



WEEKLY REPORT

JUNE 26, 2020

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

Burleson
TEXAS

Weekly Report | June 26, 2020

I. Council Schedule

Meetings

- **Tuesday, June 30:** City Council Special Session, City Hall Council Chambers. 141 W. Renfro St., 11:30 a.m. 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/StreamingVideo>
 - **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
- **Monday, July 6:** Economic Development Corporation Type A Meeting, City Hall Council Chambers. 141 W. Renfro St., 4:30 p.m. City Hall Council Chambers.
- **Monday, July 6:** City Council Meeting, City Hall Council Chambers. 141 W. Renfro St., 5:00 p.m. Work session 7:00 p.m. Regular session.

Work Session Items/Report & Discussion Items

June 30

- Receive a report, hold a discussion, and give staff direction regarding the financial overview of the TIF, Hotel Occupancy Tax, Health Insurance and other miscellaneous 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 on the City's response to the 2019 Coronavirus Disease (COVID-19) and consider approval, continuation, and/or renewal of a declaration of local disaster and public health emergency regarding COVID-19. (*Staff Presenter:* Matt Ribitzki, Deputy City Attorney)
- Receive a report, hold a discussion and give staff direction regarding the completion of the Mayor Vera Calvin Plaza in Old Town. (*Staff Presenter:* Drew Pennywell, Economic Development Specialist)

II. General Information and Status Updates

A. Updated Declaration

On June 25, Mayor Shetter signed the 10th emergency declaration which will stay in effect for 7 days unless extended by council. An update will be posted to the City's [website](#) and Facebook [page](#). The entire declaration can be viewed [here](#).

The updated declaration requires businesses to require face coverings. All businesses must adopt a Health and Safety policy which requires all employees and visitors to wear a face covering over the mouth and nose when social distancing is not feasible. Businesses must post this Health and Safety policy in a conspicuous place and failure to develop and implement this Health and Safety policy may result in the name and location of businesses being published on a list of non-compliant businesses. After 24 hours, the business may request a re-inspect and if the City determines that the business has developed and implemented a Health and Safety policy, they will be removed from the list of non-compliant businesses.

All individuals over ten years of age are strongly urged to wear a face covering. No civil or criminal penalty will be charged on individuals for failure to wear a face covering.

B. BRiCk Reservations Update

After evaluating facility usage of the BRiCk, we will be discontinuing workout and family fitness room reservations as of Sunday, June 28, 2020. Thus far, the BRiCk has not exceeded 38% of the allotted capacity for workout reservations. Reservations will continue to be required for the KidZone and lap lanes. Staff will continue to take temperatures in the lobby and keep a total count of members and guests.

C. Buy BTX

The Economic Development team launched a new program called "Buy BTX" two weeks ago to help drive consumers back to local businesses. For 8 more weeks, anyone can send a photo of a receipt from any business located within Burleson city limits to BuyBTX@burlesontx.com and be entered into a weekly drawing for a \$50 gift card. Week one saw over 200 entries and the first round of 10 winners.



Anyone can participate, even if you don't live in the city of Burleson. Start turning in those receipts today! 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. A flyer outlining the contest rules has been included in the attachments.

D. 4th of July Fireworks

At the June 15 meeting, city council voted in favor of proceeding with this year's 4th of July Fireworks celebration at Chisenhall Sports Complex. The gates will open at 7 p.m. and the fireworks show is scheduled to begin at 9:20 p.m. Listed below are the changes to this year's celebration in response to COVID-19. A flyer for the event has been included in the attachments.

- All fields will be open to encourage social distancing.
- Additional restrooms and sanitizer stations will be spread out among the complex to encourage social distancing.
- Social distancing signage will be posted throughout the facility to encourage families to stay together as they sit and watch the show.
- No pop ups or stakes in the ground (this could damage the irrigation system).
- There will be no food vendors or concert this year.



The Burleson Lions Club will also be hosting their annual 4th of July Parade. For more information on the parade, visit the Burleson Lions Club [website](#).

E. Recreation Program Updates

Consistent with the guidelines provided by the Governor's Strike Force to Open Texas, the following recreation programs will begin in July.

BRiCk Programs

- Dance and Tumbling
- Gymnastics
- Tae Kwon Do
- Women's Self Defense
- Archery

BRiCk Athletics

- Cornhole Tournament
- Adult Softball League



Russell Farm Programs

- Fun at the Farm Camp
- Kids Art Camp
- Adult Watercolor Class
- Paint Out

Increased cleaning & sanitization protocols, screening procedures, and social distancing measures have been put in place to ensure the safety of program participants.

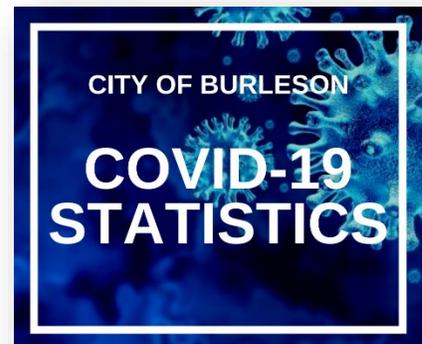
For registration dates and additional information, please visit the Parks and Recreation [website](#).

F. Current Case Statistics

As of June 25, the current COVID-19 case statistics for the City of Burleson are as follows:

- Total Accumulative Cases: 126
- Active: 41
- Recovered: 84
- Deaths: 1

A link to view the COVID-19 statistics page is being posted weekly to social media to encourage people to stay up to date on Burleson's data and is being viewed an average of 2,300 times per week. To view the current case statistics for Burleson, visit <https://city-of-burleson-covid19-statistics-bur.hub.arcgis.com/>.



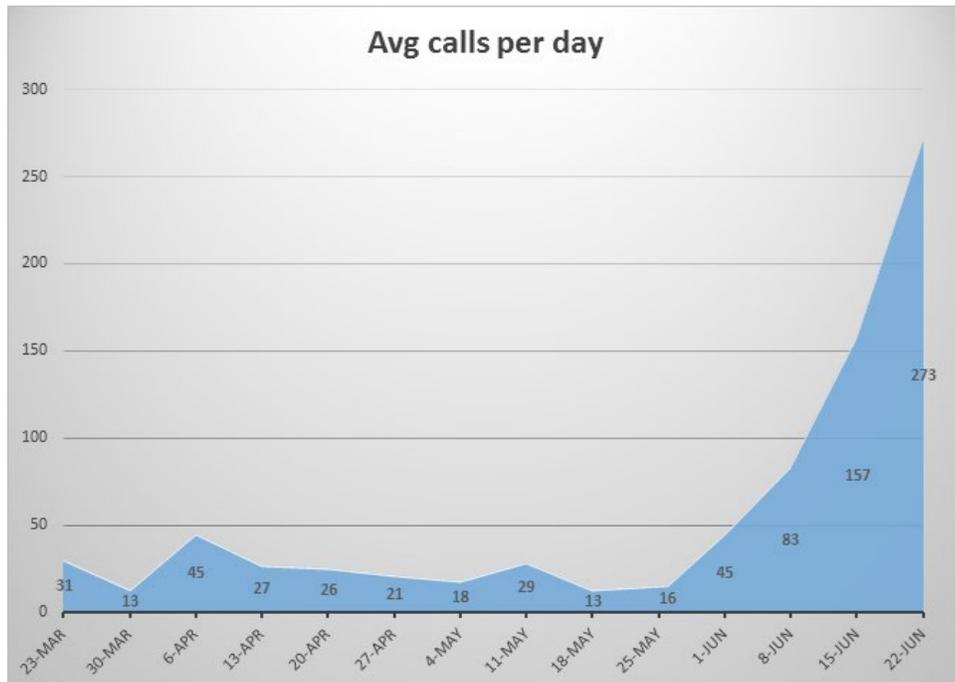
G. Burleson Safe Program Update

With the rise in COVID-19 cases in our city, county and across the state, the City continues to urge businesses to sign up for the Burleson Safe program. This week, after posting about the program to social media, the number of enrolled businesses increased from 72 to 94 as of Thursday, June 25. The Communications team has outlined a plan to continue promoting awareness of the program through E-News, social media and direct emails to local businesses.



I. **COVID-19 Testing Call Center**

Employees from Library, Parks and Human Resources are answering phones and assisting callers at the city’s COVID-19 testing call center. An average of 75 tests are scheduled daily. Within the next few days, the City is launching an online scheduling website for COVID-19 testing appointments.



I. **Golf Course Driving Range Fencing Update**

Hidden Creek Golf Course is planning to build a 5-foot tall fence along the back and sides of the driving range that will be 900 feet in total length. The purpose of this project is to retain a higher percentage of range balls that are currently being lost. This will help reduce the amount of time staff is spending retrieving range balls, and it will reduce the cost of purchasing additional range balls annually. The fence will cost approximately \$800, and the installation will be completed internally with staff from Hidden Creek Golf Course and the Burleson Water Department. The installation is scheduled for Wednesday, July 1. Below is a picture showing what the fence will look like, as well as a map of where the fence will be located.



J. **Mayor Vera Calvin Plaza in Old Town Weekly Update**

Construction of the Mayor Vera Calvin Plaza is substantially complete. Hill & Wilkinson is wrapping up the last punch list items, but the Plaza is now open to the public. The public is invited to enjoy the Plaza with the some safety suggestions. The public is encouraged to use one of the sanitations stations located throughout the Plaza and practice social distancing. The restrooms are closed until a proper sanitation protocol can be implemented. Staff will be contracting a janitorial company to clean and sanitize the restrooms daily. The Grand Opening event date is still to be determined.



Ongoing Punch List Items:

- Punch list/Final clean
- Install dedication plaques (6/29)
- Install remaining planter pots (6/30, COVID Delay)

Install two remaining timber benches (7/14)

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)
PCO #32 – Set 4 Light Poles/Re-route A/V conduit	(\$2,831.85)
PCO #33 – Re-Wire 411 Parlor Trolley Car	(\$5,044.55)
Remaining Contingency	\$1,659.38

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)
PCO #31 – Dedication Plaques	(\$13,678.54)

K. Investment Quarterly and May Monthly Report

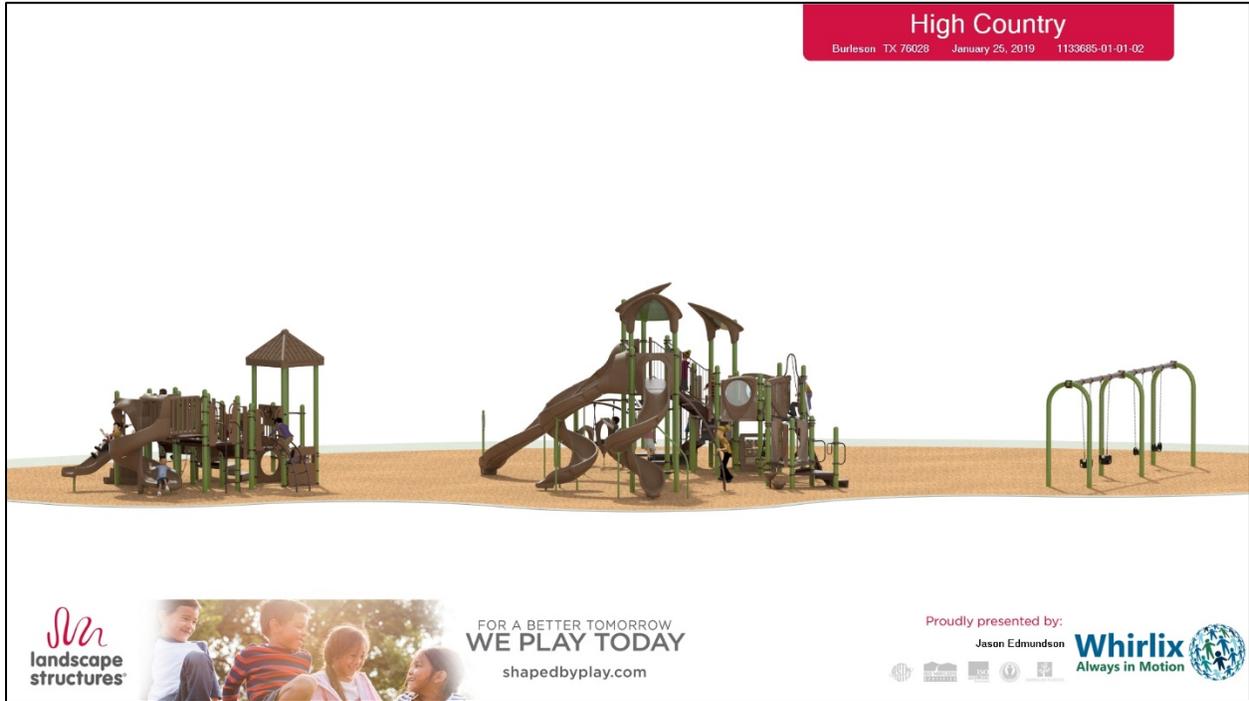
Attached is the 2nd Quarterly Investment Report and the May 2020 Monthly Financial Report for review. Due to the COVID-19 pandemic and our focus being re-directed to this event, these reports have taken longer to complete. As we approach the end of the 3rd quarter, Finance will focus on completing the financial and investment quarterly reports in timely manner for your review.

L. High Country Park Amenities Proposal

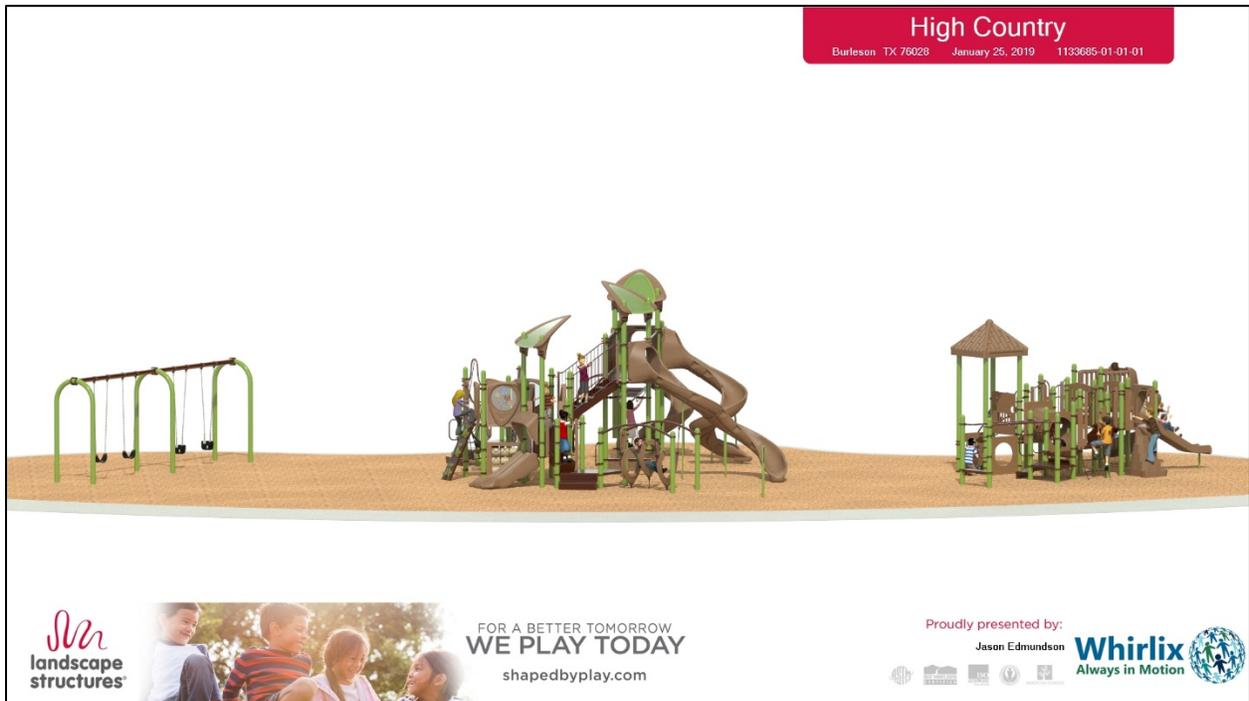
BBCP Acquisitions, LLC is the developer of the High Country development, which is now underway. As part of the planned development agreement, BBCP signed a memorandum of understanding (MOU) with the city outlining the park improvements for the development (the MOU is included below). As part of the MOU, BBCP agreed to build an 8.61-acre park, which will be owned and maintained by the High Country HOA (see Exhibit A in the MOU for the location of the park). However, the MOU states that the director of recreation and lifelong learning must approve the final design of the park improvement.

The developer has submitted the proposed design of the park improvements. Below are renderings of the improvements, which includes two play structures (one for children ages 2-5 and one for children ages 6-12) a swing set, and a pavilion. Staff has reviewed the proposed amenities and feels like they are of high quality and design. However, prior to notifying the developer of approval, staff would like to receive any feedback the city council may have regarding the proposed amenities. Staff will also require that the plans are reviewed and approved by a registered accessibility specialist prior to approval per the terms of the MOU. Please contact Robert Ranc with any questions or feedback.

- All Equipment – Rendering 1



- All Equipment – Rendering 2



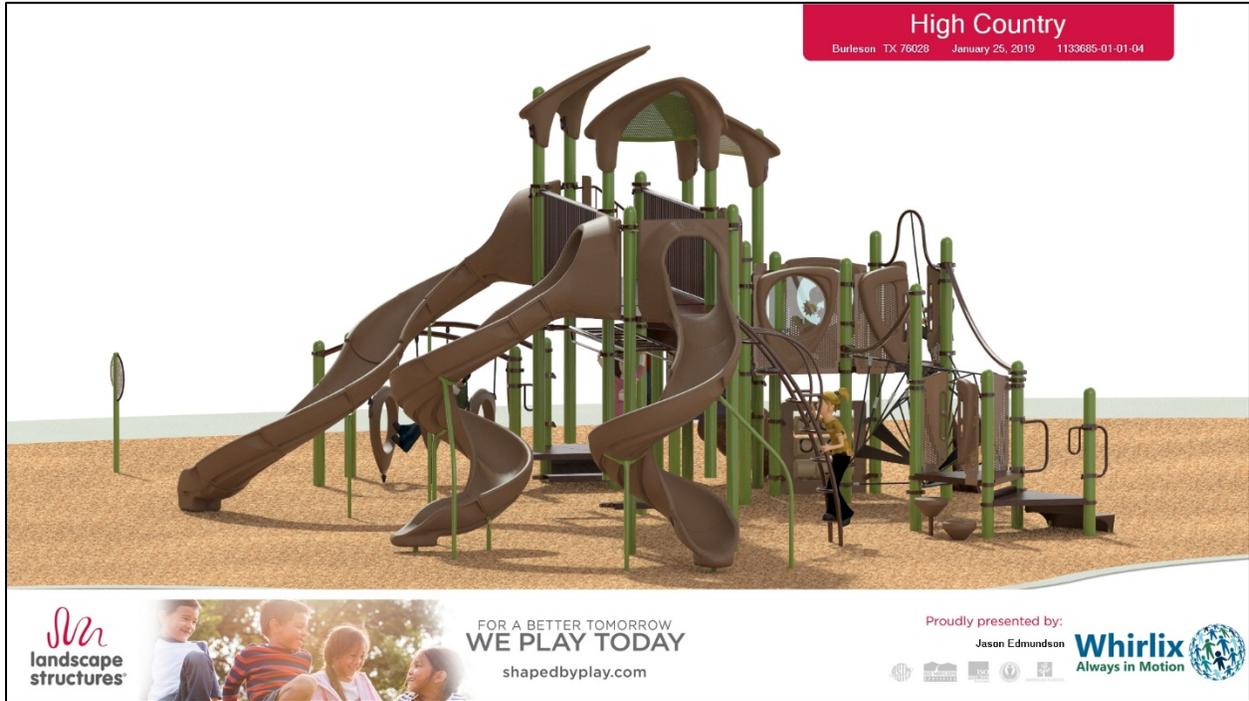
- Large and Small Playground Equipment Rendering



- Large Playground Equipment – Rendering 1



- Large Playground Equipment – Rendering 2



- Small Playground Equipment



- Pavilion Schematic Design

SCALE: 3/32" = 1"

Model #: RHS2040

Design Criteria: Structure is typically designed for a 25 lb live load and a 90 mph wind load capacity, but can be designed based on specific site requirements, upon request. All structural members are ASTM A-500 U.S. grade B steel. Welded connection plates shall be ASTM A-36 hot rolled steel. All fabrication performed to latest AISC standards by AWS Certified welders. All framing connections are done using A325 grade bolts within concealed access openings from above and will later be concealed by the roofing. All roof framing shall be flush against the roof decking to eliminate the possibility of bird nesting.

Tabular Steel Columns and Beams: Standard column dimension shall be 5" x 5" x 3/16" tubular steel welded to 5/8" base plates. Main support beams are 7" x 5" x 3/16" and purlins are 5" x 3" x 1/8". Steel sizes are preliminary and may change due to ongoing review and final engineering.

Roofing: 24 Ga. pre-cut steel Multi-Rib panels with Kynar 500 finish in a variety of colors with white underside. Standard roof slope is a 4/12 pitch with a eave height of 8'-0". Attached to structural frame with exposed screws painted to match roof color. Matching 24 Ga. trim included.

Frame Finish: All steel framework will receive a corrosion protective TGIC Polyester powder coat, electro-statically applied and cured at 400°F. A large selection of standard colors are available.

Foundation: All columns need to be anchored to concrete footings (footing design provided separately). Columns can be surface mounted with anchor bolts at or below finish slab elevation, or they can be embedded directly into the footing. Anchor bolts and bracing templates included. Optional base plate covers are available at an additional cost.

Hardware: All structural hardware and roofing fasteners shall be provided.

Warranty: 10 years against manufacturer defects.

Not included: Concrete work of any kind, unloading of product and installation.

CFP POL BOX 143
10001 BERRY, NEWBARD
604-15-5491
WWW.CREATIVEDESIGNPRODUCTS.COM

PRELIMINARY
NOT FOR CONSTRUCTION

© Copyright 2018 - This drawing is the intellectual property of CFP. It shall not be copied or distributed to any unapproved persons, in whole or in part, nor shall it be used for construction unless approved in a written agreement.

MODEL NUMBER	DESCRIPTION	STANDARD OPTIONS	OTHER SETS	DATE
RHS2040	20'x40' Rect. Pav. Shelter	<input type="checkbox"/> SLIP-ON VENT ROOF <input type="checkbox"/> TYPING PROTECTION <input type="checkbox"/> METAL SKIN SHEET <input type="checkbox"/> FRESH COLORED <input type="checkbox"/> LIGHTNING PROTECTION <input type="checkbox"/> CUSTOM ROOF PITCH <input type="checkbox"/> CHAIRS	10/18/18 10/18/18 10/18/18	10/18/18 10/18/18 10/18/18

DATE: 10/18/18
SHEET: 1 OF 1

**Memorandum of Understanding
PARK MOU#2018-01
Park Improvements for the High Country Development**

The following outlines the commitments made between BBCP Acquisitions, LLC (Developer) and or assigns, with the address 5236 Springmeadow Dr, Dallas, TX 75229, and the City of Burleson, Texas (the City), with the address 141 W Renfro St, Burleson, TX 76028-4296, for park improvements within the High Country development. (DAC Case #18-010).

1. Developer shall construct, at its cost, private park amenities in the open space of subdivision known as High Country.
2. Private open spaces depicted in the attached Exhibit A are deemed to satisfy all dedication requirements per Article 8 Park and Recreation Development of the Subdivision and Development Ordinance. (2.18 acres required, 8.61 acres provided)
3. Developer will escrow the required Park Infrastructure Fee, with approval by City Council, to the Park Improvement Fund to supplement City funding for a crossing of Village Creek to provide access to Village Creek Trail as depicted in the attached Exhibit A. The total fee is \$65,400 based on 218 lots which will be paid at the time of final platting for each phase. The City will determine the final type and location of the crossing.
4. The private open space will be owned and maintained by High Country HOA.
5. Upon the final plat of the second phase the developer will dedicate approximately 6.86 acres, depicted on Exhibit A, to the City of Burleson to aid with insurance related to the floodplain. Escrow will not be assessed on this property; all dedication requirements are met by the private open space allocation.
6. Developer shall provide plans of proposed park improvements, developed beyond the conceptual plan, to the City for review and approval prior to beginning construction.
7. All improvements shall conform to applicable codes including Texas Accessibility Standards. Any worked deemed non-compliant shall be replaced at Developer's expense.
8. Plans shall be submitted to a Registered Accessibility Specialist (RAS) for review, and the project shall be inspected by a (RAS) upon completion at Developer's expense.
9. Developer shall not be reimbursed by the City for expenses exceeding required fees associated with Article 8 Park and Recreation Development.
10. Developer shall pay all associated permit fees. Approval of the final design of all park improvements must be granted by the Director of Recreation and Lifelong Learning but shall not be unreasonably withheld.
11. This agreement shall remain binding in the event of a change of Developer.

City of Burleson, Texas

by 

Marc D. Marchand, Director
Recreation and Lifelong Learning

Date 4-13-18

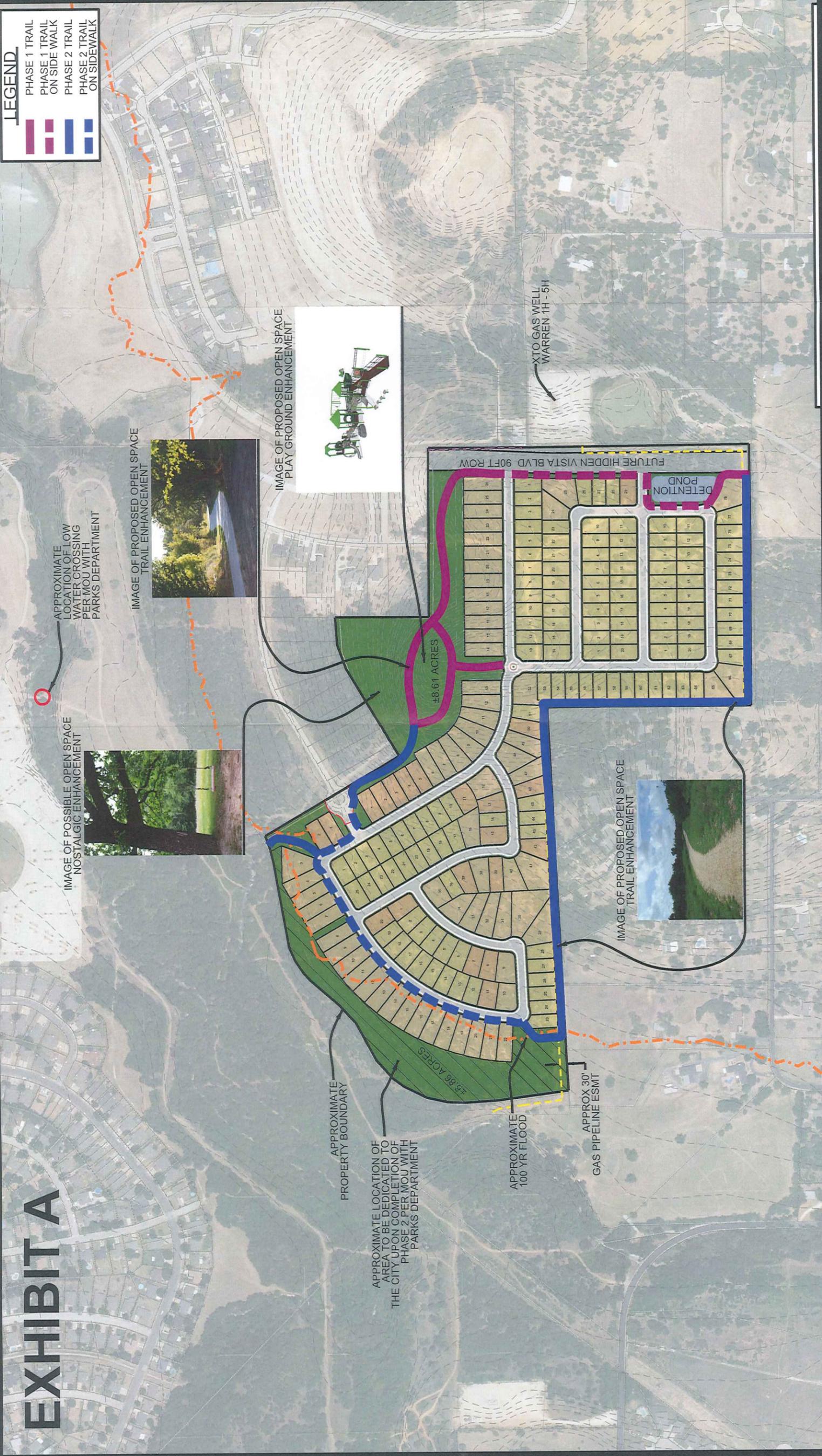
BBCP Acquisitions, LLC

by 

Clayton Snodgrass, Developer / Manager
BBCP Acquisitions, LLC

Date 4/11/2018

EXHIBIT A



LEGEND

- PHASE 1 TRAIL
- PHASE 1 TRAIL ON SIDE WALK
- PHASE 2 TRAIL
- PHASE 2 TRAIL ON SIDEWALK

APPROXIMATE LOCATION OF LOW WATER CROSSING PER MOU WITH PARKS DEPARTMENT

IMAGE OF POSSIBLE OPEN SPACE NOSTALGIC ENHANCEMENT



IMAGE OF PROPOSED OPEN SPACE TRAIL ENHANCEMENT



IMAGE OF PROPOSED OPEN SPACE PLAY GROUND ENHANCEMENT



APPROXIMATE PROPERTY BOUNDARY

APPROXIMATE LOCATION OF AREA TO BE DEDICATED TO THE CITY UPON COMPLETION OF PHASE 2 PER MOU WITH PARKS DEPARTMENT

APPROXIMATE 100 YR FLOOD

GAS PIPELINE ESMT APPROX 30'

XTO GAS WELL WARREN 1H-5H

IMAGE OF PROPOSED OPEN SPACE TRAIL ENHANCEMENT



HIGH COUNTRY PD ± 218 LOTS MARCH 2018

GRAPHIC SCALE

PELOTON
LAND SOLUTIONS

III. Upcoming Road Construction/Closures

UPCOMING ROAD CONSTRUCTION / CLOSURES			
Projects & 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	Pavement complete, contractor proceeding with pedestrian handrails	None anticipated	Start in June 2019, End in June 2020
NW Renfro Improvements: Wilshire Blvd. To Alsbury Blvd	Project completed. Final departmental walkthroughs underway.	Temporary traffic control on NW Renfro near Alsbury while Contractor finishes pavement markings (punch list items)	Summer 2020
Turkey Peak Ground Storage Tank Construction & Brushy Mound Tank Demolition at existing City Facilities	Demolition underway.	Intermittent construction traffic to and from both sites. Anticipated Routes include: NW Renfro, SW Brushy Mound Rd, SW Alsbury Blvd, NW Summercrest Blvd, Nicole Dr & NW Jayellen Ave.	Fall 2021

IV. Upcoming Community Events

- **Saturday, July 4 at 7 p.m.: 4th of July Fireworks Show**, Chisenhall Sports Complex, 500 Chisenhall Park Ln. Fireworks begin at 9:20 p.m.

V. Attachments

- A. May 2020 Monthly Financial Report.....p. 1 -24
- B. Q2 Investment Final.....p. 25-34
- C. 4th of July Fireworks Show flyer.....p. 35
- D. Buy BTX flyer.....p. 36
- E. May Animal Care and Control Report.....p. 37-52



City of
Burleson
TEXAS

MONTHLY FINANCIAL REPORT
MAY 2020



GENERAL FUND

FUND # 1

					POSITIVE/(NEGATIVE)
REVENUES	2020 Budget	% of 2019 Revenues Collected through Period 08	2020 Revenues through Period 08	% of 2020 Revenues Collected through Period 08	2019 YTD through Period 08 vs. 2020 YTD through Period 08
Ad Valorem	\$ 20,201,931	100%	\$ 20,065,815	99%	\$ 1,215,753
Sales Tax	\$ 9,850,000	50%	\$ 4,989,450	51%	\$ 284,307
Liquor Tax	\$ 140,000	0%	\$ 66,832	48%	\$ (3,300)
Franchise Fees	\$ 2,714,940	60%	\$ 1,539,606	57%	\$ 46,778
Licenses & Permits	\$ 935,750	50%	\$ 1,056,875	113%	\$ 510,254
Charges for Services	\$ -	0%	\$ -	N/A	\$ -
Fines & Forfeitures	\$ 1,210,752	88%	\$ 555,430	46%	\$ (273,716)
Interest	\$ 400,000	78%	\$ 160,413	40%	\$ (107,820)
Miscellaneous	\$ 2,521,042	70%	\$ 1,787,784	71%	\$ 332,019
Other Sources	\$ 3,001,800	72%	\$ 1,996,846	67%	\$ (647,711)
Total All Revenue & Other Sources	\$ 40,976,215	79%	\$ 32,219,052	79%	\$ 1,356,565

EXPENDITURES	2020 Budget	% of 2019 Expenditures through Period 08	2020 Expenditures through Period 08	% of 2020 Expenditures through Period 08	2019 YTD through Period 08 vs. 2020 YTD through Period 08
City Manager's Office	\$ 690,952	64%	\$ 445,030	64%	\$ 306,321
Human Resources	\$ 563,319	69%	\$ 383,073	68%	\$ (34,792)
Legal Services	\$ 362,614	52%	\$ 318,886	88%	\$ (100,783)
Communications	\$ 378,780	67%	\$ 357,316	94%	\$ (146,153)
Risk Management	\$ 301,821	0%	\$ -	N/A	\$ #N/A
GF - Non-Departmental	\$ 1,236,767	48%	\$ 803,990	65%	\$ (406,760)
City Secretary's Office	\$ 685,088	67%	\$ 458,870	67%	\$ (46,504)
City Council	\$ 90,561	66%	\$ 73,585	81%	\$ (5,432)
Records & Information Ser	\$ 142,907	78%	\$ 83,294	58%	\$ (17,013)
Judicial	\$ 106,414	61%	\$ 61,572	58%	\$ 3,466
Library	\$ 1,311,530	70%	\$ 765,391	58%	\$ 101,602
Burleson University	\$ 49,850	36%	\$ 97,883	196%	\$ (88,493)
Finance	\$ 1,267,313	70%	\$ 973,415	77%	\$ (207,622)
Tax	\$ 370,298	80%	\$ 305,602	83%	\$ (22,163)
Support Services	\$ 193,091	74%	\$ 81,753	42%	\$ 27,813
Purchasing	\$ 104,444	70%	\$ 68,031	65%	\$ (4,790)
Police	\$ 12,432,403	71%	\$ 8,410,424	68%	\$ (1,162,947)
Fire	\$ 7,222,781	73%	\$ 4,576,021	63%	\$ (479,389)
Fire Prevention	\$ 724,873	68%	\$ 485,245	67%	\$ (98,827)
Emergency Services	\$ 250,640	72%	\$ 143,878	57%	\$ 28,825
Municipal Court	\$ 372,578	67%	\$ 254,347	68%	\$ (26,953)
Marshals Service	\$ 382,277	70%	\$ 242,706	63%	\$ (10,890)
Public Works Admin	\$ 783,492	68%	\$ 511,585	65%	\$ (21,573)
Facilities Maintenance	\$ 830,531	73%	\$ 497,857	60%	\$ 81,915
Streets Pavement Maint	\$ 3,085,876	52%	\$ 1,533,060	50%	\$ (179,915)
Streets Drainage Maint	\$ 411,073	73%	\$ 323,491	79%	\$ (42,563)
Streets Traffic Maint	\$ 314,846	62%	\$ 159,085	51%	\$ 6,750
Neighborhood Services Admin.	\$ 219,367	60%	\$ 168,115	77%	\$ (32,482)
Animal Services	\$ 496,148	69%	\$ 339,857	68%	\$ (21,287)
Environmental Services	\$ 356,734	64%	\$ 185,216	52%	\$ (43,854)
Developmental Services	\$ 530,201	66%	\$ 293,659	55%	\$ 28,928
Community Development	\$ 775,844	63%	\$ 245,189	32%	\$ 86,354
Building Inspections	\$ 677,542	73%	\$ 447,644	66%	\$ (13,682)
Code Enforcement	\$ 336,425	74%	\$ 209,199	62%	\$ (16,931)
Engineering/Capital	\$ 718,453	139%	\$ 655,844	91%	\$ 132,435
Parks & Recreation Admin	\$ 315,258	74%	\$ 215,220	68%	\$ 126
Recreation	\$ 259,395	71%	\$ 157,075	61%	\$ 20,535
Parks	\$ 1,418,828	74%	\$ 874,344	62%	\$ 177,391
Senior Citizens Center	\$ 202,022	67%	\$ 102,401	51%	\$ 2,583
Total Expenditures	\$ 40,973,336	#N/A	\$ 26,309,155	64%	#N/A
Change in Fund Balance	\$ 2,879		\$ 5,909,897		#N/A

PARKS PERFORMANCE FUND

FUND #

116

POSITIVE/(NEGATIVE)

REVENUES	2020 Budget	% of 2019 Revenues Collected through Period 08	2020 Revenues through Period 08	% of 2020 Revenues Collected through Period 08	2019 YTD through Period 08 vs. 2020 YTD through Period 08
Recreation Fees	\$ 442,500	84%	\$ 59,358	13%	\$ (218,502)
Recreation Memberships	\$ 1,425,000	66%	\$ 602,653	42%	\$ (310,448)
Recreation Leagues	\$ 26,000	36%	\$ 600	2%	\$ (7,364)
Tournament Fees	\$ 110,000	56%	\$ 19,800	18%	\$ (28,571)
Per Player Fees	\$ 5,280	0%	\$ -	N/A	\$ (4,026)
Charges for Services	\$ 239,720	63%	\$ 81,859	34%	\$ (82,611)
Miscellaneous	\$ 1,536,000	67%	\$ 1,025,424	67%	\$ 64,606
Investment Income	\$ 12,000	64%	\$ 9,427	79%	\$ (8,170)
Total All Revenue & Other Sources	\$ 3,796,500	67%	\$ 1,799,122	47%	\$ (595,087)

EXPENDITURES	2020 Budget	% of 2019 Expenditures through Period 08	2020 Expenditures through Period 08	% of 2020 Expenditures through Period 08	2019 YTD through Period 08 vs. 2020 YTD through Period 08
Recreation					
Recreation Center	\$ 2,933,121	63%	\$ 1,548,593	53%	\$ 45,016
Athletic Fields	\$ 831,843	62%	\$ 471,257	57%	\$ (1,293)
Russell Farm	\$ 171,034	61%	\$ 126,572	74%	\$ (31,251)
Total Expenditures	\$ 3,935,998	62%	\$ 2,146,422	55%	\$ 12,471
Change in Fund Balance	\$ (139,498)		\$ (347,301)		\$ (582,616)

WATER/WASTEWATER FUND REVENUES

FUND #

401

POSITIVE/(NEGATIVE)

REVENUES	2020 Budget	% of 2019 Revenues Collected through Period 08	2020 Revenues through Period 08	% of 2020 Revenues Collected through Period 08	2019 YTD through Period 08 vs. 2020 YTD through Period 08
Water Revenue	\$ 12,157,000	54%	\$ 6,815,267	56%	\$ 709,721
Sewer Revenue	\$ 9,717,000	65%	\$ 6,260,104	64%	\$ 352,412
Charges for Services	\$ 515,031	69%	\$ 314,059	61%	\$ (11,825)
Miscellaneous	\$ 789,000	1%	\$ 1,194,294	151%	\$ 1,149,974
Investment Income	\$ 148,000	56%	\$ 141,871	96%	\$ (7,993)
Total All Revenue & Other Sources	\$ 23,326,031	51%	\$ 14,725,594	63%	\$ 2,192,289

EXPENDITURES	2020 Budget	% of 2019 Expenditures through Period 08	2020 Expenditures through Period 08	% of 2020 Expenditures through Period 08	2019 YTD through Period 08 vs. 2020 YTD through Period 08
W&S Non-Departmental	\$ 2,389,955	67%	\$ 1,542,925	65%	\$ (243,145)
Utility Billing	\$ 896,925	61%	\$ 552,314	62%	\$ (26,615)
Debt Service	\$ 6,276,804	0%	\$ 5,203,288	83%	\$ (148,161)
Water/Wastewater Services	\$ 7,787,187	51%	\$ 3,379,779	43%	\$ 203,010
Wastewater Services	\$ 5,491,530	55%	\$ 2,812,362	51%	\$ 183,201
Total Expenditures	\$ 22,842,401	77%	\$ 13,490,667	59%	\$ (31,710)
Change in Working Capital	\$ 483,630		\$ 1,234,927		\$ 2,160,579

HIDDEN CREEK GOLF COURSE

FUND #

402

POSITIVE/(NEGATIVE)

REVENUES	2020 Budget	% of 2019 Revenues Collected through Period 08	2020 Revenues through Period 08	% of 2020 Revenues Collected through Period 08	2019 YTD through Period 08 vs. 2020 YTD through Period 08
Greens Fees	\$ 673,650	55%	\$ 352,306	52%	\$ (13,467)
Pro Shop Sales	\$ 118,987	64%	\$ 74,621	63%	\$ (25,501)
Golf Cart Rental Fees	\$ 238,000	58%	\$ 75,080	32%	\$ (8,996)
Driving Range Fees	\$ 60,059	57%	\$ 44,186	74%	\$ 3,948
Restaurant	\$ 245,000	58%	\$ 121,333	50%	\$ (30,740)
Miscellaneous	\$ 1,224,816	32%	\$ 331,679	27%	\$ 7,634
Investment Income	\$ -	0%	\$ 26	0%	\$ (7)
Total All Revenue & Other Sources	\$ 2,560,512	46%	\$ 999,231	39%	\$ (67,130)

EXPENDITURES	2020 Budget	% of 2019 Expenditures through Period 08	2020 Expenditures through Period 08	% of 2020 Expenditures through Period 08	2019 YTD through Period 08 vs. 2020 YTD through Period 08
Golf Course Admin	\$ 416,125	58%	\$ 276,197	66%	\$ (90,632)
Club House & Pro Shop	\$ 653,287	65%	\$ 491,228	75%	\$ (24,204)
Golf Course Maintenance	\$ 788,376	64%	\$ 435,617	55%	\$ 17,197
Debt Service	\$ 365,716	0%	\$ 331,492	91%	\$ (11,939)
Food & Beverage Service	\$ 332,119	64%	\$ 160,102	48%	\$ 39,878
Total Expenditures	\$ 2,555,623	76%	\$ 1,694,636	66%	\$ (69,700)
Change in Working Capital	\$ 4,889		\$ (695,406)		\$ (136,830)

Accounts Payable Checks over \$10,000

Check #	Vendor #	Vendor Name	Check Amount	Check Date
141154	4938	HILL & WILKINSON LTD	612,331.69	5/8/2020
141157	6321	JASCO CONSTUCTION LLC	40,557.00	5/8/2020
141171	4102	NEWSOME CONSTRUCTION INC	173,043.00	5/8/2020
141193	6154	SUNBELT POOLS	24,428.42	5/8/2020
141200	532	TML INTERGOVERNMENTAL RISK	14,265.00	5/8/2020
141203	1581	UNION PACIFIC RAILROAD COMPANY	25,647.00	5/8/2020
141239	3154	JOHNSON COUNTY TAX ASSESSOR	59,235.60	5/14/2020
141269	5681	WEBBS LANDSCAPE MANAGEMENT	28,900.38	5/14/2020
141293	217	FORT WORTH PUBLIC LIBRARY	18,899.00	5/21/2020
141334	6326	UNIVERSITY OF NORTH TEXAS	24,820.00	5/21/2020
141363	6321	JASCO CONSTUCTION LLC	16,100.00	5/28/2020
141379	3968	NET TEAM TECHNOLOGIES	20,718.18	5/28/2020
141385	5029	PROGRESSIVE WASTE SOLUTIONS OF TX	37,180.00	5/28/2020
141386	5029	PROGRESSIVE WASTE SOLUTIONS OF TX	202,180.09	5/28/2020
			1,298,305.36	

Purchases over \$10,000

Vendor Name	Date	Fund	Fund Description	Account Number	Purchase Order Amount
JOHNSON COUNTY TAX ASSESSOR	5/6/2020	1	General Fund	001-2012-413.33-02	59,235.60
Purchase Order Total					59,235.60
UNIVERSITY OF NORTH TEXAS LIBRARIES	5/13/2020	109	Culture & Rec Grant Fund	109-1627-564.35-02	24,820.00
Purchase Order Total					24,820.00
SOLID BORDER, INC.	5/14/2020	504	Support Services Fund	504-1511-412.42-04	17,097.40
Purchase Order Total					17,097.40
FREESE & NICHOLS INC	5/15/2020	450	W&S Misc Capital Projects	450-7508-439.32-02	165,580.00
FREESE & NICHOLS INC	5/15/2020	470	W/S Bond Fund	470-7508-439.32-02	214,420.00
Purchase Order Total					380,000.00
KIMLEY-HORN AND ASSOCIATES INC	5/18/2020	340	2015 GO Bonds-Streets	340-7509-439.32-02	49,700.00
Purchase Order Total					49,700.00
FORT WORTH PUBLIC LIBRARY	5/19/2020	504	Support Services Fund	504-1511-412.42-04	18,899.00
Purchase Order Total					18,899.00
STRATEGIC GOVERNMENT RESOURCES INC	5/19/2020	352	Non-Bond Capital Project	352-1015-412.51-01	26,500.00
Purchase Order Total					26,500.00
BURLESON COMMONS LP	5/20/2020	113	ECO DEV Incentive Fund	113-0000-415.80-29	417,987.51
Purchase Order Total					417,987.51
NET TEAM TECHNOLOGIES	5/22/2020	504	Support Services Fund	504-1511-412.42-04	20,718.18
Purchase Order Total					20,718.18
HANSEN, TIMOTHY L.	5/27/2020	430	Cemetery Royalty Fund	430-8111-533.32-05	16,200.00
Purchase Order Total					16,200.00
Grand Total					\$1,031,157.69

MEMO

To: Honorable Mayor Shetter and members of the Burleson City Council
From: Martin Avila, CPA
 Finance Director
Date: June 26,, 2020
Re: Quarterly Investment Report – Period Ending March 31, 2020

In the opinion of the City of Burleson’s investment officer, the City’s portfolio of investments was in compliance with all provisions of the Public Funds Investment Act (The Act) and the City of Burleson Investment Policy, at all times during the quarter ended March 31, 2020. All related transactions were conducted in accordance with these two governing documents.

The attached tables fulfill the reporting requirements of The Act and the Burleson Investment Policy.

During the second quarter of the 2020 fiscal year, total cash and investments decreased from \$128,953,961 to \$121,814,903. This reflects a net **decrease** of \$7,139,058. Deviations from predictable, and / or seasonal patterns are noted where applicable.

The overall changes in cash and investments were attributable to the following factors:

- 1) 2nd quarter 2020 **increase** of \$4,200,000 in General Fund cash and investments
 The second quarter of the fiscal year is typically strong in terms of General Fund cash flows with significant ad valorem tax collections and a wide range of operations, cash flows typically increase.
- 2) 2nd quarter 2020 **decrease** of \$3,375,000 in Debt Service Funds cash and investments
 This decrease represents the debt service paid in the previous quarter net of the transfers.
- 3) 2nd quarter 2020 **decrease** of \$3,300,000 in Capital Project Funds cash and investments
 Second quarter balances decreased due to continuing project expenditures without offsetting bond proceeds.
- 4) 2nd quarter 2020 **decrease** of \$69,000 in Special Revenue Funds cash and investments
 Special revenue funds cash and investments typically increase during the 2nd quarter, as ongoing sales tax collections are reduced by debt service payments.
- 5) 2nd quarter 2020 **decrease** of \$1,003,500 in Internal Service Funds cash and investments
 The overall decrease in this category is attributable to the timing of the monthly internal service funds transfers versus major purchases – usually in the Equipment Replacement Fund.
- 6) 2nd quarter 2020 **decrease** of \$2,375,000 in Water and Wastewater Fund Reserve cash and investments

These balances equate to the amounts required under the City's bond covenants and debt service schedules, and decrease in periods that do contain a debt service payment.

- 7) 2nd quarter 2020 decrease of \$824,000 in Water and Wastewater Fund Operating cash and investments

The second quarter is normally the stagnant in operating cash flows in this fund, but varies widely depending on rain and temperature.

- 8) 2nd quarter 2020 decrease of \$55,000 in Water and Wastewater Bond Fund cash and investments

Like capital project funds, cash balances in this category typically decrease during periods that contain bond sales and decrease in periods that do not.

- 9) 2nd quarter 2020 decrease of \$363,300 in Golf Course cash and investments

This decrease reflects the receipt of the operations subsidy in what is a decline in operating quarter.

- 10) 2nd quarter 2020 decrease of \$23,000 in Solid Waste cash and investments

Second quarter decrease primarily reflects the impact of timing of payments to the City's contractor versus timing of customer billing.

- 11) 2nd quarter 2020 increase of \$46,500 in Cemetery cash and investments

This increase is due interest on the cemetery property from the capital project fund back into the cemetery fund.

**CITY OF BURLESON
 QUARTERLY INVESTMENT REPORT
 PERIOD ENDING
 March 31, 2020**

<u>SUMMARY*</u>	<u>1ST QUARTER</u>	<u>2ND QUARTER</u>
GENERAL FUND	4,577,000	4,200,479
DEBT SERVICE	4,275,000	-3,375,260
CAPITAL PROJECT	-3,824,000	-2,009,253
SPECIAL REVENUE	1,161,000	-68,764
INTERNAL SERVICE	1,467,000	-1,003,500
W&WW RESERVES	2,124,000	-2,375,300
W&WW OPERATING	-110,000	-823,690
W&WW BONDS	-329,000	-55,190
GOLF	-279,000	-363,300
CEMETERY FUND	-56,000	46,485
SOLID WASTE	10,000	-23,357
TOTAL	(\$5,773,000)	(7,139,058)

* Note: See Table 6 for fund detail

**CITY OF BURLESON
QUARTERLY INVESTMENT REPORT
PERIOD ENDING
March 31, 2020**

SUMMARY: CASH & INVESTMENTS - BY TYPE

22-Jun-20

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Investment Type	Beginning of Quarter	End of the Quarter	Period Change
Cash	\$ (137,479)	\$ 971,996	\$ 1,109,475
Pooled	126,068,467	116,315,947	(9,752,520)
Securities	3,022,973	4,526,960	1,503,987
Total Investment	\$ 128,953,961	\$ 121,814,903	\$ (7,139,058)

CITY OF BURLESON
QUARTERLY INVESTMENT REPORT
PERIOD ENDING
March 31, 2020

PORTFOLIO COMPOSITION - BEGINNING AND ENDING BALANCES
PER POOLED FUND GROUP AND INVESTMENT TYPE
Pooled Fund Group

	<u>Short Term Operating</u>		<u>Long Term Non-operating</u>		<u>Debt Service Reserve</u>		<u>Debt Service Sinking</u>		<u>TOTAL</u>
	Amount	%	Amount	%	Amount	%	Amount	%	
BEGINNING OF QUARTER									
Cash	\$ (265,289)	1.27%	\$ -	0.00%	\$ 112,258	4.82%	\$ 15,551	0.24%	\$ (137,480)
Pools	112,238,991	76.98%	-	0.00%	2,226,725	62.51%	11,602,750	0.86%	\$ 126,068,466
Securities	1,021,648	2.75%	2,001,325	100.00%	-	0.00%	-	0.00%	\$ 3,022,973
Total	\$112,995,350	100.00%	\$ 2,001,325	100.00%	\$ 2,338,983	100.00%	\$ 11,618,301	100.00%	\$ 128,953,959
WAM (Days)	60		359		28		36		
WA Yield	2.45%		2.15%		2.25%		2.38%		
END OF QUARTER									
Cash	\$ 845,109	0.75%	\$ -	0.00%	\$ 111,551	3.87%	\$ 15,336	0.40%	971,996
Pools	109,725,352	97.02%	-	0.00%	2,774,110	96.13%	3,816,485	99.60%	116,315,947
Securities	2,525,510	2.23%	2,001,450	100.00%	-	0.00%	-	0.00%	4,526,960
Total	\$113,095,972	100.02%	\$ 2,001,450	100.00%	\$ 2,885,660	100.00%	\$ 3,831,821	100.00%	\$ 121,814,903
WAM (Days)	49		227		32		36		
WA Yield	2.19%		0.73%		2.01%		2.15%		

**CITY OF BURLESON
QUARTERLY INVESTMENT REPORT
March 31, 2020**

22-Jun-20

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**QUARTERLY CHANGE IN COST AND MARKET VALUE - ALL SECURITIES
BY FUND TYPE**

	Cost	Market
<i>Short Term Operating Pool</i>		
Beginning balance	2,000,000	2,023,303
Securities added during the period	1,500,000	1,500,450
Securities matured or sold during the period	1,000,000	998,243
Net changes in market value of securities held during the period	N/A	(496,843)
= Ending balance	2,500,000	2,525,510
<i>Long Term Non-Operating Pool</i>		
Beginning balance	500,000	1,001,450
Securities added during the period	1,500,000	1,500,450
Securities matured or sold during the period	1,000,000	1,001,450
Net changes in market value of securities held during the period	N/A	1,900
Ending balance	1,000,000	1,502,350
<i>Bond Fund Reserves</i>		
Beginning balance	0	0
Securities added during the period	0	0
Securities matured or sold during the period	0	0
Net changes in market value of securities held throughout the period	NA	0
Ending balance	0	0

CITY OF BURLESON
QUARTERLY INVESTMENT REPORT
PERIOD ENDING
9/30/2020
INDIVIDUAL SECURITY LISTING

2-Jun-20

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Purchase Date	Maturity Date**	Issuing Agency	Coupon	Yield To Maturity	Original Term**	Remain. Term**	Purch. Price	Par Value	Investment (2) Cost		Mkt Value		Change in Mkt Value
									Begin of Qtr	End of Qtr	Begin of Qtr	End of Qtr	
Short Term Operating													
01/28/2020	01/28/2022	FHLMC	1.625%	1.625%	731	668	500,000	500,000	0	500,000		500,450	500,450
03/23/2020	03/23/2022	FFCB	1.000%	1.000%	730	722	500,000	500,000		500,000		500,000	500,000
03/30/2020	03/30/2022	FFCB	1.000%	1.000%	730	729	500,000	500,000		500,000		500,000	500,000
09/13/2019	09/13/2021	FHLMC	2.000%	2.000%	731	531	500,000	500,000	500,000		501,500	0	(501,500)
11/27/2019	11/26/2021	FHLMC Step	1.625%	1.625%	730	696	500,000	500,000	500,000		499,500	0	(499,500)
MoneyMarket Accounts													0
03/31/2020	NA	Am National	1.150%	1.150%	1	1	1,000,000	1,000,000	1,000,000	1,000,000	1,022,303	1,025,060	2,757

Total Securities - Operating

2,000,000 2,500,000 2,023,303 2,525,510 502,207

Long Term Non-operating

0 1,025,060

01/28/2020	01/28/2022	FHLMC	1.625%	1.625%	731	668	500,000	500,000	0	500,000		500,450	500,450
03/23/2020	03/23/2022	FFCB	1.000%	1.000%	730	722	500,000	500,000		500,000		500,000	500,000
03/30/2020	03/30/2022	FFCB	1.000%	1.000%	730	729	500,000	500,000		500,000		500,000	500,000
09/13/2019	09/13/2021	FHLMC	2.000%	2.000%	731	531	500,000	500,000	500,000	0	501,500	0	(501,500)
11/27/2019	11/26/2021	FHLMC Step	1.625%	1.625%	730	605	500,000	500,000	500,000	0	499,950	0	(499,950)

1,000,000 1,500,000 1,001,450 1,500,450 499,000

CITY OF BURLESON
QUARTERLY INVESTMENT REPORT
QUARTER ENDING
March 31, 2020
DISTRIBUTION OF CASH & INVESTMENTS PER FUND GROUP

22-Jun-20

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Investment Type	Description	Month	Amount	WAM	Pooled Fund Group Distribution			
					Short Term Oper	Long Term Non-Oper	Debt Svc Resv	Debt Svc I & S
CASH								
Pooled Investments	Beginning		(254,357)	1	(269,908)			15,551
	Ending		854,177	1	838,841			15,336
Held by Paying Agent	Beginning		112,258	1			112,258	
	Ending		111,551	1			111,551	
Change Funds	Beginning		4,619	1	4,619			
	Ending		6,269	1	6,269			
TEXPOOL								
Pooled Investments	Beginning		16,741,558	36	16,741,558			
	Ending		14,146,004	36	14,146,004			
Held by Paying Agent	Beginning		-		-		-	-
	Ending		-		-		-	-
Investments	Beginning		13,378,419	36	1,057,071	-	764,399	11,556,949
	Ending		9,879,976	36	5,264,259	-	846,791	3,768,926
TEXPOOL PRIME								
Investments	Beginning		9,999,519	33	9,999,519			
	Ending		9,576,328	33	9,117,133		459,196	
LOGIC								
Pooled Investments	Beginning		17,282,768	49	17,282,768			
	Ending		18,408,517	49	18,408,517			
Investments	Beginning		56,743,944	49	56,743,944			
	Ending		53,036,980	49	53,036,980			
LONESTAR - Liquidity Plus Fund								
Operations	Beginning		4,926,933	32	3,418,806		1,462,326	45,801
	Ending		4,249,206	32	2,733,525		1,468,123	47,559
TEXSTAR								
Pooled Investments	Beginning		6,702,054	22	6,702,054			
	Ending		6,724,684	22	6,724,684			
Held by Paying Agent	Beginning		0	22				
	Ending		0	22				
Investments	Beginning		293,272	22	293,272			
	Ending		294,251	22	294,251			
SECURITIES								
Pooled Investments	Beginning		1,021,648	330	1,021,648			
	Ending		2,525,510	0	2,525,510			
Investments L Term	Beginning		2,503,775	659		2,503,775		
	Ending		2,001,450	227		2,001,450		
Escrow Held by Agent	Beginning		-		-			
	Ending		-		-			
Resv Held by Paying Agent	Beginning		-		-			
	Ending		-		-			
Resv Held by City	Beginning		-		-			
	Ending		-		-			
TOTAL								
	Beginning		129,456,410	1,293	112,995,351	2,503,775	2,338,983	11,618,301
	Ending		121,814,903	532	113,095,972	2,001,450	2,885,660	3,831,821

CITY OF BURLESON
INCREASE/DECREASE - CASH & INVESTMENTS
QUARTER ENDING
March 31, 2020

By Funds	Column1	31-Dec-19 Total	31-Mar-20 Total2	Net Inc (Dec)
General		16,016,708	20,217,187	4,200,479
Debt Service Funds				
General Debt Svc		4,756,263	1,377,098	(3,379,165)
BCDC Debt Svc		1,238,186	1,243,517	5,331
4A Debt Service		561,782	560,355	(1,427)
Debt Fund Total				(3,375,260)
Capital Project Funds				
Street Paving		3,374,715	3,772,240	397,525
05 GOB Engineer Projects		83		(83)
4B SalesTax Miscellaneous Projects		335,486	326,726	(8,760)
Park Dedication		1,283,330	1,384,848	101,518
4A Bond Fund		25,656	19,536	(6,120)
4A Cap Prj		374,830	374,077	(753)
06 CO - Street & Drainage		42,023	42,112	89
Non-Bonded Capital Improvement		810,386	1,117,248	306,862
Park Improvement Fund		1,026,432	1,025,446	(985)
Community Service Facility Fund		137,663	196,737	59,075
06 GOB Public Safety		1,982	17	(1,965)
07 GOB - Street & Drainage		2,529	2,531	2
07 CO Street & Drainage		93,598	93,902	304
08 CO - Street & Drainage		93,394	93,707	313
08 CO - 4A Economic Develop		-	-	-
08 GO - Street & Drainage		79,517	83,137	3,620
10 GO - Park Improvements		41,291	41,412	121
10 GO - Streets		24,626	24,742	116
13 CO - Streets		30,705	30,834	129
14 GO - Streets		94,208	88,093	(6,116)
14 GO - Public Safety		4,075	4,091	16
14 CO - 4A		240,965	241,964	999
15 GO - Streets		375,583	377,106	1,524
15 CO - Streets		29,355	29,478	123
15 CO - 4B Parks		14,661	14,728	67
15 CO - Fire		13,753	13,813	60
16 GO Streets and Parks		2,290,311	2,297,737	7,426
16 CO Streets		1,104,210	753,077	(351,133)
16 CO Parks	33	1,820,002	1,827,748	7,746
17 GO - Streets		1,662,235	382,326	(1,279,909)

Special Revenue Funds			
Burleson Community Development Corp	3,295,321	2,756,858	(538,463)
4A Economic Development Corp	5,725,511	5,272,699	(452,812)
Hotel Motel Tax Fund	729,238	628,188	(101,050)
Economic Development Incentive	617,049	1,767,609	1,150,560
Tax Increment Financing District #2	842,964	824,463	(18,501)
Miscellaneous Grants	1,383,427	1,417,527	34,100
Traffic Safety SRF	30,884	23,934	(6,950)
Parks Performance Fund	965,943	835,489	(130,454)
Tax Increment Financing District #3	59,043	59,043	-
Public Improvement District	11,272	6,077	(5,195)
Special Revenue Fund Total			(68,764)
Internal Svc Funds			
Support Services	934,360	755,623	(178,737)
Vehicle Replacement	5,922,901	5,047,500	(875,401)
Vehicle Replacement - Enterprise	2,129,078	2,139,049	9,971
Equipment Services	57,933	98,600	40,667
Internal Service Total			(1,003,500)
Enterprise Funds			
Cemetery	1,596,190	1,642,675	46,485
Solid Waste	1,742,899	1,719,542	(23,357)
Water & Sewer			
Reserves	7,401,055	5,025,755	(2,375,300)
Bond Funds	29,295,987	29,240,797	(55,190)
Operating	7,384,659	6,560,969	(823,690)
Water/Wastewater Total			(3,231,052)
Golf			
Operating	(470,338)	(833,842)	(363,504)
Capital	43,406	43,610	204
Golf Total			(363,300)
Enterprise Fund Total			(3,594,353)
Total	128,953,961	121,814,903	(7,139,058)

CITY OF BURLESON

4th of July



AT CHISENHALL SPORTS COMPLEX

FIREWORKS SHOW

GATES OPEN 7 PM • SHOW STARTS 9:20 PM

SAT 4TH JULY | FREE ENTRY

What you need to know:

All fields open to encourage social distancing

No pop ups or stakes allowed in the ground

No food vendors • No concert

500 CHISENHALL PARK LN BURLESON TX

BURLESONTX.COM/EVENTS

Buy BTX



Scan with your phone's camera to submit receipt



ENTER TO WIN
WEEKLY DRAWINGS

\$50 GIFT CARD

Send photos of receipts to:

BUYBTX@BURLESONTX.COM

10 WINNERS EACH WEEK

BTX

**SUPPORT
OUR LOCAL
BUSINESS**

One receipt = One entry • Multiple receipts/entries allowed each week
Receipts must be from businesses located within Burleson city limits
Contestants are eligible to win once per week

City of Burleson, Texas

Animal Care and Control
Fiscal Year 2019-2020

May 2020 Monthly Report



THE CITY OF
BURLESON
TEXAS
**Animal
Services**

Protect and serve the citizens of Burleson by enforcing state health and safety codes and the local animal care and control ordinance, by educating citizens on animal-related issues, and by maintaining a clean, efficient, and humane animal shelter.

Summary

Burleson Animal Services is committed to protecting and serving the citizens of Burleson as well as the animals of Burleson. The animal services respond to a variety of calls including but not limited to at-large animals, animals in traps and nuisance barking animals.

The shelter provides a temporary safe haven for lost, abandoned or unwanted animals and attempts at finding reliable adopters, reputable rescue groups and loving owners for these animals.

In addition to these services the shelter also provides education services to the public regarding bite prevention, rabies prevention, and responsible pet ownership and proper dog training and behavior.

General Information FY 2019-2020

To date we have had:

- **3949** telephone calls
- **1305** field calls for service
- **3255** visitors to the shelter
- **156** non-court ordered volunteer hours
- **37** Animal(s) brought in for Rabies Quarantine

Field Services

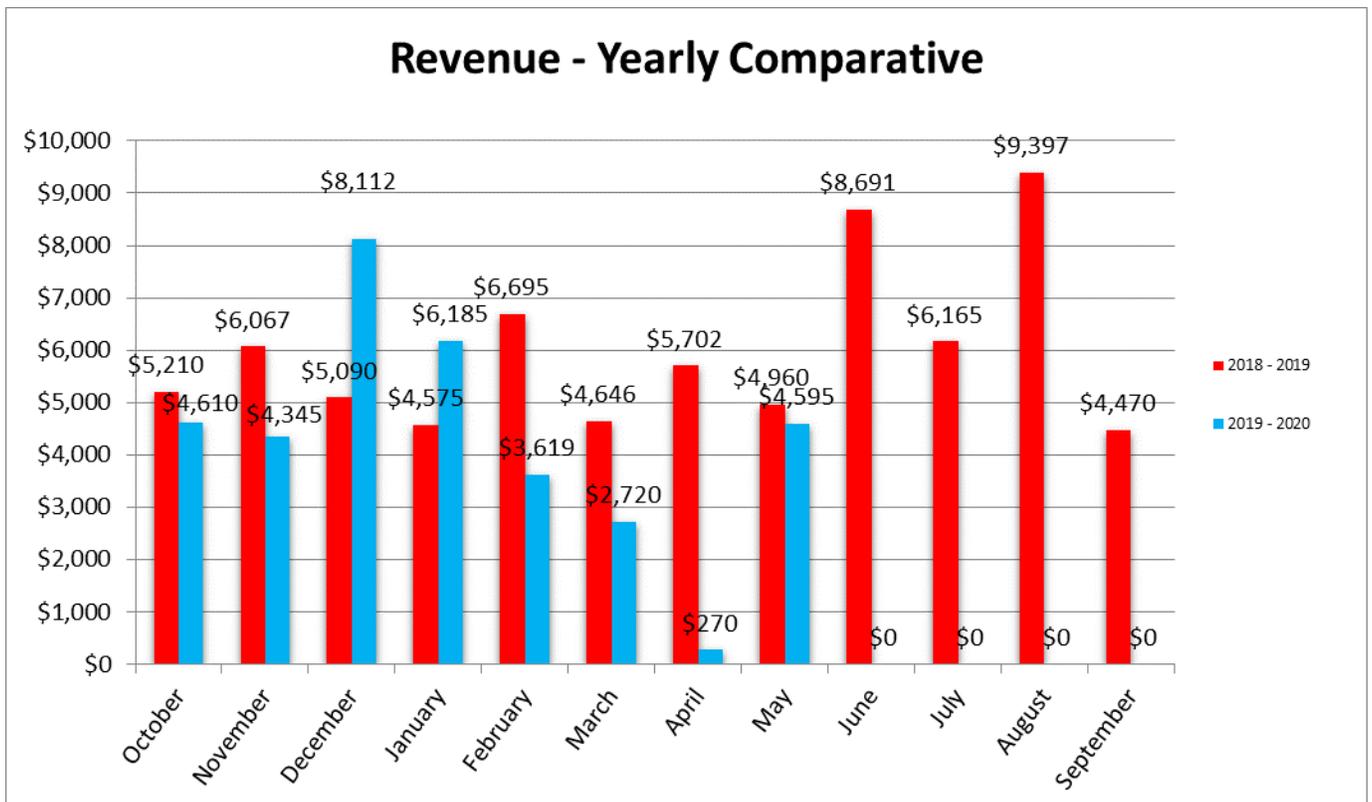
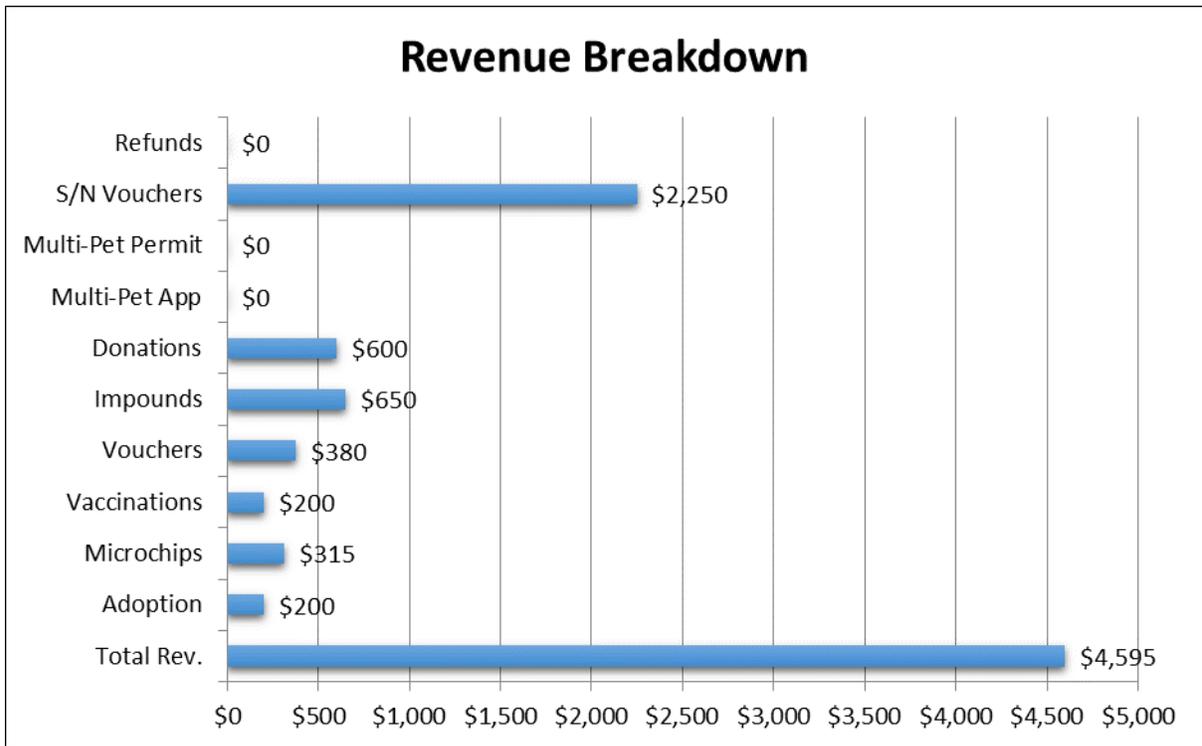
- To date, **1305** calls for service have been completed.
- **354 (Three Hundred and Fifty-Four)** written warnings have been issued to date.
- **60 (Sixty)** citations have been issued to date.
- **64 (Sixty-Four)** animal(s) have been held for Rabies Quarantine to date.
- **37.2** Hours have been completed in the field patrolling.

May 2020

Animals Handled May 2020

- **102** Animals were handled in the Month of May 2020.
- **Of the 102 animals handled approximately 100% were live released.**
- **14 animals were euthanized.**
- **Of the 14 animals euthanized, 1 was a feral cat.**
- **0 animals or 0% were euthanized due to space.**

Total Revenue



Expenditure Report

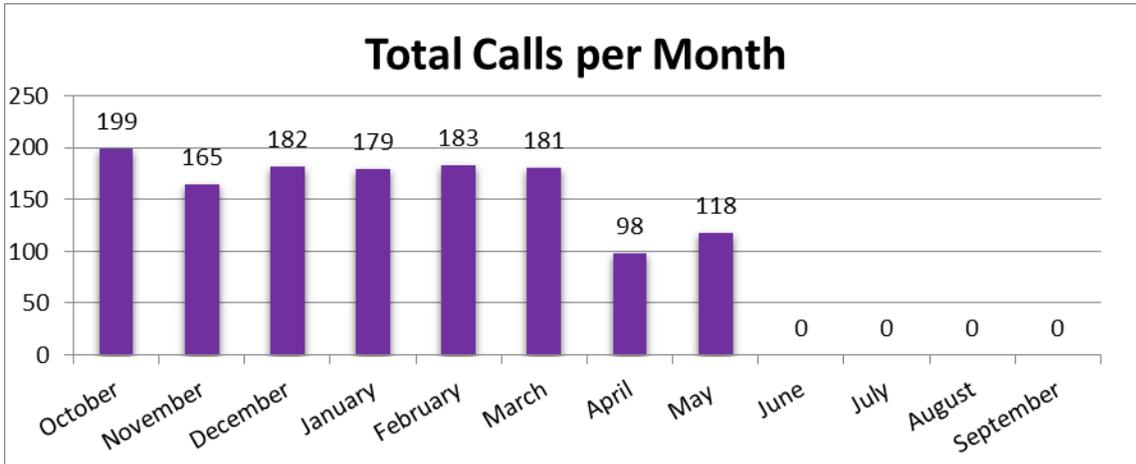
The annual operating budget of the Animal Services Division for FY 2019-2020 is **\$110,613**. With **69%** of the Budget year elapsed Animal Services is within budget with year to date expenditures of **\$71,928** Or **65%** of the budget:

Expenditure Report

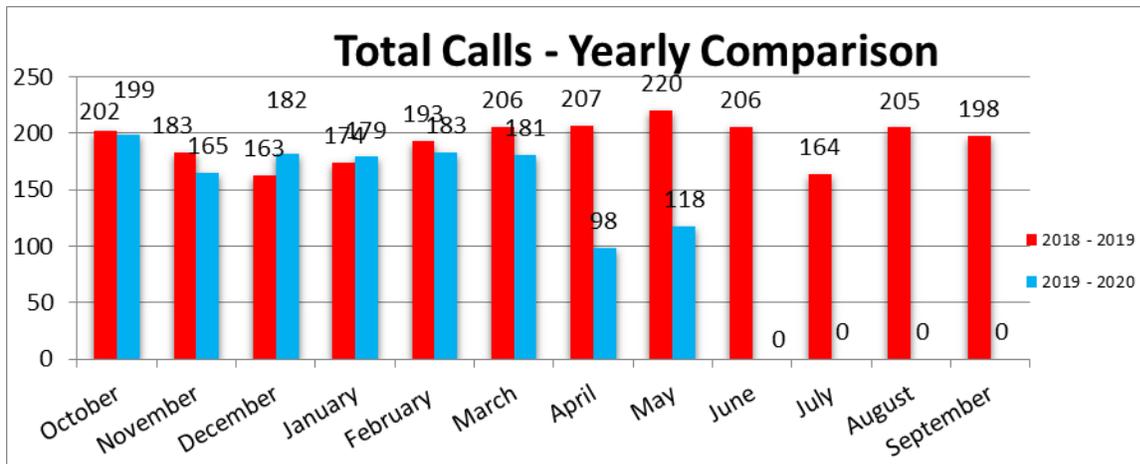
Account Number 001-4514-434	Account Description	Budget	YTD Expenses	Balance	%
41-01	Building Maintenance & Repair	\$1,000	\$0	\$1,000	0%
42-08	Equipment Maintenance & Repair	\$895	\$152	\$743	17%
42-10	Maintenance of Apparatus	\$1,700	\$0	\$1,700	0%
50-01	Membership & Licenses	\$500	\$250	\$250	50%
50-03	Personnel Development & Activity	\$3,145	\$1,087	\$2,058	35%
50-08	Mileage Reimbursement	\$500	\$0	\$500	0%
53-01	Cell Phones	\$1,157	\$786	\$371	68%
54-01	Printing & Graphic Services	\$300	\$521	-\$221	174%
55-09	Medical Supplies & Services	\$3,484	\$9	\$3,475	0%
55-10	Animal Disposal Fees	\$3,660	\$2,864	\$796	78%
60-01	Office Supplies & Materials	\$2,300	\$825	\$1,475	36%
60-02	Janitorial Supplies	\$660	\$313	\$347	47%
60-05	Animal Food	\$4,308	\$2,493	\$1,815	58%
60-06	Animal Care Expense	\$18,426	\$14,107	\$4,319	77%
60-11	Minor Tools & Materials	\$1,238	\$808	\$1,238	65%
60-13	Uniforms	\$1,545	\$483	\$1,062	31%
60-14	Protective Clothing & Material	\$945	\$844	\$101	89%
63-02	Electricity	\$13,000	\$6,837	\$6,163	53%
80-13	Project/Event/Meeting Expenses	\$668	\$1,212	-\$544	181%
*63-03	Natural Gas	\$470	\$326	\$144	69%
*63-04	Water	\$5,000	\$2,869	\$2,131	57%
*64-03	Fuel	\$3,473	\$1,353	\$2,120	39%
*82-01	Contrib to Eqpt Repl Fund	\$16,889	\$16,889	\$0	100%
* 82-16	IT Contribution	\$20,913	\$13,942	\$6,971	67%
* 82-17	Equip Svc Contribution	\$4,437	\$2,958	\$1,479	67%
		\$110,613	\$71,928	\$38,685	35%

Field Services

The Animal Services division responds to approximately 2,400 calls for service each year, trends usually show the numbers peaking during the warmest months and declining during the coldest.

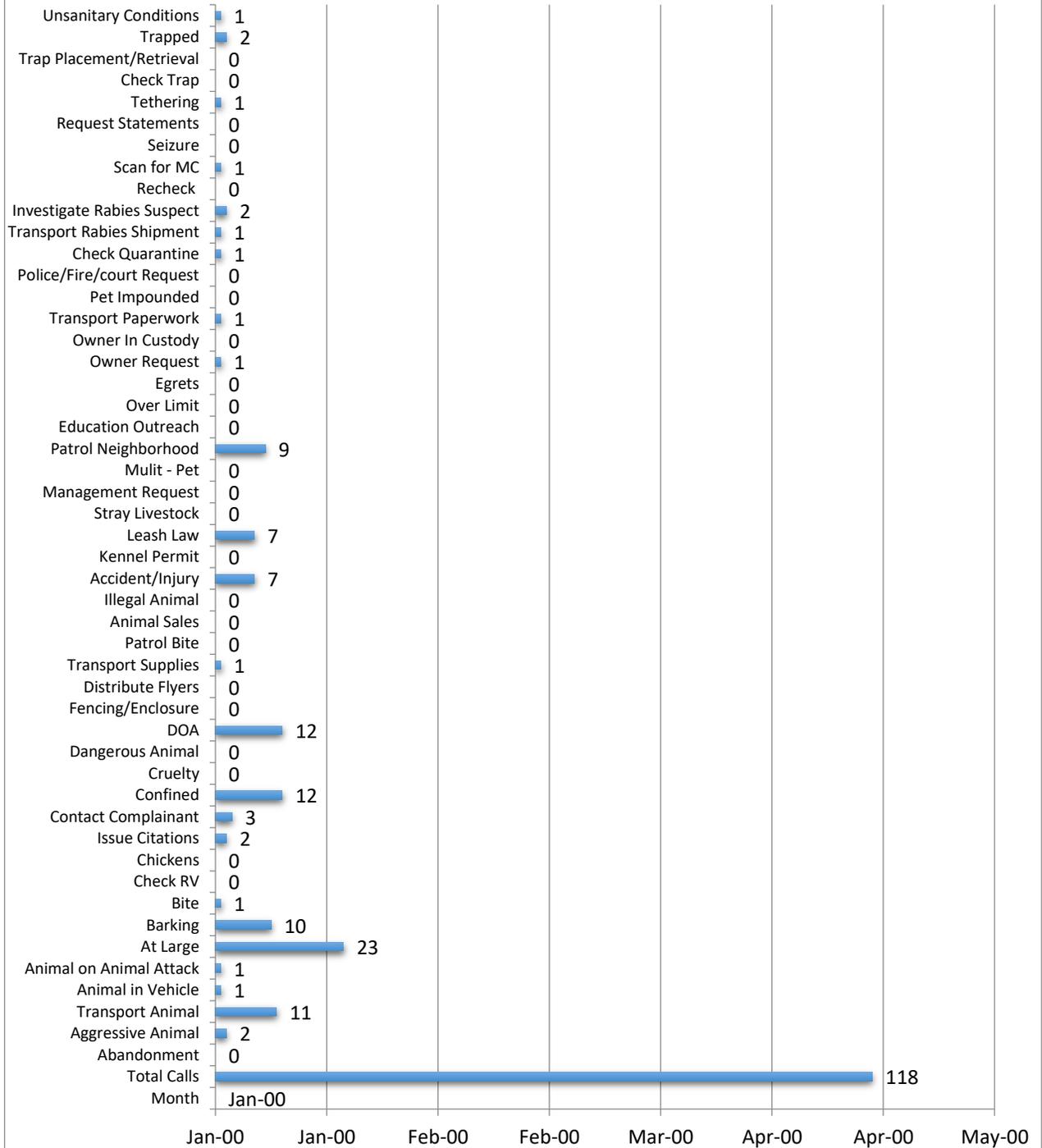


You will notice below the yearly comparative graph for the total number of calls per month. Notice the increase in calls for the current fiscal year (blue) compared the past fiscal year (red).



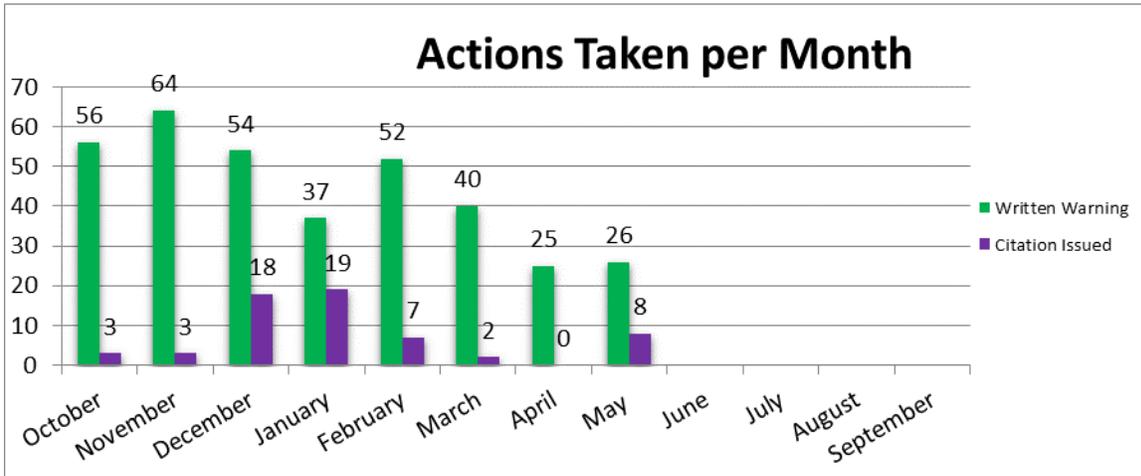
Burleson Animal Shelter responded to **118** calls in **May 2020**. Normally Animal Control sees a decrease in requests for service during the cooler months and an increase during the warmer months. Throughout the year however, the calls we mostly receive pertain to either a stray dog running at large or an owned dog being allowed to roam freely.

Call Breakdown per Month



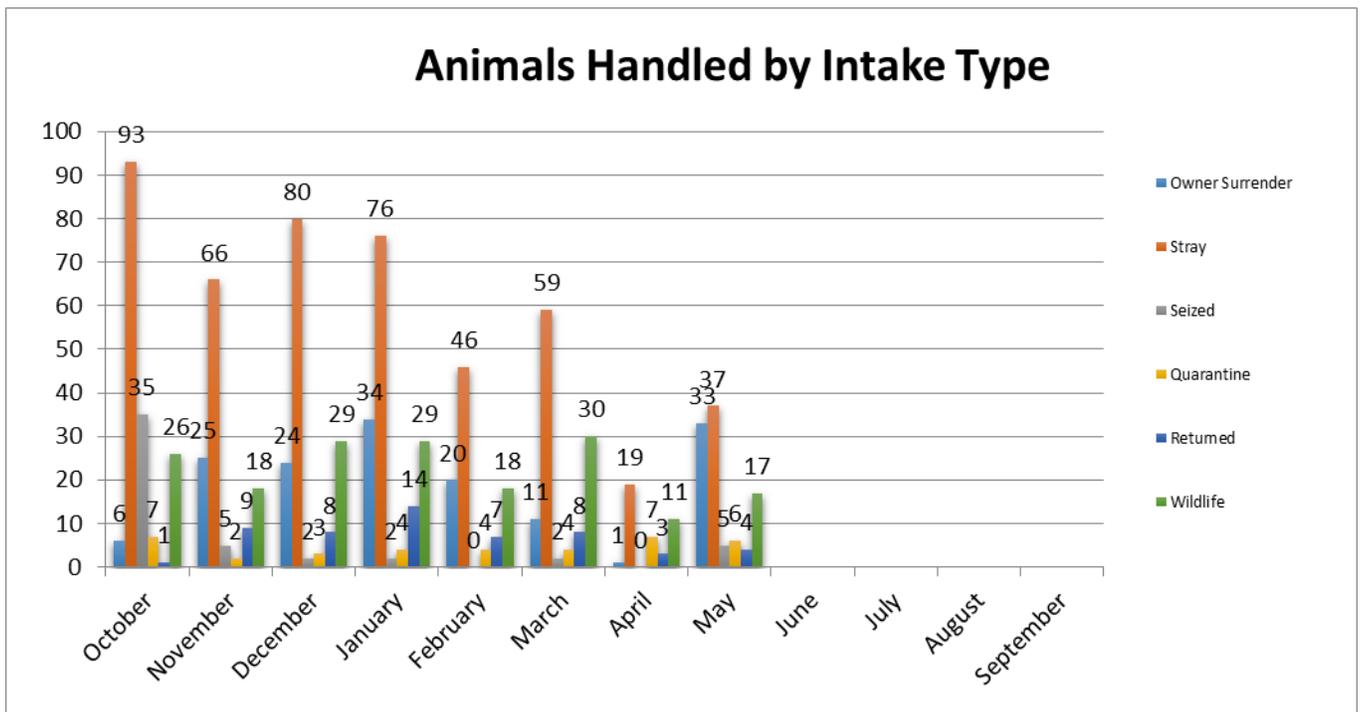
Actions Taken by Officers

Attempts to educate and mediate are most often the first method of resolution. When these techniques fail or are ignored a written warning or citation could be issued. These methods help to reduce the number of repeat offenders, animals impounded and more effectively manage long-term problems. These actions are taken to enhance public safety and animal welfare.

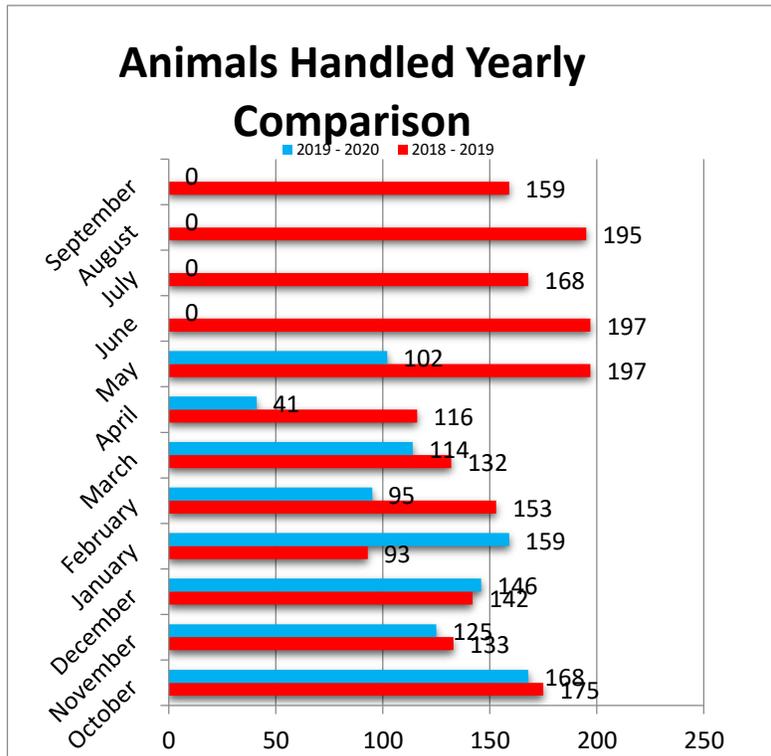


Intake Information

Burleson Animal Shelter intakes about 2,400 animals per year and averaging about 200 animals per month. Below you will see the intake data per month broken down by species and by intake type.



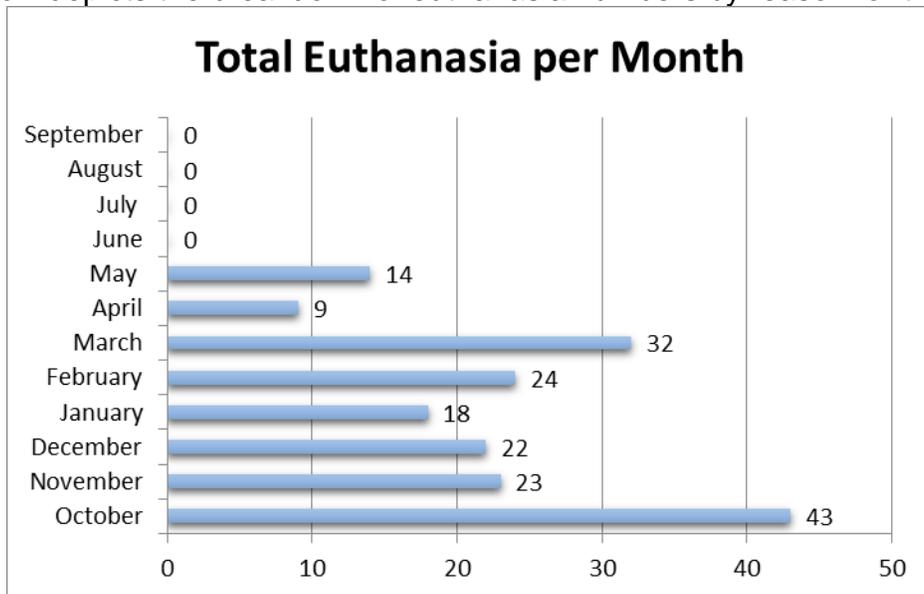
The graph below depicts the total number of animals handled between the current fiscal year (blue) and the last fiscal year (red). Please note the increase during the spring months.

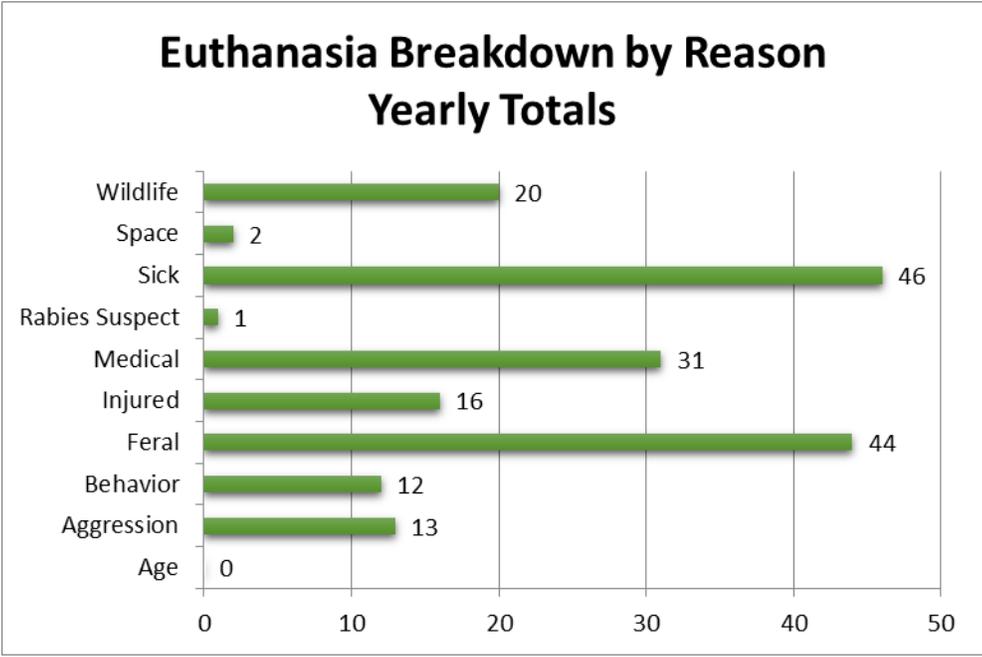


Euthanasia Information

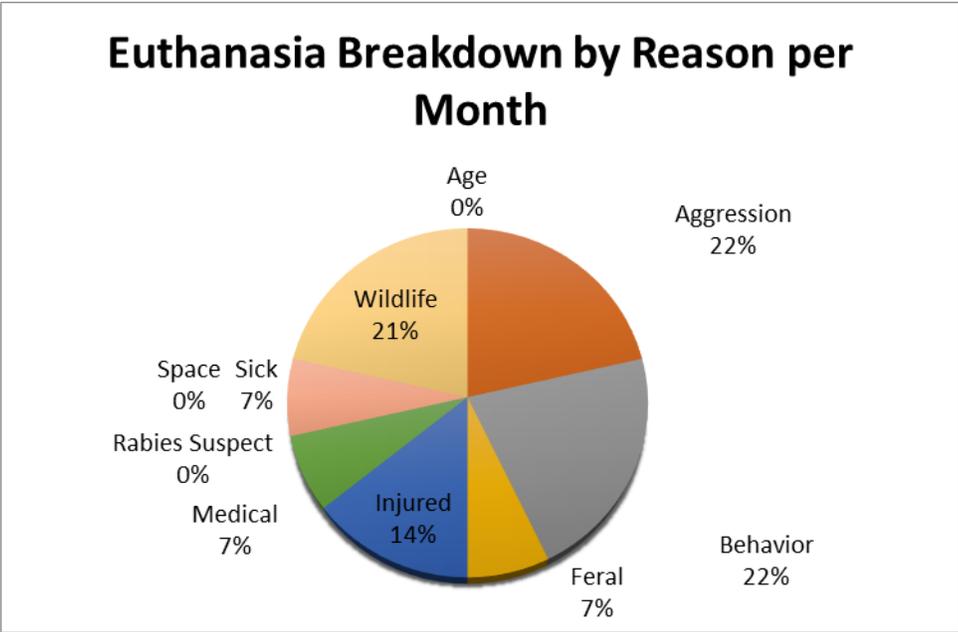
The chart below depicts euthanasia numbers on a month to month basis. Please note the increase during warmer months.

The chart below depicts the breakdown of euthanasia numbers by reason for the fiscal year.

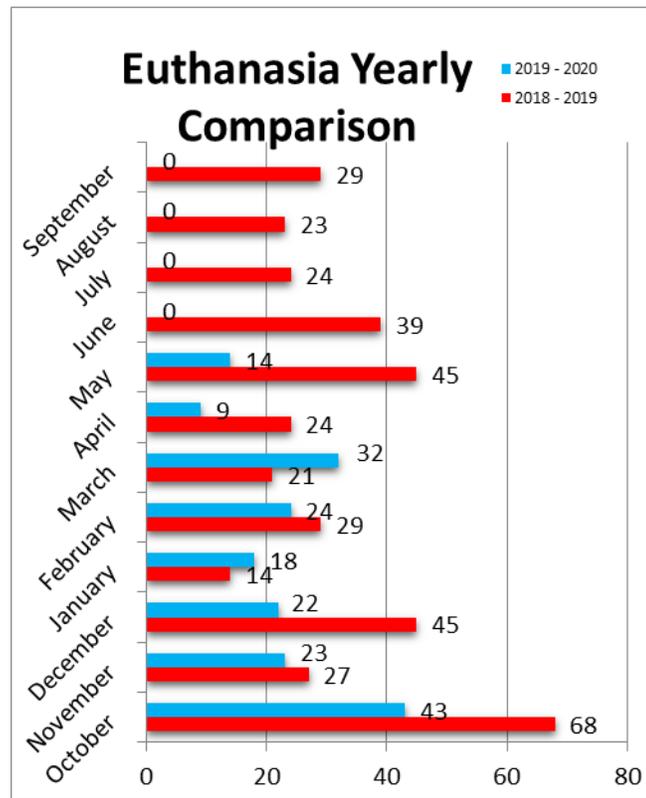




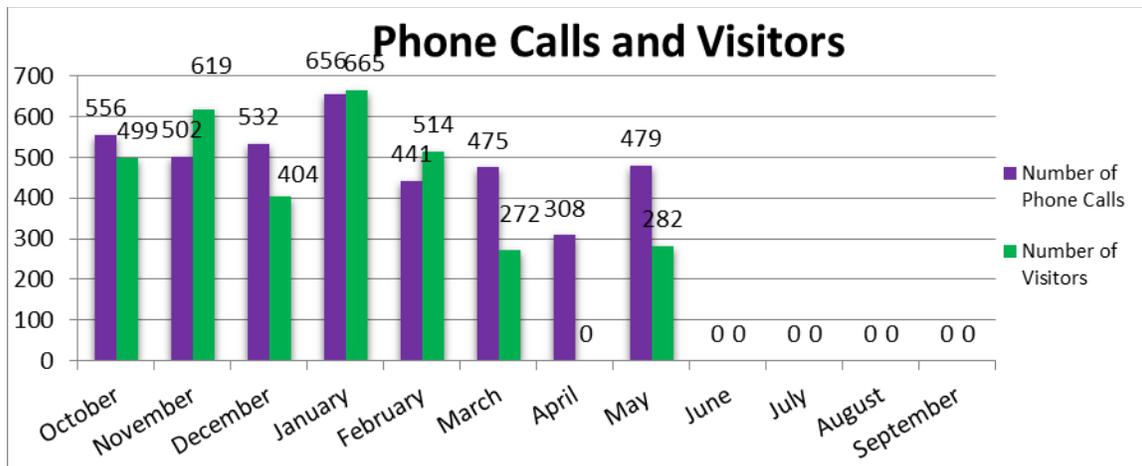
The graph below depicts euthanasia numbers by reason for the current month. Feral and wildlife typically consume a large portion of our euthanasia numbers.



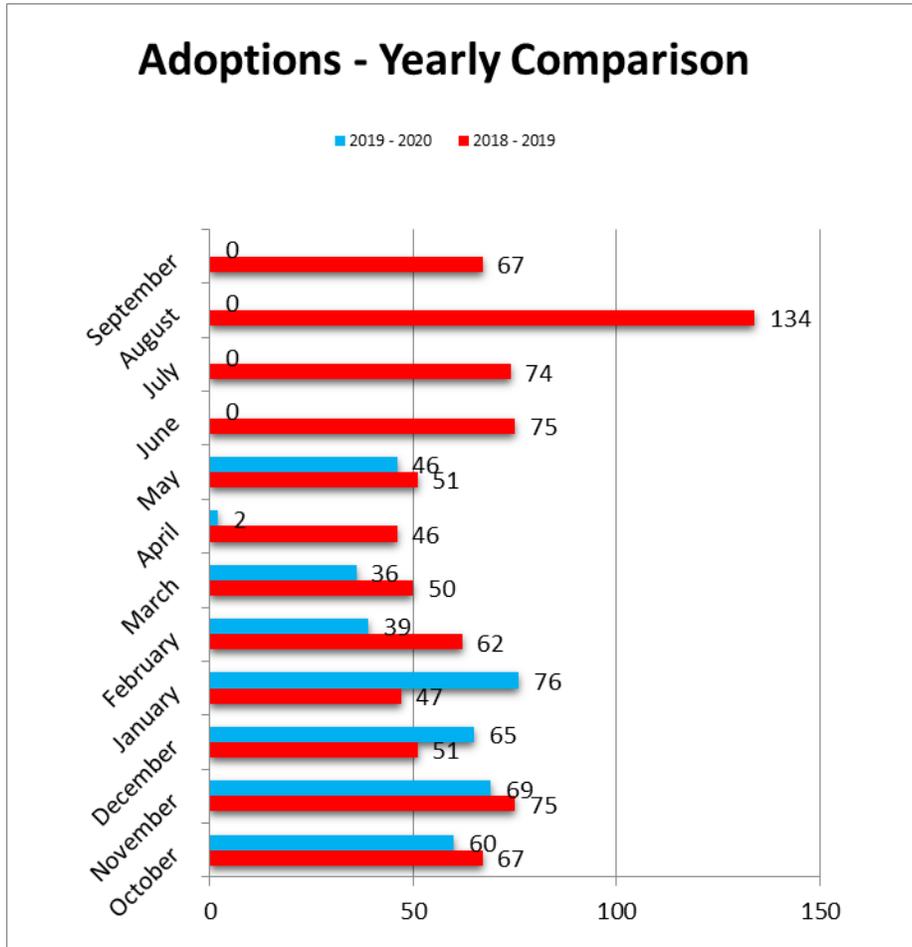
The graph below depicts the total number of animals euthanized between the current fiscal year (red) and the last fiscal year (blue). Please note the increase during the spring months.



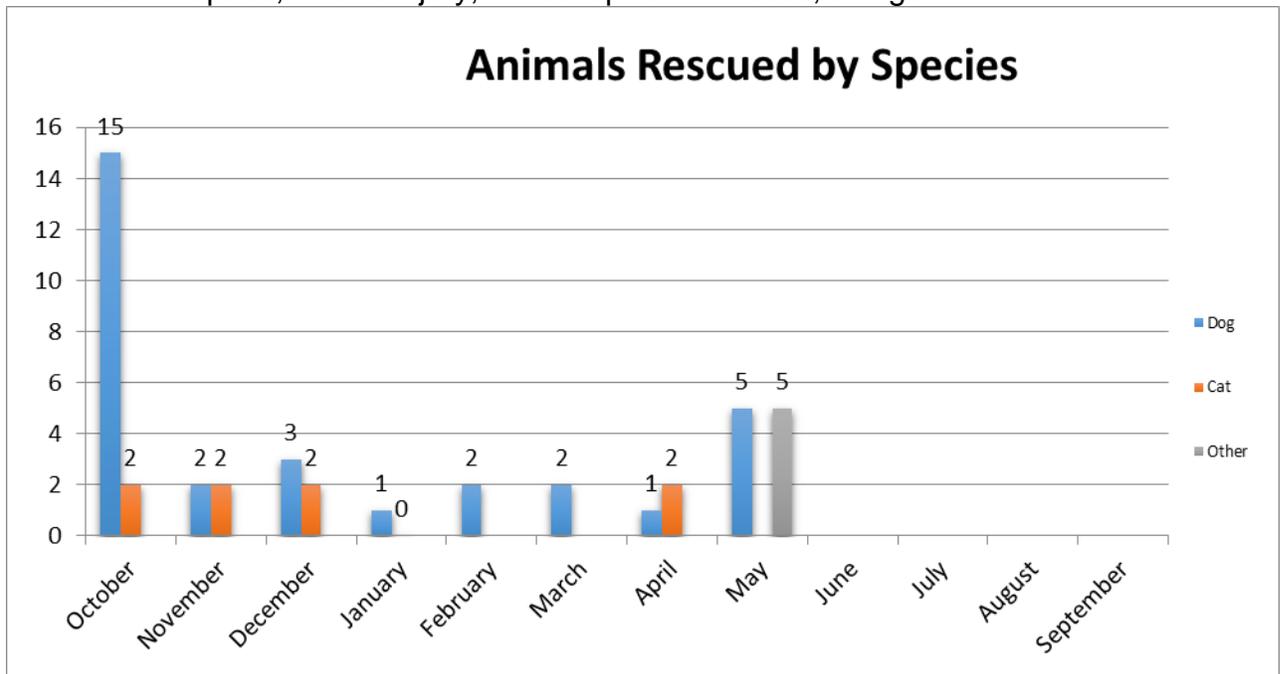
General Information



Phone calls and visitors are depicted in the graph above. Phone calls typically increase with season changes and visitors tend to fluctuate on an unforeseen basis.

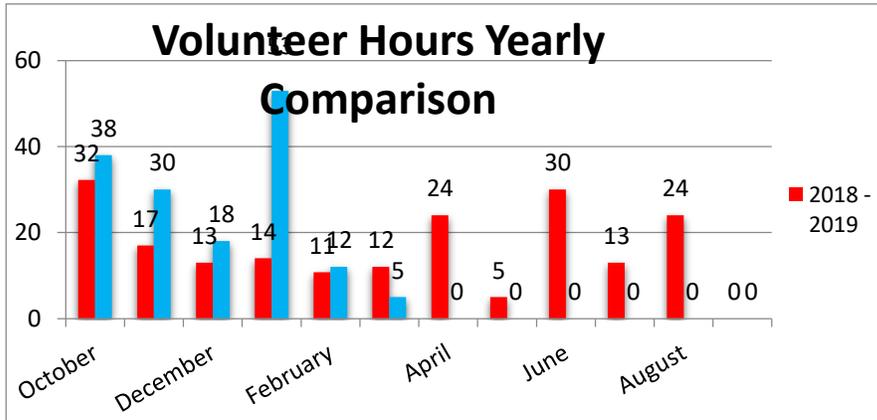


Animals are typically released into the custody of rescue for a myriad of reasons including but not limited to: Space, Illness/Injury, Breed-Specific Rescue, or Age.



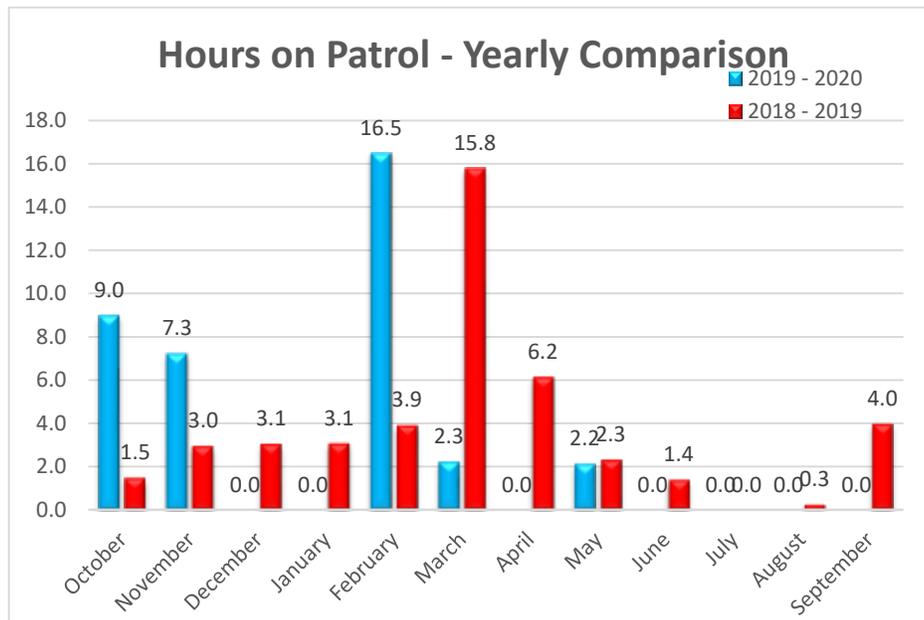
Volunteers

Volunteers perform a myriad of tasks at the shelter from walking dogs, playing with puppies and kittens, bathing dogs, training, greeting the public, helping to keep a clean environment, offsite adoptions. It is very beneficial for the animals to be able to spend some time outside of their cage with one on one human contact. Socializing and daily exercise helps reduce stress on the animals and also helps make them more adoptable.



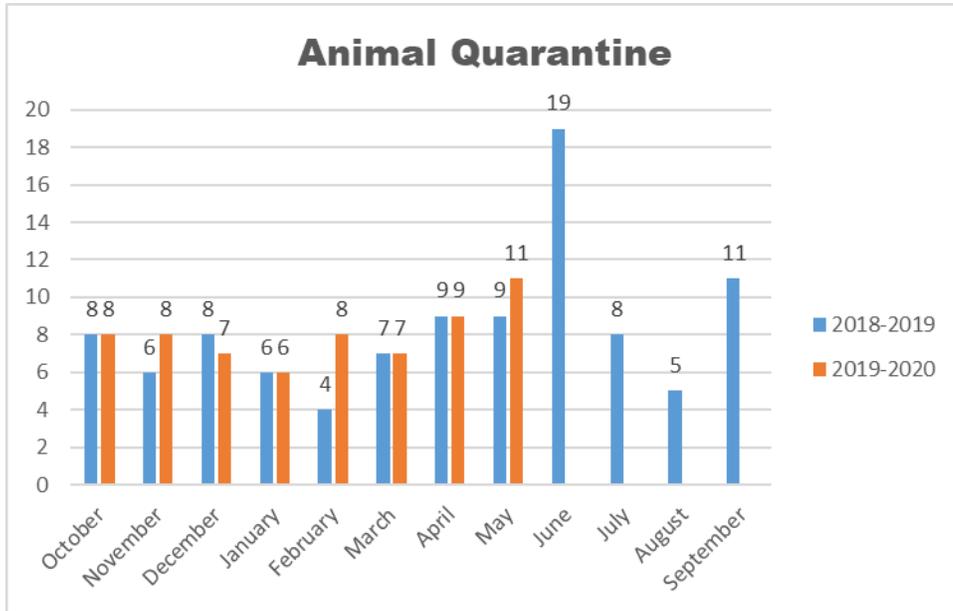
Patrols

Animal Control Officers will patrol designated areas locating animals in violation of animal regulation laws /ordinances. These duties involve: capturing - biting, vicious, diseased, loose or stray animals.



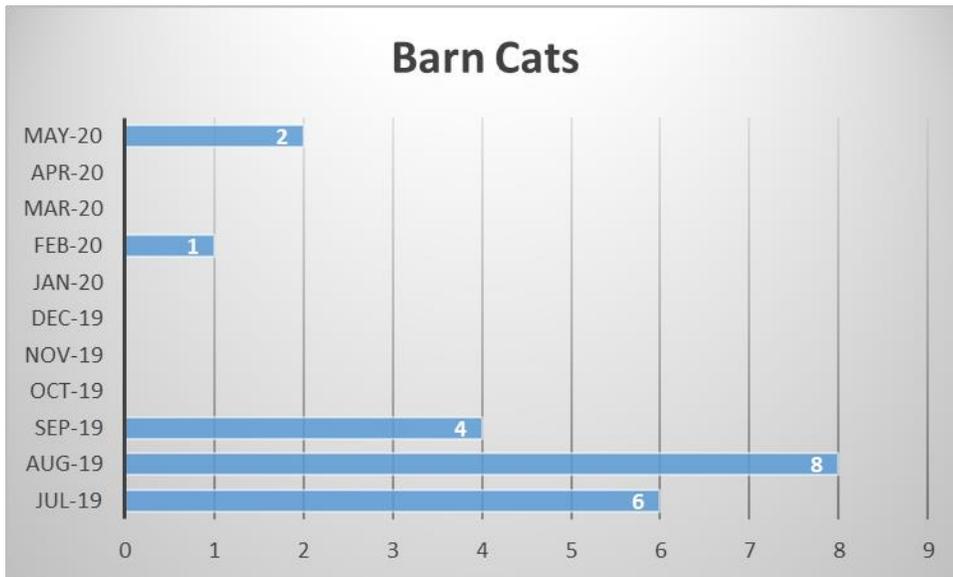
Animal Quarantine

The owner of an animal of a bite is subject to quarantine and is required to quarantine the animal for a period of not less than ten days confinement from the date of the bite, at the owner's expense.

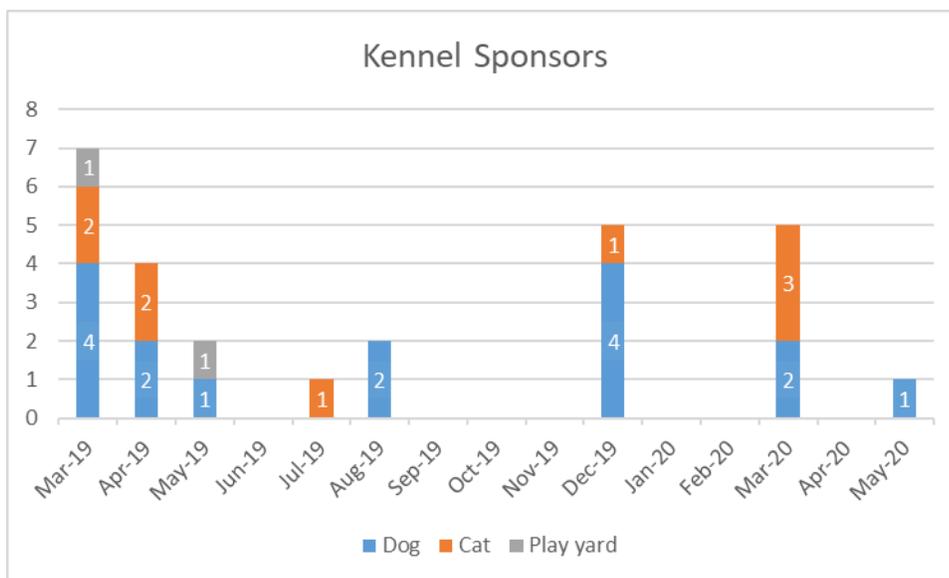


Barn Cats

Since the Barn cat program started in July 2019, we have adopted out 21 barn cats.



Kennel Sponsors



Definition of Terms

Adoption: Animals released to new homes through a signed contract agreeing to have the animal sterilized and vaccinated for rabies.

Adoption Returns: An animal adopted and then returned to the shelter.

After hour's calls: Calls received and completed after normal business hours.

Animal returned in field: Animals picked up by an animal control officer and then taken home rather than brought to the shelter.

Barking: Complaint of a dog barking for several hours, without provocation or reason.

Community service hours: Number of court ordered community service hours performed.

Cruelty Investigation: An investigation performed to determine if an animal has been mistreated or abused.

DOA (Dead on Arrival): An animal that arrives to shelter deceased.

Euthanasia: The act of "mercy" killing, for sick, injured or unwanted animals in a shelter.

Age- An animal too young for adoption, or too old to safely place.

Aggression- An animal displaying fractious or potentially threatening behavior.

Behavior- An animal which displays traits that prevents it from being properly contained or extreme destructivity. E.g. Jumps fence, barks excessively, anxiety disorders.

Feral- Any undomesticated animal.

Injured- An animal with broken bones, punctured / perforated organs or large, open wounds.

Medical- An animal with a non-communicable disease such as heartworms or organ failure.

Sick- An animal with a communicable disease that cannot be properly housed away from other other animals without potentially spreading the disease to them such as Parvovirus or distemper.

Space- The lack of cages or kennels in the shelter.

Wildlife- Any non-domesticated animal.

Fees collected: Funds collected either from adoption fees, micro-chipping, vaccination or reclamation fees.

Food donation: Animal food given to citizens who request it due to inability to provide food for themselves.

Fosters: An animal placed in temporary custody until ready for adoption.

Intake: Animals admitted to the animal shelter. These include animals surrendered by the general public, picked up by an animal control officer and animals born at the shelter.

Reclaimed: Animals returned to their owners from the shelter.

Transfers: Animals sent to a rescue group, humane society, or another shelter.

Low-cost vaccination: Vaccinations given at a steeply discounted rate to provide access to people with a lower income.

Microchip: A small implant done under the skin to achieve permanent identification of an animal.

Multi-pet permits: Inspections and investigations performed to be allowed to own more than four (4) animals within city limits.

Off-site adoption: An adoption event at an offsite location such as a city event, or PetSmart type location.

Owner surrender: An animal willingly surrenders to the shelter by their owner.

Phone calls: Any incoming telephone call to the shelter.

Rabies: A disease naturally occurring in the wild that primarily affects bats, coyotes, foxes, raccoons and skunks but can be passed onto domesticated animals as well as humans and is fatal if not detected early.

Stray and at large: An animal not confined to its' owner's property.

Total animals handled (intake): The raw number of animals brought to the shelter.

Trap request: A request put in to borrow a trap to trap feral, stray or wild animal.

Volunteer hours: Number of hours donated by registered volunteers.