



RUSSELL FARM ART CENTER

WEEKLY REPORT

JUNE 5, 2020

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

Burleson
TEXAS

Weekly Report | June 5, 2020

I. Council Schedule

Meetings

- **Monday, June 15:** City Council Meeting. City Hall Council Chambers, 141 W. Renfro St., 5:00 p.m. Work session, 7 p.m. regular session. City facilities are now open to the public with a limited capacity. Upon entrance into City Hall, anyone who wishes to attend the meeting will be asked to take their temperature and will be offered a mask to wear if they choose. The meeting will also be available via live stream, <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:
 - In person: Speaker cards are provided inside the council chambers, and may be filled out prior to the meeting. Speaker cards received by the Mayor or City Secretary will be read during the meeting in the order they are received.
 - 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.

Work Session Items/Report & Discussion Items

June 15

- Receive a report, hold a discussion, and give staff direction on the financial overview of 4B, 4A, Parks Performance, and Golf Operations funds and receive any additional direction from City 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 on a contract for election services for the 2020 General Election with Johnson County. (Staff Presenter: Amanda Campos, City Secretary)

II. General Information and Status Updates

A. Message from Burleson PD & Chief Cordell

The death of George Floyd on May 25 while in police custody has sparked outrage across this nation. I, along with the Burleson Police Department, are outraged by what we saw in the video and do not understand the actions or lack of actions by officers that should have protected Mr. Floyd while in custody. As a result of this injustice we have witnessed peaceful, as well as violent protests across our nation, including talks of protests within our community.

Protests within Burleson may randomly occur at any time, and that is the right of the protesters. However, we have been made aware of an event scheduled for Friday, June

5, 2020, from 4 - 8 p.m., at the corner of SW Johnson Avenue and W Ellison Street in Old Town.

Our officers are actively working with event organizers who are planning on holding this peaceful protest on Friday. I assure you, our priority is the safety of both our community and those exercising their first amendment right to assemble. In doing so, we echo the event organizer's call for a peaceful demonstration.

*Note: Governor Abbott's current executive order does not cap gatherings at a specific number. Use of social distancing, masks and hygiene practices are of course encouraged for protesters.

Burleson PD stands in solidarity with peaceful protesters, particularly young people who were inspired to exercise their rights in pursuit of justice and equality. Those with concerns should know that we also stand ready to protect the public, just as we do every day in our community.

My hope and prayer is that any protest within our community stays peaceful, but most of all, that our community shows the kindness we are known for as the life of George Floyd is mourned and remembered.

Stay safe and be kind,

Chief Billy J. Cordell

B. **Executive Order GA-26 Ushers in Open Texas Phase III**

On June 3, 2020, Governor Greg Abbott issued Executive Order GA-26, which implements Phase III of his Open Texas plan. Executive Order GA-26 is very different from previous orders in that it vastly opens businesses, services, and activities as well as relaxes restrictions on individuals.

Beginning June 3, 2020, Executive Order GA-26 makes numerous changes to the previous limitations placed on businesses, services, and activities. While all of the changes may be found at the Open Texas website (open.texas.gov), the major changes in GA-26 include:

- New business, services, and activities are allowed, including:
 - Beginning June 3, 2020
 - Video game facilities may operate at up to 50% occupancy
 - Indoor fine arts performance halls may operate at up to 50% occupancy
 - Large outdoor events with an estimated attendance of 500 or more may be held; provided, however, that the mayor in

coordination with the local public health authority may modify the event or further limit the occupancy

- Valet services are allowed

- Beginning June 19, 2020
 - Amusement parks may operate at up to 50% occupancy

- No occupancy limit for the following business, services, and activities:
 - Religious services
 - Child-care services
 - Youth camps
 - Youth and adult recreational sports programs
 - Services listed by the U.S. Department of Homeland Security (grocery stores, hardware stores, etc.)

- Restaurants are allowed to operate at 75% occupancy and sit up to ten people together at a single table.

- Personal service businesses like hair salons, barber shops, massage establishments, tanning salons, nail salons, piercing studios, and tattoo studios must maintain six feet between work stations.

- Nursing homes, assisted living facilities, and long-term care facilities are still not allowing visitors.

- Most other businesses, services, and activities, are limited to 50% occupancy.

Additionally, Governor Abbott’s executive order no longer asks Texans to minimize social gatherings. Instead, Executive Order GA-26 states that Texas residents should not be in groups of more than ten people except when visiting the various businesses or engaging in the activities described in the executive order. People over the age of 65, however, are “strongly encouraged” to stay home as much as possible.

C. **BRiCk Operations**

The BRiCk will begin Phase II of resuming select services at limited capacity. Services include the walking track, family fitness room, and kids zone. These services will begin on the dates below.

- Family Fitness Room: June 3, 2020
- Walking Tracking: June 8, 2020
- Kids Zone: June 15, 2020

D. **BRiCk Programs**

Modified Summer Camp

The BRiCk will be moving forward with our 2020 Modified Summer Camp Program. This year's program has been modified to reflect the Governor's and CDC's guidelines.

While this summer may not look like our previous BRiCk Summer Fun Camp, our desire to be innovative remains the same. This year, for obvious reasons, that innovation centers around safety. We have worked to follow guidelines for COVID-19 while creatively including and enhancing the aspects of camp we know our campers love.

The modified summer camp will begin on June 15. Registration will open Friday, June 5 at 8:00 a.m. For additional information regarding this year's modified camp, please refer to our Parent Packet at our camp website below. The modified Summer Camp flyer has been included in the Attachments.

Summer Camp Website: <https://bit.ly/BRCSummerCamp>

Fitness Classes

We are excited to bring back Group Fitness classes on June 8. Classes will be held in our Gymnasium to comply with social distancing needs. The BRiCk will be taking extra precautions to make sure that all equipment is sanitized after each class for the safety of our members.

View Full Fitness Schedule: <http://bit.ly/BRCFitness>

Adult Recreational Softball:

In accordance with the Governor's guidelines and in alignment with the recently approved BYA baseball program, the BRiCk will be offering a modified summer softball league. Safety measures and increased cleaning protocols have been put in place to ensure the safety of our players and spectators. League details can be found here:

<https://bit.ly/BurlesonAdultAthletics>



Russell Farm Art Center

Russell Farm Art Center will be offering Virtual Classes for the month of June. Classes will include art programs, gardening lessons, wood carving demos, and story time sessions. Check out our full virtual offerings here: <https://bit.ly/RVirtualPrograms>



E. Buy BTX

The Economic Development team will be launching a new program called “Buy BTX” to help drive consumers back to local businesses. For 10 weeks, anyone can send a photo of a receipt from any business located within Burleson city limits to BuyBTX@burleson.com and be entered into a weekly drawing for a \$50 gift card. Staff will process all entries as they come in and host a live drawing each Friday to select 10 weekly winners. Winners will be contacted and they will receive a \$50 gift card to a local business of their choice. Each receipt will give contestants one entry into the contest and multiple entries can be made each week, but each contestant will only be eligible to win one time per week.

F. Mayor Vera Calvin Plaza in Old Town Weekly Update

Construction of the Mayor Vera Calvin Plaza is nearly complete. Hill & Wilkinson is wrapping up landscape and finishing touches.

The City will make a formal announcement soon notifying residents that the Plaza will be open to the public.

Staff anticipates the completed Plaza to be allowed to open to the public for park use and with the same restrictions. Current restrictions for parks require enclosed spaces, like the restroom, to be closed to the public, while allowing use of open spaces for individuals and families provided that they practice social distancing. The Grand Opening event date is still to be determined.



Photo credit: Justin Boots

Ongoing Construction Activity:

- Site sealants
- Small plantings
- Final mulch
- Irrigation (final adjustments)
- Signage
- A/V final adjustments
- Demo 135 W. Ellison slab
- Punchlist/Final clean
- Owner trainings (Elec., Irrigation, A/V)

ROW Parking:

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

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)
PCO #27 – Signage Additions	(\$34,210.57)
PCO #29 – Restroom Access Control	(\$6,784.74)
PCO #30 – Striping and Wheelstops @ Wilson St.	(\$3,024.70)
Remaining Contingency	\$9,536.00

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%. Change orders 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)
PCO #26 – Revised Sidewalk/Landscape Bufford	(\$17,011.40)
PCO #28 – Added Landscape Warren St.	(\$14,850.00)

G. Golf Course Update

On Wednesday, June 3, Governor Abbott’s Strike Force to Open Texas released updated minimum standard health protocols for several categories. These updates affect the golf course in several ways. Below are the updates to golf course operations based on the new health protocols:

- Golf Carts – Dual riders are now allowed in golf carts, regardless of whether or not the riders are part of the same household. The golf course will allow dual riders consistent with the updated protocol. However, the golf course will not require strangers to ride in a cart together.
- Restaurant – Consistent with the updated protocols, The Terrace restaurant will operate at 75% capacity. Tables will still be spaced 6 feet apart, and no groups larger than 10 people will be allowed at the same table.
- Pro Shop – The pro shop will now allow people in up to 50% capacity.

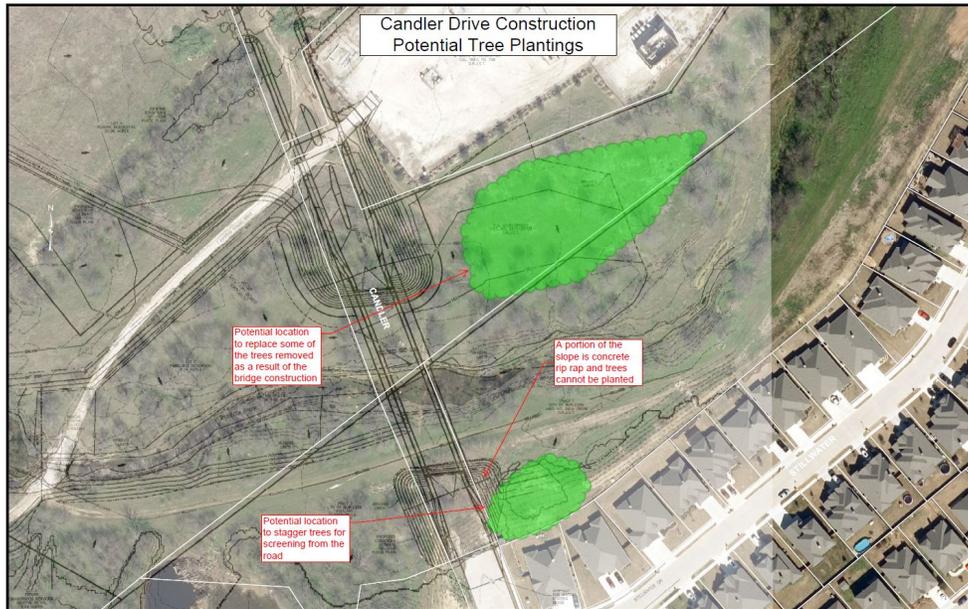
The rest of the health precautions the course has put in place will remain in place. The changes will be effective Saturday, June 6.

H. Candler Road Bridge Construction

The construction of the Candler Road bridge is nearing substantial completion and the road is anticipated to open to the public within the next 30 to 45 days. When construction began, staff received several concerns from residents in the Shannon Creek neighborhood adjacent to the construction regarding the removal of trees. The trees were removed in order to facilitate the construction of the bridge and mitigate the floodplain to ensure the properties adjacent to the floodplain remained in compliance with the floodplain regulations at the time of construction of the houses.

Now that construction is nearing completion, staff is evaluating areas located near the bridge and adjacent to the gas well pad site to plant trees that were removed as part of the construction of the bridge. Depending on the availability of funding and timing, a phasing plan may be developed for consideration. Staff has contacted a landscape architect and provided the exhibit shown below for the purpose of determining the appropriate species that will compliment the existing vegetation, including evergreen trees.

Staff will present a plan to city council at a future meeting for consideration. If approved, it is anticipated that the planting may occur in the fall; however this planting will not provide an opaque screening initially but as the trees mature, is anticipated to provide screening for the property owners.



I. Microsoft Enterprise Agreement Pricing Structure

City Council approved a minute order on Monday, June 1, 2020 ratifying our agreement with SHI to provide Microsoft licensing. Council members asked staff to provide a breakdown of the pricing structure following the meeting. The table below breaks out the cost per license for each individual license type.

Microsoft Core CAL Suite Bridge – Microsoft Client Access Licenses (CAL) Suite Bridges enables transition from an on-premises license to O365. These are the original Microsoft Office and Server licenses that allow us to keep a full version of Microsoft Office installed on each computer.

Windows 10 Enterprise – License for Windows 10 operating system loaded on 305 computers.

Microsoft Intune – Licenses are used for our Mobile Device Management. We use them to manage iPad's and Police hand held ticket writers.

Terminal Server – Licenses are used for remote desktop services. They allow Police mobile computers to have remote access to their software applications from their vehicle.

Visio Professional – Licenses are used by Police as part of their Crash Reports application.

SQL Server Standard Core – Licenses for our SQL Database Server. Server license pricing is based on the hardware configuration of the server. Our current SQL server has eight cores.

Windows Server Data Center Core – Licenses for our Hyper-V virtual server cluster. Server license pricing is based on the hardware configuration of the server.

Windows Server Standard Core – Licenses for physical servers. Server license pricing is based on the hardware configuration of the server.

Office 365 G1 – O365 suite licenses are issued to individual users for access to the following Microsoft O365 applications: Outlook (Email), Word, Excel, PowerPoint, Access, One Note, One Drive, SharePoint, and Teams.

This license also encompasses the costs associated with our hosted exchange services in the cloud. The unit cost of \$71.40 is a blended cost. The original 300 on-premises licenses that we converted to O365 have a unit cost of \$68.76 and the additional 110 licenses that we have added have a unit cost of \$78.59.

Office 365 F3 – O365 licenses are issued to employees that are not assigned to a computer. This enables them to have an Email account to receive pay stubs, HR notifications and access to our time and attendance software application. This type of license is used for Part Time, Temporary or Seasonal employees.

	Microsoft Enterprise Agreement			
Product	Description	Licenses	Unit	Cost
Microsoft Core CAL Suite Bridge	Client Access Licenses	410	\$17.10	\$7,010.50
Windows 10 Enterprise	Operating System Licenses	305	\$44.20	\$13,481.00
Microsoft Intune	Mobile Device Management	35	\$55.99	\$1,959.65
Terminal Server	Remote Desktop Services	21	\$21.28	\$446.88
Visio Professional	Diagram Software Licenses	36	\$99.05	\$3,565.80
SQL Server Standard Core	Database Server Licenses	8	\$576.29	\$4,610.32
Windows Server Data Center Core	Windows Server Licenses - Core	60	\$124.43	\$7,465.80
Windows Server Standard Core	Windows Server Licenses - Physical	80	\$18.01	\$1,440.80
Office 365 GCC G1	O365 Suite Licenses	410	\$71.40	\$29,272.90
Office 365 GCC F3	O365 Email Licenses	125	\$39.29	\$4,911.25
			Total:	\$74,164.90

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. Awaiting material delivery for crosswalk signals.	Lane closures as necessary when signal equipment at crosswalk is installed.	Project awaiting delivery of materials for installation.
Old Town Quiet Zones: RR xings at Commerce, Renfro, Ellison, Eldred	<i>Contractor will be proceeding with final pavement and handrails.</i>	Lane closures as necessary while median on Renfro is completed.	Start in June 2019, End in June 2020.
Turkey Peak Ground Storage Tank Construction & Brushy Mound Tank Demolition at existing City Facilities	<i>Mobilization Underway</i>	Anticipated Routes affected by construction traffic include: NW Renfro, SW Brushy Mound Rd, SW Alsbury Blvd, NW Summercrest Blvd, Nicole Dr & NW Jayellen Ave	Early 2020

IV. Upcoming Community Events

- Hot Sounds of Summer Concert Series **CANCELED**

V. Attachments

- A. BRiCk Modified Summer Camp flyer.....p. 13



JUNE 15 - AUG 14, 2020

AGES 6 - 12

TIME: 7 AM - 6 PM

\$100 PER CAMPER

**REGISTRATION OPENS
FRIDAY, JUNE 5**

Spots will be filled on a first-come, first-served basis.
50 campers maximum for the program (NO Drop-Ins)
To register online, visit www.BURLESONREC.com

MEET THE CAMP COUNSELOR NIGHT

Q&A via Zoom - June 11, 6 PM

- ARTS & CRAFTS
- SCIENCE PROJECTS
- VIRTUAL FIELD TRIPS/
GUEST SPEAKERS
- OUTDOOR NATURE
WALKS
- GYM GAMES

**CHANGES RELATED TO COVID-19 AND IN
ACCORDANCE WITH THE GOVERNOR'S GUIDELINES**

- Only 50 campers accepted (NO Drop-Ins).
- Campers will be divided into 5 groups of 10 defined by age.
- Each camp group will conduct camp activities in its own designated area within the facility to reduce campers from mixing, per the Governor's guidelines.
- Counselor to camper ratio will be 2 counselors to 10 campers.
- Camp staff and campers will be screened daily.
- Camp staff will be required to wear masks and have temperatures measured prior to camp entry each day.
- Campers will be required to have temperatures measured prior to camp entry each day.
- A Camper Drop Off and Pick Up Curbside service will be implemented to reduce parents from entering the facility.
- Additional cleaning and sanitization times have been built into the daily activity schedule. Campers will also have their own individual weekly supply kits to reduce the spread of germs.
- Camp will not include field trips or swimming this year in accordance with the Governor's guidelines.