



PD OPEN HOUSE: MAY 11

WEEKLY REPORT

MAY 10, 2019

TO: MAYOR SHETTER AND COUNCIL MEMBERS
FROM: BRYAN LANGLEY, CITY MANAGER

Burleson
T E X A S 

MARKETING & COMMUNICATIONS
141 W RENFRO, BURLESON, TX 76028 | (817)426-9622

I. Council Schedule

Meetings

1. **Monday, May 13:** Special Council Meeting to canvass the election at City Hall in the Council Chambers at 10:30 a.m.
2. **Monday, May 13:** Park Board Meeting / Connect with Council in the Chesapeake Building, Russell Farm Art Center. Meeting starts at 6 p.m.
3. **Monday, May 13:** Mayor's Youth Council, meeting starts at 7 p.m. – City Hall Council Chambers.

Upcoming Events

1. **Saturday, May 18:** City on a Hill, 10 a.m. - 2 p.m. at Burleson High School, 100 Elk Dr. Mayor's Youth Council & Council Members will be hosting a booth

II. General Information and Status Updates

A. Bluebird Meadow Community Outreach Meeting

Burleson Police Department staff, city manager and marketing staff along with Mayor Shetter and Councilmember Hulseby hosted an outreach meeting with the Bluebird Meadows Neighborhood Thursday, May 9 at R. C. Loflin Middle School. 39 citizens attended the meeting and discussed ways we could work together to educate the surrounding area about the dangers of shooting near a subdivision. The marketing department will be working with Bluebird Meadows neighbors to produce a public service announcement featuring the neighbors telling their story about they are affected.

B. Friends of the Burleson Public Library Book Sale

The Friends of the Library recently held their Annual Book Sale and raised over \$2,000 to support youth programs at the library. This year the beautiful weather allowed them to set up part of the sale outdoors in the library garden. The Friends of the Library is an independent 501c3 non-profit membership based organization established to support and enhance library services above and beyond the library's core services. They have funded prizes for Summer Reading Club, performers, and youth robotics kits.

C. Graphing Calculators at the Library

Graphing calculators are now available for check out with a Burleson library card. The calculators may be borrowed up to one week at a time. For more information or to reserve a calculator, please call the library at 817-426-9210.

D. Health Insurance Benefits Committee Formation

City Management formed a new Health Insurance Benefits Committee, which will be an advisory resource to assist in the analysis of the existing health benefits, evaluate costs and trends, and provide feedback on potential changes and options to our health plan on an ongoing basis. The

committee will help us ensure we have employee involvement in providing comprehensive benefits that meet the needs of our employees along with the financial considerations of both the city and the employees. The first meeting is scheduled for Monday, May 13 with a focused agenda to educate committee members on the group coverages, costs, trends, and health care budget. HUB International, our benefits consultant company, will present during the meeting. Subsequent meetings will be to review and solicit feedback on plan options. Committee members will be sharing information with their peers to provide feedback as representatives. Deidre Hall, Benefits Manager, will chair the meetings. Committee members are:

- Casey Austin, IT
- Amanda Cadenhead, Library
- Robert Collard, Police
- Brenda Crowder, Engineering
- Terre Diduch, Building Inspections
- Jessica Eiswald, Fire Marshal's Office
- Joshua Frost, Code Compliance
- Greg Gregory, Golf Course
- Rose Lopez, Municipal Court
- Erin Walker, Finance
- Jonathan Wooten, Equipment Services

Updates will be given in the Weekly Report, following the meetings. We encourage you to reach out to Committee members, Deidre Hall or Wanda Bullard to provide feedback and suggestions at any point on an ongoing basis.

E. Car Show sponsored by Old Town Brewery

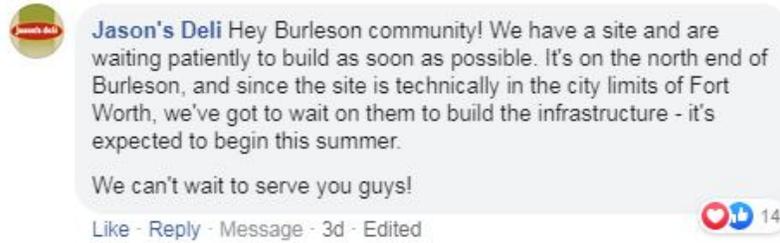
The Old Town Brewery has requested use of the new Bufford parking lot for a car show on July 13 from 8 to 11 a.m. Staff has received previous requests similar to this. In the past, the use of the lot is confirmed through a letter agreement between the city and the user. The use of the city-property has generated development service staff discussion related to use of city property in general. This is a timely discussion with the upcoming construction of the Mayor Vera Calvin Plaza in Old Town and the programming of that space. Staff will begin working on a city property use policy and will bring it forward to council in the upcoming months.

F. Fox 4 Documentary featuring Burlson police recruits

Over a year ago, Chris Ivey, Burlson resident and Fox 4 News videographer, started working on a documentary where he followed Burlson police recruits Colby Smith, Christina Daniels and Efrain Balderrama's path through the academy and field training. Burlson Police were recently informed that the documentary is complete and will air this Monday and Tuesday, May 13-14, during the nine o'clock Fox 4 newscast.

G. Jason's Deli

Jason's Deli posted this message on the city's Facebook this week in response to the Economic Development Week post where we inquired when they were coming to Burleson.



III. Upcoming Road Construction/Closures

Upcoming Road Construction/Closures			
Project & Limits	Current Status	Traffic Affected	Estimated Completion
Renfro Street Medians in Old Town – Johnson to IH35W	Rebuild of water/sewer/outside lane pavement is complete. Medians under construction. Landscape & Irrigation will follow	Middle lanes closed to traffic, one lane open in each direction	<i>5/08 UPDATE:</i> Current schedule shows mid August completion. Contractor will work to make up time, but rains are also affecting completion date.
Old Town Parking Lots - Bufford@Warren and Main@Renfro	<i>5/01 UPDATE:</i> Main St. lot was paved 4/29. Landscape and irrigation ongoing. 20+ new on-street parking spaces now open on Bufford, 4 on Warren. Bufford lot will open after landscaping complete.	Main Street closed north of Renfro.	May/June 2019
Old Town Quiet Zones - RR xings at Commerce, Renfro, Ellison, Eldred	Received signed agreements from UPRR. Work is expected to begin in May on the Renfro Street crossing.	Closures at crossings when work is occurring	Start in May 2019, End in November 2019
NW Renfro Improvements – Wilshire Blvd. To Cindy Lane	Concrete removal work started near CVS. Right turn lane work will begin next.	<i>5/08 UPDATE:</i> Lane closures on SH174 and Renfro started 4/25. Work moved to Renfro first, SH174 lane closure will occur later in the project and be minimized as much as possible.	Early 2020
McNairn 16" Water Line & Sewer Rebuild- SH174 to Turkey Peak Water Facility Site on Jayellen	Bore under SH174 complete, water line in on McNairn from 174 past Sunnybrook, almost to Hillside. Sewer work underway south of Hillside.	<i>5/01 UPDATE:</i> Sections of McNairn closed as work progresses. Currently working South of Hillside.	October 2019

IV. Upcoming Community Events and Meetings

A. Events

- **Friday, May 10:** Burleson Works Signing Day at City Hall, 10:00 a.m.
- **Friday, May 10:** Senior Activity Center Monthly Dance, 7 – 9:30 p.m.
- **Saturday, May 11:** BRiCk Hiring Fair at the BRiCk, 8 a.m. - noon
- **Saturday, May 11:** Police Department Open House at PD, 11 a.m. - 2 p.m.

RESCHEDULED: Old Time Country Dance at Russell Farm and Texas Heritage Festival scheduled for May 10 & 11 has been rescheduled for June 28 & 29 due to heavy rainfall causing the ground to be unsuitable for the event.

CANCELED: Yappy Hour at Lost Oak Winery scheduled for May 10 has been canceled due to weather conditions

B. Community Meetings

- No meetings to report.

V. Attachments

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B. Public Service Appreciation Luncheon Photos.....	page 7
C. Economic Development Week Manufacturing Tours.....	page 8
D. Draft May 20 City Council Meeting Agenda.....	page 9

VI. Informal Staff Reports

A. Senior Potluck Lunch Update.....	page 12
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Bluebird Meadows Community Outreach Meeting

May 9 meeting at R.C. Loflin Middle School with residents of Bluebird Meadows.



Public Service Appreciation Week

At the May 6 City Council meeting, Mayor Shetter and city council recognized this week as Public Service Recognition Week. City staff was honored with an appreciation lunch, served by city administration and directors, at the BRiCK on Thursday, May 9.

Special thanks to our Mayor, City Council, Boards and Commission members, City Volunteers, City Staff, Public Safety Teams, the list goes on and on who make our city a great place to live, learn, work and play.



Manufacturing Tours | Economic Development Week

At the May 6 City Council meeting, Mayor Shetter and city council proclaimed the week of May 5-11 as Economic Development Week.

As part of the week, Economic Development hosted representatives from the City of Burleson, Burleson ISD, Joshua ISD and Johnson County on manufacturing tours of Chicken Express, Hayes & Stolz Mfg. Co. and United Cooperative Services.



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AGENDA
BURLESON CITY COUNCIL
May 20, 2019

BURLESON CITY HALL
141 W. RENFRO
BURLESON, TX 76028

WORK SESSION – 6:00 p.m.

(No public comment will be taken during the work session)

Call to Order

1. **Questions on Current Agenda Items - City Councilmembers**
2. **Reports and Presentations**
 - A. Receive a report, hold a discussion, and give staff direction regarding garbage and recycling cart storage, solid waste franchise fees, and solid waste service for private developments.
(Staff Presenter: Aaron Russell, Public Works Director)
3. **RECESS INTO EXECUTIVE SESSION**

Pursuant to Section 551.071, Texas Government Code, the Council reserves the right to convene in Executive Session(s), from time to time as deemed necessary during this meeting for any posted agenda item, to receive advice from its attorney as permitted by law.

 - A. **Pending or Contemplated Litigation or to Seek the Advice of the City Attorney Pursuant to Section 551.071**
 - B. **Discussion Regarding Possible Purchase, Exchange, Lease, or Value of Real Property Pursuant to Section 551.072**
 - C. **Personnel Matters Pursuant to Section 551.074**
 - D. **Deliberation Regarding Commercial or Financial Information Received from or the Offer of a Financial or Other Incentive made to a Business Prospect Seeking to Locate, Stay or Expand in or Near the Territory of the City and with which the City is conducting Economic Development Negotiations Pursuant to Section 551.087**

REGULAR SESSION – 7:00 p.m.

Call to Order

Invocation - Pastor Tom Picket, A Time to Reconcile Church

Pledge of Allegiance to the U.S. Flag

Pledge of Allegiance to the Texas Flag

"Honor the Texas flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible"

1. **Proclamations, Presentations, & Community Information**

A. Proclamations

- EMS Week (*Recipient: Matt Zavadsky, MedStar Chief Strategic Integration Officer*)

B. Presentations

- Annual MedStar Update (*Presenter: Matt Zavadsky, Medstar Chief Strategic Integration Officer*)

C. Community Interest Items

This is a standing item on the agenda of every regular meeting of the City Council. (The Texas Open Meetings Act effective September 1, 2009, provides that "a quorum of the city council may receive from municipal staff, and a member of the governing body may make, a report regarding items of community interest during a council meeting without having given notice of the subject of the report, provided no action is taken or discussed." The Open Meetings Act does not allow Council to discuss an item concerning pending City Council business unless it is specifically, appropriately posted on the agenda). An "item of community interest" includes the following:

- expressions of thanks, congratulations, or condolence;
- information regarding holiday schedules;
- honorary recognitions of city officials, employees, or other citizens;
- reminders about upcoming events sponsored by the city or other entity that is scheduled to be attended by city official or city employee; and
- announcements involving imminent public health and safety threats to the city.

D. Changes to the City Council Agenda

2. **Citizen Appearances**

(Citizens who have signed a card to speak to the City Council will be heard at this time. In compliance with the Texas Open Meetings Act, unless the subject matter of the presentation is on the agenda, the city staff and City Council members are prevented from discussion of the subject and may respond only with statements of factual information or existing city policy. Public comment will not be taken on items that the Council has previously considered in a public hearing).

3. **Consent Agenda**

All items listed below are considered to be routine by the City Council and will be enacted with one motion. There will be no separate discussion of the items unless a Councilmember or citizen so requests, in which event the item will be removed from the consent agenda and considered in its normal sequence. Approval of the consent agenda authorizes the City Manager to implement each item in accordance with staff recommendations.

- A. Consider approval of a Resolution denying Oncor Electric Delivery Company's requested rate change. *(Staff Presenter: Rhett Clark, Finance Director)*

4. **Development Applications**

- A. Hold a public hearing and consider adoption of a minute order for a proposed site plan with an associated waiver to the masonry requirements for Chick-Fil-A located at 1105 N. Burlison Boulevard. (Case 19-023 - The Planning & Zoning Commission recommended, by unanimous vote, approval of the site plan with the associated waiver to the masonry requirements) *(Staff Presenter: Michelle McCullough, Assistant Director of Development Services)*

5. **General**

6. **Award of Contracts/Purchasing**

- A. Consider a minute order for a Construction Manager at Risk contract between the City of Burlison and Hill & Wilkinson for the construction of Mayor Vera Calvin Plaza. *(Staff Presenter: Paul Cain, Deputy City Manager)*
- B. Consider a minute order approving a contract amendment to the Exclusive Franchise Agreement for the Collection, Hauling, and Disposal of Municipal Solid Waste in the City of Burlison. *(Staff Presenter: Aaron Russell, Public Works Director)*

7. **City Council Requests for Future Agenda Items or Reports**

8. **Reports & Discussion Items**

- A. City Council Committees
This is a standing item on the agenda of every regular meeting of the Council so that the Staff and Council Committee Members may make a report to the full body of the City Council.

(The City Council has established committees of the Council that meet from time-to-time to consider recommendations to forward to the full body of the City Council regarding business of the City. The committees are as follows: Appointments & Council Policies Committee; Community & Intergovernmental Relations Committee; Community Services Committee; Finance & Internal Services Committee; Governance & Stewardship Committee; Infrastructure & Development Committee; Public Safety & Court Committee. Meetings of Council Committees are public meetings posted as required by the Texas Open Meetings Act).

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D. Deliberation Regarding Commercial or Financial Information Received from or

Senior Center Potluck Update

Background. This past winter, Recreation & Lifelong Learning (R&LL) staff began work to identify areas in which the Senior Center kitchen needs to be updated. To best understand updates that need to be made, R&LL staff called the Tarrant County Health Department and requested an inspection of the Senior Activity Center's kitchen.

As a result of the requested inspection, R&LL staff is working on bids for a 3 sink basin, a drain in the kitchen, and an air gap under the sink. These improvements will bring the kitchen into compliance with the health code. In addition to the improvements necessary to bring the kitchen into compliance with the health code, staff is also working on pricing for potential additional renovations to include a commercial ventilation system, new grease trap, new appliances (commercial stove, oven, and dishwasher), new cabinets, stainless steel prep area, updated lighting, and fresh paint. These requests will be considered as part of the FY 2020 budget process. The health department provided the Senior Center temporary permits to continue to prepare food until the necessary improvements are made.

During the second week of April, R&LL staff spoke with the health inspector via phone and at that time the inspector asked if the senior center held potlucks. The Senior Center has been holding a regular potluck lunch for a number of years. The health inspector strongly advised that potluck lunches should be avoided due to health risks from unknown food preparation and transportation conditions. Senior Center staff asked if they could wrap up the month of April and make changes for the month of May's luncheon, and the inspector granted that request.

Staff has not had any issues with participants becoming sick, but once staff learned of the concerns we felt it was our responsibility to err on the side of caution and pause the potluck luncheon program offering until options can be identified.

Problem. R&LL staff has worked with the health department and the city's Neighborhood Services staff to identify the primary problems that are causing the health department's concerns regarding the potluck lunches and come up with a solution. The primary problems include:

- The potluck lunch cannot be a public event.
- Participants in the potluck lunch cannot use the Senior Center kitchen to wash dishes.
- Food provided for the potluck lunches cannot be stored in the city's refrigerator or heated in the city's oven and/or microwave.

Solution. Staff has created the following solution:

- The potluck lunch will no longer be advertised as a public event. However, the lunch will continue at the Senior Center under the organization of the participants. Anybody who would like to participate in the lunch will be able to register.
- Staff may continue to provide a main course dish prepared onsite per our health permit along with plates, napkins, and supplies.
- Participants will be required to take their dishes home to be washed at their private residence.

- Staff is planning on providing separate refrigeration and a separate microwave for use by the public for events like the potluck lunch.

If there are any additional questions, Marc Marchand (mmarchand@burlesontx.com) is the staff contact on this issue.