



# WEEKLY REPORT

NOVEMBER 13, 2020

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

THE CITY OF  
**BURLESON**  
TEXAS

# Weekly Report | November 13, 2020

## I. Council Schedule

### Meetings

**Tuesday, November 17:** City Council Meeting, City Hall Council Chambers. 141 W. Renfro St., 5:00 p.m. The meeting will be conducted in the council chambers. The meeting is also available via live stream, <https://www.burlesontx.com/watchlive>

### Work Session Items/Report & Discussion Items

#### November 17

- Receive a report, hold a discussion, and give staff direction regarding the Ellison St. Project. (Staff Presenter: Bryan Langley, City Manager)
- Receive a report, hold a discussion, and give staff direction regarding schematic design of future I-35W configuration within Burleson city limits. (Staff Presenter: Aaron Russell, Public Works Director)
- Receive a report, hold a discussion, and give staff direction regarding Prairie Timbers Park. (Staff Presenter: Jen Basham, Parks & Recreation Director)
- Receive a report, hold a discussion, and give staff direction on the Quarterly Update to City Council. (Staff Presenter(s): Martin Avila, Finance Director; Aaron Russell, Director of Public Works; DeAnna Phillips, Community Services Director)

## II. General Information and Status Updates

### A. Current Case Statistics

As of November 11, the current COVID-19 case statistics for the City of Burleson are as follows:

- Total Accumulative Cases: 1308
- Active: 182
- Recovered: 1121
- Deaths: 5

A link to view the COVID-19 statistics page is being posted monthly to social media to encourage people to stay up to date on Burleson's data. To view the current case statistics for Burleson, visit [https://bit.ly/cob\\_covid](https://bit.ly/cob_covid)

### B. Text to 9-1-1

The Burleson Public Safety Communications Department, in partnership with the Tarrant County 9-1-1 District, will roll out text to 9-1-1 capabilities to better serve the citizens of our community beginning on Tuesday, November 17. SMS text messaging to 9-1-1 provides access to 9-1-1 services for citizens that are deaf, hard of hearing, have a

speech disability, or if a voice 911 call might otherwise be dangerous or impossible. The same protocols used for voice 9-1-1 calls will be used for text 9-1-1 calls. Call takers will need to confirm the caller's location and gather additional information so appropriate units may be dispatched, relay scene safety information and provide pre-arrival or post instructions. Whenever possible, the caller will be asked to call 911 instead of texting if it is safe to do so.

**C. CAMPOS ELECTED VICE PRESIDENT OF TMCA, INC.**

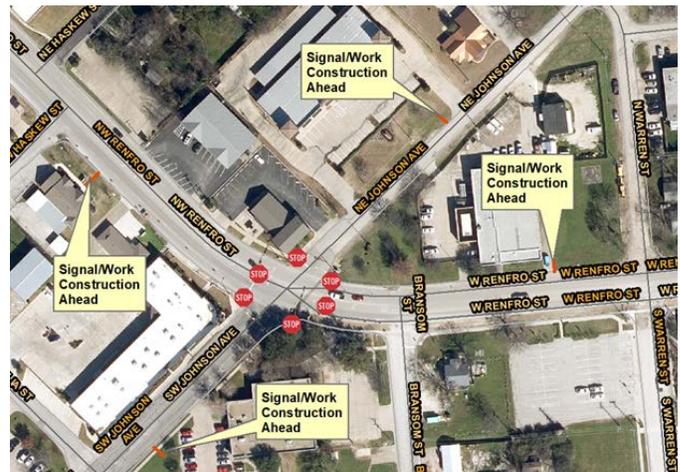
Amanda Campos, TRMC, city secretary, was elected vice president of the Texas Municipal Clerks Association, Inc., at its annual business meeting held virtually October 28, 2020.

The Texas Municipal Clerks Association, Inc., is a statewide association with over 1,030 members. The Association operates the Texas Municipal Clerks Certification Program located at the University of North Texas, Denton. The Certification Program is recognized and endorsed by §22.074 of the Local Government Code, Vernon's Annotated Civil Statutes. TMCA, Inc., publishes the Texas Municipal Election Law Manual, the Texas Municipal Law and Procedure Manual and the Texas Municipal Clerks Handbook.

Campos will be charged with the responsibility of accomplishing the goals and objectives of TMCA, Inc. The Association is dedicated to serving the demands of excellence in Texas' local government and public problem solving. Its principal missions are to motivate Texas city clerks and city secretaries to become leaders in their fields of governance and to provide an educational program for the beginning and career city clerk and city secretary.

**D. Renfro and SW Johnson signal light maintenance**

On November 16, starting at 9:00 a.m., weather permitting, Public Works will be working with a contractor to change out the traffic signal cabinet at the intersection of S.W. Johnson/N.E. Johnson and E. Renfro St. This will require powering down the signal and setting temporary stop signs at the intersection for traffic control. There will be advanced notice signs posted in all directions to make motorists aware of the condition (see map below). This project is estimated to take 4 to 6 hours to complete.



**E. Tommy’s Car Wash (271 SW Wilshire) Zoning Change Request**

On October 13, 2020, the Planning and Zoning Commission (P&Z Commission) considered a case to rezone a parcel at the northeast corner of Newton Drive and SW Wilshire Boulevard from GR, General Retail, to SP, Site Plan Zoning District. The applicant desires to construct a new automated car wash on the property. At the meeting, staff presented information regarding the saturation of car washes in the area. Additionally, the P&Z Commission, during the public hearing, heard opposition from other car wash operators. The P&Z Commission discussed the use of the property and comments were made related to the density of car washes in the area. Ultimately, the P&Z Commission unanimously recommended denial of the zoning change request.

After the meeting, the city attorney reviewed the case. The city attorney determined that since the P&Z Commission’s deliberation largely focused on the saturation of adjacent car washes, the perception might be that the decision was made based on market competition. The city attorney and city staff determined that the best course of action is to have the P&Z Commission reconsider the rezoning case prior to City Council consideration.

The P&Z Commission will reconsider the rezoning case at its December 8 meeting and by City Council at its December 14 meeting. Staff will keep the rezoning case on the City Council’s agenda for its November 17 meeting because public notification of the case has already occurred; however, staff will request that City Council continue the item to its December 14 meeting. Of course, staff notified the applicant of these changes.

**F. T-Mobile Sponsorship (Mayor Vera Calvin Plaza programming)**

The city has partnered with T-Mobile (sponsorship) to put together a few fun and low-key events within the Plaza in the upcoming weeks. The idea is to capture families and visitors at the Plaza organically and not host it as a heavily advertised event due to COVID restrictions. The Grinch will stroll the Plaza and take photos with interested visitors. T-Mobile will be hosting giveaways and a photo booth from their mobile unit. We have invited Dwell Coffee & Biscuits, Morgan’s Ice Cream, and Ol’ South Pancake House (one per weekend) to set up alongside T-Mobile. The scheduled dates are as follows:

- Saturday, November 28 - 11 a.m. - 3 p.m.
- Saturday, December 12 - 11 a.m. - 3 p.m.
- Saturday, December 19 - 11 a.m. - 3 p.m.

**G. Old Town Quiet Zones**

Have you heard? Well, you shouldn’t have. As of November 9, Union Pacific Railroad has granted the City of Burleson a quiet zone at the N Commerce St crossing to the Eldred Street crossing.

A “Quiet Zone” is a rail line segment where the locomotive horn is not routinely sounded at public highway-rail grade crossings. Please keep in mind that a locomotive engineer may still sound the locomotive horn to warn in an emergency if the engineer judges it as appropriate action. However, most of the time, the horn shouldn’t sound. *Let’s all make some noise for quiet zones* (the communications team would like to note that an engineer wrote that pun).

**H. BRiCk KidZone**

The BRiCk KidZone will be bringing back toys on Monday, November 16, 2020. Only hard plastic toys that can be disinfected without laundering will be used. A clean set of toys will be brought out every hour to keep up with the turnover of children. Staff will disinfect each set of toys after use.

**I. Website redesign launched**

The newly redesigned city website launched yesterday, November 12. The new design brought the website in alignment with the city brand approved by city council in March 2020 and launched to the public in June 2020. A big thank you to the following employees who served on the website redesign committee. They provided valuable input on how the new site should provide easy access to website visitors' most-needed information. View it at [www.burlesontx.com](http://www.burlesontx.com)

**Website redesign committee members:**

Casey Davis (Fire), Jessica Eiswald (Fire Marshal), Drew Pennywell (Economic Development), Wes Routson (Police), Joseph Byrom (Police), Alex Schneider (Police), Joni Van Noy (Old Town/ED), Jesse Elizondo (City Secretary Office), Rose Lopez (Municipal Court), Jessica Martinez (Parks and Recreation), Allison Smith (Parks and Recreation), Amanda Cadenhead (Library), Angel Strotman (Animal Services), Joshua Frost (Code Compliance), Jesse Tate (Environmental Services), Mayra Tijerina (Human Resources), Kelly Mearns (City Secretary Office), Arleen Stubblefield (Communications), Collin Gregory (Communications) and Christina Staton (Communications).

**J. Veterans Day Celebration**

View photos from the Veterans Day parade and memorial [here](#).

**K. Fire Department participates in Food Drive**

The Burleson Fire Department has been challenged by the Alvarado Fire Department along with all the other fire departments in Johnson County to a food drive in each of their communities. Each fire department has been asked to recognize an organization in its community to receive the donations. The Burleson Fire Department partnered with Promises Community Ministry, an arm of First Baptist Burleson Church, during the COVID-19 pandemic. Promises Community Ministry has been meeting the needs of

families that have been affected by COVID-19 with groceries and toiletries. Burleson Fire Department has been delivering these groceries and toiletries to these affected families quarantined or isolated due to COVID-19.

Promises Community Ministry exists to meet the mental and physical needs of Burleson and the greater Johnson County area residents. Established in 2000, Promises has steadily increased its service footprint in Johnson County. Promises consist of Licensed Professional Counseling, a food pantry, and other limited financial support. It is staffed by four employees and 75 volunteers from the community. Promises Ministries have seen a significant need for their services to the community and is in need to replenish their pantry during this holiday season. Burleson Fire Department is always looking for ways to serve the community, not only in emergency circumstances but also in times of need.

If you would like to donate nonperishable food items and toiletries, they can be dropped off at any fire department location, First Baptist Church Burleson, or Promises Ministries. Donations will be accepted at the Fire Department now through the end of the year. Thank you for your donations to help serve our community.

Drop Off Locations:

- Burleson Fire Station # 1 – 828 SW Alsbury Blvd
- Burleson Fire Station # 2 – 620 Memorial Plaza
- Burleson Fire Station # 3 – 245 Lakewood Drive
- Promises Community Ministries – 140 NW Renfro Street
- First Baptist Church Burleson – 317 W Ellison Street

More information about Promises Community Ministry:

<https://www.firstburleson.org/promises>

### III. Upcoming Road Construction/Closures

<b>UPCOMING ROAD CONSTRUCTION / CLOSURES</b>			
<b>Projects &amp; Limits</b>	<b>Current Status</b>	<b>Traffic Affected</b>	<b>Estimated Completion</b>
Turkey Peak Ground Storage Tank Construction & Brushy Mound Tank Demolition at existing City Facilities	Tank Sub-Contractor has mobilized at Turkey Peak site. General Contractor is at the Brushy Mound Site.	Intermittent construction traffic to and from both sites. Anticipated Routes include: NW Renfro, SW Brushy Mound Rd, SW Alsbury Blvd, NW Summercrest Blvd,	Fall 2021

		Nicole Dr & NW Jayellen Ave.	
Traffic Signal at Hidden Vistas / Hidden Creek Parkway Intersection	Notice to Proceed issued Nov 9, 2020. Contractor ordering materials.	None immediately anticipated. Contractor expected to begin on-site work in January 2021.	April 2021
Fire Station #16	Public utility infrastructure near complete. Work on building on-going	None anticipated	
Elk Drive Pedestrian Mobility	Notice to Proceed Nov 4, 2020. Parking lot work underway.	None immediately anticipated.	May 2021
Irene/Gardens Safe Routes to School	Pre-construction meeting to be scheduled in November 12th	None immediately anticipated.	November 2021

**IV. Upcoming Community Events**

- **November 14, Household Hazardous Waste event:** 9 a.m. – 11 a.m., Municipal Service Center, 725 SE John Jones Dr. [more information](#).
- **December 5 & 19, Carriage Rides in Old Town:** 11 a.m. - 3 p.m., Old Town area, official route is TBD.
- **December 12, Burleson Farmers Market** (Final market of season): 8 a.m. - noon, Mayor Vera Calvin Plaza in Old Town

**V. Attachments**

- C.A.R.E.S Newsletter.....page 8

# BURLESON C.A.R.E.S.

Citizens · Appreciate · Remarkable & Excellent · Service

## Burleson Police Announces 2019 Department Honors



Officer of the Year  
Officer Cameron Pilgrim



Supervisor of the Year  
Sergeant Shelly Henken



Civilian of the Year  
Dana Carey



Rookie of the Year  
Officer Blake Dunham

## City Events and In-person Programs Return

*With health and safety protocols in place*

City events and in-person programs have been on pause since the outset of the COVID-19 pandemic, but they are steadily making their return this Fall. Each event and program has its own specific health and safety protocols in place for the safety of the participants.

On Saturday, October 24, Burleson PD will host its annual Drug Take-Back Day in the Walmart Supercenter parking lot from 10 a.m. to 2 p.m. A modified version of Boo Bash was approved by City Council and will give registrants a chance to decorate their cars, dress up and get candy at one of five locations throughout the city on the evening of October 24.

The BRiCk is busy launching several in-person programs for both adults and youths, including adult Fitness Programs and Parents Day/Night Out for kids ages 6-12. More information on these programs can be viewed at [burlesontx.com/brick](http://burlesontx.com/brick).

The Burleson Senior Center re-opened Monday, October 12 with special precautions in place and has several in-person programs scheduled throughout the month. To see a full list of these programs, visit [burlesontx.com](http://burlesontx.com).

Russell Farm Art Center is getting in on the action with a Pumpkin Carving Demonstration on October 24 and a Farm School for kids on Wednesdays in October and November. More information can be viewed at [burlesontx.com/russellfarm](http://burlesontx.com/russellfarm).



At its October 5 meeting, council approved the proposed plans for Veterans Day Events, which include a parade, veterans tribute, and fireworks display. Attendees of the parade are encouraged to use the full parade route to view the parade and avoid concentrating in one area. The parade will begin at 9 a.m., followed by the Veterans Tribute Program at 2 p.m. at Veterans Plaza, and the day will wrap up with a Veterans Day Fireworks display at 6 p.m. at Chisenhall Fields.

The city's Household Hazardous Waste collection event is slated for November 14 at the Municipal Service Center. This event is only open to Burleson residents and participants can bring their old electronics for recycling and paper for shredding in addition to their household hazardous waste materials.

**View Events & programs:**  
[burlesontx.com/events](http://burlesontx.com/events)  
[burlesontx.com/calendar](http://burlesontx.com/calendar)



**What motivates you in your job?**

Working in Public Health has given me the opportunity to help our citizens and employees through difficult moments in their lives. I stay motivated in my current position by having the ability to work with a great group of people within Public Health. Everyone strives to do all they can to help guide our

finding medical care, having groceries delivered, etc. I have been amazed at the amount of willingness to help we have received from various outreach groups in our community. We have truly seen community support!

citizens during these unprecedented times.

**What is your best customer service tip?**

No matter what, be caring, and provide guidance and comfort to everybody you come in contact with. You should always remember that each individual has a unique need.

**Tell us your favorite customer service story.**

During my time in Public Health, we have had numerous opportunities to assist our citizens with various needs to help them while they are ill with COVID-19. It is always rewarding when we are able to locate resources to meet their needs. We have been able to assist numerous citizens with

# KUDOS

*to these employees for delivering exceptional customer service*



FIRE DEPARTMENT  
**STEVE BURCHETTE**

**Kudos to you, Firefighter Steve Burchette**

“On February 7th, my aunt had a “mishap” with her microwave oven which caused a small fire. She was able to extinguish it quickly and only the microwave was damaged. A crew of your firefighters came to check on the situation and the entire crew was very professional and kind to her. She was told that the microwave should not be used until it was checked for safety and resigned herself to going without her usual morning coffee. However, a few hours later, one of your firefighters returned to my aunt’s apartment and brought her a new microwave. He told her that he did not want her to have to forgo her morning ritual or be without a microwave. I would like to commend Firefighter Steve Burchette for his kindness and thoughtfulness towards my aunt. It brought tears to my eyes when she told me of his kindness and she is very grateful.”



*Employee of  
the 2nd Quarter*  
**Drew Pennywell**  
Economic  
Development  
Specialist

**GETTING TO KNOW DREW**

**What motivates you in your job?**

It might sound cliché, but I truly strive to make Burleson a better and stronger community. I get the opportunity to help businesses grow and bring new businesses to town. I am motivated to do the best I can so that my family, my neighbors and visitors can have a great experience in Burleson.

was having trouble with the ledge. I realized that the portion of the route without a sidewalk was just outside of the City limits. Alex Philips and I decided to fill the hole ourselves rather than contact the neighboring municipality. I like to imagine the smile on Mr. Spengler’s face the first time he was able to ride smoothly on his daily trip.

**What is your best customer service tip?**

Listen first, and always offer a solution.

**Tell us your favorite customer service story.**

A 95-year-old WWII veteran approached me in the lobby of City Hall to report a sidewalk issue he was experiencing. Mr. Spengler went on to explain that he drives his motorized scooter to the convenience store each day and that a portion of the route is without a sidewalk. He didn’t mind going off road, but a pothole had formed where the route met back up with pavement, and the scooter

“  
**The best way to find yourself is to lose yourself in service to others.**”

**Way to go, Firefighters**

A group of firefighters recently went above and beyond to assist a female citizen in need. While the citizen was at the fire station for a medical check, Firefighter Joshua Smith noted that she was in need of a pair of shoes. Not one to overlook the needs of others, he gladly offered her a pair of his own to keep. Firefighter Curry Parnell provided the male who was with her a pair of socks and Engineer Don Wooten got them snacks from the station so they would have food. Lieutenant Greg Mason called many organizations to try and give them a place to stay. Their joint effort truly exhibits what it means to provide great customer service.

**Library Circulation Supervisor Kelly Clute is making a difference**

Kelly started an outreach program last year that provides reading materials and supplies for the residents of Covenant Place. Recently one resident wrote a letter highlighting what a difference Kelly is making in their lives. “This program the Library has started for us at Covenant Place is fantastic. It is a true blessing to me, to watch residents enjoy and look forward to the books. I always think of Kelly as being a very busy person. She does an outstanding job.” Great job making the team proud!



**LIBRARY KELLY CLUTE**

**Employee of  
the 1st Quarter**

**Tina Brinkman**  
Communications  
Coordinator



## GETTING TO KNOW TINA

### What motivates you in your job?

I am driven to become better at my job each and every day and to have a positive impact within our community. I want to teach my children that education is a lifelong process. I hope to show them that it's never too late to continue expanding your horizons by pursuing a meaningful career.

### What is your best customer service tip?

Whether you are on the clock or off, lead by example and consistently treat people with compassion and respect.

### Tell us your favorite customer service story.

I was taking photos at a Hot Sounds of Summer concert and asked a mom sitting with her two children if I could take their photograph. She happily obliged and suddenly up popped Charlie the Chihuahua from the Burleson Animal Shelter! Having an opportunity to chat with her and her kids about how much joy Charlie has brought to their family since adopting him, and to see the end result of the work we do to find homes for animals, really drove home the point of how impactful the work we do as public servants can be to each and every resident and their families.

# WELCOME ABOARD!

*Join us in welcoming these employees to the team*

- Martin Avila - Finance Director
- Tru Davis - Environmental Sanitarian
- Tony Ozuna - Customer Service Attendant
- Robyn Steward - Senior Center Coordinator
- Christopher Spencer - Utility Worker I
- Justin Baccus - Utility Worker I
- William Doyle - Utility Worker I
- Lori Rhinefort - Food Service Attendant
- Jacob Barnes - Police Officer
- Jose Orozco - Police Officer
- Roger Fankhauser - Victims Assistance Coordinator
- Christopher Byrd - Budget & Strategic Services Manager
- Nicole Bock - PS Communications Specialist

## SHARE THE LOVE

Are one of your co-workers doing a great job and you think they should be recognized in the C.A.R.E.S. newsletter? Send us their story: [dphillips@burlesontx.com](mailto:dphillips@burlesontx.com) or [cstaton@burlesontx.com](mailto:cstaton@burlesontx.com)