



WEEKLY REPORT

MAY 1, 2020

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

Burleson
TEXAS

Weekly Report | May 1, 2020

I. Council Schedule

Meetings

- **Monday, May 4:** City Council Meeting. City Hall Council Chambers, 141 W. Renfro St., 5:00 p.m. Work session, 7:00 p.m. regular session

Reports & Discussion Items

May 4

- Receive a report, hold a discussion, and give staff direction regarding an update on general obligation debt service, general government capital improvement program, and receive any additional direction from Council regarding the annual budget for Fiscal Year 2020-2021. (*Staff Presenter:* Martin Avila, Finance Director)
- Receive a report, hold a discussion, and give staff direction regarding the 2020-2024 IT Strategic Plan. (*Staff Presenter:* Mark Eder, Information Technology Director)
- Receive a report, hold a discussion, and give staff direction regarding staffing levels, crime statistics, communications, and future public safety needs of the Burleson Police Department. (*Staff Presenter:* Billy J. Cordell, Chief of Police)

II. General Information and Status Updates

A. April 28 Declaration of Disaster Update

On April 28, 2020, City Council voted unanimously to continue and renew the Mayor's updated disaster declaration. [View declaration](#). The declaration goes into effect at 12:01 a.m. on May 1, 2020, and will remain in effect until 11:59 p.m. on May 15, 2020, unless amended by the Council before that date. View Burleson Fire Department's [slide presentation](#) from the April 28 City Council Special Session.

Beginning May 1, the following businesses have the permission to open at 25% capacity. Individual operators may choose to remain closed if desired.

- Restaurants
- Retail stores
- Movie theaters
- Malls
- Museums
- Libraries

It is strongly recommended, but not required, that only two members of a household engage in shopping for supplies and obtaining essential services. In addition, outdoor sports—such as golf and tennis—will be permitted if they involve 4 or fewer participants and follow safe distancing regulations. Full guidelines for restaurants, retailers, theaters and more are included in the current declaration.

Houses of worship are encouraged to follow safety measures outlined in Governor Abbott's [Open Texas plan](#) when considering protocols for services.

The following businesses will remain closed according to statewide restrictions:

- Barbershops
- Salons
- Bars
- Gyms

The City of Burleson is working to determine the speed at which it may safely reopen public facilities and will post updates when plans are finalized.

B. Hidden Creek Golf Course Open for Golfers Only

Starting today, May 1, Hidden Creek Golf Course is open for golfers only, with modified rules of play ([see graphic](#)).

- Social distancing will be enforced.
- Carts are available to rent, and only one rider per cart will be allowed unless riders are from the same household, in which case they will be allowed to share a cart.
- The Pro Shop and restaurant are open at 25% occupancy, per the Governor's order, and food and beverage is also be available for to-go orders.

Tee times are available and can be booked online at www.hiddencreekgc.com or www.teeoff.com, or by calling the Pro Shop, (817) 447-4444, ext. 5.

C. Library to Open Monday, May 4

The Burleson Public Library will reopen on Monday, May 4, following guidelines from the Governor and the CDC. The public is strongly encouraged to wear a mask when visiting the library and to continue taking advantage of the library's curbside pickup option for materials by calling (817) 426-9209. Services and precautions that will be taken by the library are outlined as follows:

- Library will resume normal operating hours as follows:
 - 10 a.m. to 8 p.m., Monday through Wednesday
 - 10 a.m. to 6 p.m., Thursday through Saturday
 - Closed Sunday
- Library visitors will be limited to 25% of the listed occupancy at any given time

- Curbside pickup will continue to be offered and is strongly encouraged
- Public computers will be disinfected before and after each use and will be spaced appropriately to ensure patrons are able to maintain social distancing
- Library programming will remain “virtual” and no in-person programs or classes are scheduled for the month of May
- Patrons are strongly encouraged to wear masks when visiting the library and maintain social distancing
- Patrons are strongly encouraged to use the self-check stations in the library
- Borrowing materials is limited to items at the Burleson Public Library. Borrowing from area libraries is anticipated to begin on May 18.
- Public seating has been rearranged to encourage social distancing
- Family Place play area will remain closed, all toys unavailable
- Library employees will be screened before work, consistent with Texas Health protocols and City policy
- Library employees will wash and sanitize hands several times each day and especially between interactions with visitors
- Library employees will maintain 6 feet of separation from other individuals
- Library employees will wear masks when interacting with public, consistent with City policy
- Returned materials will be held for 72 hours before they are checked in by staff and made available for circulation.

D. Library Virtual Programming

The library building may have been closed since March, but Miss Becky has been hosting daily virtual programs on the library's Facebook page. Every day at 10 a.m., Facebook Live story times and crafts have been providing families with entertainment, resources and fun activities to do at home. During the month of April, these videos have been viewed 9,176 times and are being shared with families all over the country. A family from Maryland posted this photo of their little one enjoying the Paddington Party on April 8.

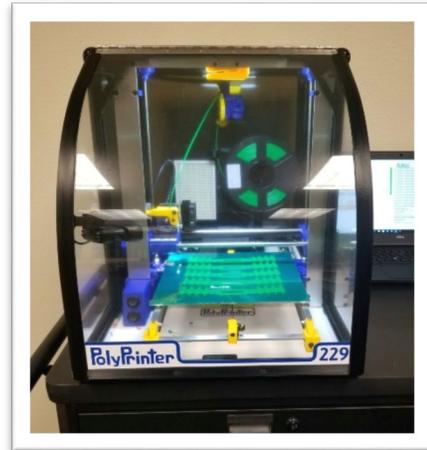


E. Calls to Senior Citizens

Over the past month, Recreation & Lifelong Learning staff have made 4,101 phone calls to senior citizens in the Burleson community. Staff provided information to them about senior shopping hours and grocery delivery, as well as City resources to assist them during this time.

F. Library 3D Printing Ear Guards for First Responders

The library's 3D printer is hard at work making ear guards for Burleson's first responders. These guards protect the backs of face mask wearers' ears from the discomfort of the elastic constantly pressing on them. The PolyPrinter can print 5 guards per hour and will be running 8-9 hours per day to meet demand.



G. 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.

To date, 18 businesses have already completed their marketing requirements and have received payment. The EDC is administering checks to eligible partners daily.



H. Local Business Gift Card Program

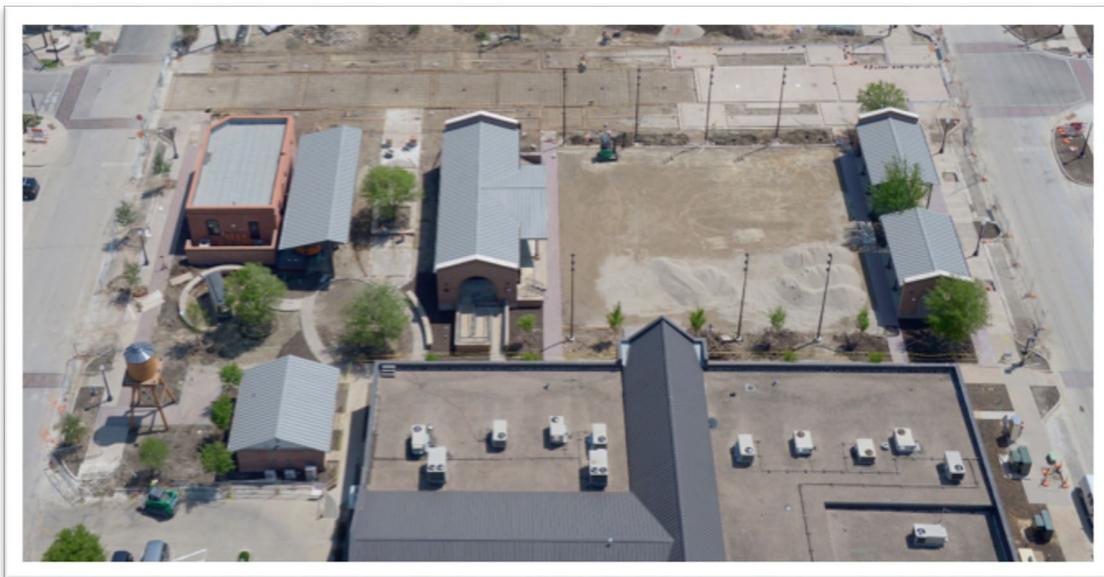
The Economic Development team continues to monitor and update www.BTXGiftCards.com, a website created in partnership with the Chamber and local partners to provide an additional revenue stream to local businesses impacted by COVID-19. The GiftFly platform allows customers to purchase virtual gift cards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



The City is actively promoting the initiative to the public through the City's website, email, 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 \$28,335.90 worth of gift cards as of April 22. To date, 98 business have elected to participate on the website.

I. Mayor Vera Calvin Plaza in Old Town Weekly Update

Construction of the Mayor Vera Calvin Plaza remains on schedule and within budget.



Much progress is being made onsite each day. On Thursday, April 30, the last substantial concrete pour was made completing the Ellison St. pedestrian promenade.

Ongoing Construction Activity:

- 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)

J. Burleson Police Department Top Ten

Burleson PD has released their Top Ten Most Wanted as of May 1, 2020. All warrants are shown to be active by the National Crime Information Center. Full flyer attached.



Tarhe BROWN
POSS CS



Jennifer COMER
THEFT



Jacob DOWNEY
POSS CS



Kelvin GONZALEZ
AGG. ROBBERY



Bradley HARRIS
POSS CS



Josette HOLCOMB
FRAUD



Kyle LAWSON
BURGLARY



William ROMERO
SEX OFFENSE



Eric SCHNELL
AGG ASSAULT



Deja WADE
Credit Card Abuse

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. Signal replacements at the crosswalk on order.	Temporary lane closures may be necessary when crosswalk signal is completed	May 2020
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.	May 2020.
NW Renfro Improvements: Wilshire Blvd. To Alsbury Blvd	Pavement marking to be replaced on Renfro by contractor	Temporary traffic control as contractor restripes Renfro	Contractor scheduled for Friday, with final acceptance of this work, the project is complete

IV. Upcoming Community Events

- **Saturday, May 2: Super Safety Saturday CANCELED**
- **Monday, May 4: May the 4th Be with You CANCELED**
- **Saturday, May 23: Police Department Open House CANCELED**

V. Attachments

- A. Hidden Creek Golf Course Modified Rules of Play.....p. 10
- B. Burlison Police Department Top Ten Most Wanted.....p. 11



HIDDEN CREEK GOLF COURSE

Rules to prevent to spread of COVID-19

- Starting May 1, Hidden Creek Golf Course will be open for golfers only
- Carts are available to rent and only one rider will be permitted per cart, with the exception of members of the same household who will be allowed to share a cart. Carts are available on a first-come, first-served basis
- Social distancing of 6 feet between individuals must be observed and will be enforced by staff
- The Pro Shop is open at 25% occupancy
- Debit and credit cards are highly encouraged for payment of any services
- Dining at the Terrace will be open at 25% occupancy
- Common surfaces will be sanitized frequently
- Bunker rakes and water coolers have been removed to avoid common contact
- Flag sticks must be left in holes and untouched by players. We ask that all "gimme" putts are picked up

Thank you for helping us prevent the spread of COVID-19. For additional information, please contact Hidden Creek Golf Course at (817) 447-4444

TOP 10 MOST WANTED

AS OF MAY 1, 2020

The Burleson Police Department is seeking the community's help in locating these wanted subjects. If you have any information on their location, please contact **BPD** at **817-426-9903** or top10@burlesontx.com. If you would like to remain anonymous, you can call **Crime Stoppers** anytime 24 hours a day at **817-469-TIPS (8477)**. These subjects may be armed and dangerous. **DO NOT** attempt to apprehend these individuals yourself.



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The Burleson Police Department Top 10 Most Wanted is updated on the 1st of every month and available online at www.burlesontx.com/bpdmostwanted