within budget.



Project Status

Some Disruption

Project Progress

Progress 70%

Estimated Completion



Winter 2021

Construction Cost



1.6 Million

Project includes:

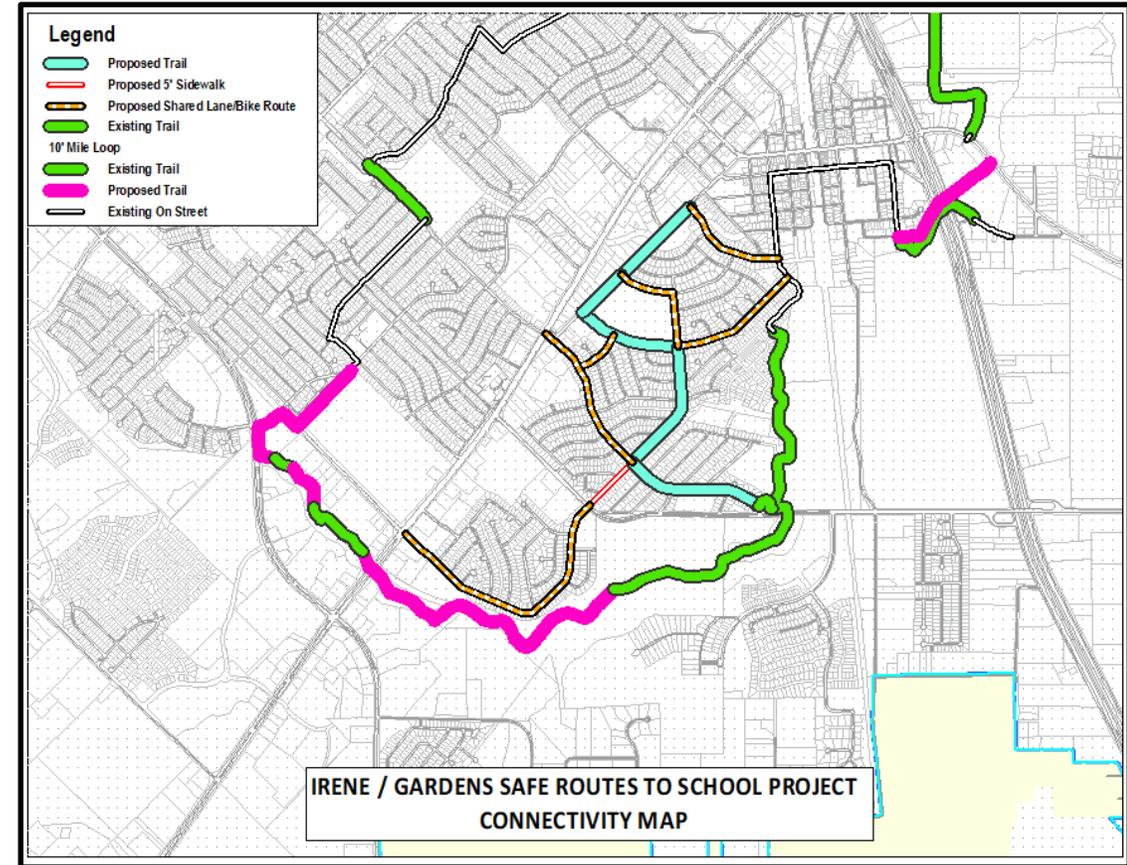
- 10-foot trail (shown in light blue)
- Crosswalk from Warren Park to Library
- ADA access improvements at Warren Park
- Tie to existing trail system in three locations
- Pedestrian bridge over Town Creek in Warren Park -

Funding:

- Federal funding: \$1.7 million
- City contribution: \$750,000

Status:

- Notice to Proceed for Contractor Dec 2020
- Construction Underway



Project Status

On Track

Project Progress

Progress 85%

Estimated Completion



Summer 2022

Construction Cost



2.45 Million

Project includes:

- Three bay drive-through
- Housing for up to 10 firefighters
- Emergency Operations Center that can be used for a meeting room

Funding:

- 2017 & 2018 CO Bonds

Status:

- Finish out underway
- Opening September 2021



Project Status

On Track

Project Progress

Progress 99%

Estimated Completion



Sep 2021

Construction Cost



5.8 Million

Project includes:

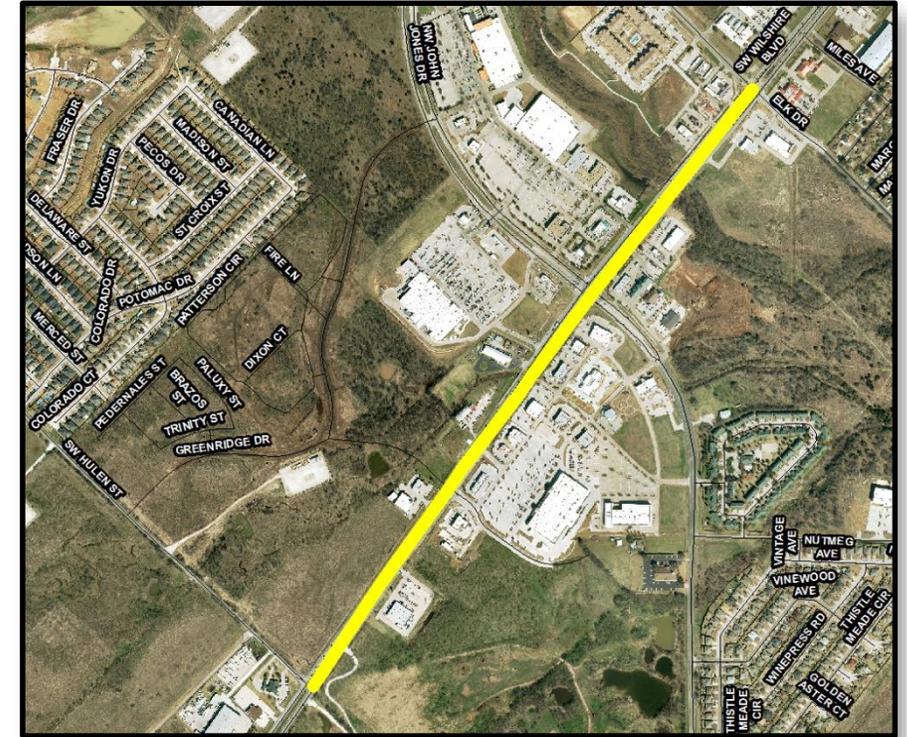
- Widening SH 174 (Wilshire Boulevard) from 4 to 6 lanes from Elk Drive to Hulen Street
- Widening will occur on the inside lanes
- Sidewalks where feasible

Funding:

- \$1.2 million city participation (design)
- \$1.1 million Texas Department of Transportation funding
- \$4.7 million North Central Texas Council of Governments/Federal Grant funding

Status:

- Schematic Design Plans (30%) submitted to TxDOT 8/13/2021
- Geotechnical borings conducted in August
- Environmental Submittal made 8/23/2021



Project Status

Some Disruption

Project Progress

Progress 30%

Estimated Completion



2022 - 2024

Construction Cost



5.9 Million

Project includes:

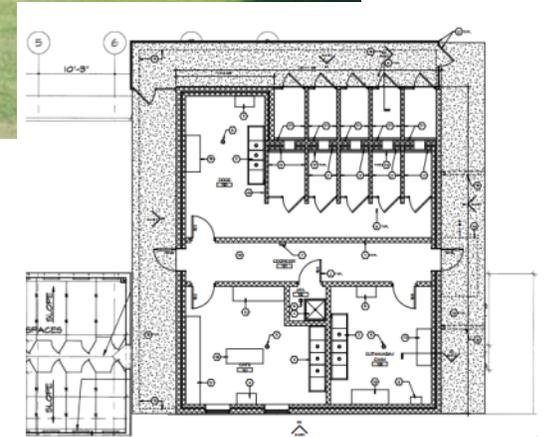
- Expansion of facility by approximately 1,250 sq. ft. to provide an isolation area for sick or injured animals.

Funding:

- 2019 CO Bonds

Status:

- 100% Plans and Specifications Complete
- Guaranteed Maximum Price received and scheduled for consideration.



Project Status

Some Disruption

Project Progress

Progress 50%

Estimated Completion



2022

Construction Cost

\$ 928,400

Project includes:

- Intersection improvements as recommended by traffic studies for increased intersection capacity and higher level of service.
- Locations:
 - Alsbury at John Jones
 - Hulen St at Wilshire (SH174)



Funding:

- \$1.9 million Streets & Drainage Bonds (Alsbury @ John Jones)
- \$1.2 million Streets & Drainage Bonds (Hulen Intersection)



Status:

Design Contract for Alsbury intersection approved and 30% design plans completed and in review
Design contract for Hulen Street in negotiation.

Project Status

On Track

Project Progress

Progress 20%

Estimated Completion



2022

Construction Cost



3.75 Million

Project includes:

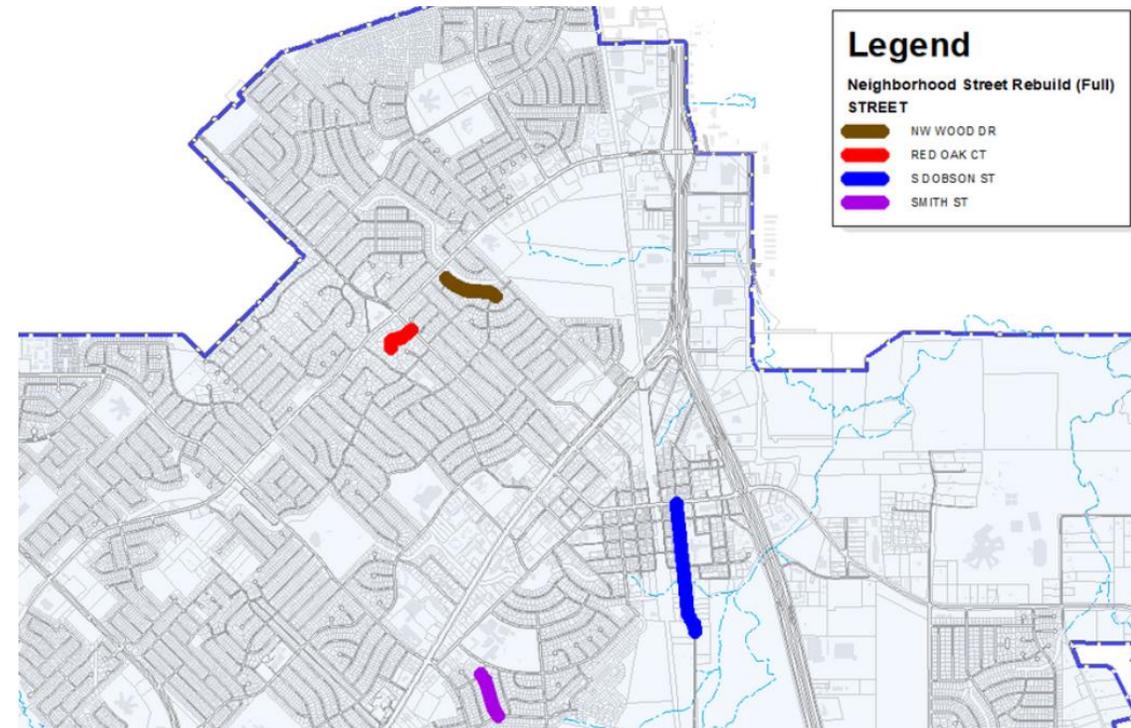
- Neighborhood Street Rebuilds that include:
 - Water Replacement
 - Sewer Replacement
 - Pavement Rebuilds
- Locations include: NW Wood Drive, Red Oak Ct, S Dobson St & Smith St.

Funding:

- \$1.7 million Street & Water Bonds

Status:

- Bid awarded
- Construction to begin September 2021



Project Status

On Track

Project Progress

Progress 55%

Estimated Completion



2022

Construction Cost

\$ 1.7 Million

Project includes:

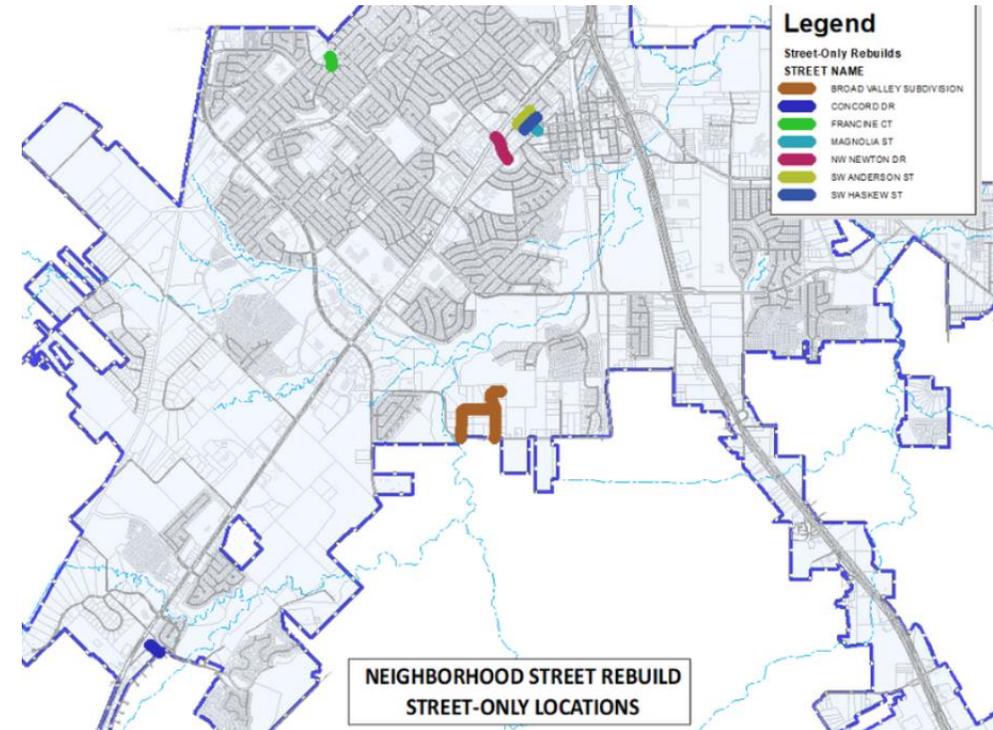
- Reconstruct existing street
- Utilities are not located under pavement and/or have been verified to be in good condition and do not need replacement

Funding:

- \$1.1 million Street & Drainage Bonds

Status

- Preparing for Advertisement in Summer 2021



Project Status

Some Disruption

Project Progress

Progress 50%

Estimated Completion



2022

Construction Cost



1.1 Million

Intersection Improvements

County Road 910 & Farm to Market 1902

Project includes:

- The addition of a right turn lane on CR 910 at the FM1902 intersection

Funding:

- \$168,000
- 2017 GO Bonds – Streets
- 2018 CO Street Bonds

Status:

- Bid Awarded
- Construction underway



Project Status

On Track

Project Progress

Progress 60%

Estimated Completion



Summer 2021

Construction Cost

\$ 120,340

SECTION 06

Park Capital Improvement Projects

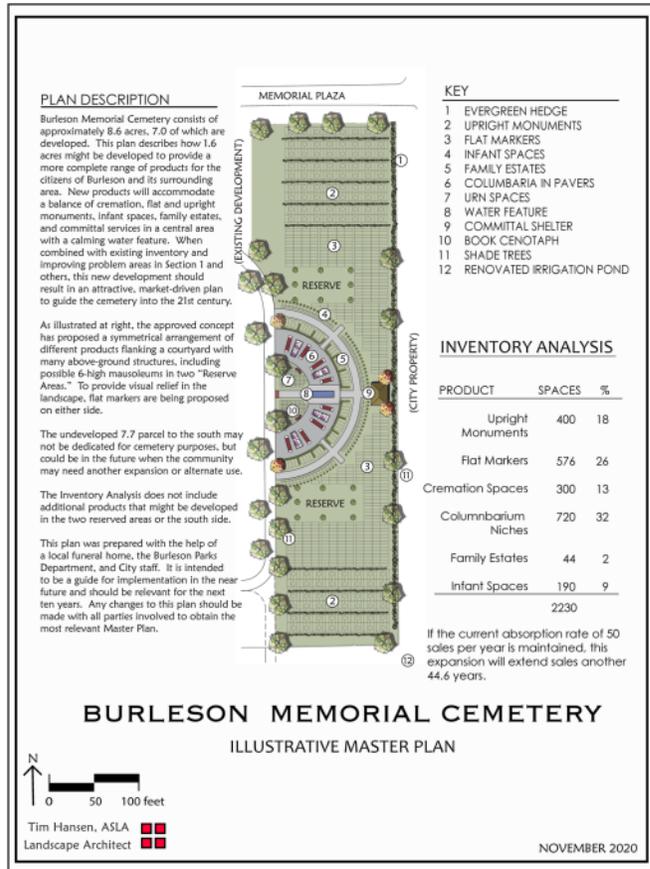
City of Burleson
Quarterly Report
June 2021



Parks and Recreation Capital Projects - Quarterly Update

City Council

Project- Cemetery Expansion



● Project Description

Design and construction of a cemetery expansion at the Burleson Memorial Cemetery

● Project Status

- Plans at 100%
- Award construction bid September 2021

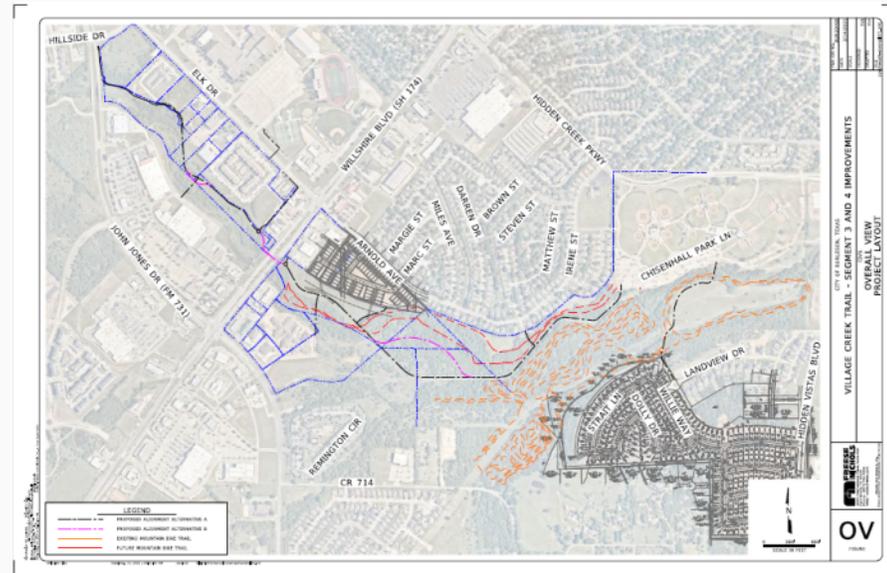
● Budget/Funding Source

\$787,000 - Cemetery Gas Well Royalties

● Estimated Completion Date

February 2022

Project- Village Creek Trails



- **Project Description**

Extension of Village Creek Trail from current terminus at Chisenhall Fields to Hillside Dr.

- **Project Status**

- Conceptual alignment approved March 2021
- Final design and construction contract approved April 2021

- **Budget/Funding Source**

- \$1.6 million in existing 2016 CO Bonds
- Additional \$2 million from potential 4B debt issuances programmed for future years in Parks CIP.

- **Estimated Completion**

March 2023

Project- Dog Park



• Project Description

Creation of a dog park

• Project Status

- Plans at 100%
- Construction award September 2021

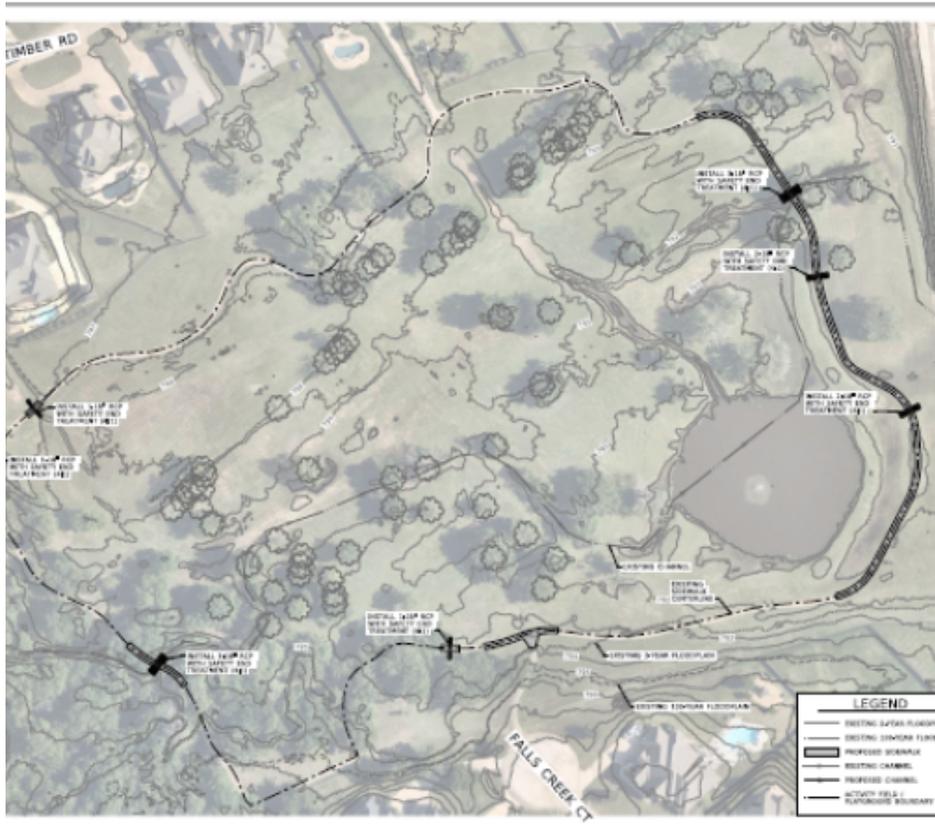
• Budget/Funding Source

\$347,000/ Park Gas Funds

• Estimated Completion

January 2022

Project- Prairie Timbers



- **Project Description**

Improvement of drainage problems on walking trail at Prairie Timbers Park. Addition of playground in partnership with Prairie Timbers HOA.

- **Project Status**

- Final design and construction contract approved March 2021
- Project at 90%
- HOA selected playground and shelter
- Large quantity of trees that did not survive winter storm-tree mitigation plan in progress

- **Budget/ Funding Source**

\$300,000/ Park Gas Funds

- **Estimated Completion**

June 2022

Project- Clark Park



- **Project Description**

Playground replacement and park improvements

- **Project Status**

Construction currently underway

- **Budget/Funding**

\$170,000/4B Sales Tax

- **Estimated Completion**

September 2021

Project- Splash pad



- **Project Description**

Creation of a splash pad adjacent to the Burleson Recreation Center

- **Project Status**

- In final design
- Award for construction scheduled for September 2021

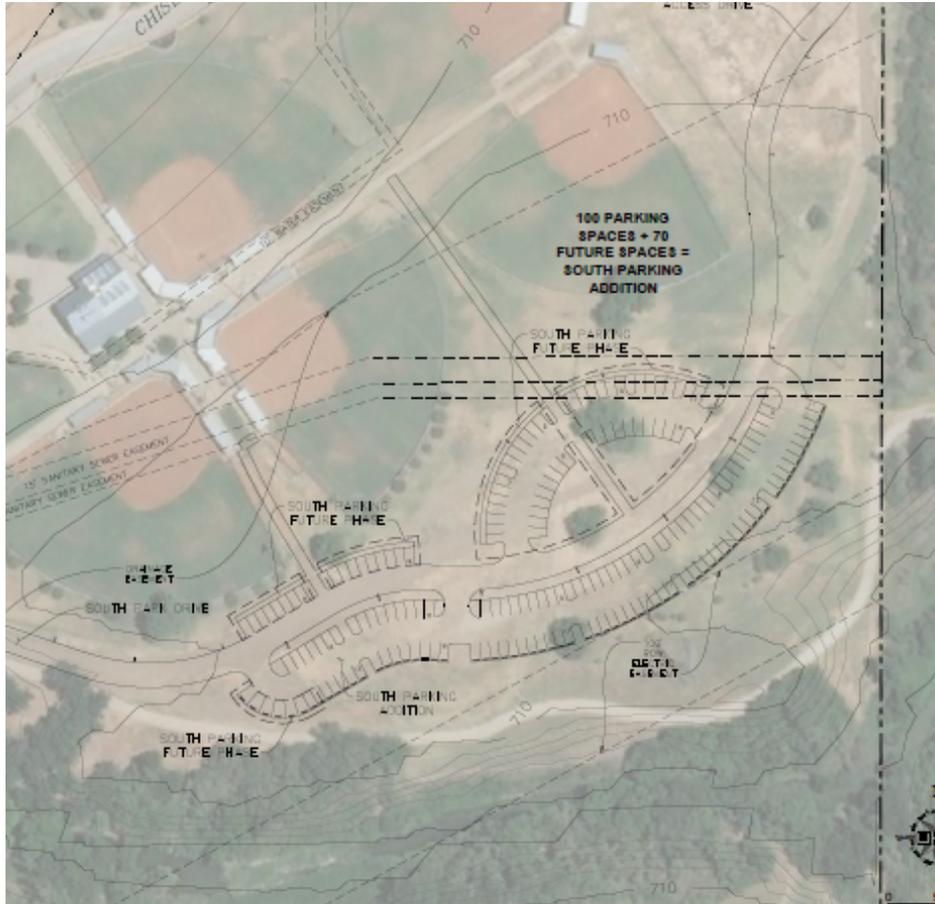
- **Budget/Funding Source**

\$1.5 million/ 4B Debt Capacity

- **Estimated Completion**

June 2022

Project- Chisenhall Parking



- **Project Description**

Design and construction for phase 1 (100 spaces) of Chisenhall parking lot expansion

- **Project Status**

- Entering into final design contract

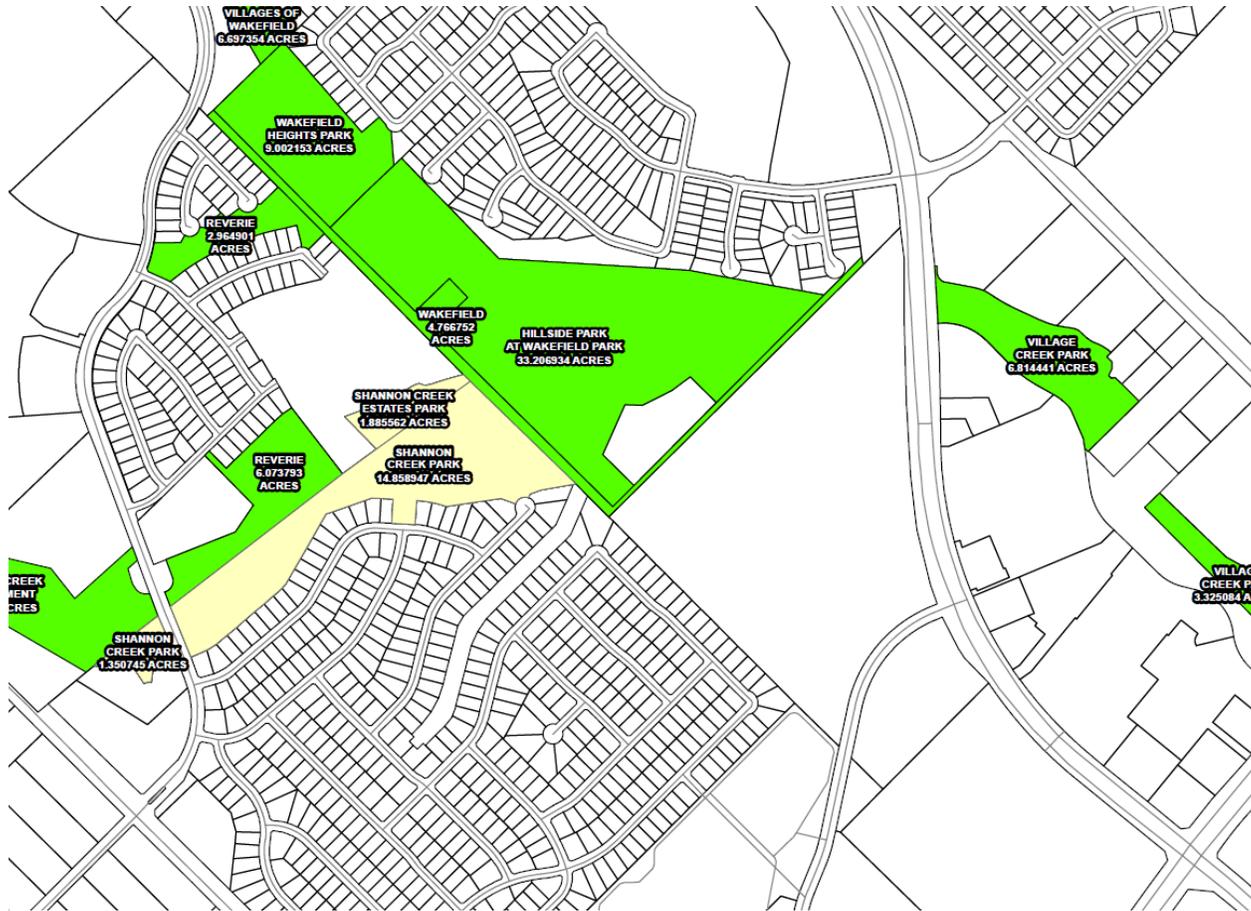
- **Budget/Funding**

TBD

- **Estimated Completion**

6 months from the completion of final design

Project- Shannon Creek



● Project Description

Design and construction of a park and natural area in Shannon Creek.

● Project Status

- Public engagement completed July 2021
- Refined concepts submitted for public engagement August 18

● Budget/Funding

\$2,438,125/4B non-bond capital/Park Zone

● Estimated Completion

TBD