



WEEKLY REPORT

JULY 12, 2019

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

Burleson
TEXAS

MARKETING & COMMUNICATIONS
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Weekly Report | July 12, 2019

I. Council Schedule

Meetings

- **Monday, July 15:** City Council Meeting at Burleson City Hall, Council Chambers, 141 W. Renfro St. Work session starts at 5:30 p.m. Regular session starts at 7:00 p.m.
- **Wednesday, July 24:** Community & Intergovernmental Relations Committee, City Hall Council Workroom. 141 W. Renfro St. 10:00 a.m.
- **Wednesday, July 23:** McLane Classic Foods Grand Opening, 3165 S. Burleson Blvd. 10:00 a.m.
- **Tuesday, July 23:** Engineering Open House, City Hall Council Chambers 3:00 p.m. to 7:00 p.m.

Work Session Items

July 15, 2019, work session begins at 5:30 p.m.

- Recognition of the Employee of the Quarter for 2nd Quarter 2019
- City-wide compensation plan update
- Discussion on sidewalk program and proposed Hillside Trail
- Discussion on possibility taking existing power lines underground on Ellison Street

August 5, 2019

- Short-term dwelling rentals
- Rent-a-Bike vendors; including scooters

II. General Information and Status Updates

A. Engineering Department to host Open House

Would you like to know what's happening near you, what the Plaza will look like, or why in the world there are concrete islands sticking out on Renfro at Murphy and Cindy? Come to the Engineering Open House on July 23, from 3 to 7 p.m. There will be displays and plans for all projects that are either under construction or planned for construction, and staff will be available to answer any questions you might have. There won't be a formal presentation – it is a come-and-go format. As a bonus, there will be cookies and punch. Reminder - the Plaza is under construction, so the best available parking is in the parking lot at Warren/Renfro, immediately west of City Hall.



Pictures from Engineering Open House in Feb 2018

B. TXDOT Improvements to E. Renfro Street

The Texas Department of Transportation (TXDOT) crews are out on E. Renfro Street making improvements to the roadway. The work on E. Renfro is a thin overlay resurfacing project and new pavement markings. Work is expected to last only a few days and should be complete soon. Please be alert and watch for slow traffic and workers in the area.

C. Spotlight on Construction – the new Main Street Parking Lot



The new Main Street Parking Lot opened in June. It offers 50 new parking spaces to visitors to Old Town. The parking lot was designed to continue the Old Town look, with asphalt angled parking off of Main Street. There are also areas for safe pedestrian movement, including a sidewalk between parking rows, a sidewalk on the east side of Main Street and marked crosswalks. When the Renfro Street construction is complete, the sidewalks will lead pedestrians to a brick crosswalk at a signalized crossing of Renfro Street.

D. Development Services Update

The City has retained Calvin, Giordano and Associates (CGA) for planning services. The services include filling the City's vacant Planning Manager position on an interim basis and other planning services to be identified. The interim Planning Manager, David Gattis, has been with the City for 6 weeks. Following is the status of specific tasks that are underway:

Accomplishments:

- Created a flow chart of the current development case submittal process
- Presented an update of planning-related legislation to the Planning and Zoning Committee
- Evaluated applicants to permanently fill the Planning Manager position and participated on the interview committee
- Developed a matrix for approval requirements for variances and waivers.

Works in Progress:

- Evaluation of the current process flow chart for recommendations for improvement
- Recommendations for ordinance revisions related to new legislation and other issues
- Recommendations for ETJ platting and development responsibilities
- Development of a matrix for current recommendations included in the City's Comprehensive Plan

Other staff members from CGA will be visiting the City Monday – Wednesday of next week to evaluate how the City's master plans are managed between departments and how engineering roles and responsibilities are distributed between the Development Services, Engineering Services, and Public Works Departments. The City's master plans include the Master Mobility Plan/Master Thoroughfare Plan, the Water and Wastewater Master Plan and the Drainage Master Plan. They will provide any recommendations within the next three weeks and an update of those recommendations will be provided in a future report. The fee for this service is \$16,500 of the \$40,000 that was approved by Council on June 3.

We have completed three interviews of candidates for Planning Manager. Follow up interviews have been scheduled with two of the candidates and those interviews will occur next week.

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	Medians are under construction. Work on irrigation and streetlights is underway. Landscape will follow, with an asphalt overlay as the final step.	Middle lanes closed to traffic, one lane open in each direction. Striping was changed at IH35W intersection.	<i>7/10 UPDATE</i> – There is a change order for electrical work for the streetlights that will be considered as part of the financial transactions on the consent agenda at the 7/15 city council meeting. Staff is working diligently with the contractor regarding the timeline for completion, and a detailed report of staff's efforts, as well as an estimated timeline for completion, will be included in next week's Friday Report.
Old Town Quiet Zones - RR xings at Commerce, Renfro, Ellison, Eldred	<i>7/10 UPDATE</i> – Work started on 6/3. Work is focused on Renfro but occurring at all locations. Medians and pedestrian crossings will be constructed on Renfro. UPRR is no longer on site and contractor is waiting on their work to be able to proceed.	Closures at crossings when work is occurring. First location will be Renfro Street.	Start in June 2019, End in December 2019.
NW Renfro Improvements – Wilshire Blvd. To Cindy Lane	<i>7/10 UPDATE</i> – Concrete work complete at Rand, Cindy & Murphy intersections. Work will improve street crossing safety for pedestrians and bicycles, and delineate on-street parking lane. Work now occurring near the SH174 intersection. Storm drain pipe will be placed in Renfro near	Lane closures on SH174 are scheduled to start the week of July 15 and will last at least 3 weeks. Look for message boards on site for updates. Lane closures on Renfro will also start in July. <i>These closures will cause major delays – please consider alternate routes.</i>	Early 2020

	CVS in the coming weeks.		
McNairn 16" Water Line & Sewer Rebuild-SH174 to Turkey Peak Water Facility Site on Jayellen	7/10 UPDATE – Water and sewer complete south of Hillside. Water line construction is progressing north, past Willow Circle and on Jayellen.	Sections of McNairn closed as work progresses. One lane of Jayellen will be open during construction in the area. Full closure may be required for short times, and alternate routes are available.	October 2019

IV. Attachments

- A.4th of July Parade Photo Page.....page 6
- B.4th of July Concert Photo Page.....page 8

V. Informal Staff Reports

- A.Clark Park Fencing Update.....page 9

4th of July Parade





4th of July Concert



Clark Park Fencing

Parks staff have been working to find an appropriate fencing solution to provide a barrier between Clark Park and the historic Renfro-Clark-Phillips home. The City was made aware of a problem with visitors to the park getting on private property, and noise from the trucks emptying the dumpster across the adjacent parking lot disturbing the homeowner, at the January 7, 2019 city council meeting. Staff brought the issue to the Community Services Committee on January 29, 2019 for discussion. At both meetings the council indicated a desire to provide a fence to address the issue. Staff has been working with the property owner, and it has been determined that an 8 foot wood fence is desired (a picture of a sample of the fence is below).

Staff would like to move forward with installation of the fence along park property to the west as well as along a portion of the City-owned parking lot to the south (a map of the proposed fence line is below). The fence will be hinged to allow the homeowner access to his car port. Additionally, the homeowner has requested that the City install fencing along the north side of his property adjacent to private property. Staff consulted with legal, and the use of public funds for this purpose is not allowed. The cost to install the proposed fencing is \$5,755.

Staff has also been working on concepts for enhancements at Clark Park that will incorporate the proposed fencing. Those concepts will be brought to the Parks Board and City Council in the near future.

If the City Council does not have any objections to the proposed fencing, staff will move forward with the purchase and installation of the fence the week of July 22. If any council members would like to discuss this issue further prior to the purchase and installation of the gate, please let the city manager know by Friday, July 19.

Fence Sample



Map of Proposed Fence Line

