



WEEKLY REPORT

JUNE 2, 2023

TO: MAYOR FLETCHER AND COUNCIL MEMBERS

FROM: TOMMY LUDWIG, INTERIM CITY MANAGER

THE CITY OF
BURLESON
TEXAS

Weekly Report | June 2

I. Council Schedule

Meetings

Monday, June 5, City Council Regular Session, 3:00 p.m.

All meetings will be held at City Hall Council Chambers, 141 W. Renfro St.

The meeting will be conducted in the council chambers and is also available via live stream, <https://www.burlesontx.com/watchlive>

Reports and Presentations

- Receive a report, hold a discussion and give staff direction regarding Project Workforce. (Alex Philips, Economic Development Director)
- Receive a report, hold a discussion, and provide staff direction regarding the structure of City Council meetings. (Staff Presenter: Tommy Ludwig, Interim City Manager)
- Receive a report, hold a discussion and provide staff feedback regarding the design of Shannon Creek Park. (Jen Basham, Director of Parks and Recreation)
- Receive a report, hold a discussion and give staff direction on the General Fund and General Debt Service Fund Financial Overview, and receive any additional direction from City Council regarding the annual budget for fiscal year 2023-2024. (Staff Presenter: Martin Avila, Director of Finance)

II. General and Status Updates

A. Library News

Summer Reading Club runs through July 30. Families can log their reading, earn prizes and attend fun programs all summer.

[Summer Reading for Children](#)

[Summer Reading for Teens](#)

[Summer Reading for Adults](#)

Upcoming Summer Reading Club Programs:

Young Builders Club (ages 5 to 12)
Saturday, June 3, 2 p.m. - 3 p.m.

Knotted Pillow Craft (ages 10 to 17)
Tuesday, June 6, 1 p.m. - 2 p.m.

Friendship Crafts (ages 4 to 10)
Wednesday, June 7, 10 a.m. - 11:30
a.m.

Anime Club (ages 10 to 17)
Thursday, June 8, 3 p.m.



B. Senior Center News

Visit the Senior Activity Center on June 10 for their annual summer craft fair. Vendors will showcase their sewn creations, art, jewelry and other handmade items.

C. Outdoor Warning Test

The monthly outdoor warning siren test is scheduled for noon Wednesday, June 7 (tests are held the first Wednesday of every month, if weather permits).



D. Live Streaming in the Plaza

The project to install a video system in the Mayor Vera Calvin Plaza to showcase city events to visitors and those in our community with sensory sensitivities or disabilities has been delayed due to construction issues and vendor availability. Staff was hopeful to have the cameras up and functional for the Hot Sounds of Summer concert series, but unfortunately the cameras will not be completed by that timeframe. The project's completion date is expected to be fall 2023.

IV. Parks Capital Projects

Project	Status	Timeline
Clark Parking Lot	Sod and striping remain.	Scheduled completion: early June 2023
Oak Valley Playground and Parking Lot	Parking lot substantially complete. Hot sealing, striping and turf installation remains. Playground installation in process.	Scheduled completion: June 2023
Wakefield Playground	Under construction	Scheduled completion: late-June 2023
Park Monument Signs	Installations to begin late-May 2023 for the following parks: Centennial, Elk Ridge, Mistletoe Hill, Prairie Timber, and Wakefield Heights.	Project completion: Summer 2023
Bailey Lake/ Chisenhall Parking Expansions	Chisenhall parking lot under construction.	Construction began 5/11/23 at Chisenhall and will begin 6/5/23 at Bailey Lake
Village Creek Trail	90% plans underway - acquiring easements and TXDOT LOSA	Partial construction to begin Fall 2023
Parks Building	Brick work completed. Framing interior walls, canopy, fire suppression, and MEP fixtures underway. Overhead doors installed.	Project Completion: late June 2023
Shannon Creek Nature Park	Schematic design reviewed by Parks Board on 05/11/2023 and scheduled for City Council review on 06/05/23	Begin construction design with Board/Council feedback Summer 2023. Begin construction early 2024
City Gateway Signage	Conceptual renderings approved	Council will be presented final options in August 2023 to consider.
Bartlett Soccer Complex Field Renovation	Sod installation remains due to supply shortages. Expected deliver 05/29/23	Scheduled completion end of June 2023 followed by a 6-week grow-in period.

V. Events

Event Information can be found at www.burlesontx.com/events

- Hot Sounds of Summer featuring The Josh Weathers Band (Texas Country & Soul)**
 June 2, 7:30 p.m.
 Mayor Vera Calvin Plaza in Old Town, 141 W Renfro St
 Free Event

- **Parks Maintenance Rodeo**
 June 8, 6-7:30 p.m.
 Chisenhall Sports Complex, 500 Chisenhall Park Ln
 Free Event
- **Hot Sounds of Summer featuring Derek Spence (George Strait Tribute Band)**
 June 9, 7:30 p.m.
 Mayor Vera Calvin Plaza in Old Town, 141 W Renfro St
 Free Event
- **June Craft Fair**
 June 10, 9 a.m. - 2 p.m.
 Senior Activity Center, 216 SW Johnson Ave
 Free Event
- **Hot Sounds of Summer featuring Le Freak (Variety Band)**
 June 16, 7:30 p.m.
 Mayor Vera Calvin Plaza in Old Town, 141 W Renfro St
 Free Event
- **Father's Day Fishing Tournament**
 June 17, 9 a.m. - Noon
 Bailey Lake, 280 W Hidden Creek Pkwy
 Free Event
- **Juneteenth Art, Music and Food Festival**
 June 17, 7:30 – 9 p.m.
 Mayor Vera Calvin Plaza, 141 W Renfro St
 Free Event
- **Red, White & BTX: 4th of July Celebration**
 July 4, Lions Club Parade starts at 9 a.m. in Old Town
 Concert starts at 7:30 p.m. at Chisenhall Sports Complex
 Fireworks start at approximately 9:20 p.m. | Free Event

VI. Attachments

- June Bond Project Update.....page 8-11
- CIPAC May 25 Meeting Summary.....page 12-14



BOND 2022

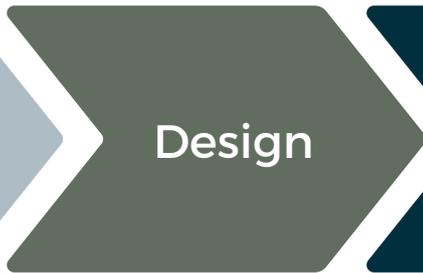
Project Updates

as of June 2023

Project | Neighborhood Street Rebuilds

Design and construction for various neighborhood streets throughout the city

Year 2 Projects

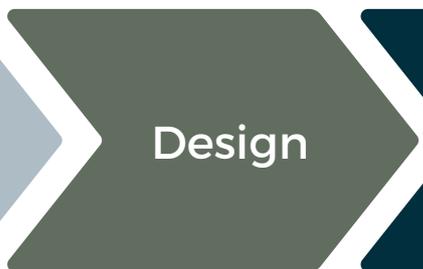


Year 1 Projects



Project | Intelligent Traffic System

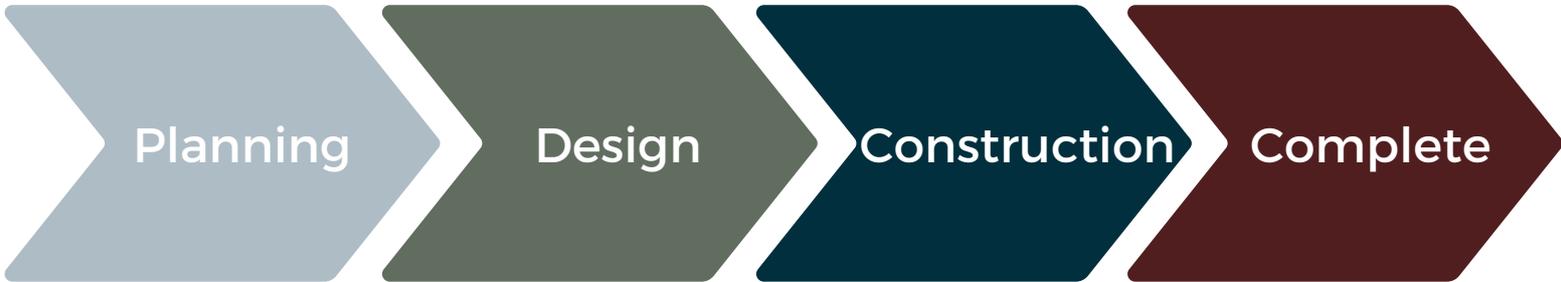
Project will provide for the design and construction of improvements to allow the city to study, control and synchronize the traffic signals throughout the city



Project | SH 174/Wilshire Boulevard

Lakewood Drive Intersection

Design and construction of dual left-turn lanes



Project | Alsbury Boulevard

Hulen Street to CR 1020

Design and construction for the extension of Hulen Street to CR 1020



Project | Alsbury Boulevard

Hulen Street to CR 914

Design for the future widening from two to four lanes

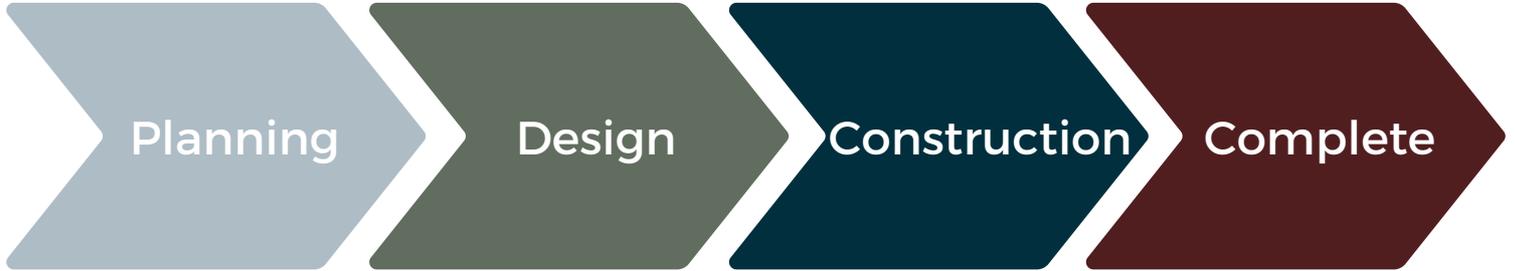


Project | Sidewalk Program

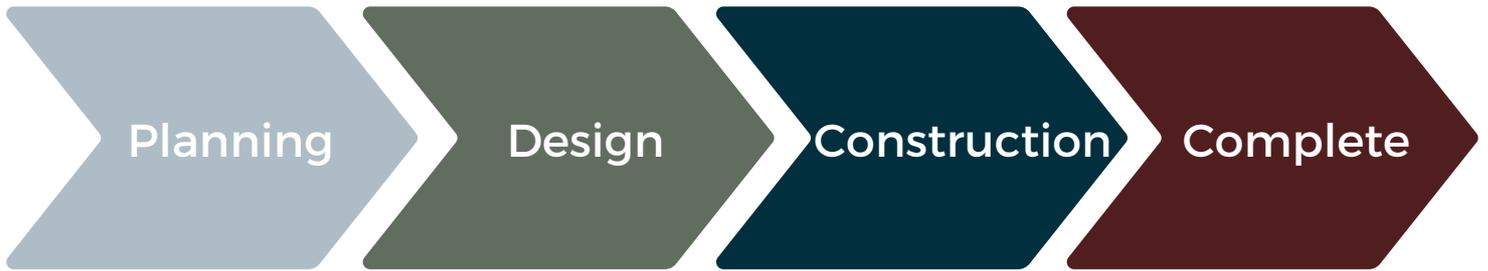
Design and construction of for various sidewalks throughout the city

Year 2 Projects

Year 1 Projects



Project | Police Headquarters Expansion



Project | SH 174/Wilshire Boulevard

Hulen Street to Wicker Hill: Design for the expansion to six lanes



Bond projects scheduled for upcoming years

Project | CR 1902 & CR 910 Pedestrian Mobility

Design and construction

Project | Hillside Drive, Elk Drive & FM 731

Design and construction for intersection and sidewalk improvements

Project | Hulen Street

Wilshire Boulevard: Design and construction for intersection improvements

Kelly Drive to Candler Drive: Design and construction to expand from 2 to 4 lanes

Project | East Renfro Street/FM 3391

Design for the widening of the roadway

Project | Fire Station 4 Construction



Memo

Date: May 31, 2023
To: Tommy Ludwig, Interim City Manager
From: Eric Oscarson, Director of Public Works
Subject: May 25 Capital Improvements Program Advisory Committee (CIPAC) Meeting

This memo provides a summary of the third meeting of the recently re-constituted CIPAC held on Thursday, May 25, 2023, at City Hall.

Six of eight members of the committee were in attendance. The committee approved the minutes of their previous meeting held on May 11, 2023. There were no Citizen Appearances.

Over 90% of the meeting was devoted to a presentation and discussion of roadway impact fees and corresponding updated analysis of those fees. Errick Thompson, Deputy Director of Public Works, introduced Jeff Whitacre, Vice President at Kimley-Horn and Associates, who provided a presentation that:

- Provided a review of what impact fees and Chapter 395 of the local government code is
- Provided a recap of impact fee basics
- Provided a review of impact fee components
- Walked through the analysis (including land use and projects) resulting in the *2023 Maximum Assessable Impact Fee Calculations*

The table below summarizes the new results and provides the 2017 data for comparison.

Roadway Impact Fee	Service Area A	Service Area B	Service Area C	Service Area D
Total Eligible Capital Improvement Costs	\$76,674,270	\$34,540,550	\$91,712,489	\$28,068,076
Growth in Service Units ¹	23,495	24,566	23,465	10,283
Eligible Capital Costs After Impact Fee Credit ²	\$38,337,135	\$17,270,275	\$45,856,245	\$14,034,038
2023 Maximum Impact Fee per Service Unit ³	\$1,632	\$703	\$1,954	\$1,365
2023 Maximum Allowable Roadway Impact Fee per Single Family Home ⁴	\$7,524	\$3,241	\$9,008	\$6,293
2017 Maximum Impact Fee per Service Unit ³	\$771	\$657	\$1,152	\$976
2017 Maximum Allowable Roadway Impact Fee per Single Family Home ⁴	\$3,778	\$3,219	\$5,645	\$4,782

1. Roadway Service Units are Vehicle Miles (the capacity by one vehicle making a peak hour trip of one mile in length)
2. Credit is 50% of Maximum Roadway Impact Fee per Service Unit
3. Total Eligible Costs After Impact Fee Credit divided by the Growth in Service Units
4. 1 Single Family Home = 4.61 Vehicle-Miles (2023) and 4.90 Vehicle-Miles (2017)

The table below compares current fees collected to the new Maximum Assessable Fees.

Service Area	2018 (Current) Collected Fee			2017 Maximum Fee	2023 Maximum Fee
	Residential	Non-Residential	Industrial		
A	\$408	\$300	\$200	\$771	\$1,632
B	\$408	\$300	\$200	\$657	\$703
C	\$408	\$300	\$200	\$1,152	\$1,954
D	\$408	\$300	\$0	\$976	\$1,365

Members of the committee asked the following questions:

- Was trip generation data from the 2021 manual used to establish roadway service units adjusted due to the COVID-19 pandemic that caused many to work from home? **Answer:** Data for the 11th Edition of the ITE Trip Generation Manual published in September 2021 was collected prior to the pandemic and can take a couple of years to gather and analyze.
- How did the 50% credit come about? **Answer:** The Texas legislature determined that level of credit. It takes into account that the development will also generate

additional ad-valorem taxes to the local government, so the credit is intended to avoid “double-dipping”.

- How are apartments accounted for in the determination of residential service units? **Answer:** Each apartment in an apartment building is assessed and they roughly generate about half the trips generated by a single family unit.
- What is the background on why the current fees are flat across service areas? **Answer:** Denton and Fort Worth were both updating their roadway impact fees at the time and they were likely viewed as models for consideration. Neither included the de facto exemption or \$0 fee for industrial growth in Service Area D. City Council ultimately decides the fees to be adopted based in part of recommendations from the CIPAC.
- Who determines the projects included in the Impact Fee capital program? **Answer:** The city’s Thoroughfare (Mobility) Plan is the basis of the program and the CIPAC is also involved in the review of the projects as included in tonight’s presentation.
- Are all capital improvement projects included in the Impact Fee Capital Program? **Answer:** No, only capacity-increasing (growth-related) projects are included.
- Is Stone Road off the plan? **Answer:** The presentation showed the southern portion is already constructed and the northern section remains on the plan and is actually in design now and being funded, in part, by impact fees.

Finally, the committee confirmed their next meetings as Tuesday, June 6 and Thursday, June 22, both at 5:30 p.m. at City Hall. The June 22 meeting is tentatively focused on the committee’s development of their recommendations to Council on fee updates (roadway and water/wastewater).