



WEEKLY REPORT

APRIL 24, 2020

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

Burleson
TEXAS

Weekly Report | April 24, 2020

I. Council Schedule

Meetings

- **Tuesday, April 28:** City Council Special Session at 1:00 p.m. City facilities are closed to the public in response to a health emergency, specifically Coronavirus Disease (COVID-19). This meeting will be available via live stream. Click this link or share web address: <https://www.burlesontx.com/880/Streaming-Video>
- Speaker Protocol: A member of the public who would like to submit a question on any item listed on the agenda may do so via the following options:
 - Online. An online speaker card may be found on the city's website (www.burlesontx.com) at either the home page or the agenda/notices page. Speaker cards received prior to the meeting will be read during the meeting in the order received by the Mayor or City Secretary.
 - By phone when the meeting is in progress. Please call **888-475-4499**, use the **Meeting ID 6114974473** and provide your name, address and question. Your question will be read by the Mayor or City Secretary during the meeting in the order they are received.
- **Thursday, April 30:** Ad Hoc Committee Meeting City Council Meeting at 9:30 a.m. City facilities are closed to the public in response to a health emergency, specifically Coronavirus Disease (COVID-19). This meeting will be available via live stream. Click this link or share web address: <https://www.burlesontx.com/880/Streaming-Video>
- **Thursday, April 30:** Public Safety & Court Committee Meeting at 1:00 p.m. City facilities are closed to the public in response to a health emergency, specifically Coronavirus Disease (COVID-19). This meeting will be available via live stream. Click this link or share web address: <https://www.burlesontx.com/880/Streaming-Video>
- **Friday, May 1:** Finance & Internal Services Committee at 10:00 a.m. City facilities are closed to the public in response to a health emergency, specifically Coronavirus Disease (COVID-19). This meeting will be available via live stream. Click this link or share web address: <https://www.burlesontx.com/880/Streaming-Video>

Special Session Items/Report & Discussion Items

April 28

- Receive a report, hold a discussion, and provide staff feedback regarding the vision for the west side of Burluson. (Staff Presenter: Jennifer Pruitt, Assistant Development Services Director)
- Receive a report on the City's response to COVID-19 and consider approval, continuation, and/or renewal of a declaration of local disaster and public health emergency regarding the 2019 Coronavirus Disease (COVID019). (Staff Presenter: Matt Ribitzki, Deputy City Attorney)

II. General Information and Status Updates

A. April 20 Amended Declaration Ratified

On Monday, April 20, the City Council voted unanimously to continue and renew Mayor Shetter's Sixth Declaration and Order, making it effective until April 30, 2020. [View Declaration](#). Below is a summary of the major changes:

- Elective medical procedures. Section 12 regarding elective medical procedures, which were prohibited before, now uses language directly from Governor Abbott's Executive Order GA-15. There are now exceptions to the general prohibition against elective medical procedures. The exceptions are for procedures that (1) will not deplete hospital capacity or PPE needed to cope with COVID-19, or (2) is performed in a hospital that will reserve adequate beds and PPE need to cope with COVID-19.
- Shopping Limitations. Under 18(c)(ii), only two members of a household may engage in essential activities, including shopping, unless there is no guardian or caregiver available to care for other household members. The previous declaration only allowed one member of a household.

Additionally, City Council elected to reopen Hidden Creek Golf Course on Thursday, April 23rd.

- Hidden Creek Golf Course cart paths will be reserved for walkers and joggers until 10 a.m. each day, with the exception of Saturday.
- On Saturdays, Hidden Creek Golf Course will be used exclusively for golf.

Governor Abbott is expected to make additional announcements on Monday, April 27th, and the City Council will be meeting again on Tuesday, April 28, to discuss any possible changes in relation to the Governor's update.

B. Operation Together

The City of Burleson, through the Burleson 4A Economic Development Corporation (“EDC”), is offering local businesses the opportunity to join the EDC as promotional partners to publicize the City of Burleson as a great place to start or grow a business. Through the program Operation Together, promotional partners may be eligible to receive \$5,000.00 for their work in promoting the City of Burleson. Applications went live at 9 a.m., Wednesday, April 15, 2020. The program has now been closed as all funds have been committed.



100 local, small businesses have been found eligible for the program. After these 100 businesses execute a formal agreement with the EDC, and complete four marketing requirements, they will be eligible for their \$5,000.00 payment.

C. Local Business Gift Card Program

The Economic Development team continues to monitor and update www.BTXGiftCards.com, a website created in partnership with the Chamber and local partners to provide an additional revenue stream to local businesses impacted by COVID-19. The GiftFly platform allows customers to purchase virtual gift cards without fees charged to the merchant.



The City is actively promoting the initiative to the public through the City’s website, e-mail, and promoted posts on social media. With the help of these ads, word-of-mouth, and other campaigns, the website has facilitated the purchase of \$25,785.90 worth of gift cards as of April 22. To date, 98 business have elected to participate on the website with more signing up daily.

D. April is National Child Abuse Prevention Month

Child Abuse is a serious societal issue that affects all demographics. Research indicates that violence will escalate and that getting help is the most important first step. Burleson Police Department has created graphics for social media and the City's weekly E-Newsletter to help raise awareness and encourage witnesses to child abuse to report these crimes to the police.



E. Child Witness and Strangulation Ordinances Passed in City of Kennedale

Thank you to the City of Kennedale for their efforts to protect children who witness violence and victims of strangulation. Working in partnership with One Safe Place, Mayor Brian Johnson and the City Council unanimously adopted ordinances that make it illegal to commit unjustified violence in the presence of one's child, create a protocol for appropriately engaging child witnesses on scenes of domestic violence and enact protocols ensuring an effective response to incidents of strangulation, including mandatory emergency medical response.

As Burleson has seen over the past couple years, strangulation is more prevalent than we realized and represents a serious threat to the victim. Often the offender is charged with a lesser offense when, in reality, the underlying injuries place the victim at a much greater risk. Furthermore, children that witness violence in the household are at greater risk for a number of issues, including committing violence later and poor performance in school, to name a few.

Law enforcement professionals dedicate their careers to protecting victims from violence, and the City of Kennedale and the Kennedale Police Department have proactively committed to providing better services for victims of violence. We look forward to continuing a great partnership with Kennedale and all Tarrant County cities to prevent crime and violence in our neighborhoods, schools and homes.

F. Comprehensive Plan Goals

A discussion of the draft Comprehensive Plan goals was planned for the April 28 Special Council Meeting. Given current events and the West Side Vision presentation proposed

for that meeting, the Comprehensive Plan presentation will be postponed until May. The presentation for this item is attached as a preview to the discussion in May. It is hoped that providing this information in advance will allow a more streamlined presentation in May.

The presentation includes:

- The vision and values that were established in the November 6, 2019 council special meeting.
- Draft goals and objectives
- Staff ideas on public participation activities.

Please contact Mandy Clark at 817-426-9684 or at mclark@burlesontx.com with any questions.

G. Development Public Hearings

When functions were shut down due to the COVID-19 pandemic, there were some zoning items that were caught mid-process, such that they have been approved by P&Z, but not approved by Council, and some items that staff put on hold while video conference strategies were identified and refined. Now that staff is a bit more familiar with the video conferencing, we have scheduled a few public hearings and have notified adjacent property owners for the following cases:

April 28 Planning and Zoning Commission

The following items were selected to move forward because they are relatively straightforward and staff does not anticipate a great deal of public input. These items are planned for consideration by City Council on May 18.

- 3101 N County Road 810: Zoning Change from A, Agriculture to SFE, Single-Family Estate for the construction of a home
- 1850 Houston Road: Zoning Change from A, Agriculture to SFE, Single-Family Estate for the construction of a home

May 4 City Council

The following items were approved by the P&Z on March 10, but the City Council public hearings were canceled for reasons described above. Each of these items had only one speaker (other than the applicant) and neither of the speakers was in opposition to the requests.

- 104 NE Haskew Street: Zoning Change from SF7, Single-Family Residential to SP, Site Plan District (Retail Services) for use as a salon.
- The Parks at Panchasarp Farms: Planned Development Amendment to address the recently created Public Improvement District (PID) and modify the street tree requirements.

Notices for the above items includes instructions for public comment through the website, by mailing in a card or by calling in during the meeting. In addition, more emphasis was placed on contacting staff prior to the meeting with questions. Many times, residents will come to public meetings with basic questions that can be answered by staff prior to the meetings. We understand that this is not the best environment for public input, but believe that the cases above may be handled through the videoconferencing with relative ease.

We will continue to work with applicants to schedule items as we are able, but are generally postponing items that we believe will generate significant public feedback until we can have more traditional public input. There may come a time when we will need to schedule more complicated cases, but, so far, applicants have been understanding of the situation.

H. Mayor Vera Calvin Plaza in Old Town Weekly Update

Construction of the Mayor Vera Calvin Plaza remains on schedule and within budget. Six oak trees from Shademaker, a farm in Collinsville, have been placed in the plaza this week. Each tree weighs an average of 25,000 pounds and required a 330-ton hydraulic crane to install. Happy Arbor Day everyone!



Ongoing Construction Activity:

- Promenade (Ellison St.) grading & final concrete pour (5/1)
- Drill promenade sign foundations
- Paver Install
- Irrigation/low voltage Underground
- Landscape
- Artificial turf install (5/4)
- Seal concrete floors
- Paint
- Audio/lighting installation

ROW Parking:

- Work has been completed in the right of way to construct parking (47 new stalls), sidewalks, and streetscape.

Contingency Log:

The following items have been funded by the budgeted 6% contractor contingency:

• Description of Work	Amount
Initial Contractor Contingency	\$187,967.00
PCO #1 – Ceiling Insulation Abatement	(\$24,165.00)
PCO #3 – Credit for Moisture Control	\$2,900.00
PCO #4 – Cut/Cap Cast Iron Line	(\$3,670.24)
PCO #5 – SS Line and Water Meters	(\$1,462.61)
PCO #6 – UG Conduit at Wilson/Warren	(\$9,048.73)
PCO #7 – Lower Warren St. Water Line	(\$6,764.98)
PCO #8 – Retrofit Existing Light Poles	\$15,529.50
PCO #9 – Acid Etch at Pavilion & Platform	(\$4,793.85)
PCO #10 – ASI 2	(\$29,889.78)
PCO #12 – Railroad Track	(\$6,601.00)
PCO #13 – Wilson St. Storm	(\$14,430.40)
PCO #14 – Scope Adds Wilson St. Storm	(\$5,398.26)
PCO #15 – Add ADA Ramp Play Trolley	(\$13,373.08)
PCO #17 – Asph ILO Concrete Warren St.	\$190.00

PCO #20 – Electrical for Gateway Sign	(\$7,835.80)
PCO #21 – SS Tie-in at Museum	(\$3,050.33)
PCO #23 – Cages for Restroom A/C	(\$3,355.50)
PCO #24 – Decomposed Granite	(\$4,002.15)
PCO #25 – Assemble/Install Site Furnishings	(\$15,225.00)
Remaining Contingency	\$53,519.79

In addition some unforeseen items have been covered using the project Buyout, or savings. These savings accrue until the project is complete and are then shared with the contractor 75%/25%. To date, there is approximately \$240,000 in the Buyout. Items covered with Buyout:

Description of Work	Amount
PCO #11 – Helical Piers at Wood Ramp	(\$7,150.00)
PCO #19 – Cement Stabilization at Wilson St.	(\$14,500.00)

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	Substantially Complete. Oncor street lights scheduled for painting.	Temporary lane closures may be necessary while Oncor paints street lights.	Project Final Completion paperwork underway
Old Town Quiet Zones: RR xings at Commerce, Renfro, Ellison, Eldred	<i>UPRR work complete. Contractor will be proceeding with final pavement.</i>	Lane closures as necessary while median on Renfro is completed.	Start in June 2019, End in April 2020.
NW Renfro Improvements: Wilshire Blvd. To Alsbury Blvd	<i>NW Renfro to be re-striped by Contractor due to premature wear of striping.</i>	Temporary lane closures on NW Renfro when restriping underway.	Early 2020

IV. Upcoming Community Events

- **Friday, April 24: Arbor Day CANCELED**
- **Saturday, April 25: Hazardous Waste, Electronic Recycling, Paper Shredding Event CANCELED**
- **Saturday, April 25: Drug Take Back Event CANCELED**
- **Monday, April 27: Open House at the BRiCk CANCELED**
- **Saturday, May 2: Historic Home Tours & Demonstrations CANCELED**
- **Saturday, May 2: Super Safety Saturday CANCELED**
- **Monday, May 4: May the 4th Be with You CANCELED**

V. Attachments

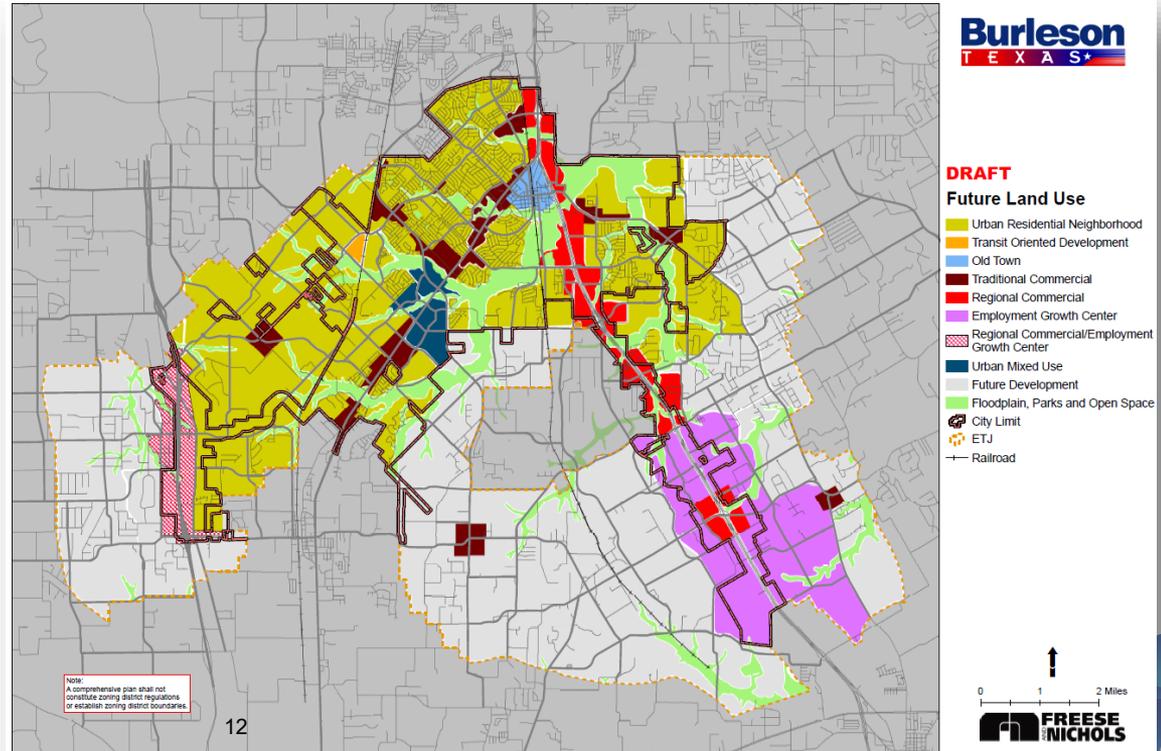
- A. **Comprehensive Plan Values & Goals.....p. 11-45**



Comprehensive Plan Values & Goals

Background

- ▷ Future Land Use Map
- ▷ P&Z Work Sessions
- ▷ Council Work Session
- ▷ Staff Workshops



VALUES

VISION

We are

- Focused on building a dynamic future, while preserving our rich history.
- Dedicated to establishing a great place to live, learn, work and play.
- Committed to being a sustainable community for all, through every stage of life.

We value

- A mobility system that is efficient, connected, attractive and safe
- Neighborhoods that are safe, friendly, connected and vibrant
- Parks that give people the opportunity to play, learn, exercise, and experience the outdoors
- Great places to gather throughout the city
- Economic Development that creates opportunity, diversifies the tax base and provides residents choices
- A city that is economically and environmentally sustainable, accountable and transparent

MOBILITY

We value a mobility system that is efficient, connected, attractive and safe

Mobility system that is efficient, connected, attractive and safe

1. Develop/refine strategies for key corridors

- a. Re-evaluate and implement the SH174 Vision/Plan
- b. Develop a Chisholm Trail Corridor Vision
- c. Re-evaluate I-35 Vision
- d. Develop a plan for Hulen Street
- e. Develop a plan for Alsbury Boulevard
- f. Develop a plan for FM731 (John Jones)
- g. Develop a plan for East Renfro Street



P&Z Comments:

- Summercrest (west of Alsbury)
- Hidden Creek Pkwy

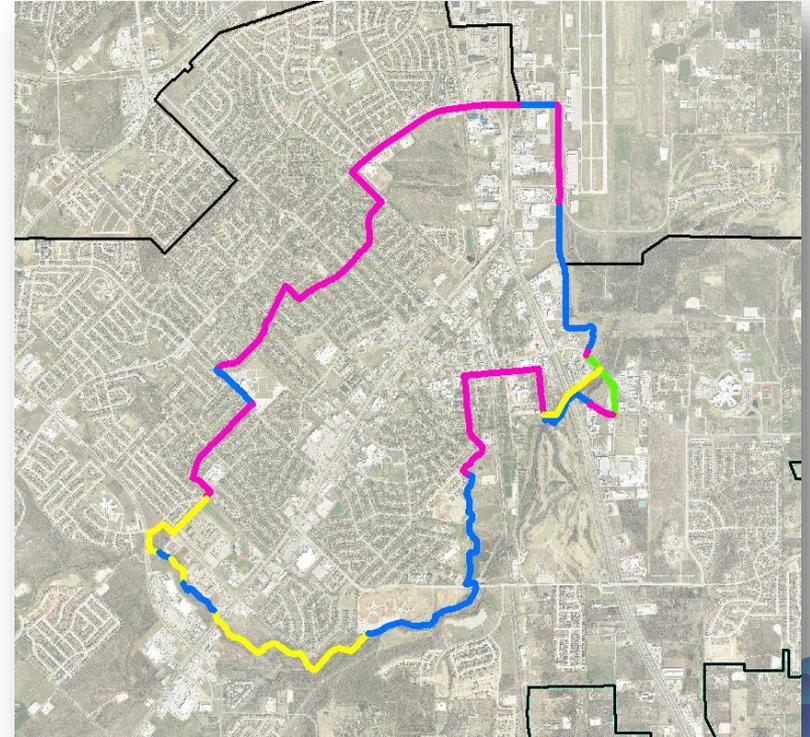
Mobility system that is efficient, connected, attractive and safe

2. Foster walkability/bikeability

- a. Complete the 10-mile loop
- b. Create a comprehensive sidewalk program

P&Z Comments:

- Regional Trail Connectivity



Mobility system that is efficient, connected, attractive and safe

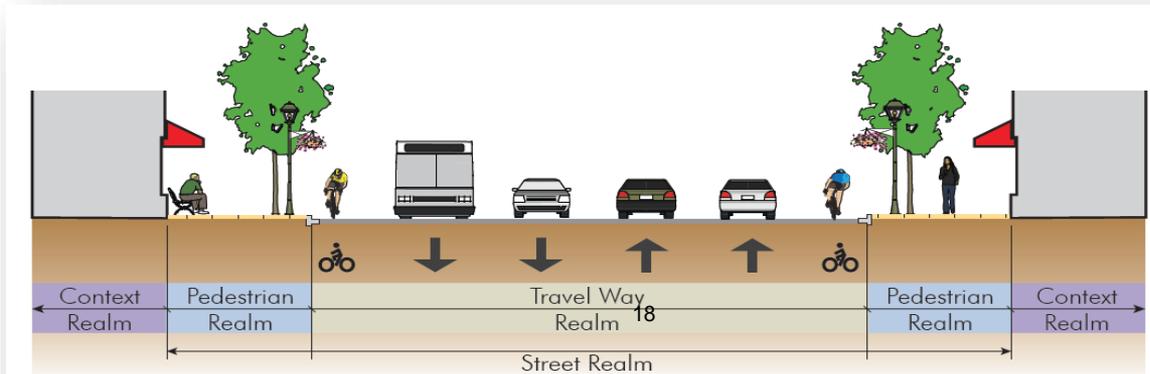
3. **Encourage a multi-modal transportation system / look towards mobility as a service**
 - a. Develop a mobility innovation plan
 - b. Develop a transit master plan
 - c. Develop a plan for a bike sharing program



Mobility system that is efficient, connected, attractive and safe

4. Improve guidance for development of complete streets

- a. Re-evaluate and update the Complete Streets chapter of the Master Mobility Plan
- b. Develop a policy/strategy for traffic calming



Mobility system that is efficient, connected, attractive and safe

5. Explore opportunities for congestion mitigation

Thoughts:

This will be incorporated into many of the corridor planning efforts.

This will be an ongoing goal.

Tasks may include:

- Implementation of the ITS Strategic Plan
- Pursuing grants for intersection improvements
- Updating traffic models to ensure adequate roadway widths



NEIGHBORHOODS

We value neighborhoods that are safe, friendly, connected and vibrant.

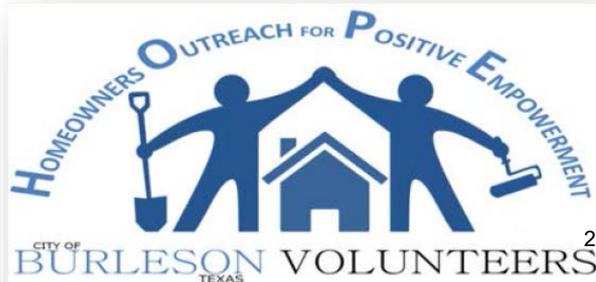
Neighborhoods that are safe, friendly, connected and vibrant

6. Develop programs to elevate new neighborhood design

- a. Identify opportunities for master planned communities
- b. Identify strategies for development of diverse neighborhoods with respect to life-cycle housing, affordability, and neighborhood demographics
- c. Develop strategies for site design with the goal of preserving natural areas
- d. Develop and adopt a neighborhood design manual

Neighborhoods that are safe, friendly, connected and vibrant

7. **Maintain and enhance our existing neighborhoods**
 - a. Evaluate current home improvement grants and programs with the goal of providing a comprehensive approach
 - b. Partner with community groups to assist with homeowners in need with repair of homes and properties



Neighborhoods that are safe, friendly, connected and vibrant

8. Foster social connectivity within neighborhoods

- a. Look for opportunities to partner with schools in current and future neighborhoods
- b. Expand educational programs and consider creation of a citizen's academy



23



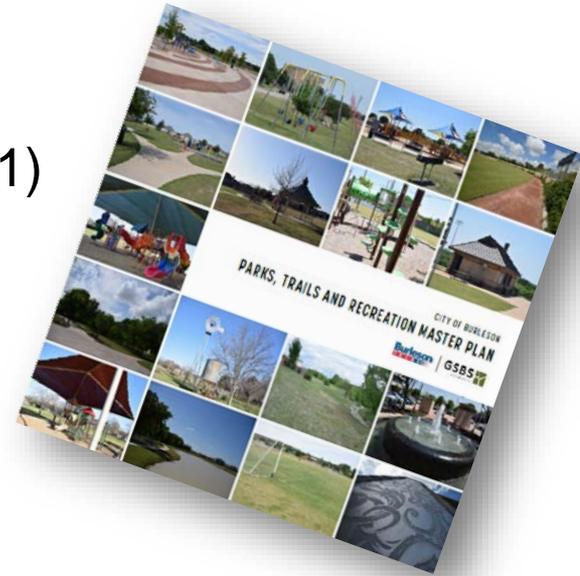
PARKS

We value *parks* that give people the opportunity to play, learn, exercise and experience the outdoors.

Parks that give people the opportunity to play, learn, exercise and experience the outdoors

9. Achieve goals in the 2019 Parks Master Plan

- a. Maintain an exceptional level of service (goal 1)
- b. Improve walkability and park access (goal 2)
- c. Develop community parks (goal 3)
- d. Address aging parks and improve the park experience (goal 4)
- e. Establish premiere trail systems in the City (goal 5)



Parks that give people the opportunity to play, learn, exercise and experience the outdoors

10. Preserve and increase access to natural areas and open space

- ▶ Formalize process of designating and preserving specific parkland as natural areas and defining maintenance activities in these areas



Parks that give people the opportunity to play, learn, exercise and experience the outdoors

11. Tree preservation?

Thoughts:

- 2009 Tree Preservation Ordinance attempt
- Is it time to look at it again?
- Review what was proposed and see if modifications could result in support.
- Review Local Government Code to see if there are conflicts.



Parks that give people the opportunity to play, learn, exercise and experience the outdoors

12. Continue to work closely with community partners

- School Districts
- Citizen boards and committees
 - BARC (Burleson Area Recreational Cyclists)
 - City Park Board
 - KBB (Keep Burleson Beautiful)
- Master Naturalists



PLACES

We value great places to gather throughout the city.

Great Places to gather throughout the City

13. Develop or Refine Specific Planning Areas

- a. Evaluate and refine the vision for the Transit Oriented District (TOD)
- b. Evaluate the Old Town design standards and refine as needed
- c. Develop a vision for the west side of the City
- d. Establish locations of nodes at major intersections and create appropriate form based codes with an eye toward creative placemaking

Great Places to gather throughout the City

14. **Identify and develop arts and cultural programs specific to community character**
 - a. Establish programming for the Mayor Vera Calvin Plaza in Old Town
 - b. Pursue sponsorship opportunities for spaces and events
 - c. Develop a citywide cultural plan



Great Places to gather throughout the City

15. Develop a comprehensive plan for city facilities

- a. Create a facilities master plan to develop a long-term plan for City facilities
- b. Establish a vision and plan for a future City Hall
- c. Develop a vision for future library programs and facilities
- d. Establish a plan for senior centers and recreation centers

Great Places to gather throughout the City

16. Pursue opportunities for public/private partnerships

- a. Encourage the redevelopment of aging shopping centers
- b. Facilitate development of mixed-use retail/office project(s)



ECONOMIC DEVELOPMENT

We value economic development that creates opportunity, diversifies the tax base and provides residents choices

Economic development that creates opportunity, diversifies the tax base and provides residents choices

18. Provide programs to enhance our workforce and make it attractive for businesses

- a. Provide access for companies and citizens to training and higher education opportunities
- b. Look for opportunities to provide a diversity of housing options to our citizens and workforce

Economic development that creates opportunity, diversifies the tax base and provides residents choices

19. Promote specific development/redevelopment opportunities

- a. Look for opportunities to expand Highpoint Business Park
- b. Golf Course (pending future council discussion)
- c. Pursue developers for partnership for a hotel/conference center appropriate to the City
- d. Identify an operator for a family entertainment venue and determine the location and amenities to be included in the project

Economic development that creates opportunity, diversifies the tax base and provides residents choices

20. Develop a plan to enhance entrances to and focal points within the City



SUSTAINABILITY

We value a city that is economically and environmentally sustainable, accountable and transparent

A city that is economically and environmentally sustainable, accountable and transparent

P&Z Discussion:
Pole Signs

21. Update and maintain development ordinances and plans on a regular basis

- a. Develop a systematic approach to Comprehensive Plan updates
- b. Update the Zoning Ordinance for tasks within the diagnostic report and comprehensive plan goals
- c. Update the Subdivision and Development Ordinance for Master Mobility Plan and Zoning Ordinance changes
- d. Updates of landscape and sign ordinances with a focus on appearance

A city that is economically and environmentally sustainable, accountable and transparent

22. Improve development reports and presentations

- a. Create a standardized method of evaluating development cases
- b. Incorporate comprehensive plan elements into case reports and presentations in a useful and meaningful way

A city that is economically and environmentally sustainable, accountable and transparent

23. Develop and refine programs and policies to promote environmental sustainability

- a. Evaluate existing environmentally focused committees related to function and mission and determine opportunities for conservation promotion
- b. Incorporate more water-wise landscaping (xeriscaping/native plantings) into the City's landscape requirements
- c. Update the design criteria manual to require and encourage more realistic permanent best management practices (BMPs), Low Impact Development (LID) and green building strategies
- d. Ongoing watershed studies/updates⁴² Look for opportunities for regional/shared stormwater detention

A city that is economically and environmentally sustainable, accountable and transparent

24. Enhance Communication

- a. Customer service focus
- b. Combat misinformation

P&Z Feedback:
How to let people know what's happening around town and what's not.



25. Economic Sustainability

Public Participation



Weekly Topical Posts/Surveys



Town Hall Meetings



Mayors Youth Council Meeting



Other?

Discussion