

# FY 2021-2022

## FIRST QUARTER REPORT

*December 2021*



THE CITY OF

# BURLESON

TEXAS

# ABOUT THIS Quarterly Report

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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 December 31, 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:**

The investment report is being reformatted and will be shared in late December 2021, once the Finance & Internal Service Committee has reviewed it.
- 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

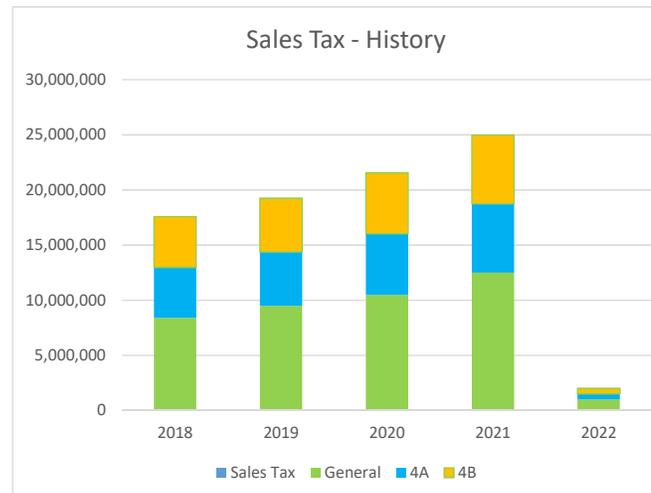
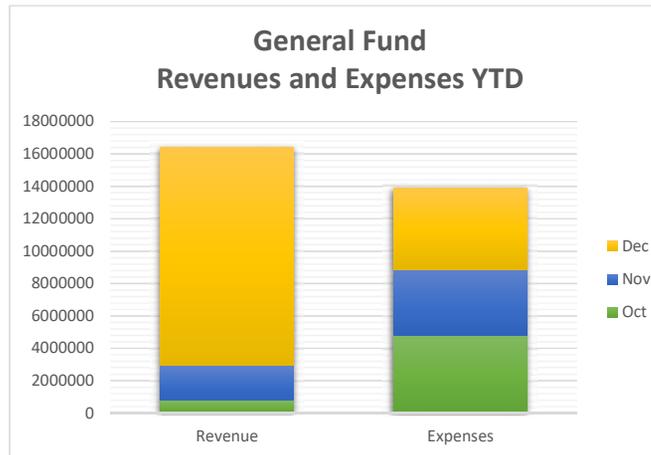
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City of Burlison  
Quarterly Report  
December 2021

# Q1

## General Fund Executive Dashboard (unaudited)

Description	FY 2021-22 Annual Budget	FY 2021-22 Annual Projections	FY 2021-22 Projections to Budget
<b>Beginning Fund Balance as of 10/1/2021</b>	<b>\$15,690,783</b>	<b>\$18,339,917</b>	
<b>REVENUES</b>			
Ad Valorem Taxes	\$22,568,177	\$22,568,177	100%
Sales Taxes	\$12,414,500	\$12,414,500	100%
Franchise Fees	\$3,400,000	\$3,400,000	100%
Licenses & Permits	\$1,918,500	\$1,918,500	100%
Other Charges for Service	\$213,491	\$213,491	100%
Fines & Forfeitures	\$1,081,500	\$1,081,500	100%
Miscellaneous	\$2,106,157	\$2,106,157	100%
Indirect Cost Transfers	\$3,107,187	\$3,107,187	100%
Other Taxes - PILOT	\$795,430	\$795,430	100%
<b>Revenue Total</b>	<b>\$47,604,942</b>	<b>\$47,604,942</b>	<b>100%</b>
<b>EXPENDITURES</b>			
Personal Service	\$33,465,097	\$33,465,097	100%
Maintenance & Repairs	\$1,783,068	\$1,783,068	100%
Operations, Services	\$3,500,574	\$3,500,574	100%
Material & Supplies	\$1,535,818	\$1,535,818	100%
Capital Outlay	\$1,792,453	\$1,792,453	100%
Miscellaneous Expense	\$1,367,696	\$1,367,696	100%
Transfers to IT	\$3,303,749	\$3,303,749	100%
Transfers to Equipment Replacement	\$1,529,158	\$1,529,158	100%
Transfers to Equipment Services	\$1,113,659	\$1,113,659	100%
Transfer to Fire Station Land	\$146,381	\$146,381	100%
Transfer to Internal Service Funds	\$0	\$0	NA
Transfer to CPF	\$500,000	\$500,000	100%
<b>Total Expenditures</b>	<b>\$50,037,653</b>	<b>\$50,037,653</b>	<b>100%</b>
Net Income (Loss)	(\$2,432,711)	(\$2,432,711)	
<b>Ending Fund Balance</b>	<b>\$13,258,072</b>	<b>\$15,907,206</b>	



#### Key Trends

Prior year sales tax was 3.5% higher than year end estimates. Sales tax is received two months in arrears. December 31, 2021 sales tax receipts represent October 31, 2021 collections. Sales tax is monitored monthly.

As of 1st quarter, revenues and expenditures are projected to meet budget levels.

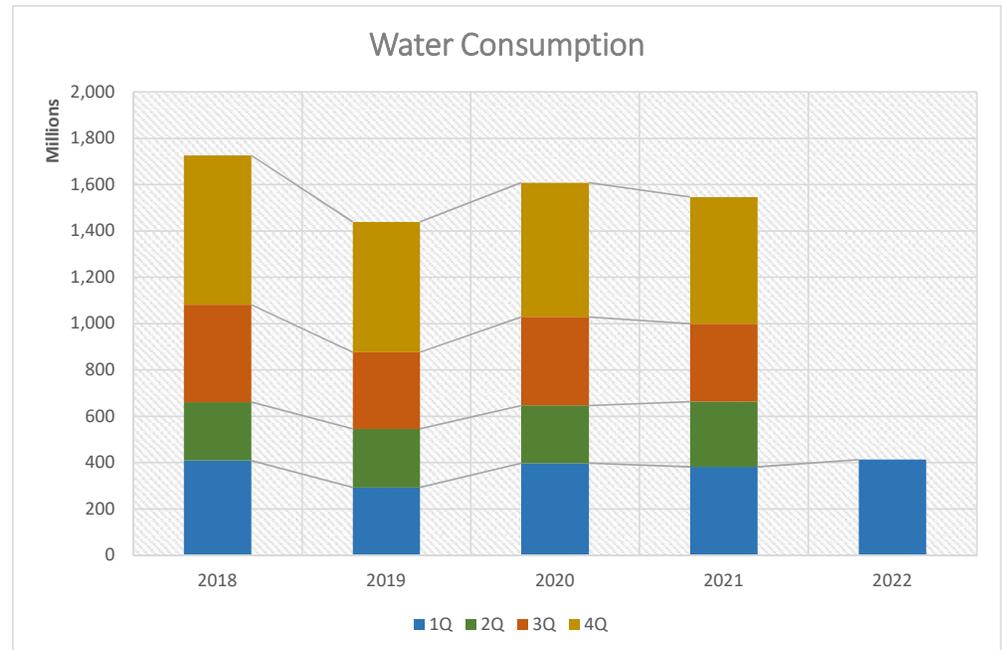
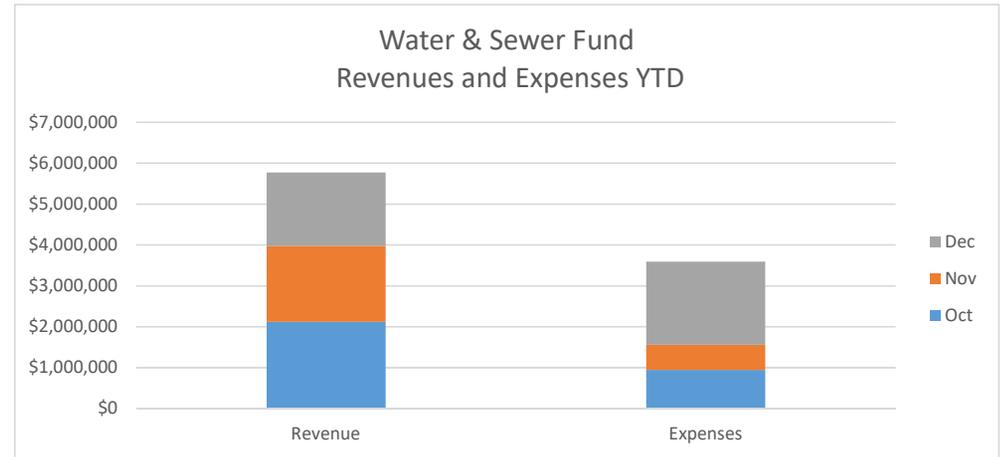
# Q1

## Water/Sewer Fund Executive Dashboard (unaudited)

Description	FY 2021-22 Annual Budget	FY 2021-22 Annual Projections	FY 2021-22 Projections to Budget
<b>Beginning Fund Balance as of 10/1/2021</b>	<b>\$10,686,693</b>	<b>\$10,336,326</b>	
<b>REVENUES</b>			
Water Revenue	\$12,276,139	\$12,276,139	100%
Sewer Revenue	\$9,839,063	\$9,839,063	100%
Interest Revenue	\$80,000	\$80,000	100%
Miscellaneous Revenues	\$172,469	\$172,469	100%
Sewer Surcharge	\$320,000	\$320,000	100%
Late Payments	\$416,160	\$416,160	100%
Impact Fee Reimbursements	\$770,000	\$770,000	100%
Transfer to Water/Sewer	\$146,381	\$146,381	100%
<b>Total Revenues</b>	<b>\$24,020,212</b>	<b>\$24,020,212</b>	<b>100%</b>
<b>EXPENDITURES</b>			
Personnel Services	\$2,247,277	\$2,247,277	100%
Franchise Fee	\$907,949	\$907,949	100%
Capital Outlay	\$832,600	\$832,600	100%
Payment in Lieu of Taxes	\$795,430	\$795,430	100%
Operations, Services	\$627,685	\$627,685	100%
Materials & Supplies	\$176,731	\$176,731	100%
Maintenance & Repair	\$184,248	\$184,248	100%
Miscellaneous Expense	\$117,079	\$117,079	100%
Transfer to Equipment Replacement	\$272,343	\$272,343	100%
Transfer to IT	\$967,922	\$967,922	100%
Transfer to GF	\$1,752,134	\$1,752,134	100%
Transfer to Equipment Services	\$143,235	\$143,235	100%
Sewer Treatment	\$4,441,060	\$4,441,060	100%
Purchase of Water	\$4,700,000	\$4,700,000	100%
Debt Service	\$6,300,422	\$6,300,422	100%
<b>Total Expenditures</b>	<b>\$24,466,115</b>	<b>\$24,466,115</b>	<b>100%</b>
Net Income (Loss)	(\$445,903)	(\$445,903)	
<b>Ending Fund Balance</b>	<b>\$10,240,790</b>	<b>\$9,890,423</b>	

### Key Trends

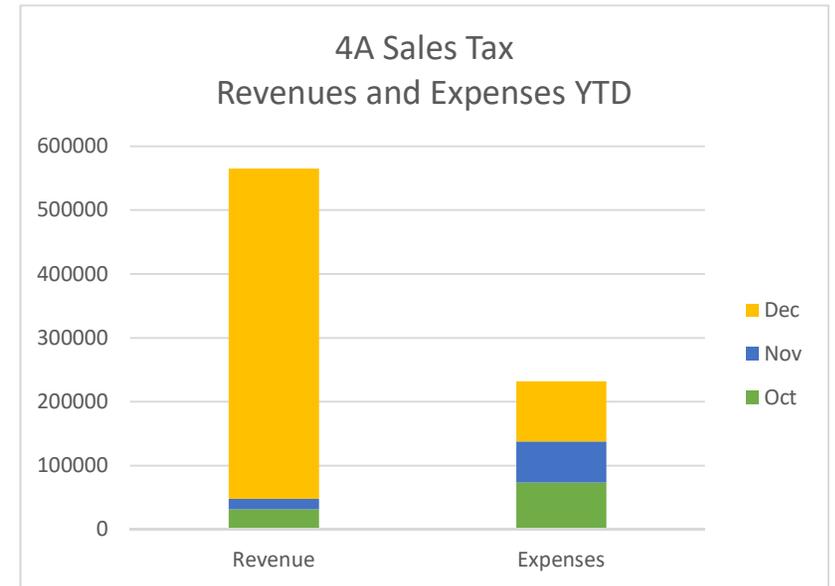
At this point in the fiscal year, revenues and expenditures are projected to meet budgeted levels.



# Q1

## 4A Sales Tax Fund Executive Dashboard

Description	FY 2021-22 Annual Budget	FY 2021-22 Annual Projections	FY 2021-22 Projections to Budget
<b>Beginning Fund Balance as of 10/1/2021</b>	\$2,443,008	\$2,474,815	
<b>REVENUE</b>			
4A Sales Tax	\$6,128,500	\$6,128,500	100%
Interest	\$26,750	\$26,750	100%
Miscellaneous Revenue	\$188,200	\$188,200	100%
<b>Total Revenues</b>	<b>\$6,343,450</b>	<b>\$6,343,450</b>	<b>100%</b>
<b>EXPENDITURES</b>			
Personnel Services	\$303,574	\$303,574	100%
Operations, Services	\$232,825	\$232,825	100%
Miscellaneous Expense	\$230,000	\$230,000	100%
Materials & Supplies	\$10,750	\$10,750	100%
Maintenance & Repair	\$35,000	\$35,000	100%
Economic Development Incentive (380)	\$1,112,500	\$1,112,500	100%
Business Retentions	\$55,000	\$55,000	100%
Transfer to GF-Adm Services	\$366,203	\$366,203	100%
Transfer to IT	\$155,355	\$155,355	100%
Debt Service	\$1,990,375	\$1,990,375	100%
<b>Total Expenditures</b>	<b>\$4,491,582</b>	<b>\$4,491,582</b>	<b>100%</b>
Net Income (Loss)	\$1,851,868	\$1,851,868	
<b>Ending Fund Balance</b>	<b>\$4,294,876</b>	<b>\$4,326,683</b>	



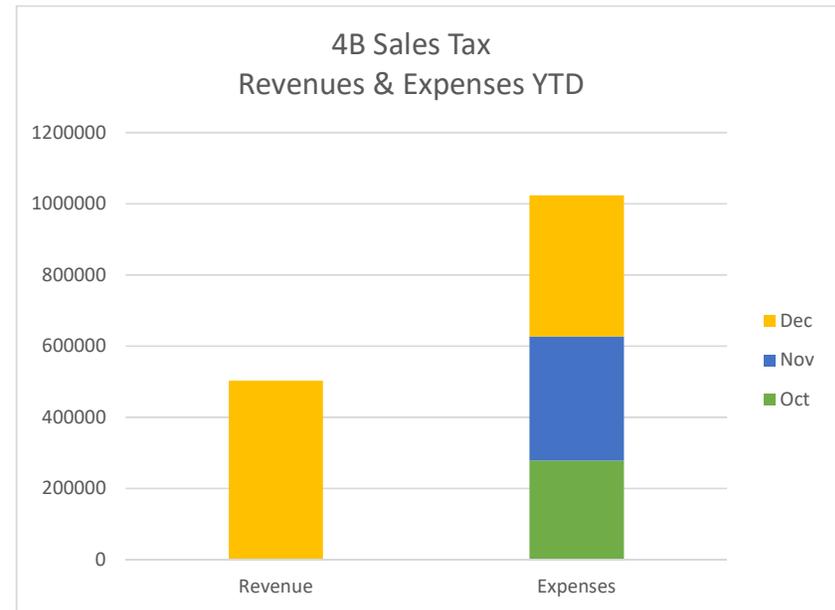
### Key Trends:

Prior year sales tax was 3.5 percent higher than year end estimates. Sales tax is received two months in arrears. December sales tax receipts are for October collections. Sales tax is monitored monthly. As of 1st quarter, revenues and expenditures are projected to meet budget levels.

# Q1

## 4B Sales Tax Fund Executive Dashboard (unaudited)

Description	FY 2021-22 Annual Budget	FY 2021-22 Annual Projections	FY 2021-22 Projections to Budget
<b>Beginning Fund Balance as of 10/1/2021</b>	\$4,158,317	\$5,090,671	
<b>REVENUES</b>			
4B Sales Tax	\$6,128,500	\$6,128,500	100%
Interest	\$15,000	\$15,000	100%
Miscellaneous Revenue	\$0	\$0	NA
<b>Total Revenues</b>	<b>\$6,143,500</b>	<b>\$6,143,500</b>	<b>100%</b>
<b>EXPENDITURES</b>			
Debt Services Costs	\$1,393,675	\$1,393,675	100%
Transfer Out-Golf Debt Service	\$371,403	\$371,403	100%
Transfer Out-Park Performance Fund	\$2,715,418	\$2,715,418	100%
Transfer Out-Golf Operations Assistance	\$846,315	\$846,315	100%
Transfer Out- Parks Capital	\$0	\$0	NA
Transfer Out-GF Admin	\$15,450	\$15,450	100%
Economic Incentive ( 380)	\$412,500	\$412,500	100%
Equipment Replacement	\$64,257	\$64,257	100%
Equipment Serv Contr	\$1,950	\$1,950	100%
Personal Services	\$193,403	\$193,403	100%
Materials & Supplies	\$3,900	\$3,900	100%
Maintenance & Repair	\$277,328	\$277,328	100%
Operations	\$3,500	\$3,500	100%
Misc Expense	\$110,000	\$110,000	100%
<b>Total Expenditures</b>	<b>\$6,409,099</b>	<b>\$6,409,099</b>	<b>100%</b>
Net Income (Loss)	(\$265,599)	(\$265,599)	
<b>Ending Fund Balance</b>	<b>\$3,892,718</b>	<b>\$4,825,072</b>	



### Key Trends:

Prior year sales tax was 3.5 percent higher than year end estimates. Sales tax is received two months in arrears. December sales tax receipt are for October collections. Sales tax will be monitored monthly. As of 1st quarter, revenues and expenditures are projected to meet budget levels.

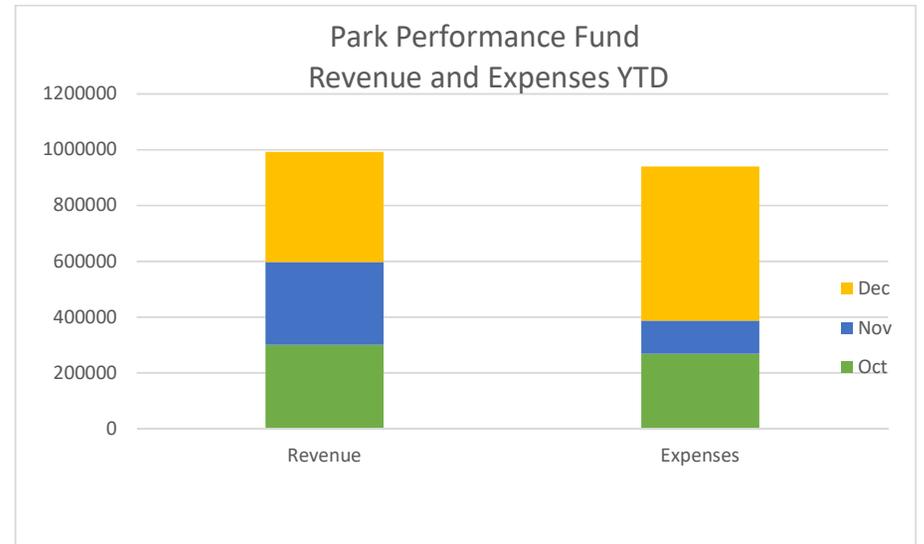
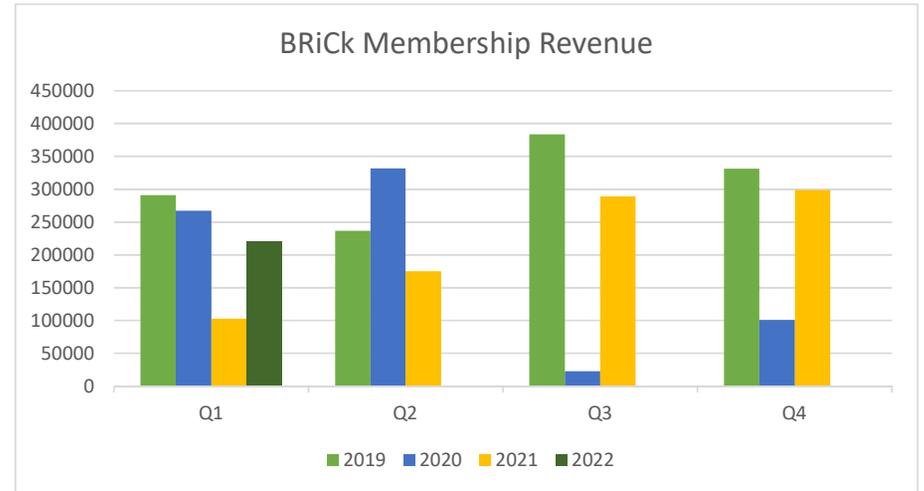
# Q1

## Park Performance Fund Executive Dashboard

Description	FY 2021-22 Annual Budget	FY 2021-22 Annual Projections	FY 2021-22 Projections to Budget
<b>Beginning Fund Balance as of 10/01/2021</b>	<b>\$0</b>	<b>\$0</b>	
<b>REVENUES</b>			
Transfer In - 4B Sales Tax	\$2,715,418	\$2,715,418	100%
Recreation Memberships	\$2,014,006	\$2,014,006	100%
Miscellaneous	\$5,000	\$5,000	100%
Investment Income	\$721	\$721	100%
<b>Total Revenues</b>	<b>\$4,735,145</b>	<b>\$4,735,145</b>	<b>100%</b>
<b>EXPENDITURES</b>			
Personnel Services	\$2,737,544	\$2,737,544	100%
Materials & Supplies	\$235,345	\$235,345	100%
Maintenance & Repair	\$296,023	\$296,023	100%
Operations, Services	\$580,778	\$580,778	100%
Capital Outlay	\$183,900	\$183,900	100%
Transfer to IT	\$255,290	\$255,290	100%
Transfer to Equipment Replacement	\$24,450	\$24,450	100%
Miscellaneous Expense	\$36,000	\$36,000	100%
Transfer to GF for Admin	\$359,838	\$359,838	100%
Transfer to Equipment Service	\$25,977	\$25,977	100%
<b>Total Expenditures</b>	<b>\$4,735,145</b>	<b>\$4,735,145</b>	<b>100%</b>
Net Income (Loss)	\$0	\$0	
<b>Ending Fund Balance</b>	<b>\$0</b>	<b>\$0</b>	

### Key Trends

At this point in the fiscal year, revenues and expenditures are projected to meet budgeted levels.



SECTION 02

# Financial Summary

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City of Burleson  
Quarterly Report  
December 2021

# Q1

## 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	\$16,165	\$113,300	\$53,900	48%
Ad Val Taxes - Pen & Int	\$19,234	\$175,100	\$25,043	14%
Ad Val Taxes- General	\$12,845,030	\$22,279,777	\$12,936,244	58%
<b>Ad Valorem Taxes</b>	<b>\$12,880,429</b>	<b>\$22,568,177</b>	<b>\$13,015,187</b>	<b>58%</b>
<b>Sales Tax</b>	<b>\$875,688</b>	<b>\$12,414,500</b>	<b>\$1,037,224</b>	<b>8%</b>
Electric Utility Franchise Fees	\$0	\$1,648,000	\$0	0%
Natural Gas Franchise Fee	\$0	\$235,000	\$0	0%
Solid Waste Franchise Fee	\$68,130	\$175,000	\$4,500	3%
Solid Waste Internal Serv Franchise	\$0	\$265,000	\$66,249	25%
Telecable Franchise Fees	\$0	\$75,000	\$0	0%
Telephone Franchise Fees	\$40	\$77,000	\$1,618	2%
Water and Sewer Franchise Fees	\$220,376	\$925,000	\$231,249	25%
<b>Franchise Fees</b>	<b>\$288,546</b>	<b>\$3,400,000</b>	<b>\$303,616</b>	<b>9%</b>
<b>Other Taxes</b>	<b>\$193,066</b>	<b>\$795,430</b>	<b>\$198,857</b>	<b>25%</b>
Code Enforcement	\$2,800	\$10,000	\$419	4%
Fire	\$0	\$5,150	\$0	0%
Parks Maintenance	\$650	\$8,920	\$1,305	15%
Pavement Maintenance	\$10,180	\$65,000	\$0	0%
Police	\$2,226	\$7,231	\$473	7%
Miscellaneous Service Fees	\$44,721	\$117,190	\$48,982	42%
<b>Service Fees</b>	<b>\$60,577</b>	<b>\$213,491</b>	<b>\$51,179</b>	<b>24%</b>
<b>Fines &amp; Fees</b>	<b>\$222,406</b>	<b>\$1,081,500</b>	<b>\$213,245</b>	<b>20%</b>
Building Inspections	\$306,294	\$1,447,500	\$107,835	7%
Miscellaneous Licenses and Permits	\$34,605	\$471,000	\$32,325	7%
<b>Licenses and Permits</b>	<b>\$340,899</b>	<b>\$1,918,500</b>	<b>\$140,160</b>	<b>7%</b>
Investment Income	\$8,067	\$300,000	\$806	0%
Miscellaneous	\$349,643	\$1,806,157	\$260,417	14%
<b>Miscellaneous Revenues</b>	<b>\$357,710</b>	<b>\$2,106,157</b>	<b>\$261,223</b>	<b>12%</b>
<b>Land Proceeds</b>	<b>\$0</b>	<b>\$0</b>	<b>\$457,718</b>	<b>NA</b>
Indirect Cost Transfer	\$670,432	\$117,580	\$0	NA
Indirect Cost Transfer- Golf	\$30,127	\$125,925	\$31,481	25%
Indirect Cost Transfer- Hotel/Motel	\$6,695	\$27,583	\$6,897	25%
Indirect Cost Transfer- PPF	\$86,417	\$359,838	\$89,959	25%
Indirect Cost Transfer- Solid Waste	\$74,065	\$305,148	\$76,287	25%
Indirect Cost Transfer- Type A	\$73,846	\$366,203	\$59,816	16%
Indirect Cost Transfer- Type B	\$0	\$15,450	\$3,863	25%
Indirect Cost Transfer- SRF	\$0	\$37,327	\$0	0%
Indirect Cost Transfer- Water/Sewer	\$370,052	\$1,752,133	\$438,034	25%
<b>Transfers</b>	<b>\$1,311,634</b>	<b>\$3,107,187</b>	<b>\$706,337</b>	<b>23%</b>
<b>Total General Fund Revenues</b>	<b>\$16,530,955</b>	<b>\$47,604,942</b>	<b>\$16,384,746</b>	<b>34%</b>

# Q1

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

Description	Prior YTD	Annual Budget	YTD Actuals	YTD Actuals to Budget
<b>GENERAL GOVERNMENT</b>				
City Manager's Office	\$160,330	\$840,647	\$219,388	26%
City Secretary's Office	\$370,366	\$1,859,454	\$377,664	20%
Communications	\$126,605	\$727,577	\$151,333	21%
Finance	\$396,319	\$2,061,802	\$470,626	23%
Non-Departmental	\$400,268	\$873,759	\$983,742	113%
Human Resources	\$172,389	\$964,953	\$216,850	22%
Legal Services	\$97,492	\$432,962	\$95,637	22%
Purchasing	\$115,644	\$308,875	\$58,217	19%
	<b>\$1,839,413</b>	<b>\$8,070,029</b>	<b>\$2,573,457</b>	<b>32%</b>
<b>PUBLIC SAFETY</b>				
Fire	\$2,193,154	\$10,016,213	\$3,259,975	33%
Police	\$3,772,945	\$16,631,505	\$4,489,029	27%
	<b>\$5,966,099</b>	<b>\$26,647,718</b>	<b>\$7,749,004</b>	<b>29%</b>
<b>PUBLIC WORKS</b>				
Drainage Maintenance	\$241,441	\$555,463	\$192,601	35%
Engineering	\$382,569	\$1,525,713	\$523,253	34%
Facilities Maintenance	\$154,317	\$894,000	\$184,726	21%
Pavement Maintenance	\$618,000	\$3,337,708	\$796,146	24%
Public Works Admin	\$181,569	\$960,718	\$175,842	18%
Traffic Maintenance	\$108,616	\$635,385	\$87,638	14%
	<b>\$1,686,510</b>	<b>\$7,908,987</b>	<b>\$1,960,206</b>	<b>25%</b>
<b>NEIGHBORHOOD SERVICES</b>				
Animal services	\$142,582	\$578,395	\$142,925	25%
Code Enforcement	\$89,760	\$391,968	\$87,750	22%
Environmental Services	\$103,123	\$360,960	\$66,896	19%
Neighborhood Services	\$66,026	\$285,695	\$65,805	23%
	<b>\$401,491</b>	<b>\$1,617,018</b>	<b>\$363,376</b>	<b>22%</b>
<b>DEVELOPMENT SERVICES</b>				
Building Inspections	\$175,234	\$1,012,456	\$257,567	25%
Community Development	\$154,916	\$799,364	\$169,654	21%
Economic Development	\$0	\$800,000	\$0	0%
	<b>\$330,150</b>	<b>\$2,611,820</b>	<b>\$427,221</b>	<b>16%</b>
<b>CULTURE &amp; RECREATION</b>				
Library	\$336,910	\$1,157,984	\$268,037	23%
Parks and Recreation Administration	\$47,149	\$258,861	\$57,331	22%
Parks Maintenance	\$357,536	\$1,482,160	\$403,638	27%
Recreation	\$18,163	\$79,379	\$22,370	28%
Senior Center	\$32,450	\$203,697	\$39,547	19%
	<b>\$792,208</b>	<b>\$3,182,081</b>	<b>\$790,923</b>	<b>25%</b>
<b>INFORMATION TECHNOLOGY</b>				
Information Technology	\$0	\$0	\$3,925	NA
<b>Total Expenditures</b>	<b>\$11,015,872</b>	<b>\$50,037,653</b>	<b>\$13,868,112</b>	<b>28%</b>
<b>Total Net Income (Loss)</b>	<b>\$5,515,083</b>	<b>(\$2,432,711)</b>	<b>\$2,516,634</b>	

# Q1

## Water/Sewer Fund Schedule of Expenditures - Budget vs

	Prior YTD	Annual Budget	YTD Actuals	YTD Actuals to Budget
<b>REVENUES</b>				
Water Revenue	\$2,808,576	\$12,276,139	\$2,991,330	24%
Sewer Revenue	\$2,314,791	\$9,839,063	\$2,399,201	24%
Miscellaneous	\$172,169	\$908,629	\$240,133	26%
Investment Income	\$9,038	\$80,000	(\$4,214)	-5%
Impact Fee Reimbursement	\$0	\$770,000	\$0	0%
Transfer from Other funds	\$7,242	\$146,381	\$146,382	100%
<b>TOTAL REVENUES</b>	<b>\$5,311,816</b>	<b>\$24,020,212</b>	<b>\$5,772,832</b>	<b>24%</b>
<b>EXPENDITURES</b>				
Personnel Services	\$448,792	\$2,247,277	\$458,367	20%
Franchise Fee	\$220,376	\$907,949	\$231,249	25%
Capital Outlay	\$21,326	\$832,600	\$156,862	19%
Payment in Lieu of Taxes	\$193,066	\$795,430	\$198,857	25%
Operations, Services	\$173,191	\$627,685	\$213,625	34%
Materials & Supplies	\$23,483	\$176,731	\$26,153	15%
Maintenance & Repair	\$27,973	\$184,248	\$26,406	14%
Miscellaneous Expense	\$5,734	\$117,079	\$2,224	2%
Equipment Service	\$12,379	\$143,235	\$35,809	25%
Transfer Out	\$0	\$0	\$0	NA
Transfer to IT	\$28,169	\$967,922	\$241,980	25%
Transfer to Equipment Replacement	\$286,414	\$272,343	\$272,343	100%
Transfer to GF	\$370,052	\$1,752,134	\$438,034	25%
Debt Service	\$0	\$6,300,422	\$0	0%
Sewer Treatment	\$210,919	\$4,441,060	\$514,078	12%
Purchase of Water	\$381,695	\$4,700,000	\$779,761	17%
<b>TOTAL EXPENDITURES</b>	<b>\$2,403,569</b>	<b>\$24,466,115</b>	<b>\$3,595,748</b>	<b>15%</b>
<b>Net Income (Loss)</b>	<b>\$2,908,247</b>	<b>(\$445,903)</b>	<b>\$2,177,084</b>	

# Q1

## 4A Sales Tax Fund Schedule of Expenditures - Budget vs

Description	Prior YTD	FY 2021-22 Annual Budget	YTD Actuals	YTD Actuals to Budget
<b>REVENUES</b>				
4A Sales Tax	\$437,844	\$6,128,500	\$502,818	8%
Interest	\$2,677	\$26,750	\$270	1%
Miscellaneous Revenue	\$62,055	\$188,200	\$62,055	33%
<b>Total Revenues</b>	<b>\$502,576</b>	<b>\$6,343,450</b>	<b>\$565,143</b>	<b>9%</b>
<b>EXPENDITURES</b>				
Personnel Services	\$62,352	\$303,574	\$80,154	26%
Operations, Services	\$32,542	\$232,825	\$31,873	14%
Miscellaneous Expense	\$49,022	\$230,000	\$14,430	6%
Materials & Supplies	\$9,625	\$10,750	\$2,582	24%
Maintenance & Repair	\$484	\$35,000	\$698	2%
Economic Development Incentive (380)	\$315,930	\$1,112,500	\$0	0%
Business Retentions	\$252	\$55,000	\$3,399	6%
Transfer to GF-Adm Services	\$73,846	\$366,203	\$59,816	16%
Transfer to IT	\$2,292	\$155,355	\$38,839	25%
Debt Service	\$0	\$1,990,375	\$0	NA
<b>Total Expenditures</b>	<b>\$546,344</b>	<b>\$4,491,582</b>	<b>\$231,791</b>	<b>5%</b>
<b>Net Income (Loss)</b>	<b>(\$43,768)</b>	<b>\$1,851,868</b>	<b>\$333,352</b>	

# Q1

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

	Prior YTD	FY 2021-22 Annual Budget	YTD Actuals	YTD Actuals to Budget
<b>REVENUES</b>				
4B Sales Tax	\$437,844	\$6,128,500	\$502,818	8%
Interest	\$1,076	\$23,500	\$517	2%
Transfer in - Other	\$0	\$0	\$0	NA
<b>TOTAL REVENUES</b>	<b>\$438,920</b>	<b>\$6,152,000</b>	<b>\$503,335</b>	<b>8%</b>
<b>EXPENDITURES</b>				
Transfer Debt	\$0	\$1,393,675	\$0	0%
Transfer Out- PPF	\$714,658	\$2,715,418	\$678,854	25%
Transfers Out-Golf Debt	\$0	\$371,403	\$0	0%
Transfer Out- Golf Operation	\$0	\$846,315	\$211,579	25%
Transfer Out- Parks Capital	\$0	\$0	\$0	NA
Transfer Out-GF Admin	\$0	\$15,450	\$3,862	
Economic Incentive ( 380)	\$0	\$412,500	\$0	
Equipment Replacement	\$0	\$64,257	\$64,257	
Equipment Serv Contr	\$0	\$1,950	\$488	
Personal Services	\$0	\$193,403	\$11,980	
Materials & Supplies	\$0	\$3,900	\$0	
Maintenance & Repair	\$6,827	\$277,328	\$47,777	17%
Operations Service	\$0	\$3,500	\$4,905	140%
Misc Expense	\$0	\$110,000	\$0	
<b>TOTAL EXPENDITURES</b>	<b>\$721,485</b>	<b>\$6,409,099</b>	<b>\$1,023,702</b>	<b>16%</b>
<b>Net Income (Loss)</b>	<b>(\$282,565)</b>	<b>(\$257,099)</b>	<b>(\$520,367)</b>	

# Q1

## Park Performance Fund Schedule of Expenditures - Budget

Description	Prior YTD	Annual Budget	YTD Actuals	YTD Actuals to Budget
<b>REVENUES</b>				
Transfer In - 4B Sales Tax	\$714,658	\$2,715,418	\$678,855	25%
Recreation Memberships	\$114,885	\$1,645,523	\$245,211	15%
Miscellaneous	\$23,641	\$5,000	\$46	1%
Investment Income	\$7	\$721	\$148	21%
Miscellaneous Licenses and Permits	\$1,338	\$368,483	\$68,606	19%
<b>Total Revenues</b>	<b>\$854,530</b>	<b>\$4,735,145</b>	<b>\$992,866</b>	<b>21%</b>
<b>EXPENDITURES</b>				
Personnel Services	\$425,944	\$2,737,544	\$500,457	18%
Materials & Supplies	\$83,316	\$235,345	\$25,032	11%
Maintenance & Repair	\$30,387	\$296,023	\$51,043	17%
Operations, Services	\$63,846	\$580,778	\$146,405	25%
Capital Outlay	\$0	\$183,900	\$26,111	14%
Transfer to IT	\$18,921	\$255,290	\$63,823	25%
Transfer to Equipment Replacement	\$88,586	\$24,450	\$24,450	100%
Miscellaneous Expense	\$17,638	\$36,000	\$5,856	16%
Transfer to GF for Admin	\$86,417	\$359,838	\$89,959	25%
Transfer to Equipment Service	\$1,795	\$25,977	\$6,494	25%
<b>Total Expenditures</b>	<b>\$816,850</b>	<b>\$4,735,145</b>	<b>\$939,630</b>	<b>20%</b>
<b>Net Income (Loss)</b>	<b>\$37,680</b>	<b>\$0</b>	<b>\$53,236</b>	

SECTION 03

# Investment Report

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City of Burleson  
Quarterly Report  
December 2021

The investment report is being reformatted and will be shared in late December 2021, once the Finance & Internal Service Committee has reviewed it.



## INVESTMENT PORTFOLIO SUMMARY

For the Quarter Ended

December 31, 2021

Prepared by  
Valley View Consulting, L.L.C.

The investment portfolio of the City of Burleson is in compliance with the Public Funds Investment Act and the City of Burleson Investment Policy and Strategies.

 Finance Director

 Accounting Manager

**Disclaimer:** These reports were compiled using information provided by the City of Burleson. No procedures were performed to test the accuracy or completeness of this information. The market values included in these reports were obtained by Valley View Consulting, L.L.C. from sources believed to be accurate and represent proprietary valuation. Due to market fluctuations these levels are not necessarily reflective of current liquidation values. Yield calculations are not determined using standard performance formulas, are not representative of total return yields and do not account for investment advisor fees.

## Summary

### Quarter End Results by Investment Category:

Asset Type	September 30, 2021			December 31, 2021		
	Ave. Yield	Book Value	Market Value	Ave. Yield	Book Value	Market Value
Demand Deposit Account/Money Market Account	0.18%	\$ 27,099,753	\$ 27,099,753	0.16%	\$ 36,749,547	\$ 36,749,547
Pools/Money Market Fund	0.04%	79,896,377	79,896,377	0.06%	47,912,939	47,912,939
Securities	0.37%	9,789,967	9,795,316	0.47%	27,671,843	27,628,298
Certificates of Deposit	0.20%	6,001,019	6,001,019	0.25%	11,004,670	11,004,670
<b>Total</b>	<b>0.10%</b>	<b>\$ 122,787,117</b>	<b>\$ 122,792,465</b>	<b>0.20%</b>	<b>\$ 123,338,999</b>	<b>\$ 123,295,454</b>

#### Average Yield - Current Quarter (1)

Total Portfolio	0.20%
Rolling Three Month Treasury	0.06%
Rolling Six Month Treasury	0.08%
TexPool	0.04%

#### Fiscal Year-to-Date Average Yield (2)

Total Portfolio	0.20%
Rolling Three Month Treasury	0.06%
Rolling Six Month Treasury	0.08%
TexPool	0.04%

#### Interest Earnings (Approximate)

Quarter	\$ 42,868
Fiscal Year-to-date	\$ 42,868

(1) **Quarter End Average Yield** - based on adjusted book value, realized and unrealized gains/losses and investment advisory fees are not considered. The yield for the reporting month is used for bank, pool, and money market balances.

(2) **Fiscal Year-to-Date Average Yield** - calculated using quarter end report yields and adjusted book values and does not reflect a total return analysis or account for advisory fees.

**Investment Holdings**  
**December 31, 2021**

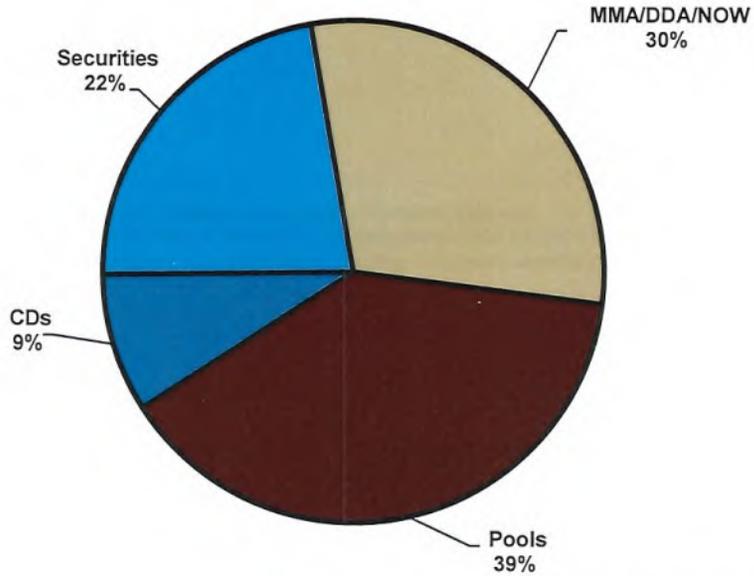
Description	Ratings	Coupon/ Discount	Maturity Date	Settlement Date	Par Value	Book Value	Market Price	Market Value	Life (Days)	Yield
American National Bank MMA		0.11%	01/01/22	12/31/21	\$ 26,738,582	\$ 26,738,582	1.00	\$ 26,738,582	1	0.11%
Origin Bank MMA		0.20%	01/01/22	12/31/21	5,003,892	5,003,892	1.00	5,003,892	1	0.20%
NexBank IntraFi MMA Savings		0.40%	01/01/22	12/31/21	5,007,073	5,007,073	1.00	5,007,073	1	0.40%
TexPool	AAAm	0.04%	01/01/22	12/31/21	18,477,352	18,477,352	1.00	18,477,352	1	0.04%
TexPool Prime	AAAm	0.09%	01/01/22	12/31/21	13,959	13,959	1.00	13,959	1	0.09%
LOGIC	AAAm	0.07%	01/01/22	12/31/21	29,421,628	29,421,628	1.00	29,421,628	1	0.07%
CA State-wide Dev Auth Revenue	A1/A+/A+	0.25%	02/01/22	01/26/21	1,000,000	1,000,000	100.00	999,990	32	0.25%
Bexar County TX Hospital	Aa1/AA+	2.00%	02/15/22	04/21/20	1,150,000	1,151,313	100.21	1,152,392	46	1.08%
Clark Co NV Revenue	Aa3/A	5.00%	07/01/22	12/01/20	200,000	204,548	102.36	204,710	182	0.41%
Tustin CA United School Dist	Aa1	0.21%	08/01/22	03/11/21	385,000	385,000	99.94	384,754	213	0.21%
Prosperity Bank CD		0.20%	08/18/22	08/18/21	6,004,012	6,004,012	100.00	6,004,012	230	0.20%
East West Bank CD		0.32%	11/15/22	12/17/21	5,000,658	5,000,658	100.00	5,000,658	319	0.32%
Adams County CO School Dist	Aa1	0.28%	12/01/22	01/27/21	900,000	900,000	99.78	897,975	335	0.28%
Lewis-Palmer CO School Dist	Aa2	0.34%	12/01/22	12/15/20	125,000	125,000	99.82	124,769	335	0.34%
NW WA Open Access Revenue	A3/A	0.69%	12/01/22	12/21/20	300,000	300,000	100.07	300,195	335	0.69%
Miamisburg OH School Dist	Aa2	4.00%	12/01/22	12/22/20	100,000	103,215	99.78	103,159	335	0.47%
Federal Home Loan Bank	Aaa/AA+	1.38%	02/17/23	12/15/21	5,000,000	5,055,107	100.07	5,053,672	413	0.40%
Federal Farm Credit Bank	Aaa/AA+	0.38%	05/23/23	11/23/21	5,000,000	4,997,399	99.82	4,986,718	508	0.41%
Federal Farm Credit Bank	Aaa/AA+	0.45%	07/24/23	12/14/21	5,000,000	4,992,342	103.16	4,988,444	570	0.55%
T-Note	Aaa/AA+	0.13%	10/15/23	10/18/21	5,000,000	4,976,141	99.73	4,950,585	653	0.39%
Federal Farm Credit Bank	Aaa/AA+	0.40%	11/09/23	12/15/21	3,500,000	3,481,779	101.07	3,480,936	678	0.68%
<b>Total Portfolio</b>					<b>\$ 123,327,156</b>	<b>\$ 123,338,999</b>		<b>\$ 123,295,454</b>	<b>136</b>	<b>0.20%</b>

(1) (2)

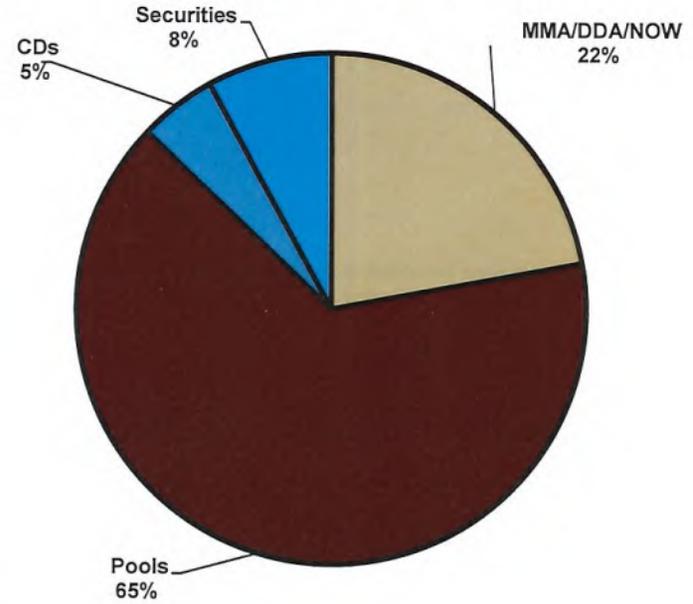
(1) **Weighted average life** - For purposes of calculating weighted average life, overnight bank and pool balances are assumed to have a one day maturity.

(2) **Weighted average yield to maturity** - The weighted average yield to maturity is based on Book Value, realized and unrealized gains/losses and investment advisory fees are not included. The yield for the reporting month is used for overnight bank and pool balances.

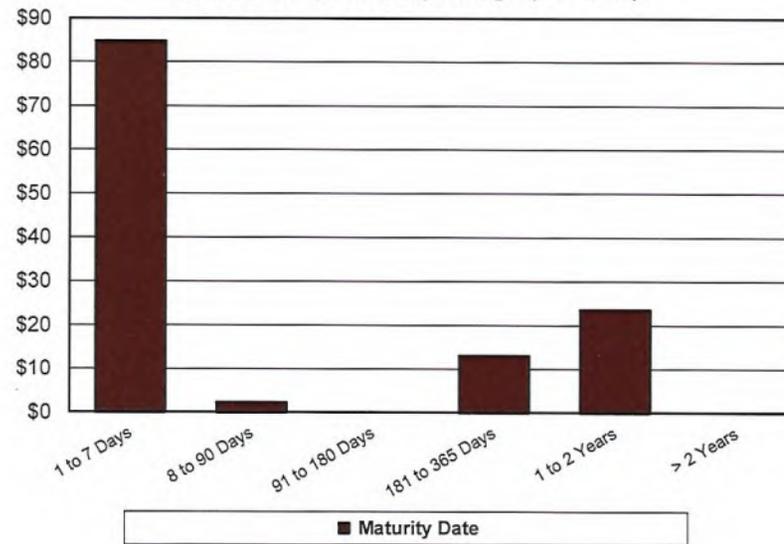
Composition - Current Quarter



Composition - Prior Quarter



Distribution by Maturity Range (Millions)



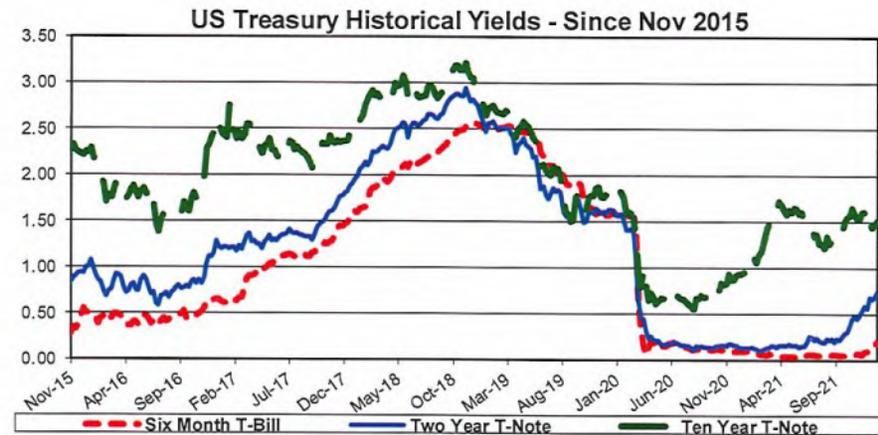
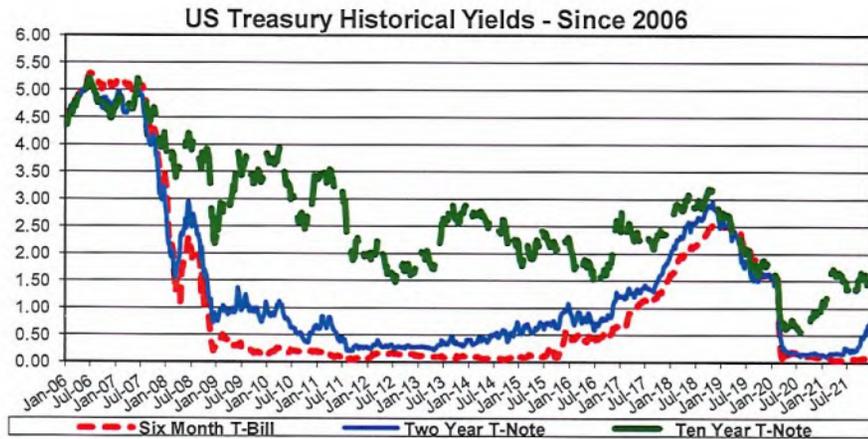
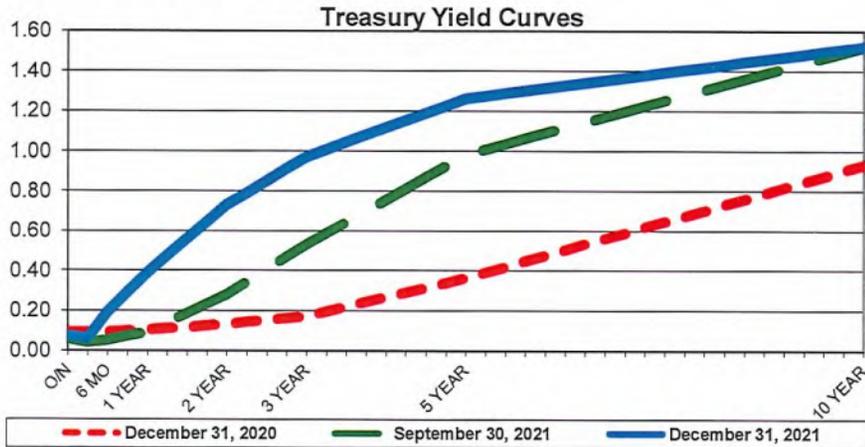
## Book and Market Value Comparison

Issuer/Description	Yield	Maturity Date	Book Value 09/30/21	Increases	Decreases	Book Value 12/31/21	Market Value 09/30/21	Change in Market Value	Market Value 12/31/21
American National Bank MMA	0.11%	01/01/22	\$ 17,096,356	\$ 9,642,226	\$ -	\$ 26,738,582	\$ 17,096,356	\$ 9,642,226	\$ 26,738,582
Origin Bank MMA	0.20%	01/01/22	5,001,370	2,522	-	5,003,892	5,001,370	2,522	5,003,892
NexBank IntraFi MMA Savings	0.40%	01/01/22	5,002,028	5,045	-	5,007,073	5,002,028	5,045	5,007,073
TexSTAR	0.04%	01/01/22	8	-	(8)	-	8	(8)	-
TexPool	0.04%	01/01/22	17,607,513	869,839	-	18,477,352	17,607,513	869,839	18,477,352
TexPool Prime	0.09%	01/01/22	7,626,205	-	(7,612,245)	13,959	7,626,205	(7,612,245)	13,959
LOGIC	0.07%	01/01/22	48,766,557	-	(19,344,929)	29,421,628	48,766,557	(19,344,929)	29,421,628
LSIP O/N	0.01%	01/01/22	5,890,189	-	(5,890,189)	-	5,890,189	(5,890,189)	-
First Amer Govt Oblig MMMF	0.01%	01/01/22	5,906	-	(5,906)	-	5,906	(5,906)	-
Sioux City IA School Dist	0.43%	10/01/21	1,000,070	-	(1,000,070)	-	1,000,000	(1,000,000)	-
Avon Grove PA School Dist	0.25%	11/15/21	480,000	-	(480,000)	-	480,014	(480,014)	-
Avon Grove PA School Dist	0.30%	11/15/21	245,000	-	(245,000)	-	245,022	(245,022)	-
NW WA Open Access Revenue	0.59%	12/01/21	300,000	-	(300,000)	-	300,042	(300,042)	-
Lewis-Palmer CO School Dist	0.29%	12/01/21	150,000	-	(150,000)	-	150,015	(150,015)	-
CA School Fin Auth Revenue	0.22%	12/30/21	1,940,000	-	(1,940,000)	-	1,940,233	(1,940,233)	-
CA School Fin Auth Revenue	0.26%	12/30/21	1,500,000	-	(1,500,000)	-	1,500,315	(1,500,315)	-
CA State-wide Dev Auth Revenue	0.25%	02/01/22	1,000,000	-	-	1,000,000	1,000,030	(40)	999,990
Bexar County TX Hospital	1.08%	02/15/22	1,153,938	-	(2,625)	1,151,313	1,157,556	(5,164)	1,152,392
Clark Co NV Revenue	0.41%	07/01/22	206,859	-	(2,312)	204,548	207,224	(2,514)	204,710
Tustin CA United School Dist	0.21%	08/01/22	385,000	-	-	385,000	385,139	(385)	384,754
Prosperity Bank CD	0.20%	08/18/22	6,001,019	2,993	-	6,004,012	6,001,019	2,993	6,004,012
East West Bank CD	0.32%	11/15/22	-	5,000,658	-	5,000,658	-	5,000,658	5,000,658
Adams County CO School Dist	0.28%	12/01/22	900,000	-	-	900,000	900,018	(2,043)	897,975
Lewis-Palmer CO School Dist	0.34%	12/01/22	125,000	-	-	125,000	125,066	(298)	124,769
NW WA Open Access Revenue	0.69%	12/01/22	300,000	-	-	300,000	300,318	(123)	300,195
Miamisburg OH School Dist	0.47%	12/01/22	104,100	-	(885)	103,215	104,324	(1,165)	103,159
Federal Home Loan Bank	0.40%	02/17/23	-	5,055,107	-	5,055,107	-	5,053,672	5,053,672
Federal Farm Credit Bank	0.41%	05/23/23	-	4,997,399	-	4,997,399	-	4,986,718	4,986,718
Federal Farm Credit Bank	0.55%	07/24/23	-	4,992,342	-	4,992,342	-	4,988,444	4,988,444
T-Note	0.39%	10/15/23	-	4,976,141	-	4,976,141	-	4,950,585	4,950,585
Federal Farm Credit Bank	0.68%	11/09/23	-	3,481,779	-	3,481,779	-	3,480,936	3,480,936
<b>TOTAL / AVERAGE</b>	<b>0.20%</b>		<b>\$ 122,787,117</b>	<b>\$ 39,026,052</b>	<b>\$(38,474,169)</b>	<b>\$ 123,338,999</b>	<b>\$ 122,792,465</b>	<b>\$ 502,989</b>	<b>\$ 123,295,454</b>

## Economic Overview

12/31/2021

The Federal Open Market Committee (FOMC) maintained the Fed Funds target range at 0.00% to 0.25% (Effective Fed Funds are trading <0.10%). The FOMC began reducing monthly security purchases during Nov 2021 and then increased the paced at the December meeting. Projections for target range increases shortened to late spring or early summer 2022. Third Quarter GDP posted +2.3% (Final). December employment reflected U-2 dropping to 3.9% and Non-Farm Payroll adding 199k net new jobs (Three Month Average NFP = 365). Crude oil reversed recent declines and bounced back to +/- \$75 per barrel. The Stock Markets reached new highs. Many domestic economic indicators remain positive. The Build Back Better legislation stalled in the Senate. The Debt Ceiling was increased to \$31+ trillion, easing any near-term funding pressures. Inflation remained well over the FOMC 2% target and does not appear positioned to decline in the near term. The Yield Curve shifted higher primarily six months and longer.



SECTION 04

# Strategic Plan Update

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City of Burlison  
Quarterly Report  
December 2021

# Operational Excellence

## WORK PLAN TASKS

### Goal 1

Progress 58%

**Develop a high-performance and diverse 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

Sep 21, 2021 - Apr 30, 2022

Major Disruption

Progress 0%

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

COVID has temporarily eliminated capacity in clinics for direct clinic models to be considered. Staff is continuously researching multiple options and will implement when capacity is available in clinics.

#### Work Plan Task 1.1.2

Sep 21, 2021 - Dec 31, 2021

Some Disruption

Progress 80%

Implement an active-based recruitment program to target candidates who may not be currently looking for a new job (Department: Human Resources)

HR staff is continuously working on job advertising, recruiting in job fairs, sending out job postings to schools, and using social media posts. Implemented a referral incentive program as a trial program to incentivize employees to recruit.

#### Work Plan Task 1.1.3

Sep 21, 2021 - Dec 31, 2021

Some Disruption

Progress 75%

Propose a student apprenticeship program that will provide on-the-job training along with education credits, which will allow the city to begin creating a talent pool of experienced future full-time employees (Department: Human Resources)

HR staff proposed a police and fire internship program for the departments. Temporary issues were identified with the program and staff is working to adjust the model for other departments and will bring it forward in March 2022.

#### Work Plan Task 1.1.4

Ongoing - Sep 30, 2022

On Track

Progress 75%

Continue development of community partnerships to discuss diversity and offer suggestions of inclusion within the police department (Police)

A diversity committee has met twice in the first quarter of FY 21-22 to discuss diversity and work together to continue inclusion in the department. The work plan task will be ongoing.

# Goal 2

Progress 56%



	%	#
On Track	60.0	3
Some Disruption	20.0	1
Completed	20.0	1

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

### Work Plan Task 1.2.1

Sep 21, 2021 - Jul 31, 2022

On Track

Progress 65%

Completed Annual Appreciation Event and purchased new software to aid with Boards/Commission database and online tools for applicants.

Expand and enhance recruiting, training and appreciation for all city boards and commissions (Department: City Secretary's Office)

### Work Plan Task 1.2.2

Sep 21, 2021 - Sep 30, 2022

On Track

Progress 10%

Departments have begun the process of re-evaluating existing performance measures. Focus for performance indicators will be based on efficiencies and effectiveness of operations.

Develop key performance indicators (KPIs) and performance measurement data that can be used to understand operational effectiveness and guide decision-making (Department: City Manager's Office)

### Work Plan Task 1.2.3

Sep 21, 2021 - Aug 31, 2022

On Track

Progress 33%

An additional plans examiner has been hired. The new staff member will focus mainly on reviewing residential permit submittals in an effort to reduce the plan review time.

Reduce building permit plan review time from 10 business days for a residential permit to 5-10 business days and from 20 business days for a commercial permit to 10-20 business days (Department: Development Services)

### Work Plan Task 1.2.4

Sep 21, 2021 - Aug 31, 2022

Completed

Progress 100%

City council approved the contract for the new ERP vendor in February 2022. This project is projected to continue through April 2024 for full implementation.

Begin implementation of city-wide enterprise resource planning (ERP) replacement to integrate data and processes from multiple city departments and consolidate them into one system to provide a more user-friendly and efficient way for the city to conduct business (Department: Information Technology)

### Work Plan Task 1.2.5

Ongoing - Aug 31, 2022

Some Disruption

Progress 70%

Staff is pausing the digitization process due to the city's scheduled ERP conversion, set to begin in April 2022. The new ERP system will change the current financial system, which will affect the city's purchasing card process. The target date for this task has been adjusted to August 2023.

Digitize the city's purchasing card process to increase staff efficiency and improve the reconciliation process and internal controls (Department: Purchasing)

# Goal 3

Progress 75%

**GOAL 3: Deliver high-quality service to external and internal customers** by providing an outstanding customer experience; regularly seeking feedback from citizens and employees through surveys, public forums and other outreach methods; and offering convenient methods for conducting business with the city.



## Work Plan Task 1.3.1

Sep 21, 2021 - Sep 30, 2022

Completed

Progress 100%

Develop city-wide customer service survey and feedback channels to measure customer experience with city facilities and projects (Department: Marketing & Communications)

Staff has developed a Citizen Satisfaction Survey utilizing ETC Institute. The survey was workshopped through city departments and council, as well as created a communications plan to prepare for city wide promotion and distribution.

## Work Plan Task 1.3.2

Sep 21, 2021 - Jul 31, 2022

On Track

Progress 50%

Reshape Connect with Council Initiative to provide greater compatibility and outreach while achieving necessary safety conditions (Department: City Secretary Office)

Working on new format of State of the City video, increased venues for council at community events and adding online options for connections.

## Work Plan Task 1.3.3

Ongoing - Mar 31, 2022

On Track

Progress 75%

Provide career development training programs for supervisors and employees to prepare them for greater responsibility and identify future leaders in the organization (Department: Human Resources)

Mid-level manager training has begun, along with a revised supervisor training.

## Work Plan Task 1.3.4

Ongoing - Nov 30, 2021

Some Disruption

Progress 75%

Consider possible pay for performance system that will reward employees for contributing to the city's goals and overall success (Department: Human Resources)

Staff is evaluating potential options for consideration and will present to city council for consideration during the FY 22-23 budget process.

# Goal 4

Progress 30%

**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.



● On Track

%	#
100.0	4

## Work Plan Task 1.4.1

Ongoing - Sep 30, 2022

On Track

Progress 35%

Develop the FY 2021-22 annual budget with a focus on cost containment, efficiency, and capital project delivery (Department: City Manager's Office)

Staff has prepared preliminary five-year budget projects for each fund. General Fund Overview is scheduled to be briefed to the city council in March 2022, with the subsequent funds briefing in the proceeding months.

## Work Plan Task 1.4.2

Ongoing - Sep 30, 2022

On Track

Progress 10%

Create a performance measurement system to assess the implementation and progress of work plan tasks in the city-wide strategic plan (Department: Community Services)

Staff is reviewing current department performance measures.

## Work Plan Task 1.4.3

Ongoing - Jun 30, 2022

On Track

Progress 50%

Provide capital projects transparency through systematic and routine updates on the City of Burleson website to include progress, funding source, and timelines on all approved projects (Department: Parks and Recreation)

Staff is completing monthly updates to the city website for all parks capital projects.

## Work Plan Task 1.4.4

Ongoing - Jul 31, 2022

On Track

Progress 25%

Continue to market and increase businesses enrolled in Bonfire, the city's online bidding platform, to ensure the city receives multiple bids from various companies to make the most fiscally responsible choice (Department: Purchasing)

Purchasing staff is in the process of developing material that can be facilitated through city communications about vendor registry and the process on how to register as a vendor with the City of Burleson. Purchasing staff also provided information on how to register as a vendor during CityFest in February 2022.

# Goal 5

Progress 22%

**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.



	%	#
On Track	66.67	2
Some Disruption	33.33	1

## Work Plan Task 1.5.1

Ongoing - Sep 30, 2022

On Track

Progress 25%

Staff will be presenting a report regarding participation in regional transportation programs at the Feb. 21, 2022 city council meeting.

Partner with North Central Texas Council of Governments to determine regional grants to assist with implementation of programs (Department: Public Works)

## Work Plan Task 1.5.2

Ongoing - Sep 30, 2022

On Track

Progress 25%

Staff continues to coordinate and advocate for the completion of projects along with TxDOT.

Coordinate with Texas Department of Transportation to consider and construct projects (Department: Public Works)

## Work Plan Task 1.5.3

Ongoing - Sep 30, 2022

Some Disruption

Progress 15%

Staff is presenting strategies for city council consideration to increase appointed representation in the NCTCOG.

Work with North Texas Transportation Authority to expand transportation capacity of the Chisholm Trail Corridor (Department: Public Works)

# Infrastructure

## WORK PLAN TASKS

### Goal 1

Progress 20%

**Improve efficiency of travel for citizens by focusing on key improvements within the SH 174 Corridor and** coordinating with Regional, State and Federal transportation partners for funding and support.



#### Work Plan Task 2.1.1

Submitted 60% schematic design to TxDOT for review.

Sep 21, 2021 - Nov 30, 2023

On Track

Progress 20%

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

#### Work Plan Task 2.1.2

The traffic engineer is now onboard and has initiated discussions with TxDOT and will move forward accordingly as the Intelligent Traffic System Master Plan is completed.

Sep 21, 2021 - Nov 30, 2021

Some Disruption

Progress 10%

Assume maintenance and operation responsibilities for all Texas Department of Transportation (TXDOT) traffic signals within the city to maximize efficient mobility throughout the city (Department: Public Works)

#### Work Plan Task 2.1.3

The system design is to be completed in Sept. 22 and the voters will consider the project as part of the May 2022 bond package.

Sep 21, 2021 - Sep 30, 2022

Some Disruption

Progress 30%

Implement an automated traffic management system and traffic management center that integrates technology to improve the flow of vehicle traffic and to improve safety in the city (Department: Public Works)

# Goal 2

Progress 42%

## GOAL 2: Enhance connectivity and improve mobility

by expanding capacity of existing transportation network, particularly to the western portion of our city; evaluating additional thoroughfare improvements; and improving roadway, bicycle and pedestrian infrastructure.



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

### Work Plan Task 2.2.1

Voters will consider the project as part of the May 2022 bond package.

Sep 21, 2021 - Apr 30, 2022

Some Disruption

Progress 10%

Complete the design to increase capacity and improve safety of the Hulen Street and SH 174 intersection (Department: Public Works)

### Work Plan Task 2.2.2

The plan is in progress, with the final draft projected to be completed in May 2022. Staff is projecting the final report will be ready in August 2022.

Sep 21, 2021 - Dec 31, 2021

Major Disruption

Progress 50%

Complete master mobility plan to provide guidance for present and future mobility infrastructure needs in our community (Department: Public Works)

### Work Plan Task 2.2.3

Project is anticipated to be completed in Summer 2022.

Sep 21, 2021 - Jun 30, 2022

On Track

Progress 99%

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 (Department: Public Works)

### Work Plan Task 2.2.4

Voters will consider the project as part of the May 2022 bond package.

Ongoing - Dec 31, 2024

Some Disruption

Progress 10%

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 (Department: Public Works)

# Goal 3

Progress 33%



	%	#
On Track	50.0	3
Some Disruption	16.67	1
Major Disruption	16.67	1
Completed	16.67	1

## Develop and maintain utility services and facilities

that meet the needs of the community through strategic planning, long-term planning and best practices.

### Work Plan Task 2.3.1

Sep 21, 2021 - Sep 30, 2022

On Track

Progress 25%

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

The groundbreaking was held in October 2021, with construction commencing in November. Plumbing has been installed, and the foundation is scheduled to be poured by the first week of March 2022. At the February 2022 status meeting, the contractor estimated the completion date to be May 2022.

### Work Plan Task 2.3.2

Sep 21, 2021 - Sep 30, 2022

On Track

Progress 5%

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 (Department: Public Works)

Discussions with Fort Worth water department will resume in the second quarter of FY 21-22.

### Work Plan Task 2.3.3

Sep 21, 2021 - Dec 31, 2022

On Track

Progress 60%

Update the Water & Sewer Master Plan to identify options to expand services to the western portion of the city (Department: Public Works)

The risk and resiliency plan and the emergency response plan have been completed. The water and wastewater portion of the plan has been received and is being reviewed by staff. The expected date for city council consideration is August 2022.

### Work Plan Task 2.3.4

Sep 21, 2021 - Jan 31, 2022

Completed

Progress 100%

Engage the services of a professional consultant to complete a comprehensive analysis of the library's facility and service delivery methods to determine the best solution to move forward and serve the community for the next 20 years (Department: Community Services - Library)

Staff has engaged consultant, 720 Design, and is working with the consultant to compile and analyze library data and community feedback efforts that are planned for the second quarter.

### Work Plan Task 2.3.5

Ongoing - Mar 31, 2023

On Track

Progress 5%

Update the Transit Oriented District (TOD) Plan to reflect city council's goals and to complement the development on the western portion of the city (Department: Development Services)

The development staff has begun discussions with city council on the TOD Plan update. Staff will continue to provide updates during city council work sessions in the upcoming months.

### Work Plan Task 2.3.6

Ongoing - Nov 30, 2022

Some Disruption

Progress 0%

Increase the security of the city hall data center by moving it to the newly-built emergency operations center at Fire Station 16 that is designed with reinforced concrete to withstand catastrophes (Department: Information Technology)

The project has been paused to allow for the newly hired Chief Technology Officer (CTO) to evaluate the data center. The CTO is projected to start mid-April 2022.

# Goal 4

Progress 20%

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



	%	#
On Track	66.67	2
Some Disruption	33.33	1

## Work Plan Task 2.4.1

Sep 21, 2021 - Sep 30, 2022 **On Track** Progress 25%

Continue dialogue with Tarrant Regional Transportation Coalition and regional partners to outline options to improve mobility in the City of Burleson (Department: Public Works)

Staff will be presenting a report regarding participation in regional transportation programs at the Feb. 21, 2022 city council meeting.

## Work Plan Task 2.4.2

Sep 21, 2021 - Sep 30, 2022 **On Track** Progress 25%

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 (Department: Public Works)

TxDOT is currently evaluating IH 35 from IH 20 to SH 67. This is in the early stage for the schematic and environmental design.

## Work Plan Task 2.4.3

Sep 21, 2021 - Sep 30, 2022 **Some Disruption**  
Progress 10%

Pursue grant funds from the Regional Transportation Council (RTC) and the North Central Texas Council of Governments (NCTCOG) to fund key infrastructure projects (Department: City Manager's Office)

The pursuit of grant funding and regional participation was slightly delayed due to the vacancy of the public works director position and the prioritization of the development of a bond program. The city council will be briefed in February 2022 regarding options to enhance the city's presence in regional transportation planning.

# Goal 5

Progress 15%

**Implement the city's Capital Improvement Program to improve the quality of life for residents** through the completion of projects identified in the city's Master Plans.



## Work Plan Task 2.5.1

Voters will consider the project as part of the May 2022 bond package.

Sep 21, 2021 - Apr 30, 2022

On Track

Progress 5%

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

## Work Plan Task 2.5.2

Voters will consider the project as part of the May 2022 bond package.

Sep 21, 2021 - Dec 31, 2021

Some Disruption

Progress 5%

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

## Work Plan Task 2.5.3

Projects identified across the city are being designed.

Sep 21, 2021 - Sep 30, 2022

On Track

Progress 25%

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 (Department: Public Works)

## Work Plan Task 2.5.4

Projects identified across the city are being designed.

Ongoing - Sep 30, 2022

On Track

Progress 25%

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

# Community

# WORK PLAN TASKS

## Goal 1

Progress 38%

**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

Sep 21, 2021 - Jun 30, 2022

On Track

Progress 50%

The splash pad site work has been completed, and infrastructure is currently being placed.

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

### Work Plan Task 3.1.2

Ongoing - Dec 31, 2022

On Track

Progress 50%

The design plans are being reviewed by staff.

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

### Work Plan Task 3.1.3

Ongoing - Dec 31, 2021

On Track

Progress 50%

The cemetery expansion is currently under construction.

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

### Work Plan Task 3.1.4

Ongoing - Dec 31, 2023

Some Disruption

Progress 25%

The City Council approved the final design contract during their council meeting on Feb. 7, 2022.

Complete design and construction of Shannon Creek Park (Department: Parks and Recreation)

### Work Plan Task 3.1.5

Ongoing - May 31, 2022

On Track

Progress 25%

Cindy Park enhancements and play structures are currently in production. The construction schedule is tentatively set for May 2022.

Complete enhancements to Cindy Park including landscape, irrigation and play structure replacement (Department: Parks and Recreation)

### Work Plan Task 3.1.6

Ongoing - May 31, 2022

On Track

Progress 25%

Claudia's Playground enhancements and play structures are currently in production. The construction schedule is tentatively set for May 2022.

Complete enhancements to Claudia's Playground including landscape, irrigation and play structure replacement (Department: Parks and Recreation)

## Goal 2

Progress 50%

**GOAL 2: Provide outstanding cultural and educational opportunities** by cultivating mutually beneficial partnerships with area education, business community, not-for-profits 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

Sep 21, 2021 - May 31, 2022

Completed

Progress 100%

The Baker Building classroom expansion has been completed.

Complete the expansion of the Baker Building classroom space at Russell Farm in order to expand the woodworking program (Parks and Recreation - Russell Farm)

### Work Plan Task 3.2.2

Sep 21, 2021 - Mar 31, 2022

On Track

Progress 25%

Weekly library outreach during Friday bingo to promote library services and collections to seniors. An acrylic painting program for both library and senior center users has been implemented.

Expand library programs and services to the Senior Center, providing support and resources for Burlison's older adult population (Department: Community Services - Library)

### Work Plan Task 3.2.3

Ongoing - Jun 30, 2022

On Track

Progress 25%

Staff is promoting digital collections and educational resources through email marketing, social media campaign and in-house signage. Commuter outreach at Alsbury Villas to promote audiobooks and library card signups was held in the first quarter of FY 21-22.

Promote digital collections and resources to increase engagement and offering educational coursework for adults through digital partnerships (Department: Community Services - Library)

### Work Plan Task 3.2.4

Ongoing - Sep 30, 2022

On Track

Progress 50%

Staff has completed 75% of the required curriculum for the program. Upon completion, staff will submit to the Texas Department of State Health Services for accreditation approval.

Initiate food handler education program to provide more qualified food handlers, thereby reducing the risk of foodborne illness outbreaks caused by improper food preparation and handling techniques (Department: Neighborhood Services - Environmental)

# Goal 3

Progress 87%

**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.

	%	#
● On Track	66.67	2
● Completed	33.33	1

## Work Plan Task 3.3.1

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

Execute the plan to recruit a family-entertainment venue to Burlison as outlined in the Economic Development Strategic Plan (Department: Economic Development)

Alley Cats Entertainment Center, a family entertainment venue, has submitted building plans with an anticipated opening in the summer of 2023.

## Work Plan Task 3.3.2

Ongoing - Dec 31, 2021 **On Track** Progress 50%

Execute plan for the recruitment, retention and expansion of businesses on major corridors in the city including SH 174/Wilshire Boulevard and I-35W (Department: Economic Development)

Economic Development staff continue to work with developers on properties that have been identified for redevelopment.

## Work Plan Task 3.3.3

Ongoing - Dec 31, 2021 **On Track** Progress 50%

Complete the design for new professional business park and begin recruitment for talents (Department: Economic Development)

Economic Development staff are recruiting for the professional park as the progress of Lakewood Drive is developing.

# Goal 4

Progress 32%

## 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.

	%	#
Some Disruption	33.33	1
Major Disruption	66.67	2

### Work Plan Task 3.4.1

Sep 21, 2021 - Jul 31, 2022

Major Disruption

The project was paused for several months while a director of development services was hired. Staff will seek further direction from City Management.

Progress 10%

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

### Work Plan Task 3.4.2

Sep 21, 2021 - Oct 31, 2021

Major Disruption

The final draft of the Mobility Plan is anticipated to be completed in August 2022. The Water and Sewer Master Plan is scheduled for completion in October 2022.

Progress 70%

Complete master plans for the roadway and utility infrastructure; develop capital improvement plan to implement the necessary improvements (Department: City Manager's Office)

### Work Plan Task 3.4.3

Ongoing - Mar 31, 2022

Some Disruption

Progress 15%

The façade improvement program was paused during the search for a director of development services. Staff is working on preparing a program and will bring options to city management in the third quarter of FY 2022.

Develop a Façade Improvement Program to encourage improvements to commercial facades of aging buildings to revitalize areas and businesses throughout the community (Department: Development Services)

# Goal 5

Progress 79%



	%	#
On Track	25.0	2
Discontinued	12.5	1
Completed	62.5	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

Sep 21, 2021 - Nov 30, 2021

Completed

Progress 100%

The conversion to 100% organic pest management program has been made.

Convert to 100% organic pest management program for playgrounds to provide a safer way to eliminate infestations with less odor (Department: Parks and Recreation)

## Work Plan Task 3.5.2

Ongoing - Nov 30, 2021

Completed

Progress 100%

The turf management program has been implemented.

Implement turf management program for all 15 athletic fields at Chisenhall Sports Complex for improved turf health and quality (Department: Parks and Recreation)

## Work Plan Task 3.5.3

Ongoing - Mar 31, 2022

On Track

Progress 25%

Staff is working on the program and is looking to test it during the spring of 2022.

Launch Green Equipment Pilot Program to test and track performance of electric power equipment used by parks (Department: Parks and Recreation)

## Work Plan Task 3.5.4

Ongoing - Sep 30, 2022

Completed

Progress 100%

The beautification agreements have been completed, and staff will work with Keep Burlison Beautiful and interested groups to continue the partnerships.

Create user-friendly partnership agreements (Beautification Agreements) for low risk, one-year, routine maintenance and beautification efforts throughout the city (Department: Parks and Recreation)

## Work Plan Task 3.5.5

Ongoing - Nov 30, 2021

Completed

Progress 100%

The recycling program has been implemented at Chisenhall fields.

Introduce recycling program at Chisenhall to feature recycling bins at all 15 athletic fields (Department: Parks and Recreation)

## Work Plan Task 3.5.6

Ongoing - Sep 30, 2022

On Track

Progress 25%

Staff is planning the event for fall 2022.

Implement a free micro-chipping program to assist with returning animals to their owners quickly, and reduce the numbers of pets held at the shelter (Department: Neighborhood Services - Animal Services)

## Work Plan Task 3.5.7

Ongoing - Sep 30, 2022

Discontinued

Research shows that this program is not viable, and staff will be requesting this task to be removed.

Implement Municipal Court appointed litter/trash clean-up program to help the city maintain debris and to provide community service hours to participants (Department: Neighborhood Services - Code Compliance)

## Work Plan Task 3.5.8

Ongoing - Oct 31, 2021

Completed

Progress 100%

Applications have been explored and implemented.

Explore applications to limit vegetation growth in drainage channels that will reduce habitats for pests and reduce maintenance in hard-to-reach areas (Department: Public Works)

# Goal 6

Progress 50%

**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

Ongoing - Jan 31, 2022

Some Disruption

Progress 50%

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

The city council approved artist Ryan Stalsby at the regularly scheduled meeting in January 2022. The embankment was power washed by public works staff on February 14. The artist plans to apply primer paint by the end of February, and the art will take approximately four weeks to complete, weather permitting.

## Work Plan Task 3.6.2

Ongoing - Aug 31, 2022

On Track

Progress 25%

Expand library outreach programs to underserved areas in the city, including library card signup events, pop-up Story Times, STEAM (Science, Technology, Engineering, the Arts and Mathematics) programs and neighborhood social gatherings (Department: Community Services - Library)

Library staff is continuing to expand library outreach through community events, including National Night Out, Founders Day and Boo Bash. Staff conducted school outreach during the Fall Family Festival at the Academy at Nola Dunn. Commuter outreach at Alsbury Villas to promote audiobooks and library card signups has been completed and Storytime at Dwell coffee shop has been a successful offsite program.

## Work Plan Task 3.6.3

Ongoing - May 31, 2022

On Track

Progress 75%

Create a programming and maintenance schedule for Mayor Vera Calvin Plaza in Old Town that benefits all demographics in our community (Department: Economic Development)

Economic Development staff has created a robust calendar of events in Mayor Vera Calvin Plaza. Parks staff has taken over the maintenance of the Plaza.

# Public Safety

## WORK PLAN TASKS

### Goal 1

Progress 100%

**Enhance emergency response services** provided to the community, including emergency medical, police, fire and public dispatch services.



	%	#
Discontinued	20.0	1
Completed	80.0	4

#### Work Plan Task 4.1.1

Sep 21, 2021 - Sep 30, 2022

Discontinued

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 (Department: Fire)

Currently, the community paramedic program is a partnership with MedStar Mobile Healthcare. City Council voted in January 2022 to bring the city's medical response transportation in-house, ending the city's agreement with MedStar. Therefore this work plan task will be delayed and reevaluated when the fire department transitions to the fire-based emergency medical service transport program.

#### Work Plan Task 4.1.2

Ongoing - Sep 30, 2022

Completed

Progress 100%

Continue to provide effective & timely mitigation strategies relating to COVID-19 and COVID-19 vaccine administration (Department: Fire)

Public Health is relocating to the former Fire Station 2, 828 SW Alsbury. Public Health will continue offering COVID-19 vaccines, testing, case investigation, and operating the COVID-19 call center Monday - Friday from 8 a.m. to 5 p.m.

#### Work Plan Task 4.1.3

Ongoing - May 31, 2022

Completed

Progress 100%

Implement second squad response capability (Department: Fire)

Squad 16 has been in operation since early January 2022.

#### Work Plan Task 4.1.4

Ongoing - Oct 31, 2021

Completed

Progress 100%

Integrate the city marshal program into the police department to provide for more efficiency between divisions (Department: Police)

The city marshals have been completely integrated into the police department.

#### Work Plan Task 4.1.5

Ongoing - Jun 30, 2022

Completed

Progress 100%

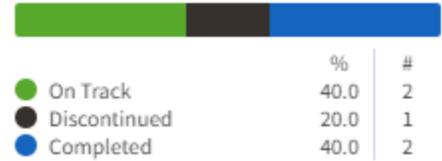
Implement automatic station alerting system in public safety communications for high priority EMS calls (Department: Public Safety Communications)

The automated fire station alerting system was completed in December 2021.

## Goal 2

Progress 55%

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



### Work Plan Task 4.2.1

Sep 21, 2021 - Apr 30, 2022

On Track

Progress 10%

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

The needed sergeant is in place to implement the power shift. The additional officers required are completing the academy and then will be field trained before the complete power shift can be implemented.

### Work Plan Task 4.2.2

Ongoing - Aug 31, 2022

Discontinued

Implement an alternate response model for Truck 16 (use reserve Engine for EMS Calls) (Department: Fire)

With Squad 16 in service, implementing an alternate response model is no longer needed.

### Work Plan Task 4.2.3

Ongoing - Jul 31, 2022

On Track

Progress 10%

Enhance narcotics interdiction efforts by adding one K-9 officer, canine, vehicle, and equipment (Department: Police)

The specialized vehicle has been ordered, and police administration is developing a job description. The next steps include selecting the officer and then beginning the search for the canine.

### Work Plan Task 4.2.4

Ongoing - Aug 31, 2022

Completed

Progress 100%

Increase efficiency and supervisory oversight in criminal investigations by adding one sergeant, vehicle, and equipment to the criminal investigation section (Department: Police)

Sergeant O'Heran has begun duties in the criminal investigation section focusing on crimes against property.

### Work Plan Task 4.2.5

Ongoing - Oct 31, 2021

Completed

Progress 100%

Increase officer presence within Burleson school district by adding one school resource officer, vehicle and equipment (co-funded with Burleson Independent School District) (Department: Police)

Two additional officers have been added, which provides Burleson and Centennial High Schools with two school resource officers each.

# Goal 3

Progress 56%



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

## Continue community and risk reduction programs

that create strong partnerships with the public to promote safety throughout the community.

### Work Plan Task 4.3.1

Sep 21, 2021 - May 31, 2022

On Track

Progress 50%

Reestablish Community Risk reduction efforts (Drowning prevention, CPR, Stop The Bleed etc.) making our city a safer place to live, work and visit (Department: Fire)

Community risk reduction (CRR) programs are being scheduled for 2022. Public health efforts have transitioned from the CRR division to a new public health manager. This reorganization will allow CRR staff to focus solely on risk reduction in our community.

### Work Plan Task 4.3.2

Ongoing - Mar 31, 2022

Completed

Progress 100%

Implement Mobile COVID -19 response team to provide, community based testing, vaccinations, registrations, and education/mitigation efforts (Department: Fire)

Squad 1 and Squad 16 provide mobile COVID-19 testing and vaccinations as needed.

### Work Plan Task 4.3.3

Ongoing - Sep 30, 2022

On Track

Progress 25%

Implement a data-driven, proactive approach to crime prevention using the Data-Driven Approaches to Crime and Traffic Safety (DDACTS) model to determine the most effective methods for deploying police staff (Department: Police)

DDACTS is in the development stage. Part of the development stage was getting a new sergeant in place, and that transition has been completed.

### Work Plan Task 4.3.4

Ongoing - Dec 31, 2021

Some Disruption

Progress 50%

Expand ability to manage, track, and evaluate citizen complaints and The Commission on Accreditation for Law Enforcement Agencies (CALEA) reporting and early intervention efforts through implementation of audit automation software (Department: Police)

Staff is currently working with the city's purchasing team to buy the audit automation software, IA-Pro.

# Goal 4

Progress 31%



	%	#
On Track	75.0	3
Some Disruption	25.0	1

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

## Work Plan Task 4.4.1

Sep 21, 2021 - Apr 30, 2022

Some Disruption

Progress 50%

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

The community risk reduction division is working on reestablishing partnership efforts with Joshua ISD.

## Work Plan Task 4.4.2

Sep 21, 2021 - Sep 30, 2022

On Track

Progress 25%

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

Staff regularly meets with Tarrant County Law Enforcement Association to discuss regional public safety initiatives.

## Work Plan Task 4.4.3

Sep 21, 2021 - Sep 30, 2022

On Track

Progress 25%

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

Police administration is working with both schools administrations to provide training and planning.

## Work Plan Task 4.4.4

Sep 21, 2021 - Sep 30, 2022

On Track

Progress 25%

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

The police administration continues to partner with Johnson County on various public safety initiatives and emergency responses.

# Goal 5

Progress 72%

**Maximize the use of the city's emergency operations center** to improve training and enhance the city's emergency response capabilities.



	%	#
● On Track	33.33	1
● Some Disruption	66.67	2

## Work Plan Task 4.5.1

Ongoing - Jul 31, 2022

On Track

Progress 50%

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

The citizens emergency response team (CERT) will have its kick-off meeting in March 2022 to restart the program and reorganize efforts to rebuild the team post-COVID-19 disruptions.

## Work Plan Task 4.5.2

Ongoing - Aug 31, 2022

Some Disruption

Progress 75%

Upgrade outdoor warning system to interface with the Everbridge communication platform which will automatically issue National Weather Service warnings (Department: Fire - Emergency Management)

Staff is currently evaluating the budget for this project and determining what allocations are needed.

## Work Plan Task 4.5.3

Ongoing - Jan 31, 2022

Some Disruption

Progress 90%

Complete the finalization of a fully operational and functional Emergency Operation Center (EOC) at Station 16 (Department: Fire - Emergency Management)

The EOC is operational. Director training is scheduled for the second quarter of 2022 to familiarize key staff with the new EOC.

SECTION 05

# Capital Improvement Projects

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City of Burleson  
Quarterly Report  
December 2021



### Project includes:

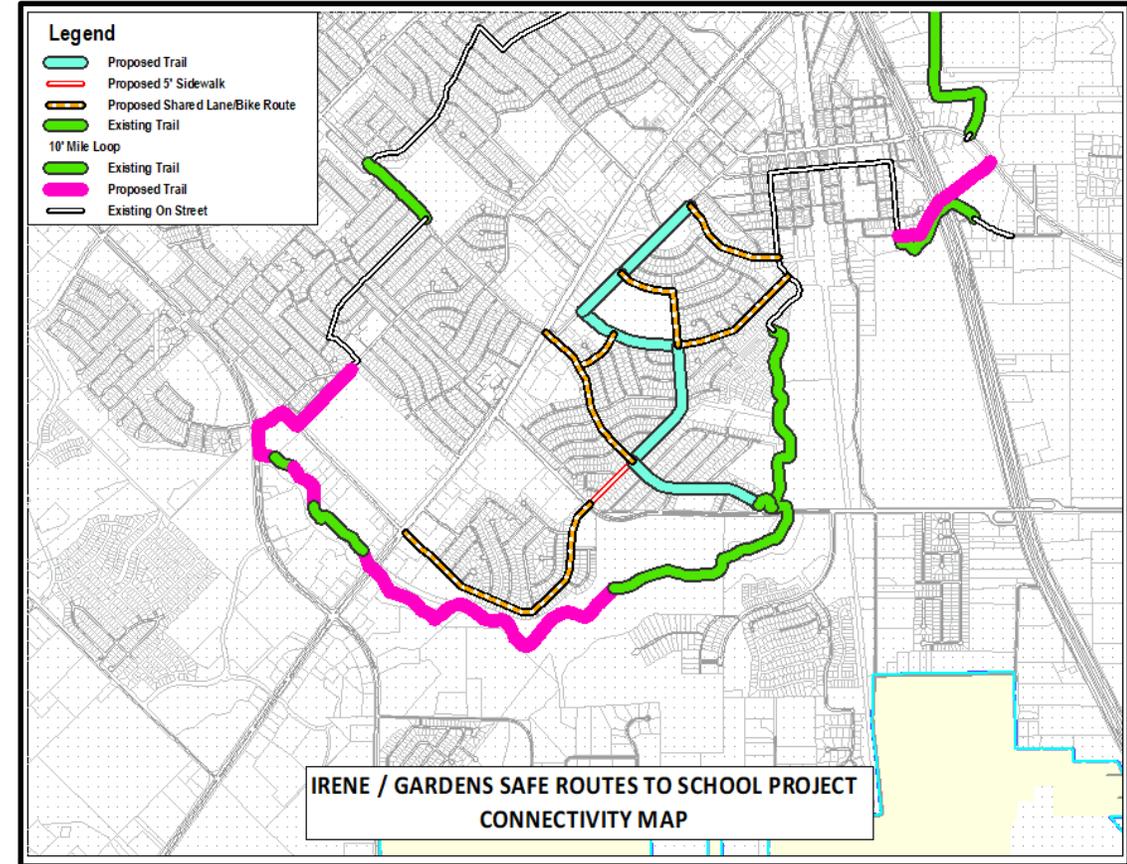
- 10-foot trail (shown in light blue)
- Crosswalk from Warren Park to Library
- ADA access improvements at Warren Park
- Tie to existing trail system in three locations
- Pedestrian bridge over Town Creek in Warren Park -

### Funding:

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

### Status:

- Construction Substantially Complete
- Closeout Underway



Project Status

On Track

Project Progress

Progress 99%

Estimated Completion



Summer 2022

Construction Cost



2.45 Million

# Q1 SH 174 Widening: Elk Drive to Hulen Street

## Project includes:

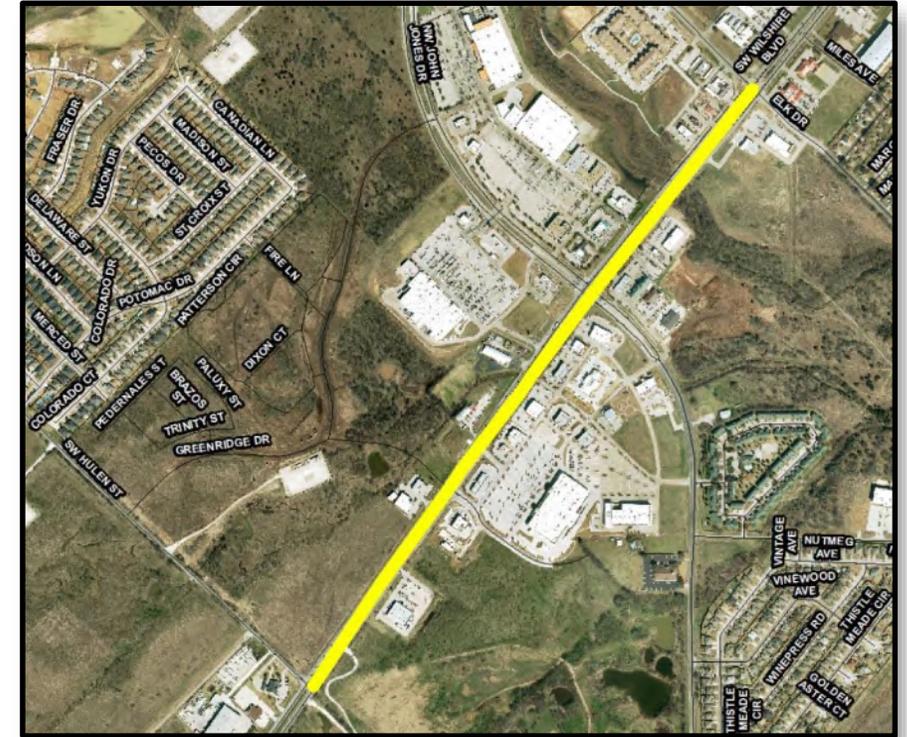
- Widening SH 174 (Wilshire Boulevard) from 4 to 6 lanes from Elk Drive to Hulen Street
- Widening will occur on the inside lanes
- Sidewalks where feasible

## 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 (60%) submitted to TxDOT



### Project Status

Some Disruption

### Project Progress

Progress 40%

### Estimated Completion



2022 - 2024

### Construction Cost



5.9 Million

### Project includes:

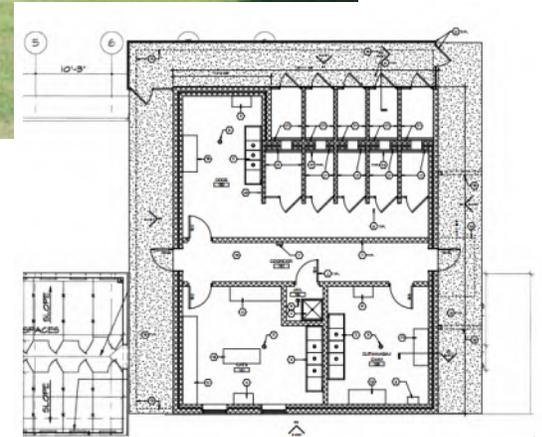
- Expansion of facility by approximately 1,250 sq. ft. to provide an isolation area for sick or injured animals.

### Funding:

- 2019 CO Bonds

### Status:

- Construction Underway



### Project Status

Some Disruption

### Project Progress

Progress 60%

### Estimated Completion



December 2022

### Construction Cost

\$ 928,400

### Project includes:

- Intersection improvements as recommended by traffic studies for increased intersection capacity and higher level of service.

### Funding:

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

### Status:

- 90% Design Plans Submitted
- Coordinating with franchise utilities for relocation



### Project Status

On Track

### Project Progress

Progress 45%

### Estimated Completion



Spring 2023

### Construction Cost



\$ 800,000 (est.)

### Project includes:

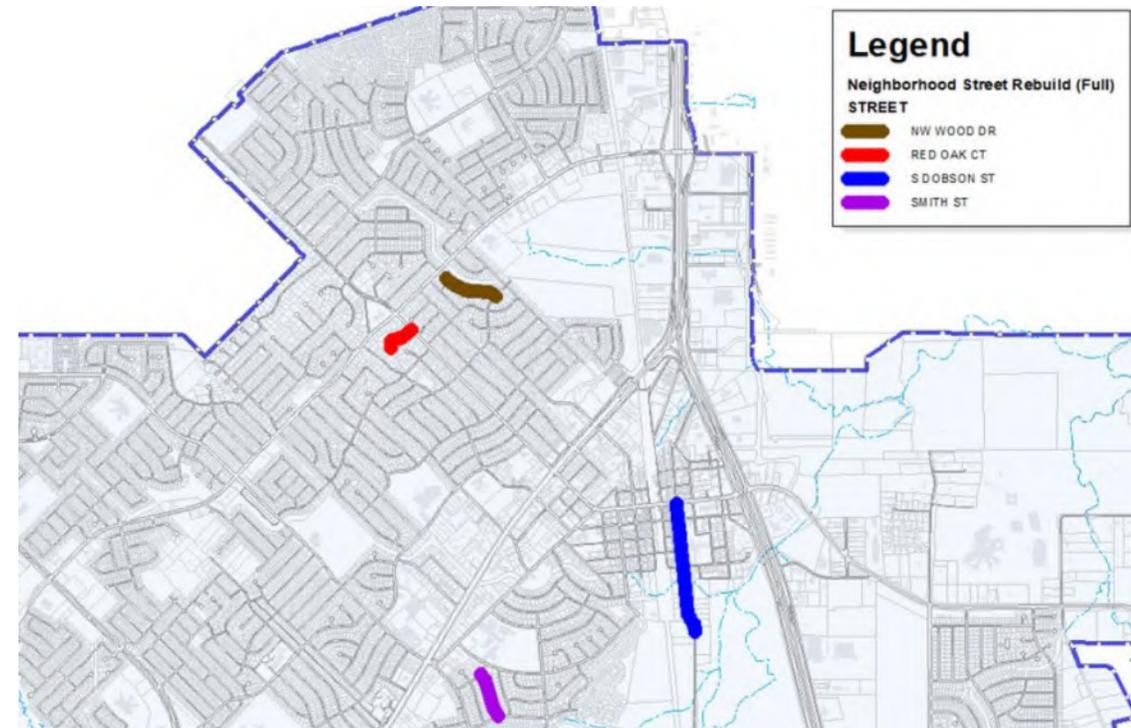
- Neighborhood Street Rebuilds that include:
  - Water Replacement
  - Sewer Replacement
  - Pavement Rebuilds
- Locations include: NW Wood Drive, Red Oak Ct, S Dobson St & Smith St.

### Funding:

- \$1.7 million Street & Water Bonds

### Status:

- Construction Substantially Complete



### Project Status

On Track

### Project Progress

Progress 95%

### Estimated Completion



December 2022

### Construction Cost



1.7 Million

## Project includes:

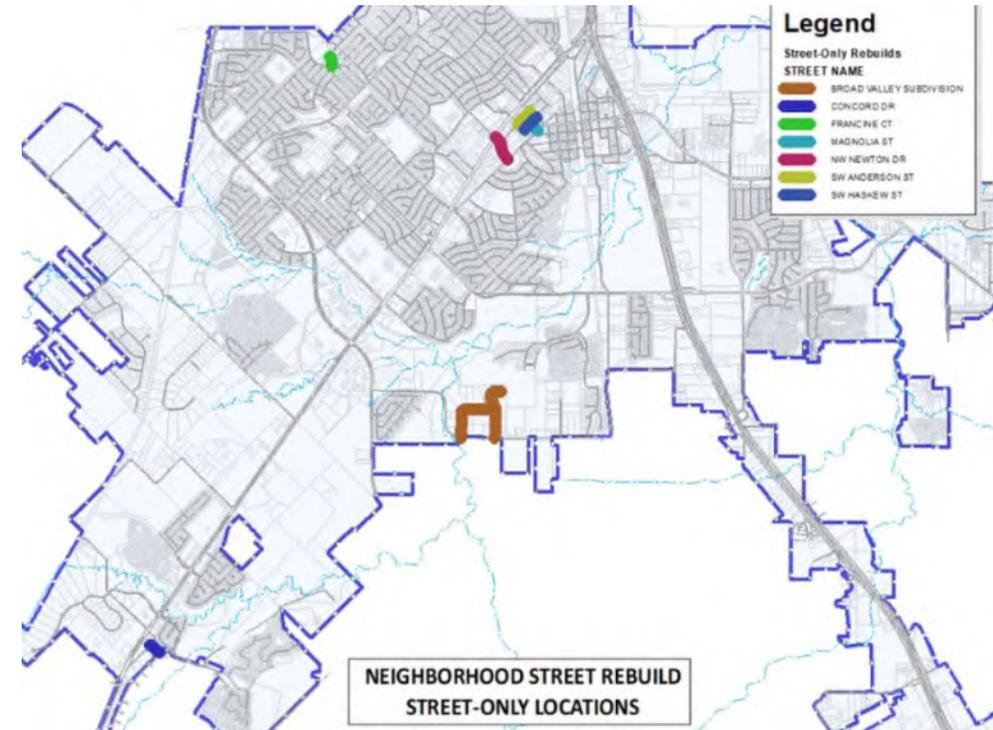
- Reconstruct existing street
- Utilities are not located under pavement and/or have been verified to be in good condition and do not need replacement

## Funding:

- \$1.1 million Street & Drainage Bonds

## Status

- Preparing for Advertisement in Spring 2022



### Project Status

Some Disruption

### Project Progress

Progress 50%

### Estimated Completion



December 2022

### Construction Cost



1.1 Million

# Ground Storage Tank Repair and Painting

100 Industrial Park Blvd

### Project includes:

- The complete structural repair & repainting of two existing water tanks both interior and exterior.

### Funding:

- \$2.3M water bonds

### Status:

- Bid Awarded
- Construction underway



#### Project Status

On Track

#### Project Progress

Progress 75%

#### Estimated Completion



Spring 2022

#### Construction Cost

\$ 1,581,250

SECTION 06

# Park Capital Improvement Projects

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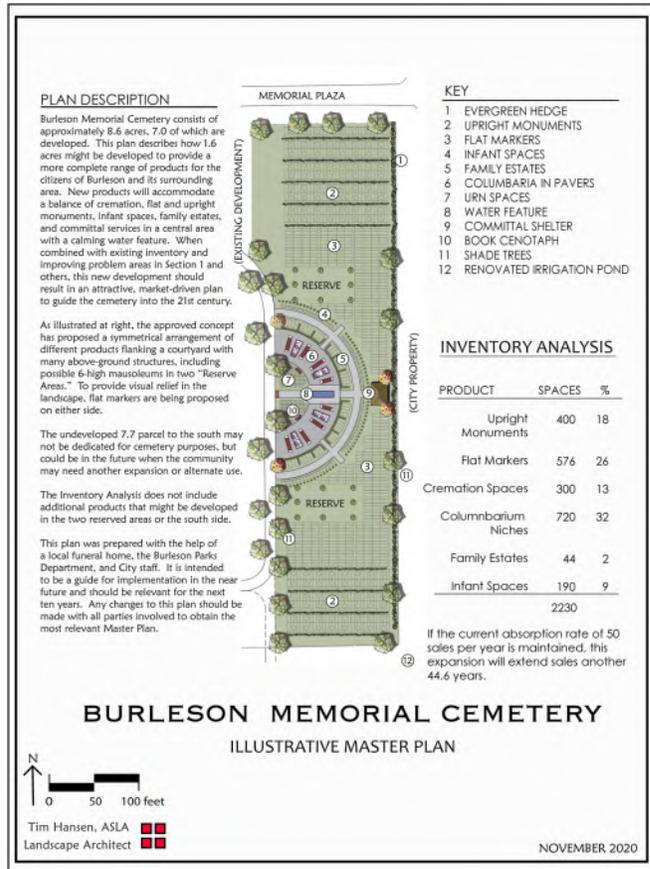
City of Burleson  
Quarterly Report  
December 2021

# Parks and Recreation Capital Projects - Quarterly Update

City Council  
Spring 2022



# Project- Cemetery Expansion



- **Project Description**

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

- **Project Status**

- Currently under construction

- **Budget/Funding Source**

\$993,799- Cemetery Gas Well Royalties

- **Estimated Completion**

May 2022

# Project- Dog Park



- **Project Description**

Creation of a dog park

- **Project Status**

- Complete with the exception of shelter.
- Shelter scheduled for May install

- **Budget/Funding Source**

\$395,842/ Park Gas Funds

- **Estimated Completion**

Complete

# Project- Splash pad



- **Project Description**

Creation of a splash pad adjacent to the Burleson Recreation Center

- **Project Status**

- Under construction

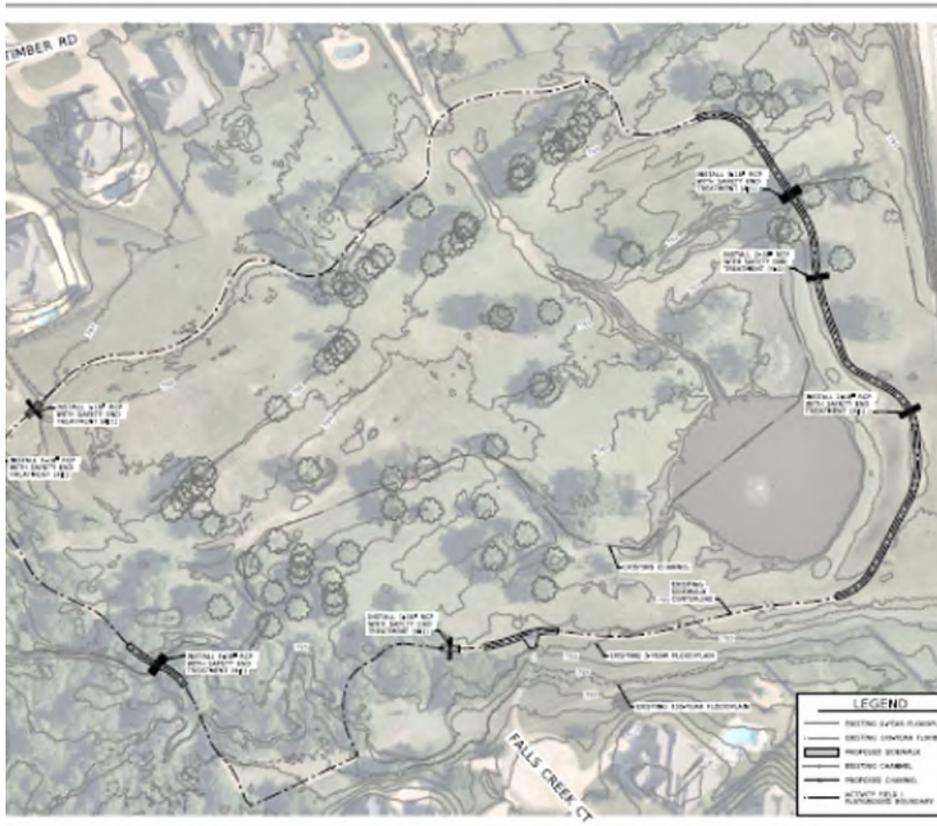
- **Budget/Funding Source**

\$1,698,961/ 4B Debt Capacity

- **Estimated Completion**

Memorial Day 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**

- Construction awarded

- **Budget/ Funding Source**

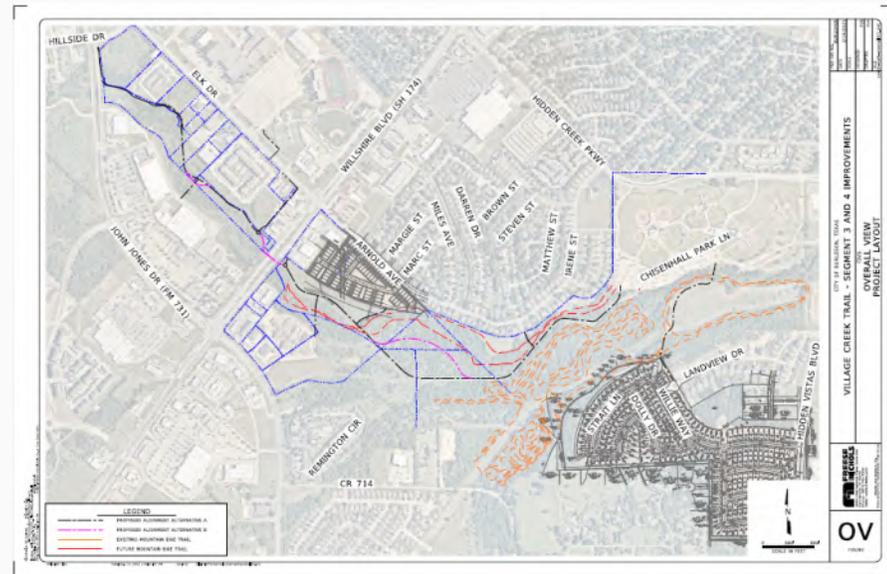
\$300,000/ Park Gas Funds

- **Estimated Completion**

June 2022



# Project- Village Creek Trails



- **Project Description**

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

- **Project Status**

- Between 60 & 90% design

- **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- FS16 Memorial Garden



- **Project Description**

Creation of a memorial garden at FS16

- **Project Status**

- Construction scheduled for March 2022

- **Estimated Completion**

May 2022

# Project- Cindy Park



- **Project Description**

Renovation of playground and landscaping

- **Project Status**

- In production

- **Estimated Completion**

May 2022

# Project- Claudia's Playground



- **Project Description**

Renovation of playground, furniture and landscaping

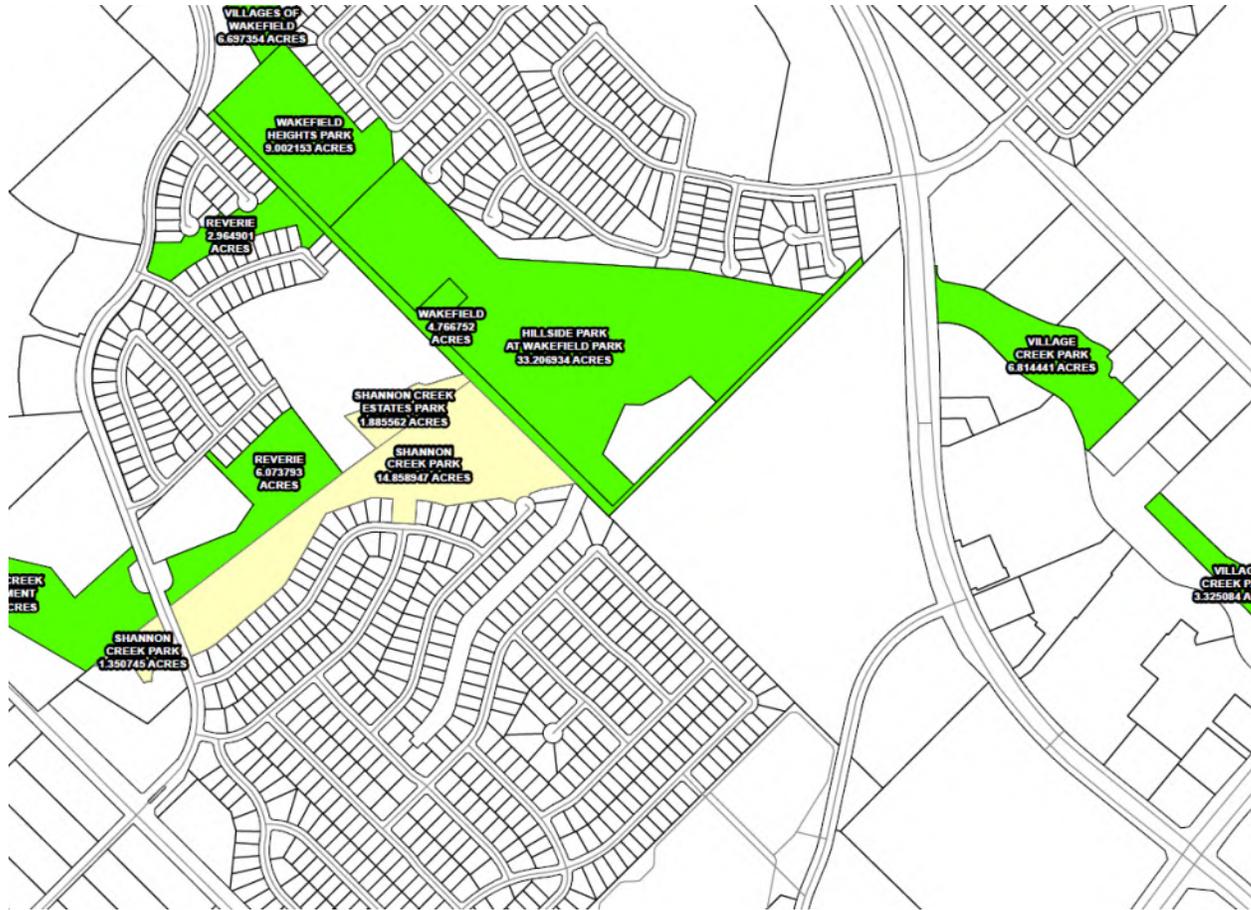
- **Project Status**

- In production

- **Estimated Completion**

May 2022

# Project- Shannon Creek



- **Project Description**

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

- **Project Status**

- Survey and final design

- **Budget/Funding**

\$3,697,625/4B non-bond capital/Park Zone

- **Estimated Completion**

Design complete May 2023

# Project- Clark Park Parking Lot



- **Project Description**

Addition of parking lot

- **Project Status**

- In discussion

- **Estimated Completion**

TBD