



**Bailey Lake**

# **WEEKLY REPORT**

**MARCH 1, 2024**

**TO: MAYOR FLETCHER AND COUNCIL MEMBERS**

**FROM: TOMMY LUDWIG, CITY MANAGER**

THE CITY OF  
**BURLESON**  
TEXAS

MARKETING & COMMUNICATIONS  
141 W RENFRO, BURLESON, TX 76028 | (817)426-9622

## I. COUNCIL SCHEDULE

**MONDAY, MARCH 4**

**CITY COUNCIL REGULAR MEETING, 5:30 P.M.**

### REPORTS AND PRESENTATIONS

- Receive a report, hold a discussion and provide staff feedback regarding easement and right-of-use agreements. *(Staff Contact: Tony D. McIlwain, AICP, CFM, Development Services Director)*
- Receive a report, hold a discussion and provide staff feedback regarding the Wayside Horn project planned for the Union Pacific Railroad (UPRR) crossing of CR 714. *(Staff Contact: Errick Thompson, Director of Public Works & Engineering)*

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>

[View the entire agenda](#)

## II. GENERAL AND STATUS UPDATES

### A. LIBRARY NEWS

#### **Friends of the Library Craft Fair**

Saturday, March 9, 9 a.m. to 2 p.m.

Burleson Senior Center

Explore a treasure trove of handmade goodies crafted by our talented local vendors. There's something for everyone, from unique jewelry and home decor to one-of-a-kind gifts. Best of all, your support makes a difference! All proceeds from the fair will go towards sustaining essential library programs that benefit our community.



## B. SENIOR CENTER PROGRAMMING

Get healthy while having a fantastic time. Join the Burlleson Senior Activity Center on Saturdays for a fun line dance class. This class focuses less on the actual dance steps and more on having fun and making new friends. Classes are held every Saturday from 11:15 a.m. to 12:15 p.m.

The Senior Center is located at 216 SW Johnson Avenue and is open to ages 50 and up.

[Sign up for the Senior Center newsletter](#)



## C. BURLESON FIRE FEATURED ON NBC 5

The BISD/BFD Fire Academy, a training program for future firefighters was featured on NBC 5's Wake Up to #SomethingGood segment on Wednesday, Feb. 28. You can view the segment [here](#).



## D. PET OF THE WEEK

This handsome fella, Spencer, is an Australian Cattle Dog mix, and shelter staff guess he is about 2 years old. Here's why Spencer is the perfect addition to your family:

- **Friendly and Social:** Spencer loves meeting new friends, whether they have two legs or four! He is a social butterfly who enjoys making connections with both humans and other dogs.



**PET** OF THE  
**WEEK**  
**Spencer**

THE CITY OF  
**BURLESON** TEXAS | **Animal Services**

- **Well-Mannered:** This smart pup knows his basic commands, making him a breeze to train and a joy to be around. Whether it is a game of fetch or a leisurely walk, Spencer is up for any adventure you have in mind!
- **Ready for a Forever Home:** Spencer is patiently waiting for that special someone to take him home. His adoption fee has been waived and adoption includes shots, microchipping, heartworm testing and neuter.

### **E. FEEL GOOD FRIDAY**

This week's Feel Good Friday story was featured as a post in a local Facebook group:

*"HUGE Shout out to Dominick and Charlie at Chick-fil-A Burleson!*

*My car died while in the drive-thru and these two young men did not hesitate to get me up and running. I was hooked up, fixed, and good to go in less than 5 minutes. Thanked them profusely and they said 'of course ma'am, my pleasure.'"*

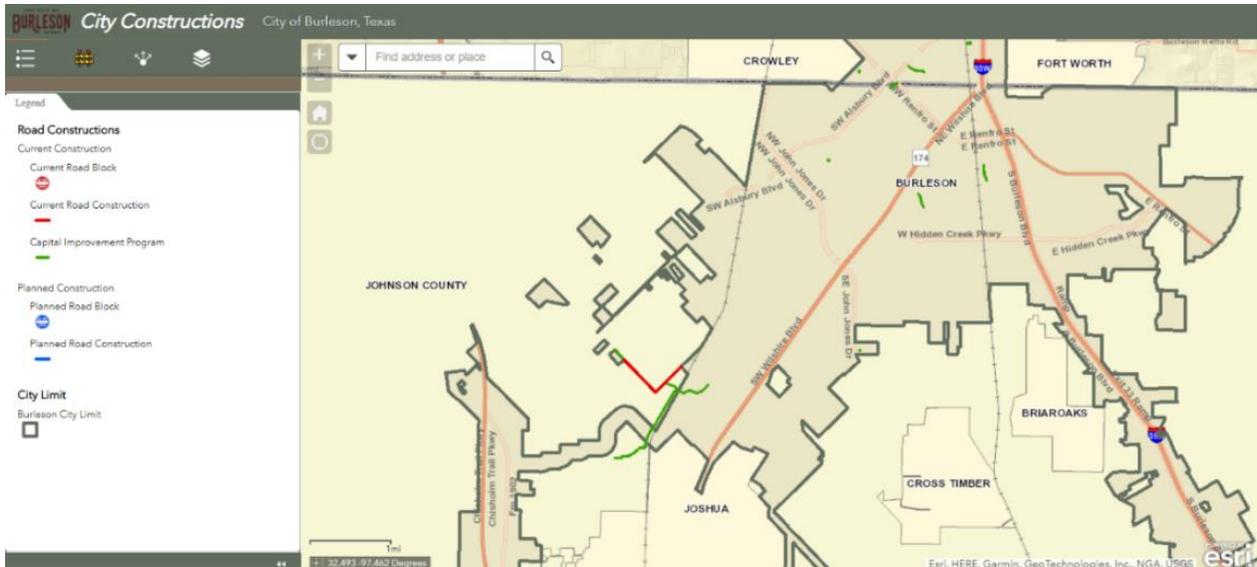


Their kindness and quick action made all the difference! Thank you for going above and beyond, Dominick and Charlie!

If you have a Feel Good Friday email [newsletter@burlesontx.com](mailto:newsletter@burlesontx.com)

### III. UPCOMING ROAD CONSTRUCTION/CLOSURES

[\(click to view map\)](#)



### ELLISON STREET & PARKING IMPROVEMENTS – CONSTRUCTION START AND ROAD CLOSURE

STAFF CONTACT: TRAVIS ROSENBAUM, PE, PROJECT MANAGER  
817-426-9620 or [trosenbaum@burlesontx.com](mailto:trosenbaum@burlesontx.com)

Construction of the initial phase of the Ellison Street & Parking Improvement project is currently underway. Phase 1 entails improvements to on-street parking in the single street block as shown below. Contractors have temporarily closed Ellison Street between Warren Street and Bransom Street to through traffic until this phase of the project is complete, currently anticipated for May 21, 2024.



## **RENFRO AND JOHNSON AVENUE REPAIRS**

CITY PROJECT MANAGER: CLINT SUMERALL

682-312-2790 or [csumerall@burllesontx.com](mailto:csumerall@burllesontx.com)

Beginning Monday, March 4, city crews will perform street repairs on SW Johnson at W. Renfro. Both northbound lanes of SW Johnson from W. Ellison to NW Renfro will be closed. Work is expected to be completed no later than Wednesday, March 6. The temporary detour route is shown below.

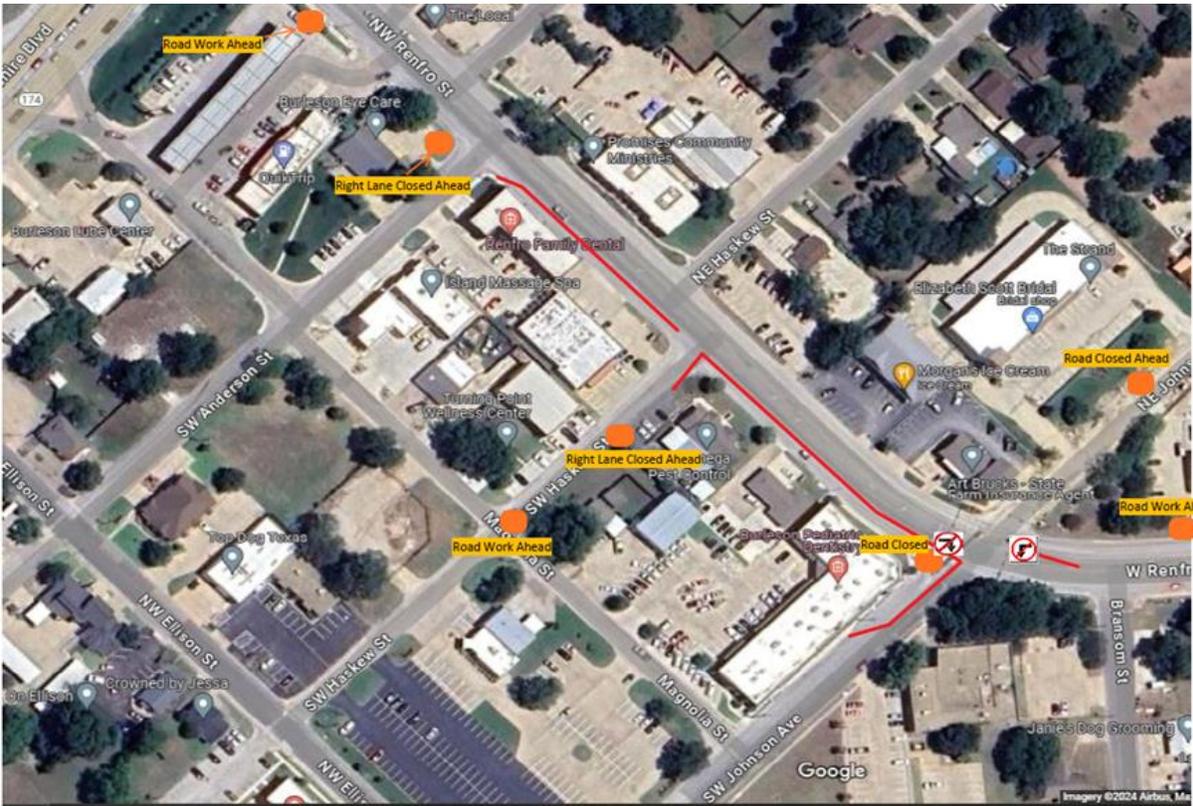


## **WEST RENFRO STREET REPAIRS**

CITY PROJECT MANAGER: CLINT SUMERALL

682-312-2790 or [csumerall@burllesontx.com](mailto:csumerall@burllesontx.com)

Beginning on Monday, March 4, city crews will be performing street repairs at the NW Renfro and SW Haskew intersections. The right lane on eastbound NW Renfro from SW Anderson to SW Johnson will be closed. Southwest-bound lanes will be closed on SW Johnson from NW Renfro to NW Magnolia. Right turns will not be permitted from NW Renfro onto SW Johnson. Left turns will not be permitted from W. Renfro onto SW Johnson. Work is expected to be completed no later than Wednesday, March 6.



### IV. PARKS CAPITAL PROJECTS

PROJECT	STATUS	TIMELINE
Village Creek Trail	90% plans underway - acquiring easements and TXDOT LOSA	Construction scheduled to begin Spring 2025.
Bailey Lake Dredging	City Council awarded contract on Feb. 5.	Project kick off meeting held on Feb. 12.
Chisenhall Synthetic Infields Phase 2 (4 fields)	Award consideration for City Council March 4.	Contract award scheduled for Council consideration on March 4. Target construction start date in May 2024 after spring baseball season to be completed before Fall 2024 season start.
Oak Valley South Trail Connector	Approved by Council January 8, 2024.	Notice to proceed issued on Feb. 21, 2024.

<b>Meadowcrest Park</b>	Design in review by staff based on feedback/direction received by Park board at Feb. 15 meeting.	Park Board has provided feedback and the project is currently being reviewed – Estimated Spring/Summer 2024.
<b>Cedar Ridge Park</b>	Project approved/awarded at City Council February 20. Playground equipment is currently in the ordering process.	Projected to begin construction in June 2024.
<b>Oak Valley North-Restroom</b>	Presented to Parks board on January 11, 2024. Awarded at City Council meeting on January 22.	Restroom is in production and is anticipated to be installed in June or July 2024.
<b>Oak Valley South – Scott Street Trailhead Improvement</b>	Design contract presented/approved at Park board on February 15 and City Council on February 20.	Design process – Estimated completion, April 2024.

## V. EVENTS

Event information can be found at [www.burlesontx.com/events](http://www.burlesontx.com/events)

- **DOGS AND DONUTS EGG-STRAVAGANZA**  
March 2, 9:30 - 11 a.m.  
Bailey Lake, 280 W. Hidden Creek Pkwy  
Free event
- **FRIENDS OF THE LIBRARY CRAFT FAIR**  
March 9, 9 a.m. - 2 p.m.  
Senior Activity Center, 216 SW Johnson Ave.  
Free entry
- **DONUTS WITH THE EASTER BUNNY**  
March 23, 8 a.m.  
Russell Farm Art Center, 405 W. CR 714  
\$5 per person and open to all ages, but the free egg hunts are for 4 and under only

- **BUNNY DAZE**  
 March 23, Noon - 3 p.m.  
 Chisenhall Fields, 500 Chisenhall Park Ln  
 Free event
- **AQUA EGG HUNT**  
 March 30, 9 a.m. - Noon  
 Burleson Recreation Center (BRiCk), 550 NW Summercrest Blvd  
 \$2 per participant
- **SHOW ME HOW FESTIVAL**  
 April 6, 10 a.m. – 2 p.m.  
 Russell Farm Art Center, 405 W. CR 714  
 Free event
- **TRASH BASH**  
 April 13, 8 a.m. – Noon  
 Warren Park, 301 SW Johnson Ave  
 Free event, but registration is required
- **EARTH DAY CELEBRATION**  
 April 22, 6 – 8 p.m.  
 Bailey Lake Park, 280 W. Hidden Creek Pkwy  
 Free event
- **HOUSEHOLD HAZARDOUS WASTE EVENT**  
 April 27, 9– 11 a.m.  
 Municipal Service Center, 725 S.E. John Jones Dr.  
 Free event, open to Burleson residents only

## **VI. ATTACHMENTS**

- Burleson PD Monthly Top 10 Most Wanted.....page 9
- January Monthly Financial Report.....page 10-46
- FY 23-24 First Quarter Report to City Council.....page 47-132



# BURLESON POLICE DEPARTMENT

1161 SW Wilshire Blvd, Burleson TX, 76028  
 Call Burleson PD 817-426-9903 or Crime Stoppers 817-469-8477



## TOP 10 MOST WANTED

**AS OF MARCH 1, 2024**

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



**Taylor BURCH**  
Engage In Org. Crime



**Monice GONZALES**  
Engage in Org. Crime



**Juanrico GUEVARA**  
Fail to Reg. Sex Offd



**Aaliyah JOHNSON**  
FORGERY



**Joseph JOHNSTON**  
THEFT



**Cesar LEDESMA**  
THREAT TO PUBLISH



**William SLATER**  
STALKING



**Eric TIJERINA**  
THEFT



**Lance TOWNSEND**  
THEFT



**Todd WILLIAMS**  
ASSAULT

The Burleson Police Department Top 10 Most Wanted is updated on the 1<sup>st</sup> of every month and available online at [www.burlesontx.com/bpdmmostwanted](http://www.burlesontx.com/bpdmmostwanted)



# Fiscal Year 2023 - 2024 MONTHLY FINANCIAL REPORT **JANUARY**

## ABOUT THIS REPORT

The Financial Services Department is dedicated to excellence in local government, comprehensive fiscal management, compliance, and reporting. The Comprehensive Monthly Financial Report (CMFR) is directed at providing our audience (internal and external users) with a general awareness of the City's financial positions and economic activity.

This report is comprised of four sections:

1. The **Financial Summary** reports the performance of the major operating funds of the City. It provides comparative data for major revenue sources and expenditure items. Narrative disclosures are used to highlight any significant changes or fluctuations.
2. The **Economic Analysis** section contains a summary of the key economic indicators and an in-depth review with graphic illustrations.
3. The **Investment Reports** provide a description of investment activity, a summary of interest earnings, and the City's portfolio.
4. Reports of **Special Interests** include Emergicon Emergency Medical Billing Report, Johnson County Property Tax Office Report, Scheduled Budget Transfers Report, and Department Budget Transfers Report.

This CMFR includes January 2024 data. **This information is neither final nor audited.** Please provide us with any comments or suggestions you may have, and should you desire additional information feel free to contact the finance office.

City of Burleson  
Finance Office  
141 W. Renfro St.  
Burleson, Texas  
76015

John Butkus  
Finance Director  
(817) 426-9627

# City of Burleson Comprehensive Monthly Financial Report

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# Section 1

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## **City of Burleson Comprehensive Monthly Financial Report**

This report is designed for internal use and does not include all the funds and accounts included in the Burleson operations. For a complete report, refer to the City of Burleson's Annual Comprehensive Financial Report, available through the City's Finance Department.

## **Financial Summary**

# REPORT NOTES

## January 2024

### GENERAL FUND

#### Revenues

General Fund revenues totals \$29,354,312 through January 31, 2024. This represents an increase of 17.4% from revenue earned in the preceding year. Charges for services decreased \$46,383 or 59.3% resulting from a decrease in engineering development activity for the period. Miscellaneous revenue decreased \$71,505 or 35.0% due to a revised cell tower lease income schedule. Operating grants and contributions materially increased \$253,931 or 2,272.9% as a result of ARPA contributions.

Following is a percentage summary of total revenues from each major source of General Fund revenue for fiscal year 2023-24, to date.

Taxes	\$ 25,751,867	87.7%
Franchise Fees	460,652	1.6%
Charges for Services	31,808	0.1%
Licenses, permits and fees	525,159	1.8%
Fines	254,755	0.9%
Investment Earnings	319,869	1.1%
Other Revenues	397,686	1.4%
Cost Allocation	1,224,859	4.2%
Transfers In	387,657	1.3%
<b>Total</b>	<b>\$ 29,354,312</b>	<b>100.0%</b>

A comparison between FY2023 and FY2024 is presented below:

	Fiscal Year-to-Date		Increase/(Decrease) over	
	2024	2023	2023	
			Amount	Percent
Property Taxes	\$ 23,239,576	\$ 19,607,429	\$ 3,632,147	18.5%
Sales & Use Taxes	2,512,291	2,345,979	166,312	7.1%
Franchise Fess	460,652	436,106	24,546	5.6%
Investment Earnings	319,869	158,138	161,731	102.3%
License, Permit & Fee	525,159	325,051	200,108	61.6%
Fines	254,755	269,316	(14,561)	-5.4%
Charges for Services	31,808	78,191	(46,383)	-59.3%
Miscellaneous	132,583	204,088	(71,505)	-35.0%
Cost Allocation Rev	1,224,859	1,291,333	(66,474)	-5.1%
Operating Grant & Contributions	265,103	11,172	253,931	2272.9%
Transfer In	387,657	278,484	109,173	39.2%
	<b>\$ 29,354,312</b>	<b>\$ 25,005,287</b>	<b>\$ 4,349,025</b>	<b>17.4%</b>

# REPORT NOTES

## January 2024

### GENERAL FUND

**Expenditures**

Expenditures for General Fund purposes were \$19,978,269 through January 31, 2024. A decrease of \$1,215,472 or 5.7% from the preceding year.

Prior Year Comparison of General Fund Expenditures by Department  
through month January 2024

	Fiscal Year-to-Date		Increase/(Decrease) over 2023		Material Variance Drivers
	2024	2023	Amount	Percent	
City Council	\$ 34,386	\$ 9,825	\$ 24,561	250.0%	Expense timing with travel, training, projects and event expenditures
City Manager's Office	461,217	234,773	226,444	96.5%	City Managers Office restructure
City Secretary's Office	227,418	198,526	28,892	14.6%	Open position filled with salary and benefits offset with a reduction of election expenses
Communications	143,565	182,507	(38,942)	-21.3%	
Finance	558,298	680,915	(122,617)	-18.0%	
Non-Departmental	671,496	454,128	217,368	47.9%	Contribution to Burleson Opportunity Fund, recruiting and settlements
Human Resources	264,501	330,228	(65,727)	-19.9%	
Judicial	41,614	39,319	2,295	5.8%	
Legal Services	238,944	138,288	100,656	72.8%	Administrative position moved from CMO to Legal, salary increases, timing with legal expenses
Municipal Court	125,933	85,393	40,540	47.5%	Vacant position filled
Records Management	36,507	33,179	3,328	10.0%	Salary merit increase, records storage and shredding
Purchasing	109,006	217,274	(108,268)	-49.8%	
Fire	3,857,420	3,833,357	24,063	0.6%	
Police	5,770,200	5,982,309	(212,109)	-3.5%	
Marshals Service	68,873	66,793	2,080	3.1%	
PS Communication	745,171	725,818	19,353	2.7%	
Drainage Maint	165,586	212,032	(46,446)	-21.9%	
Engineering/Capital	191,111	323,547	(132,436)	-40.9%	
Engineering/Development	172,065	214,815	(42,750)	-19.9%	
Engineering/Inspection	172,394	227,694	(55,300)	-24.3%	
Facilities Maintenance	261,216	355,950	(94,734)	-26.6%	
Public Works Admin	348,267	390,986	(42,719)	-10.9%	
Streets Pavement Maint	1,331,312	1,145,906	185,406	16.2%	One position, FY2023-24 budget addition, maintenance expense, pavement slurry PO year end rollover
Traffic Maint	215,444	270,509	(55,065)	-20.4%	
Animal Services	235,583	203,899	31,684	15.5%	Electric gate, covers over kennels and operating supplies
Code Enforcement	123,408	131,243	(7,835)	-6.0%	
Environmental Services	80,652	84,191	(3,539)	-4.2%	
Neighborhood Svcs Admin	74,486	73,554	932	1.3%	
Building Inspections	301,343	286,155	15,188	5.3%	
Community Development	147,874	165,708	(17,834)	-10.8%	
Development Services	111,471	106,057	5,414	5.1%	
Economic Development	17,188	-	17,188	0.0%	
Incentive Payments	-	1,000,000	(1,000,000)	0.0%	
Library	487,514	550,521	(63,007)	-11.4%	
Parks	530,720	560,735	(30,015)	-5.4%	
Parks & Recreation Admin	1,452	17,217	(15,765)	-91.6%	
ROW Maintenance	187,359	63,889	123,470	193.3%	Two positions, FY2023-24 budget addition, maintenance expense reclass from 4B FY23
Senior Citizens Center	67,275	72,622	(5,347)	-7.4%	
Special Events	-	23,879	(23,879)	-100.0%	
Transfer Out	1,400,000	1,500,000	(100,000)	-6.7%	
<b>Totals</b>	<b>\$ 19,978,269</b>	<b>\$ 21,193,741</b>	<b>\$ (1,215,472)</b>	<b>-5.7%</b>	

Expenditures for General Fund purposes through month January 2024 are outlined as a percentage basis as follows:

Division	Total	Percent
General Government	\$ 2,912,885	15%
Public Safety	10,441,664	52%
Public Works	2,857,395	14%
Neighborhood Services	514,128	3%
Development Services	577,876	3%
Culture & Recreation	1,274,321	6%
Transfer Out	1,400,000	7%
	<b>\$ 19,978,269</b>	<b>100%</b>

# REPORT NOTES

## January 2024

### WATER AND SEWER FUND

#### Revenues

Operating revenue in the water and sewer fund was \$8,655,710 through January 31, 2024, an increase of \$305,402 or 3.7% compared to revenues reported for the same time period in the preceding year.

A comparison between FY2023 and FY2024 is presented below:

	Fiscal Year-to-Date		Increase/(Decrease) over 2023	
	2024	2023	Amount	Percent
Charges for Services	\$ 7,735,851	\$ 7,760,091	\$ (24,240)	-0.3%
License, Permit & Fee	4,290	3,345	945	28.3%
Investment Earnings	349,180	138,841	210,339	151.5%
Miscellaneous	15,345	16,063	(718)	-4.5%
Impact Fee	539,632	420,730	118,902	28.3%
Transfer In	11,412	11,238	174	0.0%
	\$ 8,655,710	\$ 8,350,308	\$ 305,402	3.7%

The breakdown of the Charges for Services revenue is reflected in the preceding table as follows:

	Fiscal Year-to-Date		Increase/(Decrease) over 2023	
	2024	2023	Amount	Percent
Water Revenue	\$ 3,968,868	\$ 3,915,559	\$ 53,309	1%
Sewer Revenue	3,396,872	3,512,218	(115,346)	-3%
Sewer Surcharge	190,676	169,690	20,987	12%
Connections & Extensions	28,691	30,846	(2,155)	-7%
Penalties	150,743	131,778	18,965	14%
	\$ 7,735,851	\$ 7,760,091	\$ (24,240)	-0.3%

# REPORT NOTES

## January 2024

### WATER AND SEWER FUND

#### Expenditures

The Water and Sewer Fund expenditures through January 31, 2024 totaled \$3,776,504. This represents an overall decrease of \$1,017,663 or 21.2% under the preceding year, as water is reconciling water invoices from Fort Worth. Personnel expenses increased \$120,766 or 13.4% as a result of market adjustments, water and wastewater reorganizations from the FY2023-24 budget and personnel final pay distributions. Furniture and equipment increased \$8,094 or 87.3% with minor furniture and equipment as a result of a sewer pump replacement and purchase of recycling hoppers. Insurance increased \$22,452 or 27.4% as a result of increased premiums. Capital expenditures increased by \$164,258 or 978.6% as a result of a water main replacement. Transfer out increased by \$109,173 or 39.2% as a result of increased franchise and PILOT fees to the general fund.

A comparison between FY2023 and FY2024 is presented below:

	Fiscal Year-to-Date		Increase/(Decrease) over 2023	
	2024	2023	Amount	Percent
Personnel	\$ 1,020,904	\$ 900,138	\$ 120,766	13.4%
Personnel Development	11,423	22,834	(11,411)	-50.0%
Supplies	13,694	31,808	(18,114)	-56.9%
Minor Furn & Equip	17,361	9,267	8,094	87.3%
Outside Services	20,239	41,018	(20,779)	-50.7%
Water Purchases	-	1,034,335	(1,034,335)	-100.0%
Sewer Treatment	413,299	656,527	(243,228)	-37.0%
Infr Maint & Repair	41,538	45,857	(4,319)	-9.4%
Equip Maint & Repair	8,599	11,601	(3,002)	-25.9%
Utilities	74,318	81,428	(7,110)	-8.7%
Insurance	104,263	81,811	22,452	27.4%
Misc	425,548	416,914	8,634	2.1%
Contribution to ISF	631,571	710,807	(79,236)	-11.1%
Cost Allocation Exp	425,047	454,553	(29,506)	-6.5%
Capital Expenditures	181,043	16,785	164,258	978.6%
Transfers Out	387,657	278,484	109,173	39.2%
	\$ 3,776,504	\$ 4,794,167	\$ (1,017,663)	-21.2%

# REPORT NOTES

## January 2024

### 4A SALES TAX FUND

#### Revenues

4A revenue through January 31, 2024 is \$1,495,806 through January 31, 2023 an increase of \$106,519 or 7.7% for revenues reported for the same period in the preceding year.

A comparison between FY2023 and FY2024 is presented below:

	Fiscal Year-to-Date		Increase/(Decrease)	
	2024	2023	Amount	Percent
Sales & Use Taxes	\$ 1,229,922	\$ 1,147,947	\$ 81,975	7%
Investment Earnings	79,796	43,747	36,049	82%
Miscellaneous	186,088	197,593	(11,505)	-6%
	\$ 1,495,806	\$ 1,389,287	\$ 106,519	7.7%

#### Expenditures

Expenditures through January 31, 2024 are \$502,861 a decrease of \$11,332 or 2.2% for expenses reported for the same period in the preceding year. Personnel expenses increased \$24,863 or 17.7% as a result of salary increases and personnel transfer from general fund Communications. Personnel development increased \$21,476 or 166.0% from increased memberships and licenses, travel and training. Outside services increased by \$28,589 or 60.7% as a result of hotel consulting expenses. Contributions to the technology fund increased \$26,973 or 57.9% as a result of technology cost increases and fund allocations.

A comparison between FY2023 and FY2024 is presented below:

	Fiscal Year-to-Date		Increase/(Decrease)	
	2024	2023	Amount	Percent
Personnel	\$ 165,085	\$ 140,222	\$ 24,863	17.7%
Personnel Development	34,413	12,937	21,476	166.0%
Supplies	-	1,368	(1,368)	-100.0%
Outside Services	75,683	47,094	28,589	60.7%
Utilities	-	1,703	(1,703)	-100.0%
Claims and Insurance	2,115	5,847	(3,732)	-176.5%
Miscellaneous	99,824	194,467	(94,643)	-48.7%
Incentive Payments	-	-	-	0.0%
Contribution to ISF	73,554	46,581	26,973	57.9%
Cost Allocation Exp	52,187	58,974	(6,787)	-11.5%
Transfers Out-Debt Service	-	-	-	0.0%
Transfers Out	-	5,000	(5,000)	-100.0%
	\$ 502,861	\$ 514,193	\$ (11,332)	-2.2%

# REPORT NOTES

## January 2024

### 4B SALES TAX FUND

#### Revenues

4B revenue was \$1,305,859 through January 31, 2024 an increase of \$129,602 or 11.0% compared to revenue reported for the same time period in the preceding year.

A comparison between FY2023 and FY2024 is presented below:

	Fiscal Year-to-Date		Increase/(Decrease) over 2023	
	2024	2023	Amount	Percent
Sales & Use Taxes	\$ 1,229,922	\$ 1,147,947	\$ 81,975	7%
Investment Earnings	75,937	28,310	47,627	168%
	\$ 1,305,859	\$ 1,176,257	\$ 129,602	11.0%

#### Expenditures

Expenditures through January 31, 2024 totaled \$1,916,449. This represents an overall decrease of \$1,690,756 or 46.9% reduction under the preceding year. Personnel cost increased \$15,736 or 15.7% as a result of merit increases and special event overtime. Outside services increased \$2,182 or 123.2% as a result of financial services allocation with Weaver and Hilltop Securities expenses. Infrastructure maintenance and repair decreased \$59,223 or 100% as no parks mowing and landscaping has been recorded for the period. Miscellaneous expenses increased \$58,121 or 222.7% as a result of the adding turf at the veterans memorial. Incentive payments increased \$100,000 or 100% as a result of a Heim BBQ payment. Contributions to ISF decreased \$7,947 or 43.8% as a result of the FY2024 I.T. budget allocation. Cost allocation expenses decreased by \$16,954 or 33.2% due to a reduction with the FY2024 budget cost allocation for 4B. Transfer out to Parks Performance Fund increased \$107,582 or 10.3% as a result of an increased budget allocation for FY2024. Transfer to non-bond CIP was \$2,057,444 for FY2023 for Cindy Park and Elk Ridge Park construction. Transfer out to golf increased \$167,156 or 68.8 due to the inclusion of debt with the operations transfer. This will be adjusted in the next period.

A comparison between FY2023 and FY2024 is presented below:

	Fiscal Year-to-Date		Increase/(Decrease) over 2023	
	2024	2023	Amount	Percent
Personnel	\$ 116,170	\$ 100,434	\$ 15,736	15.7%
Minor Furn & Equip	6,745	6,709	36	0.5%
Outside Services	3,953	1,771	2,182	123.2%
Infr Maint & Repair	-	59,223	(59,223)	-100.0%
Miscellaneous	84,221	26,100	58,121	222.7%
Incentive Payments	100,000	-	100,000	0.0%
Contribution to ISF	10,200	18,147	(7,947)	-43.8%
Cost Allocation Exp	34,082	51,036	(16,954)	-33.2%
Transfer Out-Parks Perf Fund	1,151,074	1,043,493	107,581	10.3%
Transfer Out-Non Bond CIP	-	2,057,444	(2,057,444)	-100.0%
Transfer Out-Golf	410,004	242,848	167,156	68.8%
	\$ 1,916,449	\$ 3,607,205	\$ (1,690,756)	-46.9%

# REPORT NOTES

## January 2024

### PARKS PERFORMANCE FUND

#### Revenues

Parks Performance revenue was \$1,802,110 through January 31, 2024 an increase of \$175,272 or 10.8% compared to revenue reported for the same time period in the preceding year.

A comparison between FY2023 and FY2024 is presented below:

	Fiscal Year-to-Date		Increase/(Decrease) over 2023	
	2024	2023	Amount	Percent
Charges for Services	\$ 648,376	\$ 582,509	\$ 65,867	11%
Investment Earnings	1,687	783	904	115%
Miscellaneous	973	53	920	1736%
Transfer In-4B	1,151,074	1,043,493	107,581	10%
	\$ 1,802,110	\$ 1,626,838	\$ 175,272	10.8%

#### Expenditures

Expenditures through January 31, 2024 totaled \$1,615,115. This represents an overall increase of \$76,241 or a 5.0% increase from the preceding year. Personnel development increased by \$1,245 or 22.6% as a result of additional conference registrations. Minor furniture and equipment increased by \$1,773 or 29.2% as a result of replacing pool light fixtures. Infrastructure maintenance and repair increased by \$10,919 or 25.5% as a result of metal roof repair at Russell Farm. Equipment maintenance and repair increased by \$9,569 or 75.2% as a result of pool and fitness equipment repairs. Utilities increased \$18,704 or 12.8% as a result of an increase with communication and electricity. Insurance costs increased by \$13,503 or 16.3% as a result of increased premiums.

A comparison between FY2023 and FY2024 is presented below:

	Fiscal Year-to-Date		Increase/(Decrease) over 2023	
	2024	2023	Amount	Percent
Personnel	\$ 835,583	\$ 807,615	\$ 27,968	3.5%
Personnel Development	6,758	5,513	1,245	22.6%
Supplies	29,311	39,112	(9,801)	-25.1%
Minor Furn & Equip	7,842	6,069	1,773	29.2%
Outside Services	14,456	16,607	(2,151)	-13.0%
Infr Maint & Repair	53,658	42,739	10,919	25.5%
Equip Maint & Repair	22,295	12,726	9,569	75.2%
Utilities	165,028	146,324	18,704	12.8%
Insurance	96,284	82,781	13,503	16.3%
Miscellaneous	33,244	31,508	1,736	5.5%
Contribution to ISF	101,963	118,742	(16,779)	-14.1%
Cost Allocation Exp	231,585	212,517	19,068	9.0%
Capital Expenditures	17,108	16,621	487	2.9%
	\$ 1,615,115	\$ 1,538,874	\$ 76,241	5.0%

City of Burleson  
Financial Statement  
as of January 31, 2024

DESCRIPTION	PRIOR YEAR TO DATE	ORIGINAL BUDGET	REVISED BUDGET	ACTUAL AMOUNT	BUDGET BALANCE	Percent of Year Expired		
						PERCENT BUDGET COLLECTED OBLIGATED	PERCENT BUDGET COLLECTED OBLIGATED PRIOR YEARS	
						33%		
<b>Jan-24</b>	<b>General Fund - Schedule of Revenues</b>							
<b>Budget vs. Actuals</b>								
Ad Val Taxes - General	19,522,717	26,384,580	26,384,580	23,149,267	3,235,313	87.74%	79.93%	
Ad Val Taxes - Delinquent	48,688	128,750	128,750	56,166	72,584	43.62%	38.95%	
Ad Val Taxes - Pen & Int	36,023	231,750	231,750	34,143	197,607	14.73%	16.01%	
<b>PROPERTY TAXES TOTAL</b>	<b>\$ 19,607,429</b>	<b>\$ 26,745,080</b>	<b>\$ 26,745,080</b>	<b>\$ 23,239,576</b>	<b>\$ 3,505,504</b>	<b>86.89%</b>	<b>79.14%</b>	
Sales Tax	2,295,892	15,188,281	15,188,281	2,459,846	12,728,435	16.20%	15.57%	
Liquor Tax	50,087	206,130	206,130	52,444	153,686	25.44%	25.03%	
<b>SALES TAX TOTAL</b>	<b>\$ 2,345,979</b>	<b>\$ 15,394,411</b>	<b>\$ 15,394,411</b>	<b>\$ 2,512,291</b>	<b>\$ 12,882,120</b>	<b>16.32%</b>	<b>15.70%</b>	
W&S Franchise Fee	317,583	1,016,215	1,016,215	338,735	677,480	33.33%	32.36%	
Electric Util Franchise	-	1,939,094	1,939,094	-	1,939,094	0.00%	0.00%	
Telephone Franchise Fees	2,908	57,750	57,750	81	57,669	0.14%	5.29%	
Teleable Franchise Fees	129	67,601	67,601	-	67,601	0.00%	0.20%	
Natural Gas Franchise Fee	-	440,892	440,892	-	440,892	0.00%	0.00%	
Solid Waste Franchise Fee	34,291	324,360	324,360	10,953	313,407	3.38%	12.64%	
SW Internal Srv Franchise	81,194	332,658	332,658	110,882	221,776	33.33%	29.53%	
<b>FRANCHISE FEES TOTAL</b>	<b>\$ 436,106</b>	<b>\$ 4,178,570</b>	<b>\$ 4,178,570</b>	<b>\$ 460,652</b>	<b>\$ 3,717,918</b>	<b>11.02%</b>	<b>11.04%</b>	
<b>INVESTMENT EARNINGS TOTAL</b>	<b>\$ 158,138</b>	<b>\$ 750,000</b>	<b>\$ 750,000</b>	<b>\$ 319,869</b>	<b>\$ 430,131</b>	<b>42.65%</b>	<b>21.09%</b>	
<b>LICENSE, PERMIT, FEE TOTAL</b>	<b>\$ 325,051</b>	<b>\$ 1,678,255</b>	<b>\$ 1,678,255</b>	<b>\$ 525,159</b>	<b>\$ 1,153,096</b>	<b>31.29%</b>	<b>21.13%</b>	
<b>FINES TOTAL</b>	<b>\$ 269,316</b>	<b>\$ 955,000</b>	<b>\$ 955,000</b>	<b>\$ 254,755</b>	<b>\$ 700,245</b>	<b>26.68%</b>	<b>29.76%</b>	
<b>CHARGES FOR SERVICES TOTAL</b>	<b>\$ 78,191</b>	<b>\$ 418,500</b>	<b>\$ 418,500</b>	<b>\$ 31,808</b>	<b>\$ 386,692</b>	<b>7.60%</b>	<b>18.73%</b>	
<b>MISC TOTAL</b>	<b>\$ 204,088</b>	<b>\$ 614,500</b>	<b>\$ 614,500</b>	<b>\$ 132,583</b>	<b>\$ 481,917</b>	<b>21.58%</b>	<b>33.25%</b>	
Cost Allocation From SRF	14,153	47,019	47,019	15,683	31,336	33.35%	33.21%	
Cost allocation from 4A	58,975	156,564	156,564	52,188	104,376	33.33%	33.33%	
Cost allocation from 4B	51,036	102,250	102,250	34,082	68,168	33.33%	33.33%	
Cost allocation from PPF	212,517	694,770	694,770	231,586	463,184	33.33%	33.33%	
Cost allocation from HMF	6,450	25,853	25,853	8,621	17,232	33.35%	33.33%	
Cost allocation from TIF	11,970	36,492	36,492	12,164	24,328	33.33%	33.33%	
Cost allocation from Misc SRF	-	18,177	18,177	6,057	12,120	33.32%	NA	
Cost allocation from DS	186	952	952	394	558	41.39%	33.33%	
Cost allocation from WS	454,553	1,275,127	1,275,127	425,047	850,080	33.33%	35.84%	
Cost allocation from SW	69,055	51,629	51,629	17,213	34,416	33.34%	33.33%	
Cost allocation from Golf	111,869	279,860	279,860	93,292	186,568	33.34%	39.16%	
Cost allocation from CEM	1,081	3,858	3,858	257	3,601	6.66%	33.33%	
Cost allocation from ERF	1,998	5,687	5,687	1,895	3,792	33.32%	33.33%	
Cost allocation from ESF	62,482	169,143	169,143	56,383	112,760	33.33%	33.33%	
Cost allocation from SSR	76,200	255,342	255,342	85,110	170,232	33.33%	33.33%	
Cost allocation from HIF	158,808	554,663	554,663	184,887	369,776	33.33%	33.33%	
<b>COST ALLOCATION REV TOTAL</b>	<b>\$ 1,291,333</b>	<b>\$ 3,677,386</b>	<b>\$ 3,677,386</b>	<b>\$ 1,224,859</b>	<b>\$ 2,452,527</b>	<b>33.31%</b>	<b>34.63%</b>	
Receipts from Counties	-	8,500	8,500	-	8,500	0.00%	0.00%	
Receipts From Federal Govn	-	966,340	966,340	-	966,340	0.00%	N/A	
<b>INTERGOVERNMENTAL TOTAL</b>	<b>\$ -</b>	<b>\$ 974,840</b>	<b>\$ 974,840</b>	<b>\$ -</b>	<b>\$ 974,840</b>	<b>0.00%</b>	<b>0.00%</b>	
School Resource Officers	-	1,032,145	1,032,145	258,036	774,109	25.00%	0.00%	
Auto Task Force Reimb	11,583	66,950	66,950	7,067	59,884	10.55%	38.61%	
Reimbursable Overtime	(411)	7,500	7,500	-	7,500	0.00%	-5.48%	
<b>OPER GRANT &amp; CONTR TOTAL</b>	<b>\$ 11,172</b>	<b>\$ 1,106,595</b>	<b>\$ 1,106,595</b>	<b>\$ 265,103</b>	<b>\$ 841,492</b>	<b>23.96%</b>	<b>1.00%</b>	
Transfer In from ERF-Government	-	345,000	345,000	-	345,000	N/A	N/A	
Transfer from Water & Sewer	278,484	1,162,961	1,162,961	387,657	775,304	33.33%	32.60%	
<b>TRANSFER IN TOTAL</b>	<b>\$ 278,484</b>	<b>\$ 1,507,961</b>	<b>\$ 1,507,961</b>	<b>\$ 387,657</b>	<b>\$ 1,120,304</b>	<b>25.71%</b>	<b>32.60%</b>	
<b>TOTAL REVENUE</b>	<b>\$ 25,005,285</b>	<b>\$ 58,001,098</b>	<b>\$ 58,001,098</b>	<b>\$ 29,354,311</b>	<b>\$ 28,646,787</b>	<b>50.61%</b>	<b>46.65%</b>	

City of Burleson  
Financial Statement  
as of January 31, 2024

Jan-24		General Fund - Schedule of Expenditures Budget vs. Actuals					Percent of Year Expired		33%
DIVISIONS	PRIOR YEAR TO DATE	ORIGINAL BUDGET	REVISED BUDGET	ENCUMBRANCE AMOUNT	ACTUAL AMOUNT	BUDGET BALANCE	PERCENT BUDGET COLLECTED OBLIGATED	PERCENT BUDGET COLLECTED OBLIGATED PRIOR YEARS	
<b>GENERAL GOVERNMENT</b>									
City Council	9,825	112,750	112,750	2,742	34,386	75,622	32.93%	6.68%	
City Manager's Office	234,773	829,374	856,374	837	461,217	394,320	53.95%	23.25%	
City Secretary's Office	198,526	936,016	936,016	160,697	227,418	547,900	41.46%	24.49%	
Communications	182,507	579,154	579,154	18,780	143,565	416,808	28.03%	32.90%	
Finance	680,915	2,289,796	2,309,896	4,919	558,298	1,746,679	24.38%	29.78%	
Non-Departmental	454,128	(149,527)	(149,527)	41,238	671,496	(862,261)	-476.66%	139.62%	
Human Resources	330,228	1,164,109	1,164,109	52,549	264,501	847,058	27.24%	26.05%	
Judicial	39,319	115,283	115,283	3,074	41,614	70,595	38.76%	34.01%	
Legal Services	138,288	604,940	604,940	243,278	238,944	122,718	79.71%	23.37%	
Municipal Court	85,393	501,104	501,104	7,848	125,933	367,323	26.70%	24.03%	
Records Management	33,179	125,286	125,286	5,864	36,507	82,914	33.82%	29.06%	
Purchasing	217,274	505,059	550,309	65,195	109,006	376,108	31.66%	47.01%	
<b>GENERAL GOVERNMENT TOTAL</b>	<b>\$ 2,604,354</b>	<b>\$ 7,613,344</b>	<b>\$ 7,705,694</b>	<b>\$ 607,024</b>	<b>2,912,885</b>	<b>\$ 4,185,785</b>	<b>45.68%</b>	<b>32.39%</b>	
<b>PUBLIC SAFETY</b>									
Fire	3,833,357	12,330,398	12,536,643	(96,788)	3,857,420	8,776,011	30.00%	34.59%	
Police	5,982,309	18,028,984	18,028,984	394,276	5,770,200	11,864,508	34.19%	34.64%	
Marshals Service	66,793	230,034	230,034	-	68,873	161,161	29.94%	28.18%	
PS Communication	725,818	2,674,952	2,674,952	-	745,171	1,929,781	27.86%	32.69%	
<b>PUBLIC SAFETY TOTAL</b>	<b>\$ 10,608,276</b>	<b>\$ 33,264,368</b>	<b>\$ 33,470,613</b>	<b>\$ 297,487</b>	<b>10,441,664</b>	<b>\$ 22,731,461</b>	<b>32.09%</b>	<b>34.44%</b>	
<b>PUBLIC WORKS</b>									
Drainage Maint	212,032	597,156	597,156	149	165,586	431,421	27.75%	40.16%	
Engineering/Capital	323,547	28,419	30,749	2,331	191,111	(162,693)	629.10%	3305.55%	
Engineering/Development	214,815	956,024	1,120,774	157,786	172,065	790,923	29.43%	21.40%	
Engineering/Inspection	227,694	297,638	306,657	14,059	172,394	120,204	60.80%	49.93%	
Facilities Maintenance	355,950	1,190,840	1,181,840	172,502	261,216	748,122	36.70%	36.91%	
Public Works Admin	390,986	1,081,034	1,081,034	14	348,267	732,753	32.22%	32.86%	
Streets Pavement Maint	1,145,906	3,608,582	4,171,415	96,202	1,331,312	2,743,901	34.22%	30.46%	
Traffic Maint	270,509	1,153,427	1,153,427	21,623	215,444	916,360	20.55%	27.11%	
<b>PUBLIC WORKS TOTAL</b>	<b>\$ 3,141,437</b>	<b>\$ 8,913,120</b>	<b>\$ 9,643,051</b>	<b>\$ 464,666</b>	<b>2,857,395</b>	<b>\$ 6,320,991</b>	<b>34.45%</b>	<b>35.25%</b>	
<b>NEIGHBORHOOD SERVICES</b>									
Animal Services	203,899	715,059	715,059	11,126	235,583	468,350	32.95%	30.20%	
Code Enforcement	131,243	398,296	398,296	27,535	123,408	247,354	30.98%	33.08%	
Environmental Services	84,191	335,478	335,478	42,838	80,652	211,988	24.04%	26.11%	
Neighborhood Svcs Admin	73,554	227,398	227,398	-	74,486	152,912	32.76%	31.40%	
<b>NEIGHBORHOOD SERVICES TOTAL</b>	<b>492,887</b>	<b>1,676,231</b>	<b>1,676,231</b>	<b>81,499</b>	<b>514,128</b>	<b>1,080,604</b>	<b>30.67%</b>	<b>30.26%</b>	
<b>DEVELOPMENT SERVICES</b>									
Building Inspections	286,155	990,035	990,035	1,810	301,343	686,881	30.44%	31.18%	
Community Development	165,708	511,966	511,966	11,070	147,874	353,022	28.88%	30.91%	
Development Services	106,057	370,331	370,331	-	111,471	258,860	30.10%	29.76%	
Economic Development	-	50,842	50,842	-	17,188	33,654	33.81%	NA	
Incentive Payments	1,000,000	1,200,000	1,200,000	-	-	1,200,000	0.00%	52.94%	
<b>DEVELOPMENT SERVICES TOTAL</b>	<b>1,557,919</b>	<b>3,123,174</b>	<b>3,123,174</b>	<b>12,880</b>	<b>577,876</b>	<b>2,532,417</b>	<b>18.50%</b>	<b>42.12%</b>	
<b>CULTURE &amp; RECREATION</b>									
Library	550,521	1,450,918	1,450,918	127,460	487,514	835,944	33.60%	36.83%	
Parks	560,735	1,670,977	1,670,977	66,656	530,720	1,073,601	31.76%	32.98%	
Parks & Recreation Admin	17,217	33,864	33,864	-	1,452	32,412	N/A	0.00%	
ROW Maintenance	63,889	658,915	658,915	340,420	187,359	131,136	28.43%	13.82%	
Senior Citizens Center	72,622	202,197	202,197	-	67,276	134,921	33.27%	27.17%	
Special Events	23,884	-	-	-	-	-	N/A	0.00%	
<b>CULTURE &amp; RECREATION TOTAL</b>	<b>1,288,867</b>	<b>4,016,871</b>	<b>4,016,871</b>	<b>534,535</b>	<b>1,274,322</b>	<b>2,208,014</b>	<b>31.72%</b>	<b>32.84%</b>	
<b>TRANSFER OUT</b>									
Transfer Out	-	165,496	165,496	-	-	165,496	0.00%	0.00%	
Transfer Out-CPF	1,500,000	-	-	-	-	-	0.00%	NA	
Transfer Out-Non Bond CIP	-	1,400,000	1,400,000	-	1,400,000	-	100.00%	NA	
Transfer Out-IT Fund	-	1,000,000	1,000,000	-	-	1,000,000	0.00%	NA	
<b>TRANSFER OUT TOTAL</b>	<b>1,500,000</b>	<b>2,565,496</b>	<b>2,565,496</b>	<b>-</b>	<b>1,400,000</b>	<b>1,165,496</b>	<b>54.57%</b>	<b>342.27%</b>	
<b>TOTAL EXPENDITURE</b>	<b>21,193,741</b>	<b>61,172,604</b>	<b>62,201,130</b>	<b>1,998,092</b>	<b>19,978,269</b>	<b>40,224,768</b>	<b>32.12%</b>	<b>36.89%</b>	

**Jan-24**

**Water and Sewer Fund - Schedule of Revenues and Expenditures**

**Budget vs. Actuals**

Percent of Year  
 Expired

33%

DESCRIPTION	PRIOR YEAR TO DATE	ORIGINAL BUDGET	REVISED BUDGET	ENCUMBRANCE AMOUNT	ACTUAL	BUDGET BALANCE	PERCENT BUDGET COLLECTED OBLIGATED	PERCENT BUDGET COLLECTED OBLIGATED PRIOR YEARS
CHARGES FOR SERVICES	7,760,091	25,688,063	25,688,063	-	7,735,851	17,952,212	30.11%	31.6%
LICENSE, PERMIT & FEE	3,345	20,000	20,000	-	4,290	15,710	21.45%	16.73%
INVESTMENT EARNINGS	138,841	450,000	450,000	-	349,180	100,820	77.60%	34.49%
MISCELLANEOUS	16,063	41,422	41,422	-	15,345	26,077	37.04%	39.94%
IMPACT FEE	420,730	1,287,500	1,287,500	-	539,632	747,868	41.91%	32.68%
TRANSFER IN	11,238	209,239	209,239	-	11,412	197,827	5.45%	5.53%
<b>TOTAL REVENUE</b>	<b>\$ 8,350,308</b>	<b>\$ 27,696,224</b>	<b>\$ 27,696,224</b>	<b>\$ -</b>	<b>\$ 8,655,709</b>	<b>\$ 19,040,515</b>	<b>31.25%</b>	<b>31.52%</b>
PERSONNEL	900,138	3,249,099	3,249,099	-	1,020,904	2,228,195	31.42%	26.88%
PERSONNEL DEVELOPMNT	22,834	59,322	59,322	132	11,423	47,767	19.26%	43.01%
SUPPLIES	31,808	114,026	114,026	67,979	13,694	32,352	12.01%	32.43%
MINOR FURN & EQUIP	9,267	47,566	47,566	-	17,361	30,205	36.50%	12.65%
OUTSIDE SERVICES	41,018	168,016	188,390	46,847	20,239	121,304	10.74%	22.35%
WATER PURCHASES	1,034,335	4,931,579	4,931,579	-	-	4,931,579	0.00%	19.94%
SEWER TREATMENT	656,527	4,933,462	4,933,462	-	413,299	4,520,163	8.38%	16.58%
INFR MAINT & REPAIR	45,857	283,119	283,119	125,016	41,538	116,564	14.67%	16.20%
EQUIP MAINT & REPAIR	11,601	36,764	36,764	17,927	8,599	10,238	23.39%	31.56%
UTILITIES	81,428	279,095	279,095	-	74,318	204,777	26.63%	32.25%
CLAIMS AND INSURANCE	81,811	108,243	108,243	-	104,263	3,980	96.32%	88.27%
MISCELLANEOUS	416,914	1,421,415	1,401,041	95,731	425,548	879,762	30.37%	30.72%
CONTRIBUTION TO ISF	710,807	1,894,723	1,894,723	-	631,571	1,263,152	33.33%	46.38%
COST ALLOCATION EXP	454,553	1,275,127	1,275,127	-	425,047	850,080	33.33%	33.33%
CAPITAL EXPENDITURES	16,784	611,944	611,944	169,254	181,042	261,648	29.58%	1.84%
DEBT SERVICE CHARGES	-	7,401,282	7,401,282	-	-	7,401,282	0.00%	0.00%
TRANFERS OUT-GENERAL FUND	278,484	1,162,961	1,162,961	-	387,657	775,304	33.33%	32.60%
<b>TOTAL EXPENDITURE</b>	<b>\$ 4,794,167</b>	<b>\$ 27,977,743</b>	<b>\$ 27,977,743</b>	<b>\$ 522,886</b>	<b>\$ 3,776,504</b>	<b>\$ 23,678,353</b>	<b>13.50%</b>	<b>17.97%</b>

**Jan-24**

**4A Sales Tax Fund - Schedule of Revenues and Expenditures**

**Budget vs. Actuals**

Percent of Year  
 Expired

33%

DESCRIPTION	PRIOR YEAR TO DATE	ORIGINAL BUDGET	REVISED BUDGET	ENCUMBRANCE AMOUNT	ACTUAL	BUDGET BALANCE	PERCENT BUDGET COLLECTED OBLIGATED	PERCENT BUDGET COLLECTED OBLIGATED PRIOR YEARS
SALES & USE TAXES	1,147,947	7,594,138	7,594,138	-	1,229,922	6,364,216	16.20%	15.57%
SALE OF CAPITAL	-	2,375,000	2,375,000	-	-	2,375,000	0.00%	N/A
INVESTMENT EARNINGS	43,747	100,000	100,000	-	79,796	20,204	79.80%	48.61%
MISCELLANEOUS	197,593	290,000	290,000	-	186,088	103,912	64.17%	59.97%
<b>TOTAL REVENUE</b>	<b>\$ 1,389,287</b>	<b>\$ 10,359,138</b>	<b>\$ 10,359,138</b>	<b>\$ -</b>	<b>\$ 1,495,806</b>	<b>8,863,332</b>	<b>14.44%</b>	<b>17.83%</b>
PERSONNEL	140,222	567,999	567,999	-	165,085	402,914	29.06%	24.97%
PERSONNEL DEVELOPMNT	12,937	45,925	45,925	-	34,413	11,512	74.93%	28.17%
SUPPLIES	1,368	6,000	6,000	2,398	-	3,602	0.00%	22.79%
OUTSIDE SERVICES	47,094	430,250	430,250	72,975	75,683	281,592	17.59%	28.10%
INFR MAINT & REPAIR	1,703	30,000	30,000	-	-	30,000	0.00%	4.87%
UTILITIES	5,847	29,041	29,041	-	2,115	26,926	7.28%	18.83%
MISCELLANEOUS	194,467	378,669	378,669	50,750	99,824	228,095	26.36%	53.28%
INCENTIVE PAYMENTS	-	4,491,060	4,491,060	-	-	4,491,060	0.00%	0.00%
CONTRIBUTION TO ISF	46,581	220,674	220,674	-	73,554	147,120	33.33%	33.33%
COST ALLOCATION EXP	58,975	156,564	156,564	-	52,188	104,376	33.33%	33.33%
TRANSFER OUT-DEBT SERVICE	-	2,757,636	2,757,636	-	-	2,757,636	0.00%	0.00%
TRANFERS OUT	5,000	-	-	-	-	-	0.00%	1.88%
<b>TOTAL EXPENDITURE</b>	<b>\$ 514,193</b>	<b>\$ 9,113,818</b>	<b>\$ 9,113,818</b>	<b>\$ 126,123</b>	<b>\$ 502,861</b>	<b>\$ 8,484,834</b>	<b>5.52%</b>	<b>13.37%</b>

**Jan-24**

**4B Sales Tax Fund - Schedule of Revenues and Expenditures**  
**Budget vs. Actuals**

Percent of  
 Year Expired **33%**

DESCRIPTION	PRIOR YEAR TO DATE	ORIGINAL BUDGET	REVISED BUDGET	ENCUMBRANCE AMOUNT	ACTUAL	BUDGET BALANCE	PERCENT BUDGET COLLECTED OBLIGATED	PERCENT BUDGET COLLECTED OBLIGATED PRIOR YEARS
SALES & USE TAXES	1,147,947	7,594,138	7,594,138	-	1,229,922	6,364,216	16.196%	15.57%
INVESTMENT EARNINGS	28,311	90,000	90,000	-	75,937	14,063	84.37%	34.53%
MISCELLANEOUS	-	40,259	40,259	-	-	40,259	0.00%	0.00%
<b>TOTAL REVENUE</b>	<b>\$ 1,176,257</b>	<b>\$ 7,724,397</b>	<b>\$ 7,724,397</b>	<b>\$ -</b>	<b>\$1,305,859</b>	<b>\$ 6,418,538</b>	<b>16.91%</b>	<b>15.69%</b>
PERSONNEL	100,434	353,048	353,048	-	116,170	236,878	32.90%	29.35%
PERSONNEL DEVELOPMNT	-	5,805	5,805	-	-	5,805	0.00%	0.00%
SUPPLIES	-	900	900	-	-	900	0.00%	0.00%
MINOR FURN & EQUIP	6,709	20,000	20,000	15,675	6,745	(2,420)	33.72%	33.55%
OUTSIDE SERVICES	1,771	9,225	9,225	-	3,953	5,272	42.86%	20.84%
INFR MAINT & REPAIR	59,223	-	-	(8,996)	-	8,996	0.00%	0.00%
MISCELLANEOUS	26,100	100,000	100,000	-	84,221	15,779	84.22%	11.50%
INCENTIVE PAYMENTS	-	501,667	501,667	23,890	100,000	377,777	19.93%	NA
CONTRIBUTION TO ISF	18,147	30,592	30,592	-	10,200	20,392	33.34%	33.33%
COST ALLOCATION EXP	51,036	102,250	102,250	-	34,082	68,168	33.33%	33.33%
CAPITAL EXPENDITURES	-	50,000	50,000	-	-	50,000	0.00%	0.00%
TRANSFER OUT-PARK PERF	1,043,493	3,453,234	3,453,234	-	1,151,074	2,302,160	33.33%	0.00%
TRANSFER OUT-DEBT SERVICE	-	2,224,218	2,224,218	-	-	2,224,218	0.00%	0.00%
TRANSFER OUT-NON BOND CIP	2,057,444	-	-	-	-	-	0.00%	0.00%
TRANSFER OUT-GOLF	242,848	1,230,004	1,230,004	-	410,004	820,000	33.33%	0.00%
<b>TOTAL EXPENDITURE</b>	<b>3,607,205</b>	<b>\$ 8,080,943</b>	<b>\$ 8,080,943</b>	<b>\$ 30,569</b>	<b>\$1,916,449</b>	<b>\$ 6,133,925</b>	<b>23.72%</b>	<b>37.78%</b>

**Jan-24**

**PPF - Schedule of Revenues and Expenditures  
 Budget vs. Actuals**

Percent of Year Expired **33%**

DESCRIPTION	PRIOR YEAR TO DATE	ORIGINAL BUDGET	REVISED BUDGET	ENCUMBRANCE AMOUNT	ACTUALS	BUDGET BALANCE	PERCENT BUDGET COLLECTED OBLIGATED	PERCENT BUDGET COLLECTED OBLIGATED PRIOR YEARS
CHARGES FOR SERVICES	582,509	2,194,990	2,194,990	-	648,376	1,546,614	29.54%	27.56%
INVESTMENT EARNINGS	783	10,000	10,000	-	1,687	8,313	16.87%	9.21%
MISCELLANEOUS	53	2,060	2,060	-	972	1,088	47.19%	2.67%
TRANSFER IN-4B	1,043,493	3,453,234	3,453,234	-	1,151,074	2,302,160	33.33%	31.02%
<b>TOTAL REVENUE</b>	<b>\$ 1,626,838</b>	<b>\$ 5,660,284</b>	<b>\$ 5,660,284</b>	<b>\$ -</b>	<b>\$ 1,802,110</b>	<b>3,858,174</b>	<b>31.84%</b>	<b>29.64%</b>
PERSONNEL	807,615	3,125,959	3,125,959	-	835,583	2,290,377	26.73%	28.63%
PERSONNEL DEVELOPMNT	5,513	19,284	19,284	-	6,758	12,526	35.05%	27.62%
SUPPLIES	39,112	197,747	197,747	113,744	29,311	54,692	14.82%	21.17%
MINOR FURN & EQUIP	6,069	28,660	28,660	6,900	7,842	13,918	27.36%	18.11%
OUTSIDE SERVICES	16,607	71,300	71,300	5,884	14,456	50,960	20.27%	23.29%
INFR MAINT & REPAIR	42,739	233,954	233,954	37,182	53,658	143,113	22.94%	11.57%
EQUIP MAINT & REPAIR	12,726	34,922	34,922	7,429	22,295	5,197	63.84%	65.26%
UTILITIES	146,324	544,407	544,407	3,267	165,028	376,112	30.31%	25.29%
CLAIMS AND INSURANCE	82,781	80,609	80,609	-	96,284	(15,675)	119.45%	105.55%
MISCELLANEOUS	31,508	149,961	149,961	72,694	33,244	44,023	22.17%	23.15%
CONTRIBUTION TO ISF	118,742	305,883	305,883	-	101,963	203,920	33.33%	39.52%
COST ALLOCATION EXP	212,517	694,770	694,770	-	231,586	463,184	33.33%	33.33%
CAPITAL EXPENDITURES	16,621	172,828	172,828	(17,108)	17,108	172,828	9.90%	7.01%
<b>TOTAL EXPENDITURE</b>	<b>\$ 1,538,874</b>	<b>\$ 5,660,284</b>	<b>\$ 5,660,284</b>	<b>\$ 229,993</b>	<b>\$ 1,615,115</b>	<b>3,815,176</b>	<b>28.53%</b>	<b>28.04%</b>

## Section 2

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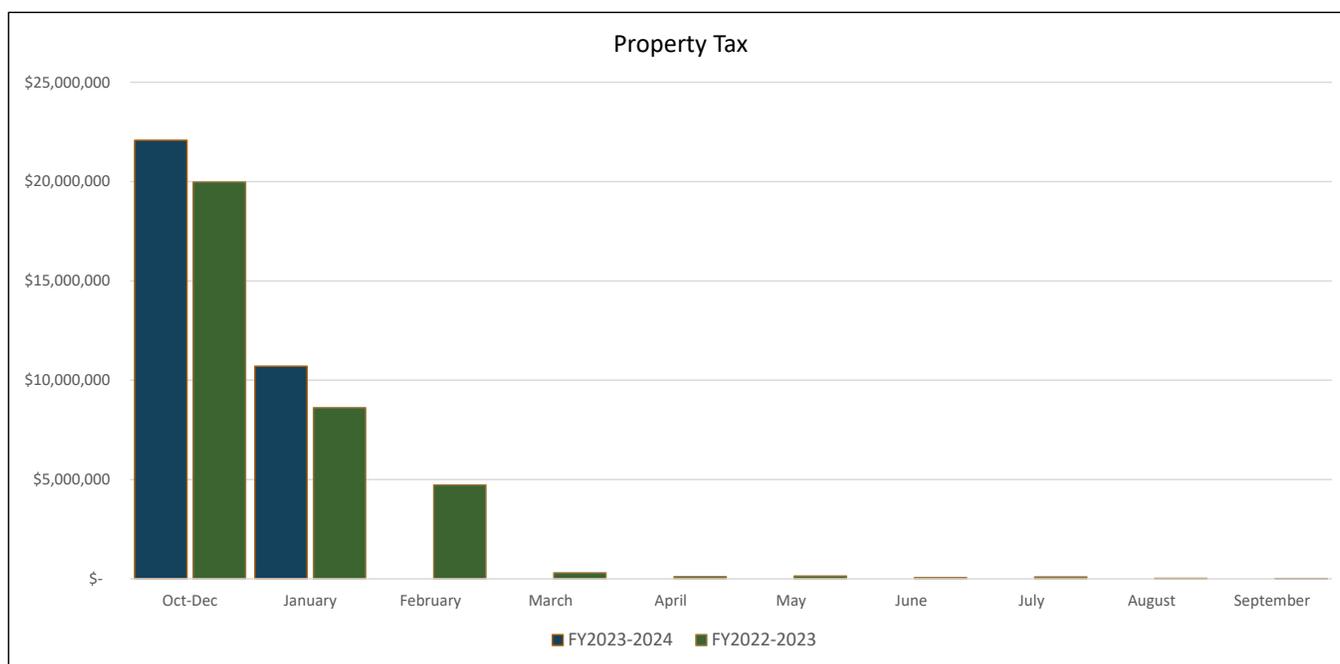
### City of Burleson Comprehensive Monthly Financial Report

This section contains a summary of the key economic indicators by analyzing major revenue sources and building permit activity.

## Economic Analysis

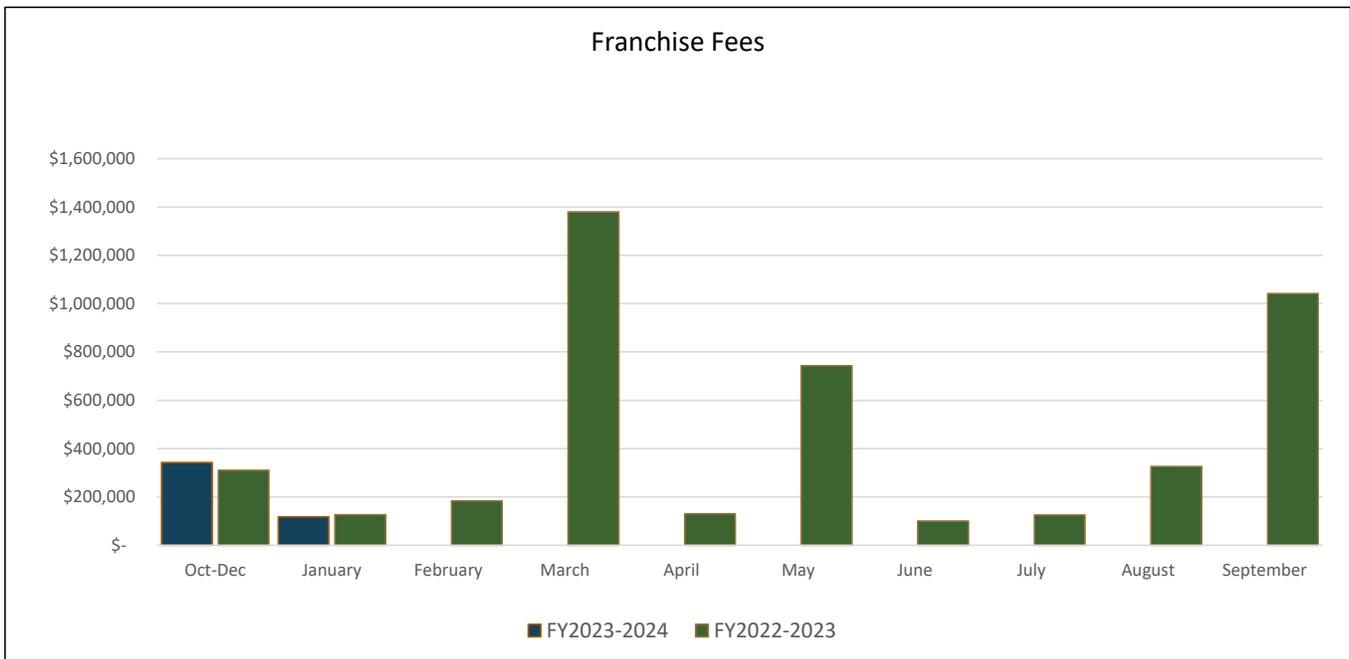
2023-2024 YEAR-TO-DATE  
 Current Property Tax  
 General Fund, Debt Service Fund & TIF Fund

	2023-2024 Year Budgeted	2023-2024 Year Actual	Variance Actual to Budget	CY Actual / CY Projected % Variance	2022-2023 Year Actual	Variance to Actual Prior Year	CY Actual / PY Actual % Variance
Oct-Dec	\$ 21,910,722	\$ 22,081,853	\$ 171,132	1%	\$ 19,978,708	\$ 2,103,145	11%
January	9,452,047	10,709,826	1,257,779	13%	8,618,597	2,091,228	24%
February	5,179,426	-	-	-	4,722,721	-	-
March	333,142	-	-	-	303,766	-	-
April	122,480	-	-	-	111,680	-	-
May	153,146	-	-	-	139,642	-	-
June	69,287	-	-	-	63,178	-	-
July	105,674	-	-	-	96,356	-	-
August	29,691	-	-	-	27,073	-	-
September	14,555	-	-	-	13,272	-	-
	\$ 37,370,169	\$ 32,791,679	\$ 1,428,911		\$ 34,074,994	\$ 4,194,374	



2023-2024 YEAR-TO-DATE  
Franchise Fees

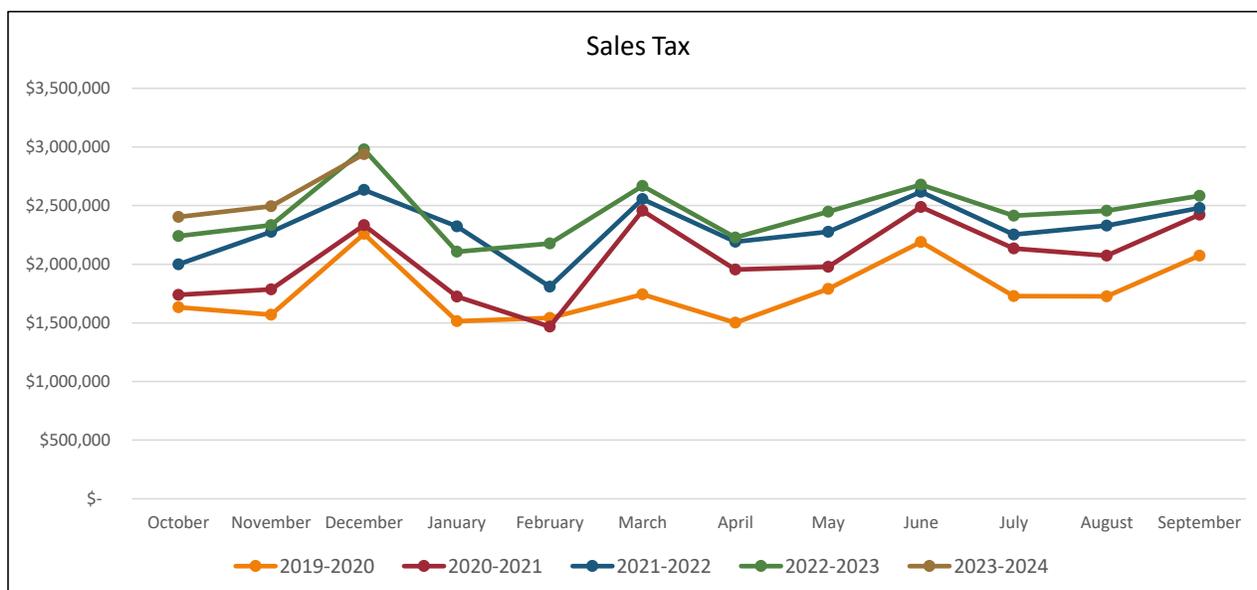
	2023-2024 Year Budgeted	2023-2024 Year Actual	Variance Actual to Budget	CY Actual / CY Projected % Variance	2022-2023 Year Actual	Variance to Actual Prior Year	CY Actual / PY Actual % Variance
Oct-Dec	\$ 290,183	\$ 342,647	\$ 52,464	18%	\$ 310,239	\$ 32,408	10%
January	117,731	118,005	274	0.23%	125,867	(7,862)	-6%
February	171,686	-	-	-	183,551	-	-
March	1,290,389	-	-	-	1,379,571	-	-
April	122,214	-	-	-	130,660	-	-
May	695,252	-	-	-	743,303	-	-
June	94,200	-	-	-	100,710	-	-
July	116,919	-	-	-	125,000	-	-
August	305,429	-	-	-	326,538	-	-
September	974,566	-	-	-	1,041,920	-	-
	\$ 4,178,570	\$ 460,652	\$ 52,738		\$ 4,467,360	\$ 24,546	



2023-2024 YEAR-TO-DATE  
Sales Tax

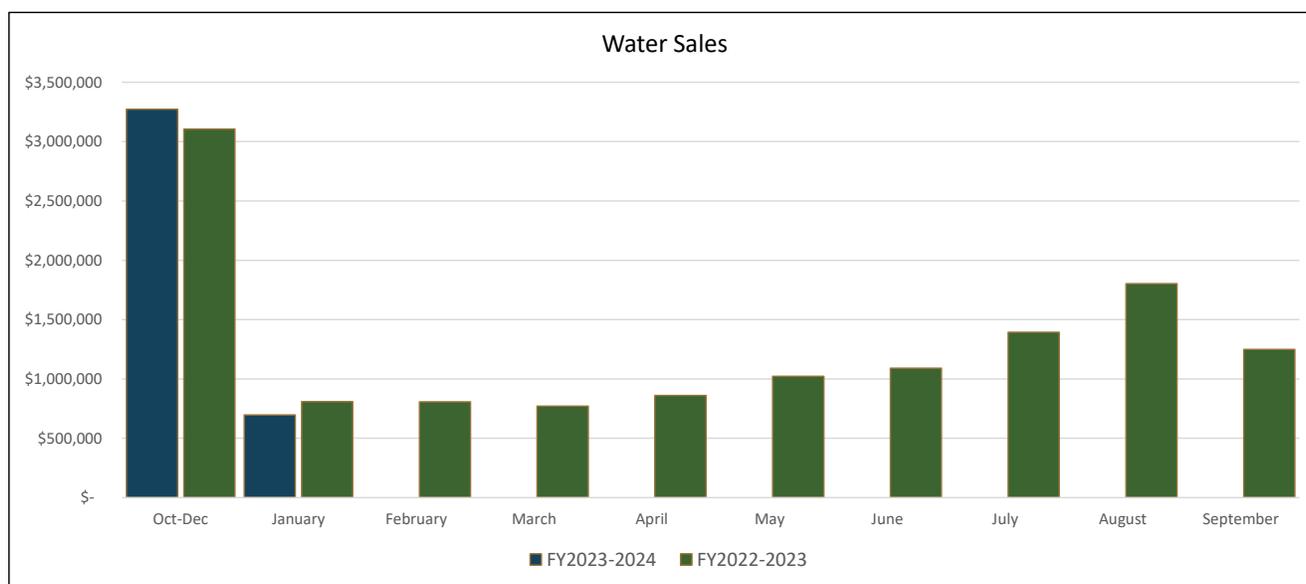
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	Yr/Yr
October	\$ 1,632,334	\$ 1,739,320	\$ 1,998,364	\$ 2,239,452	\$ 2,403,182	7.31%
November	1,570,442	1,785,935	2,277,226	2,333,010	2,494,301	6.91%
December	2,258,661	2,334,339	2,633,076	2,978,264	2,939,609	-1.29%
January	1,513,574	1,723,331	2,323,372	2,106,184		
February	1,542,468	1,467,923	1,808,447	2,177,853		
March	1,742,284	2,455,249	2,555,920	2,667,094		
April	1,501,549	1,954,948	2,191,113	2,228,368		
May	1,789,675	1,977,450	2,277,057	2,448,603		
June	2,190,262	2,488,530	2,616,093	2,677,685		
July	1,728,928	2,134,485	2,252,940	2,414,432		
August	1,725,548	2,073,809	2,330,043	2,455,662		
September	2,074,223	2,422,750	2,479,445	2,582,720		
Year-Year %	\$ 21,269,948	\$ 24,558,069	\$ 27,743,096	\$ 29,309,327	\$ 7,837,092	3.79%
		15.46%	12.97%	5.65%		

Note: The sales tax information from the Texas Comptroller of Public Accounts in reference to the City of Burleson Sales and Use Tax Collections for the most current period. December 2023 sales incurred represent the February 2024 sales tax amount.



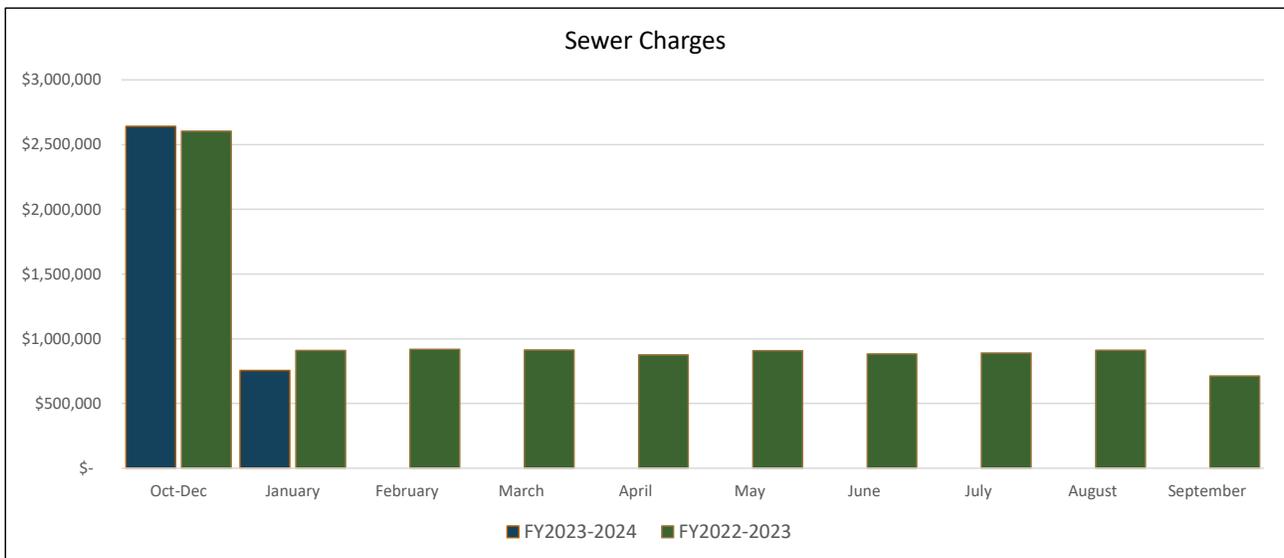
2023-2024 YEAR-TO-DATE  
Water Sales

	2023-2024 Year Budgeted	2023-2024 Year Actual	Variance Actual to Budget	CY Actual / CY Projected % Variance	2022-2023 Year Actual	Variance to Actual Prior Year	CY Actual / PY Actual % Variance
Oct-Dec	\$ 3,272,368	\$ 3,272,795	\$ 427	0%	\$ 3,105,574	\$ 167,221	5%
January	853,487	696,073	(157,414)	-18%	809,985	(113,912)	-14%
February	851,276	-	-	-	807,886	-	-
March	812,735	-	-	-	771,310	-	-
April	906,378	-	-	-	860,180	-	-
May	1,077,659	-	-	-	1,022,730	-	-
June	1,149,139	-	-	-	1,090,567	-	-
July	1,467,979	-	-	-	1,393,155	-	-
August	1,900,475	-	-	-	1,803,607	-	-
September	1,316,119	-	-	-	1,249,036	-	-
	\$ 13,607,615	\$ 3,968,868	\$ (156,987)		\$ 12,914,030	\$ 53,309.25	



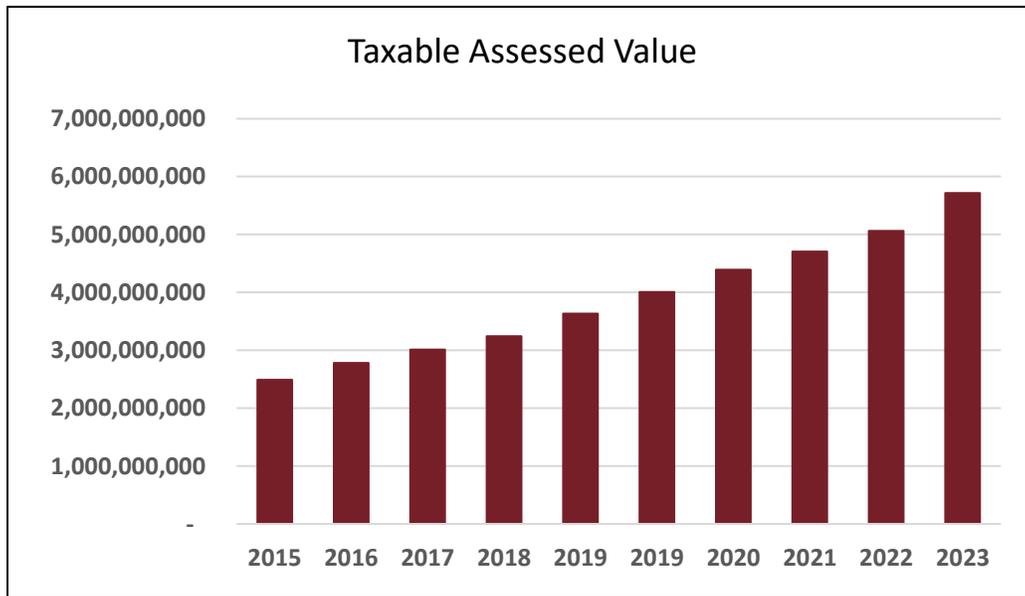
2023-2024 YEAR-TO-DATE  
Sewer Charges

	2023-2024 Year Budgeted	2023-2024 Year Actual	Variance Actual to Budget	CY Actual / CY Projected % Variance	2022-2023 Year Actual	Variance to Actual Prior Year	CY Actual / PY Actual % Variance
Oct-Dec	\$ 2,755,941	\$ 2,641,338	\$ (114,603)	-4%	\$ 2,603,060	\$ 38,278	1%
January	962,554	755,534	(207,021)	-22%	909,158	(153,625)	-17%
February	972,045	-	-	-	918,123	-	-
March	967,374	-	-	-	913,711	-	-
April	927,947	-	-	-	876,471	-	-
May	960,843	-	-	-	907,542	-	-
June	934,122	-	-	-	882,303	-	-
July	942,194	-	-	-	889,927	-	-
August	964,692	-	-	-	911,177	-	-
September	754,630	-	-	-	712,768	-	-
	\$ 11,142,343	\$ 3,396,872	\$ (321,623)		\$ 10,524,240	\$ (115,346)	



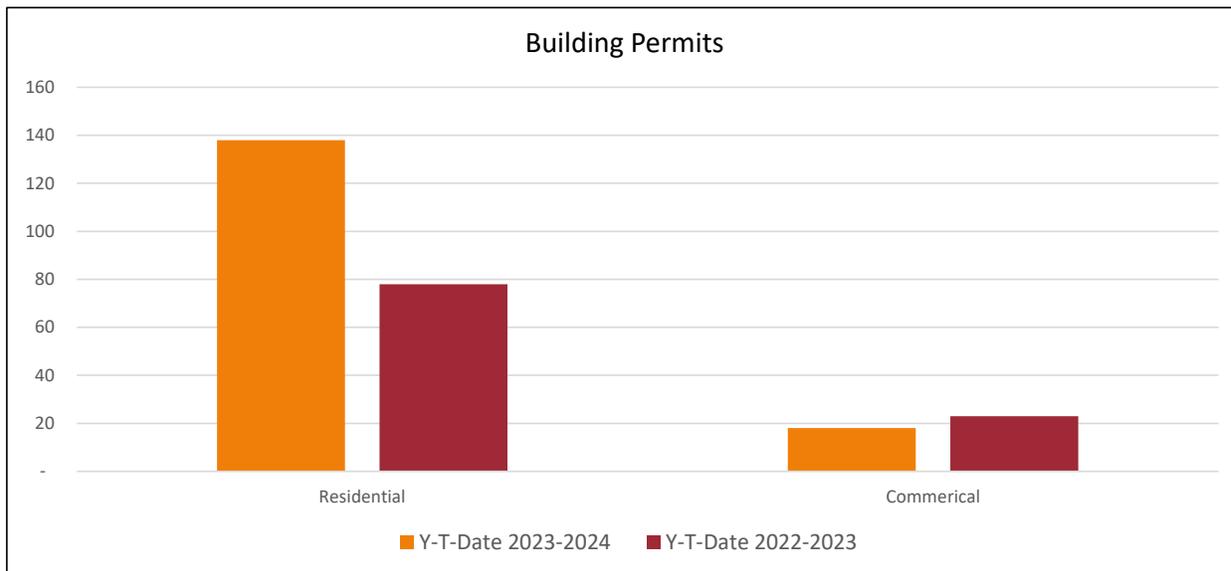
APPRAISAL ROLL COMPARISON

Fiscal Year Ending	Certified Taxable Value	% chg from PY
2015	2,489,210,642	3.3%
2016	2,783,585,949	11.8%
2017	3,012,339,710	8.2%
2018	3,244,305,751	7.7%
2019	3,631,532,375	11.9%
2019	4,008,018,365	10.4%
2020	4,393,345,069	9.6%
2021	4,707,770,267	7.2%
2022	5,063,981,931	7.6%
2023	5,715,360,285	12.9%

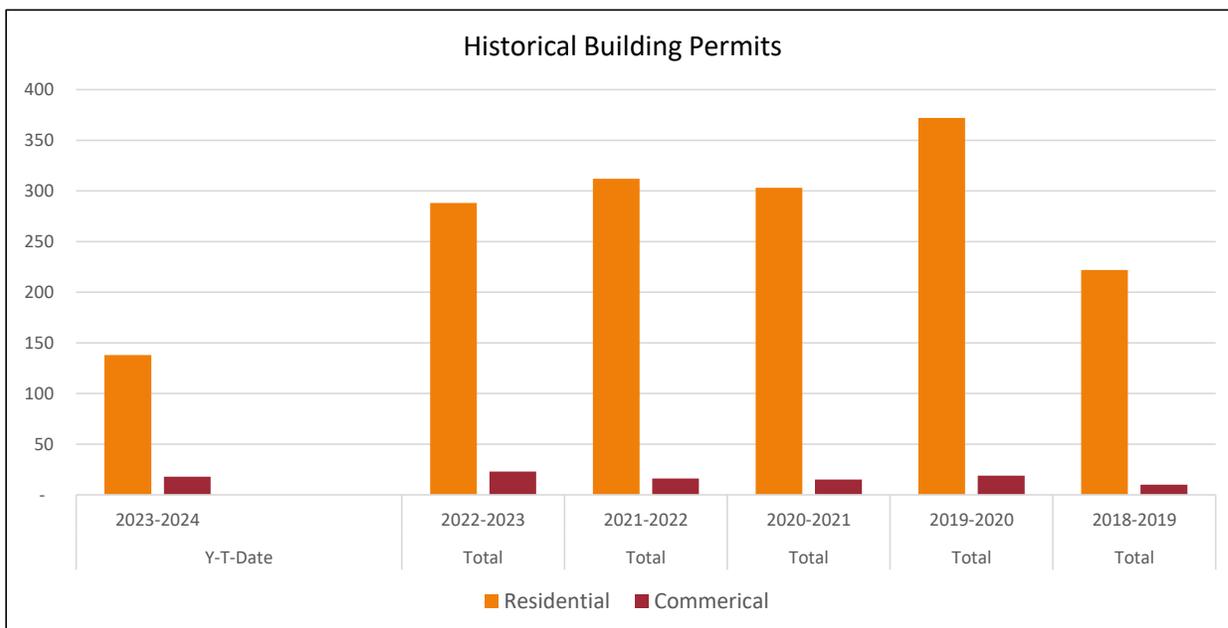


### BUILDING PERMITS

	Y-T-Date 2023-2024	Y-T-Date 2022-2023
Residential	138	78
Commerical	18	23
<b>Total</b>	<b>156</b>	<b>101</b>



	Y-T-Date 2023-2024	Total 2022-2023	Total 2021-2022	Total 2020-2021	Total 2019-2020	Total 2018-2019
Residential	138	288	312	303	372	222
Commerical	18	23	16	15	19	10
<b>Total</b>	<b>156</b>	<b>311</b>	<b>328</b>	<b>318</b>	<b>391</b>	<b>232</b>



## Section 3

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### City of Burleson Comprehensive Monthly Financial Report

## COMPLIANCE REPORTS

Funds of the City of Burleson are invested in accordance with Chapter 2256 of the “Public Funds Investment Act.” The Act clearly defines allowable investment instruments for local governments. The City of Burleson’s Investment Policy incorporates the provisions of the act and all investment transactions are executed in compliance with the Act and the Policy.

## Investment Reports

## **INVESTMENT COMMITTEE REPORT**

### **For the Month Ending January 2024**

The Investment Committee Report contains internal management reports for the City of Burleson investment program, which is in compliance with the policies and strategies as contained in the City's Investment Policy as approved by Council and in compliance with Section 2256.005 of the Public Funds Investment Act (PFIA).



**MONTHLY FINANCIAL REPORT**

**January 31, 2024**

**Prepared by  
Valley View Consulting, L.L.C.**

**Summary**

**Month End Results by Investment Category:**

<b>Asset Type</b>	<b>December 31, 2023</b>			<b>January 31, 2024</b>		
	<b>Ave. Yield</b>	<b>Book Value</b>	<b>Market Value</b>	<b>Ave. Yield</b>	<b>Book Value</b>	<b>Market Value</b>
Demand Deposit Account/Money Market Account	5.31%	\$ 18,603,885	\$ 18,603,885	4.77%	\$ 23,237,104	\$ 23,237,104
Pools/Money Market Fund	5.51%	57,544,455	57,544,455	5.45%	73,708,798	73,708,798
Securities	2.43%	24,991,457	24,792,655	2.43%	24,998,783	24,845,083
Certificates of Deposit	5.41%	31,972,661	31,972,661	5.50%	26,865,141	26,865,141
<b>Total</b>	<b>4.88%</b>	<b>\$ 133,112,458</b>	<b>\$ 132,913,656</b>	<b>4.85%</b>	<b>\$ 148,809,826</b>	<b>\$ 148,656,126</b>

**Average Yield - Current Month (1)**

Total Portfolio	4.85%
Rolling Three Month Treasury	5.48%
Rolling Six Month Treasury	5.44%
TexPool	5.35%

**Fiscal Year-to-Date Average Yield (2)**

Total Portfolio	4.85%
Rolling Three Month Treasury	5.53%
Rolling Six Month Treasury	5.47%
TexPool	5.36%

**Interest Earnings (Approximate)**

Monthly Interest Income	\$ 602,661
Fiscal Year-to-date	\$ 2,190,455

(1) **Month End Average Yield** - based on adjusted book value, realized and unrealized gains/losses and investment advisory fees are not considered. The yield for the reporting month is used for bank, pool, and money market balances.

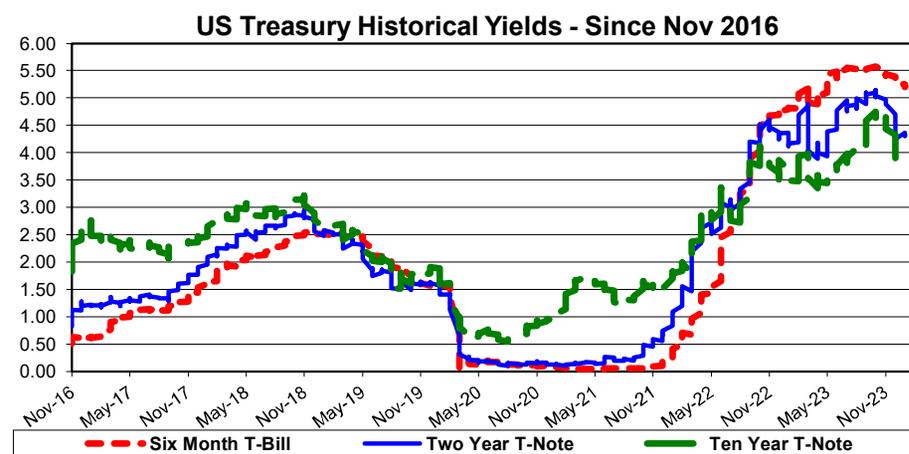
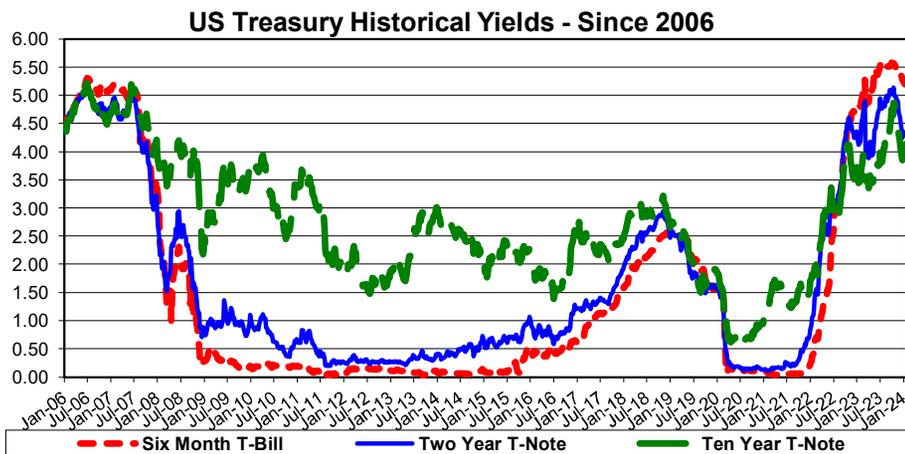
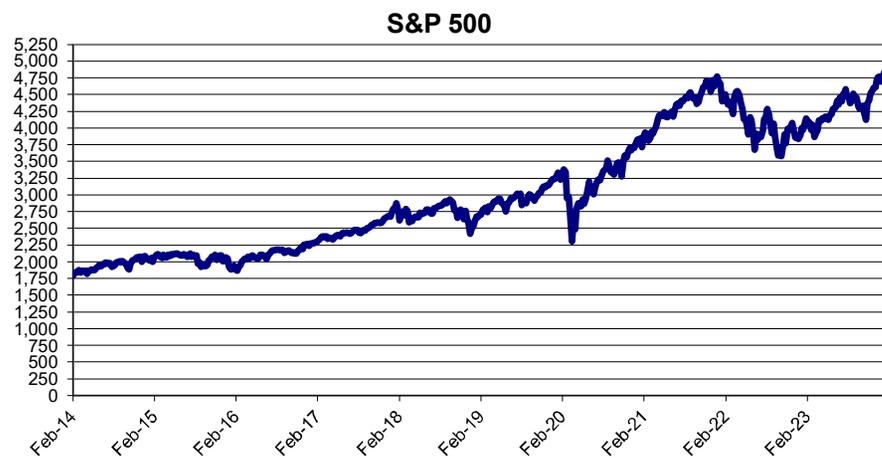
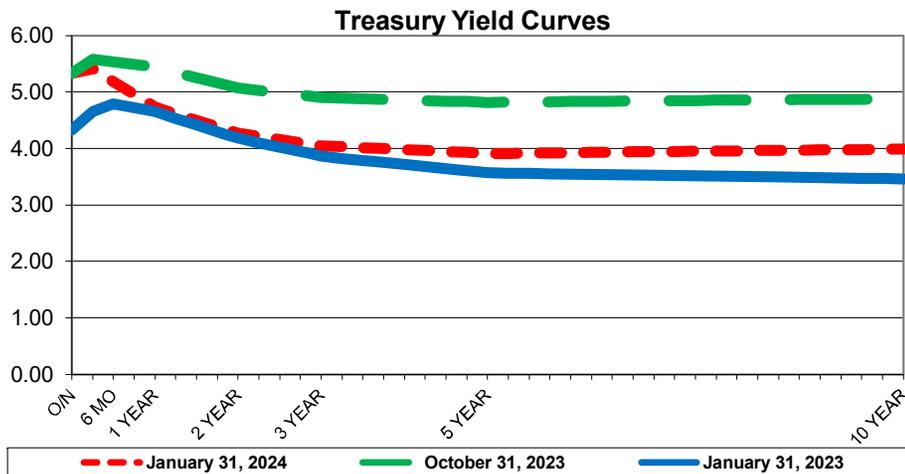
(2) **Fiscal Year-to-Date Average Yield** - calculated using quarter end report yields and adjusted book values and does not reflect a total return analysis or account for advisory fees.

**Investment Advisor Note:** During market cycles where rates are rising, it is common to experience decreases in market value of current investments. This is due to the value the market places on the asset in terms of its buying or selling ability on the current market day. The City's Investment Policy establishes a "buy and hold" portfolio strategy where investment maturities are targeted to match with identified cash flow requirements, and the investments mature at the anticipated time the cash is needed. The City does not intend to liquidate or redeem securities prior to maturity and will therefore not recognize the losses from a pre-maturity sale. Instead, the City will report changes in market value as unrealized losses as required by the PFIA and current accounting standards. As the security approaches maturity, the unrealized loss will diminish, and at maturity the City will receive the full par value of the security.

**Economic Overview**

1/31/2024

The Federal Open Market Committee (FOMC) maintained the Fed Funds target range 5.25% - 5.50% (Effective Fed Funds are trading +/-5.33%). Any additional actions, up or down, will be data-dependent. Advance Estimate Fourth Quarter 2023 GDP posted 3.3% (above predictions). January Non-Farm Payroll added 353k new jobs (also above predictions). The Three Month Rolling Average bounced up to 289k. The S&P 500 Stock Index reached another new peak trading over 4,900. The yield curve shifted lower anticipating future FOMC target reductions. Crude Oil stabilized at +/- \$73 per barrel. Inflation continued to decline but still remained above the FOMC 2% target (Core PCE +/-2.9% and Core CPI +/-3.9%). Reduced global economic outlooks and ongoing/expanding military conflicts increase uncertainty.



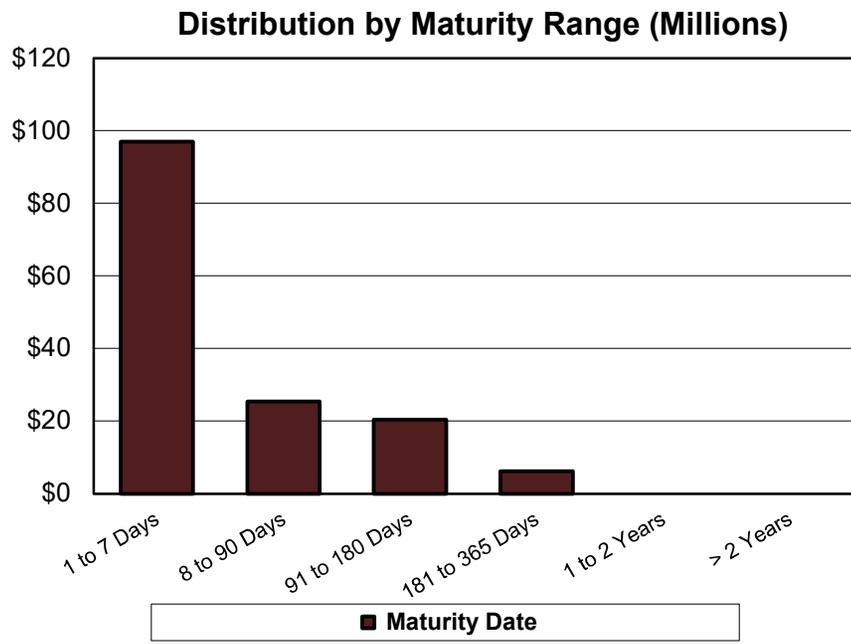
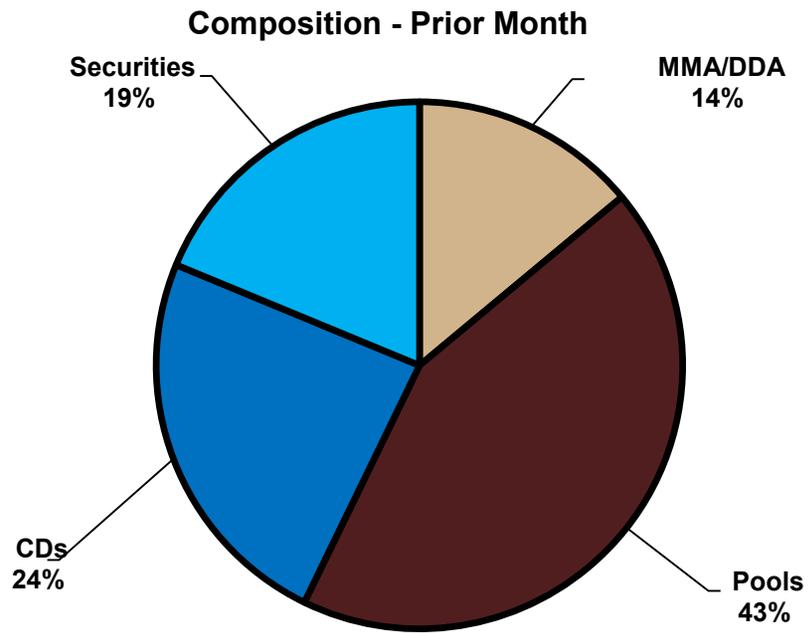
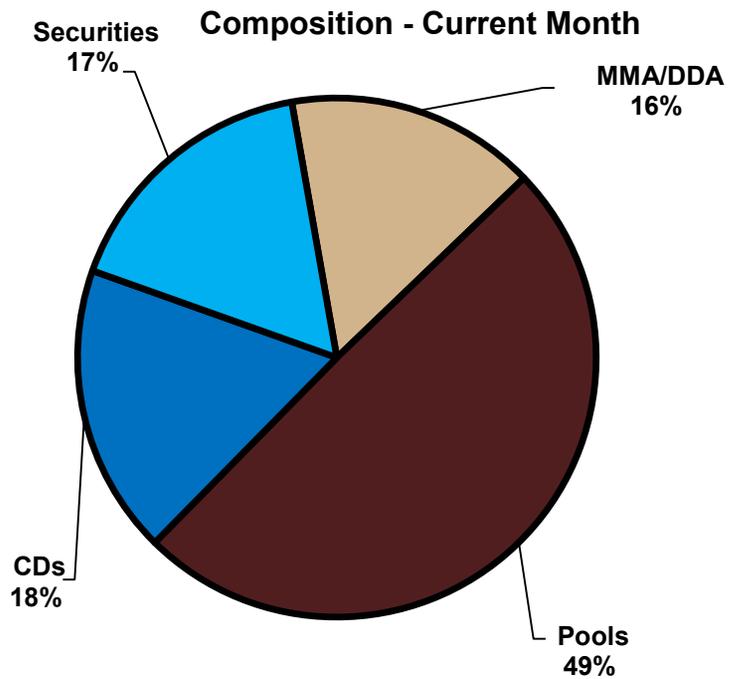
**Investment Holdings  
January 31, 2024**

Description	Ratings	Coupon/ Discount	Maturity Date	Settlement Date	Par Value	Book Value	Market Price	Market Value	Life (Days)	Yield
American National Bank MMA		0.11%	02/01/24	01/31/24	3,198,170	3,198,170	1.00	3,198,170	1	0.11%
American Nat'l Bank of TX MMA #2		5.10%	02/01/24	01/31/24	4,120,210	4,120,210	1.00	4,120,210	1	5.10%
InterBank MMA		5.78%	02/01/24	01/31/24	100,469	100,469	1.00	100,469	1	5.78%
InterBank ICS		5.65%	02/01/24	01/31/24	5,047,768	5,047,768	1.00	5,047,768	1	5.65%
NexBank IntraFi MMA Savings		5.60%	02/01/24	01/31/24	10,770,487	10,770,487	1.00	10,770,487	1	5.60%
TexPool	AAAm	5.35%	02/01/24	01/31/24	27,487,728	27,487,728	1.00	27,487,728	1	5.35%
LOGIC	AAAm	5.51%	02/01/24	01/31/24	46,221,070	46,221,070	1.00	46,221,070	1	5.51%
East West Bank CD		5.46%	02/15/24	06/15/23	5,175,782	5,175,782	100.00	5,175,782	15	5.61%
Treasury Note	Aaa/AA+	2.75%	02/15/24	11/17/22	5,000,000	4,996,349	99.90	4,995,088	15	4.60%
Treasury Note	Aaa/AA+	2.38%	02/29/24	01/31/22	5,000,000	5,004,716	99.77	4,988,403	29	1.17%
Treasury Note	Aaa/AA+	0.25%	03/15/24	03/10/22	5,000,000	4,991,546	99.41	4,970,334	44	1.68%
BOK Financial CDARS		4.88%	04/11/24	04/13/23	5,200,410	5,200,410	100.00	5,200,410	71	5.00%
East West Bank CD		5.61%	05/28/24	07/25/23	5,148,946	5,148,946	100.00	5,148,946	118	5.77%
East West Bank CD		5.33%	06/14/24	06/15/23	5,171,526	5,171,526	100.00	5,171,526	135	5.47%
Federal Farm Credit Bank	Aaa/AA+	3.25%	06/17/24	06/17/22	5,000,000	4,996,328	99.25	4,962,553	138	3.45%
Federal National Mortgage Ass'n	Aaa/AA+	1.75%	07/02/24	01/31/22	5,000,000	5,009,843	98.57	4,928,705	153	1.27%
East West Bank CD		5.41%	08/20/24	11/20/23	3,078,348	3,078,348	100.00	3,078,348	202	5.56%
East West Bank CD		5.58%	10/25/24	10/25/23	3,090,129	3,090,129	100.00	3,090,129	268	5.74%
<b>Total Portfolio</b>					<b>\$ 148,811,043</b>	<b>\$ 148,809,826</b>		<b>\$ 148,656,126</b>	<b>35</b>	<b>4.85%</b>

(1) (2)

(1) **Weighted average life** - For purposes of calculating weighted average life, overnight bank and pool balances are assumed to have a one day maturity.

(2) **Weighted average yield to maturity** - The weighted average yield to maturity is based on Book Value, realized and unrealized gains/losses and investment advisory fees are not included. The yield for the reporting month is used for overnight bank and pool balances.



# Section 4

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## City of Burleson Comprehensive Monthly Financial Report

### Emergicon Fire and Department Budget Transfer Reports

Specific to the Fire Department and the Emergicon billing, the billing commenced partially with private pay in November 2023, after we registered our new Ambulance service and later obtained the ability to bill Medicare. Medicare is the first major step to implement all other government payors.

The delay in this process was attributed to supply chain issues, the ambulances were not delivered until near go-live subsequently causing a delay in obtaining our state licensing. This licensing was a prerequisite before initiating any billing registration with government or private payors. Due to these delays, Emergicon was unable to conduct its traditional onboarding processes before assuming the billing responsibilities for our service. The services commenced while the billing onboarding process was still underway.

As a result of this delay, billing faced a significant setback, and it only started gaining momentum towards the end of December. Nevertheless, we have successfully registered with the majority of government and private payors, promptly incorporating them into our billing system as the need arises.

**Cash Collections or Cash Per Transport (CPT)** - To accurately assess the success of EMS billing, it's essential to monitor the total revenue collections per month or cash per transport (revenue collections in each period divided by the number of transports in that same period). Scrutinizing the revenue inflow or breaking down that figure into cash per transport (CPT) is a tool that more reliably determines the trends of revenue projections and expectations.

Currently, there isn't sufficient data and billing revenue to make an accurate assessment of the CPT. Emergicon anticipates that by the end of the second quarter of the 2023/2024 budget year, we will start to observe a positive trend in ambulance call volume and billing. This assessment is grounded in approximately six months' worth of data.

## Special Interests

**Emergicon - Emergency Medical Billing**

On December 2022, the City entered into an agreement for specialized professional ambulance billing services with Emergicon, LLC for Emergicon to provide billing and claims management services for the City's emergency medical and ambulance services. The data below was provided by Emergicon for operations from October 2023 through December 2023. The monthly plan information is derived from the annual proforma as provided by Emergicon.

Category	Quarter Plan	1Q24 (Oct-Dec)	Variance	Monthly Plan	January 2024	Variance
Gross Charges	\$ 1,914,772	\$ 1,776,139	\$ (138,634)	\$ 638,257	\$ 602,735	\$ (35,522)
Cash Collections	\$ 390,039	\$ 19,580	\$ (370,459)	\$ 130,013	\$ 80,624	\$ (49,389)
Gross Charge/Txp	\$ 539	\$ 5,171	\$ 4,632	\$ 2,157	\$ 1,815	\$ (342)
Cash/Txp (CPT)	\$ 439	\$ 60	\$ (379)	\$ 439	\$ 243	\$ (197)

Payer Mix	Quarter Plan	1Q24 (Oct-Dec)	Variance	Monthly Plan	January 2024	Variance
Medicare	56.0%	45.0%	-11.0%	56.0%	36.7%	-19.3%
Medicaid	8.0%	6.9%	-1.1%	8.0%	2.1%	-5.9%
Insurance	23.0%	16.7%	-6.3%	23.0%	4.2%	-18.8%
Private Pay	13.0%	7.6%	-5.4%	13.0%	5.4%	-7.6%
<b>Totals</b>	<b>100%</b>	<b>76.2%</b>	<b>-23.8%</b>	<b>100%</b>	<b>48.4%</b>	<b>-51.6%</b>

Level of Service	Quarter Plan	1Q24 (Oct-Dec)	Variance	Monthly Plan	January 2024	Variance
ALS - Advanced Life Support A0427	68.0%	48.2%	-19.8%	68.0%	48.5%	-19.5%
ALS Non Emergent A0426	0.0%	0.5%	0.5%	0.0%	3.6%	3.6%
ALS-2 Emergency A0433	3.0%	2.3%	-0.7%	3.0%	3.3%	0.3%
BLS - Basic Life Support A0429	29.0%	47.2%	18.2%	29.0%	34.3%	5.3%
BLS Non Emergency A0428	0.0%	1.8%	1.8%	0.0%	10.2%	10.2%
SCT A0434	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
<b>Totals</b>	<b>100%</b>	<b>100%</b>		<b>100%</b>	<b>100%</b>	

Level of Service Volume	Quarter Plan	1Q24 (Oct-Dec)	Variance	Monthly Plan	January 2024	Variance
ALS - Advanced Life Support A0427	604	497	(107)	201	332	131
ALS Non Emergent A0426	-	5	5	-	161	161
ALS-2 Emergency A0433	27	23	(4)	9	12	3
BLS - Basic Life Support A0429	257	487	230	86	11	(75)
BLS Non Emergency A0428	-	18	18	-	114	114
SCT A0434	-	-	-	-	34	34
<b>Totals</b>	<b>888</b>	<b>1,030</b>	<b>143</b>	<b>296</b>	<b>664</b>	<b>368</b>

Ground Mileage A0425	Quarter Plan	1Q24 (Oct-Dec)	Variance	Monthly Plan	January 2024	Variance
	4,438	9,391	4,954	1,479	2,562	1,083

Note: Monthly Payer Mix line items are in process with Emergicon and will not total 100% until completed.

ALS = Advanced Life Support

BLS = Basic Life Support

SCT = Specialty Care Transport

Txp = Transport

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Johnson County Tax Office

BUC - CITY OF BURLESON

CURRENT YEAR INFORMATION

Start Financial Year 10/01/2023

<b>Start Value</b> 7,964,790,382	<b>Start Exemption</b> 1,625,088,561	<b>Start Taxable</b> 6,339,701,821	<b>Rate</b> 0.632500	<b>Calc Start Levy</b> 40,098,614.02	<b>Actual Start Levy</b> 38,449,694.10	<b>Start Frozen Loss</b> 1,648,919.07	<b>Start + Frozen</b> 40,098,613.17
<b>Adjusted Value</b> 7,979,883,879	<b>Adjusted Exemption</b> 1,621,202,341	<b>Adj Taxable</b> 6,358,681,538	<b>Rate</b> 0.632500	<b>Calc Adj Levy</b> 40,218,660.73	<b>Actual Current Levy</b> 38,541,629.76	<b>Adj Frozen Loss</b> 1,639,582.48	<b>Act Levy + Act Frozen</b> 40,181,212.24
<b>Start Value</b> 7,964,790,382	<b>Net Value Adj</b> 15,093,497	<b>Start Value + Net Value Adj</b> 7,979,883,879			<b>Actual Current Value</b> 7,979,883,879	<b>Other Loss</b> 37,447.06	
<b>Start Exemption</b> 1,625,088,561	<b>Net Exmp Adj</b> (3,886,220)	<b>Start Exmp + Net Exmp Adj</b> 1,621,202,341			<b>Actual Current Exemption</b> 1,621,202,341		

YEAR	NET START BALANCE	NET MTD ADJ	NET YTD ADJ	NET MTD PAID	NET YTD PAID	CALC BALANCE	REFUNDS DUE	COL %
AS OF 01/31/2024								
1990	99.79	0.00	0.00	0.00	0.00	99.79	0.00	0.00
1991	108.70	0.00	0.00	0.00	0.00	108.70	0.00	0.00
1992	75.66	0.00	0.00	0.00	0.00	75.66	0.00	0.00
1993	22.10	0.00	0.00	0.00	0.00	22.10	0.00	0.00
1994	16.98	0.00	0.00	0.00	0.00	16.98	0.00	0.00
1995	16.67	0.00	0.00	0.00	0.00	16.67	0.00	0.00
1996	16.49	0.00	0.00	0.00	0.00	16.49	0.00	0.00
1997	16.27	0.00	0.00	0.00	0.00	16.27	0.00	0.00
1998	(83.92)	0.00	0.00	0.00	0.00	(83.92)	0.00	0.00
1999	51.12	0.00	0.00	0.00	0.00	51.12	0.00	0.00
2000	253.66	0.00	0.00	0.00	0.00	253.66	0.00	0.00
2001	(1,482.37)	(147.68)	(147.68)	0.00	0.00	(1,630.05)	0.00	0.00
2002	(2,197.49)	0.00	0.00	0.00	0.00	(2,197.49)	0.00	0.00
2003	(2,313.12)	(567.85)	(567.85)	0.00	0.00	(2,880.97)	0.00	0.00
2004	(6,144.99)	(1,628.06)	(1,628.06)	0.00	309.17	(8,082.22)	0.00	0.00
2005	3,284.46	0.00	0.00	0.00	308.10	2,976.36	0.00	9.38
2006	3,518.84	0.00	0.00	0.00	325.41	3,193.43	0.00	9.24
2007	6,170.26	0.00	0.00	0.00	0.00	6,170.26	0.00	0.00
2008	6,852.80	0.00	0.00	0.00	0.00	6,852.80	0.00	0.00
2009	7,748.73	(841.19)	(841.19)	0.23	0.23	6,907.31	0.00	0.00
2010	8,567.57	0.00	0.00	0.19	0.19	8,567.38	0.00	0.00
2011	11,252.85	0.00	0.00	0.53	0.94	11,251.91	0.00	0.00
2012	12,163.46	0.00	0.00	41.67	52.96	12,110.50	0.00	0.43
2013	21,438.74	(4,897.91)	(4,897.91)	9.12	18.46	16,522.37	(0.27)	0.11
2014	26,132.09	0.00	0.00	40.79	2,012.45	24,119.64	0.00	7.70
2015	31,172.84	0.00	0.00	77.70	2,205.57	28,967.27	0.00	7.07

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Johnson County Tax Office

YEAR	NET START BALANCE	NET MTD ADJ	NET YTD ADJ	NET MTD PAID	NET YTD PAID	CALC BALANCE	REFUNDS DUE	COL %
AS OF 01/31/2024								
2016	24,524.51	0.00	0.00	2.65	924.05	23,600.46	0.00	3.76
2017	28,981.82	0.00	0.00	129.64	2,182.49	26,799.33	0.00	7.53
2018	43,300.99	(148.67)	(393.44)	22.43	2,134.01	40,773.54	(148.67)	4.97
2019	58,643.10	(292.67)	(574.94)	68.57	3,246.20	54,821.96	(160.92)	5.59
2020	65,514.80	(324.00)	(801.82)	182.42	2,669.37	62,043.61	(174.67)	4.12
2021	82,135.21	(327.39)	(997.97)	657.93	4,550.47	76,586.77	(183.87)	5.60
2022	264,749.90	(3,059.12)	(26,662.87)	26,219.10	52,364.69	185,722.34	(7,470.27)	21.99
2023	38,449,694.10	(2,300.48)	91,935.66	10,709,825.83	32,791,679.15	5,749,950.61	(22,882.16)	85.08
<b>TOTAL</b>	<b>39,144,302.62</b>	<b>(14,535.02)</b>	<b>54,421.93</b>	<b>10,737,278.80</b>	<b>32,864,983.91</b>	<b>6,333,740.64</b>	<b>(31,020.83)</b>	

**SCHEDULED BUDGET TRANSFERS**

FUNDS		Transfer Out							TOTAL TRANSFER OUT
		General Fund	4A Sales Tax	4B Sales Tax	TIF 2	Water & Sewer	Solid Waste	Equip Repl. Gvt'l	
Transfer In	General Fund					1,162,961		345,000	1,507,961
	Parks Performance Fund			3,453,234					3,453,234
	Debt Service Fund				653,013				653,013
	Debt Service Fund - 4A		2,757,636						2,757,636
	Debt Service Fund - 4B			2,224,218					2,224,218
	Non-bond Capital Projects Fund	1,400,000							1,400,000
	Water & Sewer Fund	165,496					43,743		209,239
	Golf Fund			1,230,004					1,230,004
	Support Services Fund	1,000,000							1,000,000
	<b>TOTAL TRANSFER IN</b>	<b>\$ 2,565,496</b>	<b>\$ 2,757,636</b>	<b>\$ 6,907,456</b>	<b>\$ 653,013</b>	<b>\$ 1,162,961</b>	<b>\$ 43,743</b>	<b>\$ 345,000</b>	<b>\$ 14,435,305</b>

**Department Budget Transfers for January 2024 - Period 4**

Transfer From	Fund	Organization Description	Organization #	Object Description	Object #	Trns from Dr. Amount	Trns from Cr. Amount
Period 4 (Jan)	General Fund	Facilities Maintenance	1013002	Janitorial Supplies	61010	\$ -	\$ 9,000
Transfer To Period	Fund	Organization Description	Organization #	Object Description	Object #	Trns from Dr. Amount	Trns from Cr. Amount
4 (Jan)	General Fund	Fire	1012201	Chemical Supplies	61015	\$ 9,000	\$ -

*In order for Fire to order their own supplies, the supply budget was moved from Facilities to Fire.*



**FY 2023-2024**  
First Quarter Report  
December 2023

# ABOUT THIS Quarterly Report

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This report has been prepared by the city of Burlison's finance, public works, parks and recreation and community services departments. The quarterly report is intended to provide both internal and external users with information regarding the city's financial position, economic activity, capital improvement project progress and updates on the city-wide strategic plan. This report includes information for the quarter ending December 31, 2023.

- 01 Executive Dashboard:**  
This section contains a high level summary of the major operating funds using graphic illustrations and key economic indicators.
- 02 Financial Summary:**  
This section reports the performance of the major operating funds of the City.
- 03 Investment Report:**  
This section provides a summary of the City's investment portfolio, interest earnings and a brief market outlook.
- 04 Strategic Plan Quarterly Update:**  
This section shows the progress of the strategic plan's goals and work plan items, along with detailed updates on associated work plan tasks.
- 05 Capital Improvement Project Update:**  
This section provides a summary of the current and upcoming capital improvement projects with maps. Also included are each project's status and progress, an estimated completion date, construction cost and funding sources.
- 06 Parks Capital Improvement Project Update:**  
This section provides a summary of the current and upcoming parks capital improvement projects.

SECTION 01

# Executive Dashboards

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City of Burleson  
Quarterly Report  
December 2023

## GENERAL FUND

### Revenues

General Fund revenues totals \$19,548,842 through December 31, 2023. This represents an increase of 12.7% from revenue earned in the preceding year. Fines have decreased by \$22,177 or 11.1% from a reduction or disposition of cases. Charges for services decreased \$58,267 or 76.7% as a result of a decrease in engineering development activity for the period. Miscellaneous revenue decreased \$76,548 or 46.7% due to a reduction with cell tower lease income. Cost allocation revenue decreased by \$178,167 or 16.2% as a result of revised budget allocations for the current budget year.

Following is a percentage summary of total revenues from each major source of General Fund revenue for fiscal year 2023-24, to date.

Taxes	\$	17,084,414	87.4%
Franchise Fees		342,647	1.8%
Charges for Services		17,747	0.1%
Licenses, permits and fees		415,999	2.1%
Fines		176,761	0.9%
Investment Earnings		207,348	1.1%
Other Revenues		94,531	0.5%
Cost Allocation		918,651	4.7%
Transfers In		290,744	1.5%
<b>Total</b>	<b>\$</b>	<b>19,548,842</b>	<b>100.0%</b>

A comparison between FY2023 and FY2024 is presented below:

	Fiscal Year-to-Date		Increase/(Decrease) over 2023	
	2024	2023	Amount	Percent
Property Taxes	\$ 15,841,661	\$ 13,802,133	\$ 2,039,528	14.8%
Sales & Use Taxes	1,242,753	1,161,017	81,736	7.0%
Franchise Fees	342,647	310,239	32,408	10.4%
Investment Earnings	207,348	101,586	105,762	104.1%
License, Permit & Fee	415,999	230,678	185,321	80.3%
Fines	176,761	198,938	(22,177)	-11.1%
Charges for Services	17,747	76,014	(58,267)	-76.7%
Miscellaneous	87,464	164,012	(76,548)	-46.7%
Cost Allocation Rev	918,651	1,096,818	(178,167)	-16.2%
Operating Grant & Contributions	7,067	(191)	7,258	-3800.0%
Transfer In	290,744	198,859	91,885	46.2%
	<b>\$ 19,548,842</b>	<b>\$ 17,340,103</b>	<b>\$ 2,208,739</b>	<b>12.7%</b>

## GENERAL FUND

Expenditures

Expenditures for General Fund purposes were \$15,026,390 through December 31, 2023. A decrease of \$1,072,951 or 6.7% from the preceding year.

Prior Year Comparison of General Fund Expenditures by Department  
through month December 2023

	Fiscal Year-to-Date		Increase/(Decrease) over 2023		Material Variance Drivers
	2024	2023	Amount	Percent	
City Council	\$ 19,921	\$ 6,746	\$ 13,175	195.3%	Increase with travel, training, projects and event expenditures
City Manager's Office	355,607	170,777	184,830	108.2%	Restructuring of the City Managers Office
City Secretary's Office	154,269	138,181	16,088	11.6%	Open position filled, merit increases offset with a reduction of election expenses
Communications	108,552	131,555	(23,003)	-17.5%	
Finance	407,018	541,844	(134,826)	-24.9%	
Non-Departmental	637,945	424,051	213,894	50.4%	Contribution to Burleson Opportunity Fund, recruiting and settlements
Human Resources	194,362	232,309	(37,947)	-16.3%	
Judicial	29,159	28,534	624	2.2%	
Legal Services	129,806	95,277	34,529	36.2%	Administrative position moved from CMO to Legal, salary increases
Municipal Court	92,746	55,460	37,286	67.2%	Vacant position filled
Records Management	24,905	24,651	254	1.0%	
Purchasing	65,109	180,685	(115,575)	-64.0%	
Fire	2,693,497	3,120,231	(426,734)	-13.7%	
Police	4,225,754	4,588,284	(362,530)	-7.9%	
Marshals Service	48,336	49,211	(875)	-1.8%	
PS Communication	569,916	505,394	64,522	12.8%	Two vacant positions filled
Drainage Maint	124,344	179,298	(54,954)	-30.6%	
Engineering/Capital	106,287	255,593	(149,306)	-58.4%	
Engineering/Development	121,008	144,257	(23,249)	-16.1%	
Engineering/Inspection	130,054	186,956	(56,901)	-30.4%	
Facilities Maintenance	183,802	246,922	(63,120)	-25.6%	
Public Works Admin	254,141	286,278	(32,136)	-11.2%	
Streets Pavement Maint	1,110,351	955,085	155,265	16.3%	Added position and maintenance expense increase with pavement slurry PO rollover
Traffic Maint	165,832	208,731	(42,900)	-20.6%	
Animal Services	162,443	155,951	6,492	4.2%	
Code Enforcement	86,923	97,696	(10,773)	-11.0%	
Environmental Services	61,291	72,221	(10,930)	-15.1%	
Neighborhood Svcs Admin	55,191	54,312	879	1.6%	
Building Inspections	221,278	213,606	7,672	3.6%	
Community Development	105,925	122,990	(17,065)	-13.9%	
Development Services	81,913	78,333	3,580	4.6%	
Economic Development	12,951	-	12,951	0.0%	
Library	352,318	446,331	(94,013)	-21.1%	
Parks	352,617	440,708	(88,090)	-20.0%	
Parks & Recreation Admin	1,452	12,448	(10,995)	-88.3%	
ROW Maintenance	130,427	46,158	84,269	182.6%	Two positions added, increase with services for this period
Senior Citizens Center	48,937	52,961	(4,024)	-7.6%	
Special Events	-	49,314	(49,314)	-100.0%	
Transfer Out	1,400,000	1,500,000	(100,000)	-6.7%	
	\$ 15,026,390	\$ 16,099,340	\$ (1,072,951)	-6.7%	

Expenditures for General Fund through the month of December 2023 are outlined by percentage basis as follows:

Division	Total	Percent
General Government	\$ 2,219,400	15%
Public Safety	7,537,503	50%
Public Works	2,195,820	15%
Neighborhood Services	365,848	2%
Development Services	422,066	3%
Culture & Recreation	885,752	6%
Transfer Out	1,400,000	9%
	\$ 15,026,390	100%

## WATER AND SEWER FUND

### Revenues

Operating revenue in the water and sewer fund was \$6,954,792 through December 31, 2023, an increase of \$626,632 or 9.9% compared to revenues reported for the same time period in the preceding

A comparison between FY2023 and FY2024 is presented below:

	Fiscal Year-to-Date		Increase/(Decrease) over 2023	
	2024	2023	Amount	Percent
Charges for Services	\$ 6,197,222	\$ 5,949,474	\$ 247,749	4.2%
License, Permit & Fee	3,695	2,505	1,190	47.5%
Investment Earnings	256,802	103,260	153,542	148.7%
Miscellaneous	14,126	19,732	(5,606)	-28.4%
Impact Fee	475,344	253,190	222,154	87.7%
Transfer In	7,603	-	7,603	0.0%
	<u>\$ 6,954,792</u>	<u>\$ 6,328,160</u>	<u>\$ 626,632</u>	<u>9.9%</u>

The breakdown of the Charges for Services revenue is reflected in the preceding table as follows:

	Fiscal Year-to-Date		Increase/(Decrease)	
	2024	2023	Amount	Percent
Water Revenue	\$ 3,272,795	\$ 3,105,574	\$ 167,221	5%
Sewer Revenue	2,641,338	2,603,060	38,278	1%
Sewer Surcharge	140,882	120,168	20,714	17%
Connections & Extensions	25,735	19,164	6,571	34%
Penalties	116,472	101,508	14,964	15%
	<u>\$ 6,197,222</u>	<u>\$ 5,949,474</u>	<u>\$ 247,749</u>	<u>4.2%</u>

## WATER AND SEWER FUND

### Expenditures

The Water and Sewer Fund expenditures through December 31, 2023 totaled \$2,426,479. This represents an overall decrease of \$1,115,401 or 31.5% under the preceding year, as the water department is reconciling water invoices from Fort Worth at the request of the finance department. An increase of \$10,073 or 185.0% in minor furniture and equipment as a result of a sewer pump replacement and purchase of recycling hoppers. Insurance increased by \$22,452 or 27.4% due to an increase in insurance premiums. Capital expenditures increased by \$99,520 or 836.3% as a result of a water main replacement. Transfer out increased by \$91,885 or 46.2% as a result of increased franchise and PILOT fees to the general fund.

A comparison between FY2023 and FY2024 is presented below:

	Fiscal Year-to-Date		Increase/(Decrease) over 2023	
	2024	2023	Amount	Percent
Personnel	\$ 685,478	\$ 651,123	\$ 34,355	5.3%
Personnel Development	6,824	17,012	(10,187)	-59.9%
Supplies	8,846	25,594	(16,748)	-65.4%
Minor Furn & Equip	15,517	5,444	10,073	185.0%
Outside Services	6,271	978,568	(972,297)	-99.4%
Infr Maint & Repair	7,775	42,559	(34,784)	-81.7%
Equip Maint & Repair	5,054	7,946	(2,892)	-36.4%
Utilities	51,685	56,968	(5,283)	-9.3%
Claims and Insurance	104,263	81,811	22,452	27.4%
Misc	340,138	317,332	22,806	7.2%
Contribution to ISF	473,677	608,105	(134,428)	-22.1%
Cost Allocation Exp	318,787	538,660	(219,873)	-40.8%
Capital Expenditures	111,420	11,900	99,520	836.3%
Transfers Out	290,744	198,859	91,885	46.2%
	<u>\$ 2,426,479</u>	<u>\$ 3,541,880</u>	<u>\$ (1,115,401)</u>	<u>-31.5%</u>

## 4A SALES TAX FUND

### Revenues

4A revenue was \$823,674 through December 31, 2023 which is an increase of \$65,311 or 8.6% compared to revenue reported for the same time period in the preceding year. The increase is a result of increased sales tax and investment earnings attributable to favorable interest rates.

A comparison between FY2023 and FY2024 is presented below:

	Fiscal Year-to-Date		Increase/(Decrease) over 2023	
	2024	2023	Amount	Percent
Sales & Use Taxes	\$ 604,371	\$ 563,112	\$ 41,259	7%
Investment Earnings	55,300	29,025	26,275	91%
Miscellaneous	164,003	166,226	(2,223)	-1%
	<u>\$ 823,674</u>	<u>\$ 758,363</u>	<u>\$ 65,311</u>	<u>8.6%</u>

### Expenditures

Expenditures through December 31, 2023 totaled \$397,763. This represents an overall decrease of \$7,637 or a 1.9% reduction under the preceding year. Personnel expenses increased \$19,207 or 18.9% as a result of salary increases and personnel transfer from General Fund Communications. Personnel development increased \$22,936 or 289.0% as a result of increased memberships, licenses, travel, and training. Contributions to the Internal Service Fund (ISF) increased \$20,228 or 57.9% as a result of technology cost increases and fund allocations.

A comparison between FY2023 and FY2024 is presented below:

	Fiscal Year-to-Date		Increase/(Decrease) over 2023	
	2024	2023	Amount	Percent
Personnel	\$ 120,893	\$ 101,686	\$ 19,207	18.9%
Personnel Development	30,873	7,937	22,936	289.0%
Supplies	-	1,368	(1,368)	-100.0%
Outside Services	59,613	29,713	29,900	100.6%
Utilities	-	4,190	(4,190)	-100.0%
Claims and Insurance	1,597		1,597	100.0%
Misc	90,482	176,340	(85,858)	-48.7%
Contribution to ISF	55,164	34,936	20,228	57.9%
Cost Allocation Exp	39,141	44,230	(5,089)	-11.5%
Transfers Out	-	5,000	(5,000)	-100.0%
	<u>\$ 397,763</u>	<u>\$ 405,400</u>	<u>\$ (7,637)</u>	<u>-1.9%</u>

## 4B SALES TAX FUND

### Revenues

4B revenue was \$661,590 through December 31, 2023 which is an increase of \$79,582 or 13.7% compared to revenue reported for the same time period in the preceding year. The increase is a result of sales tax gains and investment earnings attributable to favorable interest rates.

A comparison between FY2023 and FY2024 is presented below:

	Fiscal Year-to-Date		Increase/(Decrease) over 2023	
	2024	2023	Amount	Percent
Sales & Use Taxes	\$ 604,371	\$ 563,112	\$ 41,259	7%
Investment Earnings	57,219	18,896	38,323	203%
	\$ 661,590	\$ 582,008	\$ 79,582	13.7%

### Expenditures

Expenditures through December 31, 2023 totaled \$1,359,236. This represents an overall decrease of \$1,853,614 or a 57.7% reduction under the preceding year. Personnel cost increased \$7,659 or 10.4% as a result of merit increases and special event overtime.

A comparison between FY2023 and FY2024 is presented below:

	Fiscal Year-to-Date		Increase/(Decrease) Amount		Percent
	2024	2023			
Personnel	\$ 81,360	\$ 73,701	\$ 7,659		10.4%
Minor Furn & Equip	3,366	5,840	(2,474)		-42.4%
Outside Services	910	-	910		0.0%
Infr Maint & Repair	-	59,223	(59,223)		-100.0%
Misc	69,580	-	69,580		0.0%
Contribution to ISF	7,651	13,610	(5,959)		-43.8%
Cost Allocation Exp	25,561	38,276	(12,715)		-33.2%
Transfers Out	1,170,808	3,022,200	(1,851,392)		-61.3%
	\$ 1,359,236	\$ 3,212,850	\$ (1,853,614)		-57.7%

## PARKS PERFORMANCE FUND

### Revenues

Parks Performance revenue was \$1,307,902 through December 31, 2023 which is an increase of \$103,027 or 8.6% compared to revenue reported for the same time period in the preceding year. Interest earnings were not achieved as funds were not available to invest.

A comparison between FY2023 and FY2024 is presented below:

	Fiscal Year-to-Date		Increase/(Decrease) over 2023	
	2024	2023	Amount	Percent
Charges for Services	\$ 443,618	\$ 421,684	\$ 21,934	5%
Investment Earnings	-	518	(518)	-100%
Miscellaneous	980	53	927	1749%
Transfer In	863,304	782,620	80,684	10%
	<u>\$ 1,307,902</u>	<u>\$ 1,204,875</u>	<u>\$ 103,027</u>	<u>8.6%</u>

### Expenditures

Expenditures through December 31, 2023 totaled \$1,188,624. This represents an overall increase of \$105,033 or a 9.7% from the preceding year. Personnel development increased by \$1,504 or 53.4% as a result of travel and training expenses. Infrastructure maintenance and repair increased by \$10,115 or 38.3% as a result of metal roof repairs at Russell Farm. Claims and Insurance costs increased \$13,503 or 16.3% as a result of increased insurance premiums. Miscellaneous expenses increased by \$4,607 or 23.5% as a result of increased bank charges and officiating expenses incurred by recreation. Cost allocation to the General Fund increased \$83,727 or 93.1% as a result of increased budget allocation for current year.

A comparison between FY2023 and FY2024 is presented below:

	Fiscal Year-to-Date		Increase/(Decrease) Amount		Percent
	2024	2023	Amount	Percent	
Personnel	\$ 614,841	\$ 589,811	\$ 25,030	4.2%	
Personnel Development	4,320	2,816	1,504	53.4%	
Supplies	17,564	22,737	(5,173)	-22.8%	
Minor Furn & Equip	1,500	5,459	(3,959)	-72.5%	
Outside Services	10,492	13,372	(2,880)	-21.5%	
Infr Maint & Repair	36,538	26,423	10,115	38.3%	
Equip Maint & Repair	6,767	12,511	(5,744)	-45.9%	
Utilities	108,847	105,476	3,371	3.2%	
Claims and Insurance	96,284	82,781	13,503	16.3%	
Misc	24,202	19,595	4,607	23.5%	
Contribution to ISF	76,473	96,028	(19,555)	-20.4%	
Cost Allocation Exp	173,688	89,961	83,727	93.1%	
Capital Expenditures	17,108	16,621	487	2.9%	
	<u>\$ 1,188,624</u>	<u>\$ 1,083,591</u>	<u>\$ 105,033</u>	<u>9.7%</u>	

SECTION 02

# Financial Summary

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City of Burleson  
Quarterly Report  
December 2023

Dec-23

**General Fund - Schedule of Revenues**  
**Budget vs. Actuals**

 Percent of Year  
 Expired 25%

DESCRIPTION	PRIOR YEAR TO DATE	ORIGINAL BUDGET	REVISED BUDGET	ACTUAL AMOUNT	BUDGET BALANCE	PERCENT BUDGET COLLECTED OBLIGATED	PERCENT BUDGET COLLECTED OBLIGATED PRIOR YEARS
Ad Val Taxes - General	13,740,851	26,384,580	26,384,580	15,780,285	10,604,295	59.81%	56.26%
Ad Val Taxes - Delinquent	39,745	128,750	128,750	36,517	92,233	28.36%	31.80%
Ad Val Taxes - Pen & Int	21,538	231,750	231,750	24,859	206,891	10.73%	9.57%
<b>PROPERTY TAXES TOTAL</b>	<b>\$ 13,802,133</b>	<b>\$ 26,745,080</b>	<b>\$ 26,745,080</b>	<b>\$ 15,841,661</b>	<b>\$ 10,903,419</b>	<b>59.23%</b>	<b>55.71%</b>
Sales Tax	1,126,224	15,188,281	15,188,281	1,208,743	13,979,538	7.96%	7.64%
Liquor Tax	34,794	206,130	206,130	34,010	172,120	16.50%	17.39%
<b>SALES TAX TOTAL</b>	<b>\$ 1,161,017</b>	<b>\$ 15,394,411</b>	<b>\$ 15,394,411</b>	<b>\$ 1,242,753</b>	<b>\$ 14,151,658</b>	<b>8.07%</b>	<b>7.77%</b>
W&S Franchise Fee	238,187	1,016,215	1,016,215	254,050	762,165	25.00%	24.27%
Electric Util Franchise	-	1,939,094	1,939,094	-	1,939,094	0.00%	0.00%
Telephone Franchise Fees	1,203	57,750	57,750	36	57,714	0.06%	2.19%
Telecable Franchise Fees	-	67,601	67,601	-	67,601	0.00%	0.00%
Natural Gas Franchise Fee	-	440,892	440,892	-	440,892	0.00%	0.00%
Solid Waste Franchise Fee	9,952	324,360	324,360	5,401	318,959	1.67%	3.67%
SW Internal Srv Franchise	60,896	332,658	332,658	83,160	249,498	25.00%	22.14%
<b>FRANCHISE FEES TOTAL</b>	<b>\$ 310,239</b>	<b>\$ 4,178,570</b>	<b>\$ 4,178,570</b>	<b>\$ 342,647</b>	<b>\$ 3,835,923</b>	<b>8.20%</b>	<b>7.86%</b>
<b>INVESTMENT EARNINGS TOTAL</b>	<b>\$ 101,586</b>	<b>\$ 750,000</b>	<b>\$ 750,000</b>	<b>\$ 207,348</b>	<b>\$ 542,652</b>	<b>27.65%</b>	<b>13.54%</b>
<b>LICENSE, PERMIT, FEE TOTAL</b>	<b>\$ 230,678</b>	<b>\$ 1,678,255</b>	<b>\$ 1,678,255</b>	<b>\$ 415,999</b>	<b>\$ 1,262,256</b>	<b>24.79%</b>	<b>15.00%</b>
<b>FINES TOTAL</b>	<b>\$ 198,938</b>	<b>\$ 955,000</b>	<b>\$ 955,000</b>	<b>\$ 176,761</b>	<b>\$ 778,239</b>	<b>18.51%</b>	<b>21.98%</b>
<b>CHARGES FOR SERVICES TOTAL</b>	<b>\$ 76,014</b>	<b>\$ 418,500</b>	<b>\$ 418,500</b>	<b>\$ 17,747</b>	<b>\$ 400,753</b>	<b>4.24%</b>	<b>18.21%</b>
<b>MISC TOTAL</b>	<b>\$ 164,012</b>	<b>\$ 614,500</b>	<b>\$ 614,500</b>	<b>\$ 87,464</b>	<b>\$ 527,036</b>	<b>14.23%</b>	<b>26.72%</b>
Cost Allocation From SRF	10,614	47,019	47,019	11,766	35,253	25.02%	24.91%
Cost allocation from 4A	44,231	156,564	156,564	39,141	117,423	25.00%	25.00%
Cost allocation from 4B	38,277	102,250	102,250	25,561	76,689	25.00%	25.00%
Cost allocation from PPF	89,961	694,770	694,770	173,688	521,082	25.00%	14.11%
Cost allocation from HMF	4,837	25,853	25,853	6,467	19,386	25.01%	25.00%
Cost allocation from TIF	8,978	36,492	36,492	9,123	27,369	25.00%	25.00%
Cost allocation from Misc SRF	-	18,177	18,177	4,542	13,635	24.99%	N/A
Cost allocation from DS	140	952	952	295	657	30.99%	25.00%
Cost allocation from WS	538,660	1,275,127	1,275,127	318,787	956,340	25.00%	42.48%
Cost allocation from SW	51,792	51,629	51,629	12,911	38,718	25.01%	25.00%
Cost allocation from Golf	83,902	279,860	279,860	69,971	209,889	25.00%	29.37%
Cost allocation from CEM	811	3,858	3,858	194	3,664	5.03%	25.00%
Cost allocation from ERF	1,499	5,687	5,687	1,421	4,266	24.99%	25.00%
Cost allocation from ESF	46,862	169,143	169,143	42,288	126,855	25.00%	25.00%
Cost allocation from SSR	57,150	255,342	255,342	63,831	191,511	25.00%	25.00%
Cost allocation from HIF	119,106	554,663	554,663	138,665	415,998	25.00%	25.00%
<b>COST ALLOCATION REV TOTAL</b>	<b>\$ 1,096,818</b>	<b>\$ 3,677,386</b>	<b>\$ 3,677,386</b>	<b>\$ 918,651</b>	<b>\$ 2,758,735</b>	<b>24.98%</b>	<b>29.42%</b>
Receipts from Counties	-	8,500	8,500	-	8,500	0.00%	0.00%
Receipts From Federal Govn	-	966,340	966,340	-	966,340	0.00%	N/A
<b>INTERGOVERNMENTAL TOTAL</b>	<b>\$ -</b>	<b>\$ 974,840</b>	<b>\$ 974,840</b>	<b>\$ -</b>	<b>\$ 974,840</b>	<b>0.00%</b>	<b>0.00%</b>
School Resource Officers	-	1,032,145	1,032,145	-	1,032,145	0.00%	0.00%
Auto Task Force Reimb	-	66,950	66,950	7,067	59,884	10.55%	0.00%
Reimbursable Overtime	(191)	-	-	-	-	N/A	N/A
Reimbursable Overtime	-	7,500	7,500	-	7,500	0.00%	0.00%
<b>OPER GRANT &amp; CONTR TOTAL</b>	<b>\$ (191)</b>	<b>\$ 1,106,595</b>	<b>\$ 1,106,595</b>	<b>\$ 7,067</b>	<b>\$ 1,099,529</b>	<b>0.64%</b>	<b>-0.02%</b>
Transfer In from ERF-Government	-	345,000	345,000	-	345,000	N/A	N/A
Transfer from WS	198,859	1,162,961	1,162,961	290,744	872,217	25.00%	23.28%
<b>TRANSFER IN TOTAL</b>	<b>\$ 198,859</b>	<b>\$ 1,507,961</b>	<b>\$ 1,507,961</b>	<b>\$ 290,744</b>	<b>\$ 1,217,217</b>	<b>19.28%</b>	<b>23.28%</b>
<b>TOTAL REVENUE</b>	<b>\$ 17,340,103</b>	<b>\$ 58,001,098</b>	<b>\$ 58,001,098</b>	<b>\$ 19,548,842</b>	<b>\$ 38,452,256</b>	<b>33.70%</b>	<b>32.35%</b>

Dec-23

## General Fund - Schedule of Expenditures Budget vs. Actuals

Percent of Year  
Expired

25%

DIVISIONS	PRIOR YEAR TO DATE	ORIGINAL BUDGET	BUDGET TRANSFERS	REVISED BUDGET	ENCUMBRANCE AMOUNT	ACTUAL AMOUNT	BUDGET BALANCE	PERCENT BUDGET COLLECTED OBLIGATED	PERCENT BUDGET COLLECTED OBLIGATED PRIOR YEARS
<b>GENERAL GOVERNMENT</b>									
City Council	6,746	112,750	-	112,750	7,860	19,921	84,969	24.64%	4.59%
City Manager's Office	170,777	829,374	27,000	856,374	28,798	355,607	471,969	44.89%	16.91%
City Secretary's Office	138,181	936,016	-	936,016	99,875	154,269	681,872	27.15%	17.05%
Communications	131,555	579,154	-	579,154	19,677	108,552	450,925	22.14%	23.72%
Finance	541,844	2,289,796	20,100	2,309,896	5,000	407,018	1,897,878	17.84%	23.69%
Non-Departmental	424,051	(149,527)	-	(149,527)	43,338	637,945	(830,811)	-455.63%	130.37%
Human Resources	232,309	1,164,109	-	1,164,109	53,588	194,362	916,159	21.30%	18.33%
Judicial	28,534	115,283	-	115,283	3,787	29,159	82,337	28.58%	24.68%
Legal Services	95,277	604,940	-	604,940	318,863	129,806	156,271	74.17%	16.10%
Municipal Court	55,460	501,104	-	501,104	8,997	92,746	399,361	20.30%	15.61%
Records Management	24,651	125,286	-	125,286	9,903	24,905	90,478	27.78%	21.59%
Purchasing	180,685	505,059	45,250	550,309	78,738	65,109	406,461	26.14%	39.09%
<b>GENERAL GOVERNMENT TOTAL</b>	<b>\$ 2,030,071</b>	<b>\$ 7,613,344</b>	<b>\$ 92,350</b>	<b>\$ 7,705,694</b>	<b>\$ 678,423</b>	<b>2,219,400</b>	<b>\$ 4,807,870</b>	<b>37.61%</b>	<b>25.25%</b>
<b>PUBLIC SAFETY</b>									
Fire	3,120,231	12,330,398	206,245	12,536,643	135,806	2,693,497	9,707,339	22.57%	28.16%
Police	4,588,284	18,028,984	-	18,028,984	521,381	4,225,754	13,281,849	26.33%	26.57%
Marshals Service	49,211	230,034	-	230,034	2,689	48,336	179,009	22.18%	20.76%
PS Communication	505,394	2,674,952	-	2,674,952	-	569,916	2,105,036	21.31%	22.76%
<b>PUBLIC SAFETY TOTAL</b>	<b>\$ 8,263,121</b>	<b>\$ 33,264,368</b>	<b>\$ 206,245</b>	<b>\$ 33,470,613</b>	<b>\$ 659,876</b>	<b>7,537,503</b>	<b>\$ 25,273,233</b>	<b>24.49%</b>	<b>26.82%</b>
<b>PUBLIC WORKS</b>									
Drainage Maint	179,298	597,156	-	597,156	320	124,344	472,492	20.88%	33.96%
Engineering/Capital	255,593	28,419	2,330	30,749	2,330	106,287	(77,868)	353.24%	2611.29%
Engineering/Development	144,257	956,024	164,750	1,120,774	164,750	121,008	835,016	25.50%	14.37%
Engineering/Inspection	186,956	297,638	9,019	306,657	15,326	130,054	181,277	47.41%	41.00%
Facilities Maintenance	246,922	1,190,840	(9,000)	1,181,840	186,306	183,802	811,732	31.32%	25.60%
Public Works Admin	286,278	1,081,034	-	1,081,034	-	254,141	826,893	23.51%	24.06%
Streets Pavement Maint	955,085	3,608,582	562,833	4,171,415	112,849	1,110,351	2,948,215	29.32%	25.38%
Traffic Maint	208,731	1,153,427	-	1,153,427	23,912	165,832	963,683	16.45%	20.92%
<b>PUBLIC WORKS TOTAL</b>	<b>\$ 2,463,121</b>	<b>\$ 8,913,120</b>	<b>\$ 729,931</b>	<b>\$ 9,643,051</b>	<b>\$ 505,792</b>	<b>2,195,820</b>	<b>\$ 6,941,439</b>	<b>28.02%</b>	<b>27.64%</b>
<b>NEIGHBORHOOD SERVICES</b>									
Animal Services	155,951	715,059	-	715,059	8,174	162,443	544,441	22.72%	23.09%
Code Enforcement	97,696	398,296	-	398,296	27,585	86,923	283,789	21.82%	24.63%
Environmental Services	72,221	335,478	-	335,478	42,848	61,291	231,339	18.27%	22.40%
Neighborhood Svcs Admin	54,312	227,398	-	227,398	-	55,191	172,207	24.27%	23.18%
<b>NEIGHBORHOOD SERVICES TOTAL</b>	<b>380,180</b>	<b>1,676,231</b>	<b>-</b>	<b>1,676,231</b>	<b>78,607</b>	<b>365,848</b>	<b>1,231,776</b>	<b>21.83%</b>	<b>23.34%</b>
<b>DEVELOPMENT SERVICES</b>									
Building Inspections	213,606	990,035	-	990,035	-	221,278	768,757	22.35%	23.28%
Community Development	122,990	511,966	-	511,966	11,542	105,925	394,500	20.69%	22.94%
Development Services	78,333	370,331	-	370,331	-	81,913	288,418	22.12%	21.98%
Economic Development	-	1,250,842	-	1,250,842	-	12,951	1,237,891	1.04%	0.00%
<b>DEVELOPMENT SERVICES TOTAL</b>	<b>414,929</b>	<b>3,123,174</b>	<b>-</b>	<b>3,123,174</b>	<b>11,542</b>	<b>422,066</b>	<b>2,689,566</b>	<b>13.51%</b>	<b>11.22%</b>
<b>CULTURE &amp; RECREATION</b>									
Library	446,331	1,450,918	-	1,450,918	162,542	352,318	936,058	24.28%	29.86%
Parks	440,708	1,670,977	-	1,670,977	88,279	352,617	1,230,081	21.10%	25.92%
Parks & Recreation Admin	12,448	33,864	-	33,864	-	1,452	32,412	N/A	0.00%
ROW Maintenance	46,158	658,915	-	658,915	357,331	130,427	171,157	19.79%	9.98%
Senior Citizens Center	52,961	202,197	-	202,197	-	48,937	153,260	24.20%	19.81%
Special Events	49,314	-	-	-	-	-	-	N/A	0.00%
<b>CULTURE &amp; RECREATION TOTAL</b>	<b>1,047,919</b>	<b>4,016,871</b>	<b>-</b>	<b>4,016,871</b>	<b>608,152</b>	<b>885,752</b>	<b>2,522,968</b>	<b>22.05%</b>	<b>26.70%</b>
<b>TRANSFER OUT TOTAL</b>	<b>1,500,000</b>	<b>2,565,496</b>	<b>-</b>	<b>2,565,496</b>	<b>-</b>	<b>1,400,000</b>	<b>1,165,496</b>	<b>54.57%</b>	<b>342.27%</b>
<b>TOTAL EXPENDITURE</b>	<b>16,099,340</b>	<b>61,172,604</b>	<b>1,028,526</b>	<b>62,201,130</b>	<b>2,542,392</b>	<b>15,026,390</b>	<b>44,632,348</b>	<b>28.25%</b>	<b>28.02%</b>

**Dec-23****Water and Sewer Fund - Schedule of Revenues and Expenditures****Budget vs. Actuals**Percent of Year  
Expired

25%

DESCRIPTION	PRIOR YEAR TO DATE	ORIGINAL BUDGET	REVISED BUDGET	ENCUMBRANCE AMOUNT	ACTUAL	BUDGET BALANCE	PERCENT BUDGET COLLECTED OBLIGATED	PERCENT BUDGET COLLECTED OBLIGATED PRIOR YEARS
CHARGES FOR SERVICES	5,949,474	25,688,063	25,688,063		6,197,222	19,490,841	24.12%	24.2%
LICENSE, PERMIT & FEE	2,505	20,000	20,000		3,695	16,305	18.48%	12.53%
INVESTMENT EARNINGS	103,260	450,000	450,000		256,802	193,198	57.07%	25.65%
MISCELLANEOUS	19,732	41,422	41,422		14,126	27,296	34.10%	49.06%
IMPACT FEE	253,190	1,287,500	1,287,500		475,344	812,156	36.92%	19.67%
TRANSFER IN	-	209,239	209,239		7,603	201,636	3.63%	0.00%
<b>TOTAL REVENUE</b>	<b>\$ 6,328,160</b>	<b>\$ 27,696,224</b>	<b>\$ 27,696,224</b>	<b>\$ -</b>	<b>\$ 6,954,792</b>	<b>\$ 20,741,432</b>	<b>25.11%</b>	<b>23.89%</b>
PERSONNEL	651,123	3,249,099	3,249,099		685,478	2,563,621	21.10%	19.44%
PERSONNEL DEVELOPMNT	17,012	59,322	59,322		6,824	52,498	11.50%	32.04%
SUPPLIES	25,594	114,026	114,026	5,396	8,846	99,783	7.76%	26.10%
MINOR FURN & EQUIP	5,444	47,566	47,566	78	15,517	31,972	32.62%	7.43%
OUTSIDE SERVICES	978,568	10,033,057	10,033,057	28,847	6,271	9,997,939	0.06%	10.49%
INFR MAINT & REPAIR	42,559	283,119	283,119	125,444	7,775	149,900	2.75%	15.03%
EQUIP MAINT & REPAIR	7,946	36,764	36,764	20,287	5,054	11,423	13.75%	21.61%
UTILITIES	56,968	279,095	279,095	1,793	51,685	225,617	18.52%	22.56%
CLAIMS AND INSURANCE	81,811	108,243	108,243	-	104,263	3,980	96.32%	88.27%
MISC	317,332	1,421,415	1,421,415	23,427	340,138	1,057,850	23.93%	23.38%
CONTRIBUTION TO ISF	608,105	1,894,723	1,894,723	-	473,677	1,421,046	25.00%	39.68%
COST ALLOCATION EXP	538,660	1,275,127	1,275,127	-	318,787	956,340	25.00%	39.50%
CAPITAL EXPENDITURES	11,900	611,944	611,944	217,253	111,420	283,271	18.21%	1.30%
DEBT SERVICE CHARGES	-	7,401,282	7,401,282	-	-	7,401,282	0.00%	0.00%
TRANSFERS OUT	198,859	1,162,961	1,162,961	-	290,744	872,217	25.00%	16.35%
<b>TOTAL EXPENDITURE</b>	<b>\$ 3,541,880</b>	<b>\$ 27,977,743</b>	<b>\$ 27,977,743</b>	<b>\$ 422,525</b>	<b>\$ 2,426,479</b>	<b>\$ 25,128,738</b>	<b>8.67%</b>	<b>13.27%</b>

**Dec-23****4A Sales Tax Fund - Schedule of Revenues and Expenditures****Budget vs. Actuals**Percent of Year  
Expired

25%

DESCRIPTION	PRIOR YEAR TO DATE	ORIGINAL BUDGET	REVISED BUDGET	ENCUMBRANCE AMOUNT	ACTUAL	BUDGET BALANCE	PERCENT BUDGET COLLECTED OBLIGATED	PERCENT BUDGET COLLECTED OBLIGATED PRIOR YEARS
SALES & USE TAXES	563,112	7,594,138	7,594,138		604,371	6,989,767	7.96%	7.64%
SALE OF CAPITAL	-	2,375,000	2,375,000		-	2,375,000	0.00%	N/A
INVESTMENT EARNINGS	29,025	100,000	100,000		55,300	44,700	55.30%	32.25%
MISCELLANEOUS	166,227	290,000	290,000		164,003	125,997	56.55%	50.45%
<b>TOTAL REVENUE</b>	<b>\$ 758,363</b>	<b>\$ 10,359,138</b>	<b>\$ 10,359,138</b>	<b>\$ -</b>	<b>\$ 823,674</b>	<b>9,535,464</b>	<b>7.95%</b>	<b>9.73%</b>
PERSONNEL	101,686	567,999	567,999		120,893	447,106	21.28%	18.11%
PERSONNEL DEVELOPMNT	7,937	45,925	45,925		30,873	15,052	67.22%	17.28%
SUPPLIES	1,368	6,000	6,000		-	6,000	0.00%	22.79%
OUTSIDE SERVICES	29,713	430,250	430,250	82,975	59,613	287,662	13.86%	17.73%
INFR MAINT & REPAIR	-	30,000	30,000		-	30,000	0.00%	0.00%
UTILITIES	4,190	29,041	29,041		1,597	27,444	5.50%	13.49%
MISC	176,340	4,869,729	4,869,729	51,500	90,482	4,727,747	1.86%	29.89%
CONTRIBUTION TO ISF	34,936	220,674	220,674		55,164	165,510	25.00%	25.00%
COST ALLOCATION EXP	44,231	156,564	156,564		39,141	117,423	25.00%	25.00%
TRANFERS OUT	5,000	2,757,636	2,757,636		-	2,757,636	0.00%	0.24%
<b>TOTAL EXPENDITURE</b>	<b>\$ 405,400</b>	<b>\$ 9,113,818</b>	<b>\$ 9,113,818</b>	<b>\$ 134,475</b>	<b>\$ 397,763</b>	<b>\$ 8,581,580</b>	<b>4.36%</b>	<b>10.54%</b>

**Dec-23****4B Sales Tax Fund - Schedule of Revenues and Expenditures****Budget vs. Actuals**Percent of  
Year Expired **25%**

DESCRIPTION	PRIOR YEAR TO DATE	ORIGINAL BUDGET	REVISED BUDGET	ENCUMBRANCE AMOUNT	ACTUAL	BUDGET BALANCE	PERCENT BUDGET COLLECTED OBLIGATED	PERCENT BUDGET COLLECTED OBLIGATED PRIOR YEARS
SALES & USE TAXES	563,112	7,594,138	7,594,138	-	604,371	6,989,767	7.958%	7.64%
INVESTMENT EARNINGS	18,897	90,000	90,000	-	57,219	32,781	63.58%	23.04%
MISCELLANEOUS	-	40,259	40,259	-	-	40,259	0.00%	0.00%
<b>TOTAL REVENUE</b>	<b>\$ 582,008</b>	<b>\$ 7,724,397</b>	<b>\$ 7,724,397</b>	<b>\$ -</b>	<b>\$ 661,590</b>	<b>\$ 7,062,807</b>	<b>8.56%</b>	<b>7.77%</b>
PERSONNEL	73,701	353,048	353,048	-	81,360	271,688	23.04%	21.54%
PERSONNEL DEVELOPMNT	-	5,805	5,805	-	-	5,805	0.00%	0.00%
SUPPLIES	-	900	900	-	-	900	0.00%	0.00%
MINOR FURN & EQUIP	5,840	20,000	20,000	17,382	3,366	(748)	16.83%	29.20%
OUTSIDE SERVICES	-	9,225	9,225	-	910	8,315	9.86%	0.00%
INFR MAINT & REPAIR	59,223	-	-	-	-	-	0.00%	0.00%
MISC	-	601,667	601,667	31,435	69,580	500,651	11.56%	0.00%
CONTRIBUTION TO ISF	13,610	30,592	30,592	-	7,651	22,941	25.01%	25.00%
COST ALLOCATION EXP	38,277	102,250	102,250	-	25,561	76,689	25.00%	25.00%
CAPITAL EXPENDITURES	-	50,000	50,000	-	-	50,000	0.00%	0.00%
TRANSFERS OUT	3,022,200	6,907,456	6,907,456	-	1,170,808	5,736,648	16.95%	34.59%
<b>TOTAL EXPENDITURE</b>	<b>3,212,850</b>	<b>\$ 8,080,943</b>	<b>\$ 8,080,943</b>	<b>\$ 48,817</b>	<b>\$ 1,359,236</b>	<b>\$ 6,672,890</b>	<b>16.82%</b>	<b>33.65%</b>

**Dec-23****PPF - Schedule of Revenues and Expenditures****Budget vs. Actuals**Percent of Year  
Expired

25%

DESCRIPTION	PRIOR YEAR TO DATE	ORIGINAL BUDGET	REVISED BUDGET	ENCUMBRANCE AMOUNT	ACTUALS	BUDGET BALANCE	PERCENT BUDGET COLLECTED	PERCENT BUDGET COLLECTED OBLIGATED PRIOR YEARS
CHARGES FOR SERVICES	421,684	2,194,990	2,194,990	-	443,618	1,751,372	20.21%	19.95%
INVESTMENT EARNINGS	518	10,000	10,000	-	-	10,000	0.00%	6.09%
MISCELLANEOUS	53	2,060	2,060	-	980	1,080	47.57%	2.66%
TRANSFER IN	782,620	3,453,234	3,453,234	-	863,304	2,589,930	25.00%	23.26%
<b>TOTAL REVENUE</b>	<b>\$ 1,204,875</b>	<b>\$ 5,660,284</b>	<b>\$ 5,660,284</b>	<b>\$ -</b>	<b>\$ 1,307,902</b>	<b>4,352,382</b>	<b>23.11%</b>	<b>21.96%</b>
PERSONNEL	589,811	3,125,959	3,125,959	-	614,841	2,511,118	19.67%	20.91%
PERSONNEL DEVELOPMNT	2,816	19,284	19,284	-	4,320	14,964	22.40%	14.11%
SUPPLIES	22,737	197,747	197,747	90,722	17,564	89,461	8.88%	12.31%
MINOR FURN & EQUIP	5,459	28,660	28,660	6,900	1,500	20,260	5.23%	16.29%
OUTSIDE SERVICES	13,372	71,300	71,300	8,922	10,492	51,885	14.72%	18.75%
INFR MAINT & REPAIR	26,423	233,954	216,847	39,385	36,538	140,923	16.85%	7.15%
EQUIP MAINT & REPAIR	12,511	34,922	34,922	11,052	6,767	17,103	19.38%	64.16%
UTILITIES	105,476	544,407	544,407	6,676	108,847	428,884	19.99%	18.23%
CLAIMS AND INSURANCE	82,781	80,609	80,609	-	96,284	(15,675)	119.45%	105.55%
MISC	19,595	149,961	149,961	78,714	24,202	47,046	16.14%	14.40%
CONTRIBUTION TO ISF	96,028	305,883	305,883	-	76,473	229,410	25.00%	31.96%
COST ALLOCATION EXP	89,961	694,770	694,770	-	173,688	521,082	25.00%	14.11%
CAPITAL EXPENDITURES	16,621	172,828	189,936	(17,108)	17,108	189,936	9.01%	7.01%
<b>TOTAL EXPENDITURE</b>	<b>\$ 1,083,591</b>	<b>\$ 5,660,284</b>	<b>\$ 5,660,284</b>	<b>\$ 225,264</b>	<b>\$ 1,188,624</b>	<b>4,246,396</b>	<b>21.00%</b>	<b>19.75%</b>

**SECTION 03**

# **Investment Report**

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City of Burleson  
Quarterly Report  
December 2023



## INVESTMENT PORTFOLIO SUMMARY

For the Quarter Ended

December 31, 2023

Prepared by  
Valley View Consulting, L.L.C.

The investment portfolio of the City of Burleson is in compliance with the Public Funds Investment Act and the City of Burleson Investment Policy and Strategies.

A handwritten signature in black ink, appearing to be "J. Bell", written over a horizontal line. Below this line is another horizontal line, creating a space for a signature.

**Disclaimer:** These reports were compiled using information provided by the City of Burleson. No procedures were performed to test the accuracy or completeness of this information. The market values included in these reports were obtained by Valley View Consulting, L.L.C. from sources believed to be accurate and represent proprietary valuation. Due to market fluctuations these levels are not necessarily reflective of current liquidation values. Yield calculations are not determined using standard performance formulas, are not representative of total return yields and do not account for investment advisor fees.

## Summary

### Quarter End Results by Investment Category:

Asset Type	September 30, 2023			December 31, 2023		
	Ave. Yield	Book Value	Market Value	Ave. Yield	Book Value	Market Value
Demand Deposit Account/Money Market Account	4.90%	\$ 19,047,644	\$ 19,047,644	5.31%	\$ 18,603,885	\$ 18,603,885
Pools/Money Market Fund	5.50%	50,489,464	50,489,464	5.51%	57,544,455	57,544,455
Securities	1.99%	33,468,111	33,032,003	2.43%	24,991,457	24,792,655
Certificates of Deposit	5.51%	34,599,102	34,599,102	5.41%	31,972,661	31,972,661
<b>Total</b>	<b>4.57%</b>	<b>\$ 137,604,320</b>	<b>\$ 137,168,213</b>	<b>4.88%</b>	<b>\$ 133,112,458</b>	<b>\$ 132,913,656</b>

#### Average Yield - Current Quarter (1)

Total Portfolio	4.88%
Rolling Three Month Treasury	5.53%
Rolling Six Month Treasury	5.49%
TexPool	5.37%

#### Fiscal Year-to-Date Average Yield (2)

Total Portfolio	4.88%
Rolling Three Month Treasury	5.53%
Rolling Six Month Treasury	5.49%
TexPool	5.37%

#### Interest Earnings (Approximate)

Quarter	\$ 1,587,794
Fiscal Year-to-date	\$ 1,587,794

(1) **Quarter End Average Yield** - based on adjusted book value, realized and unrealized gains/losses and investment advisory fees are not considered. The yield for the reporting month is used for bank, pool, and money market balances.

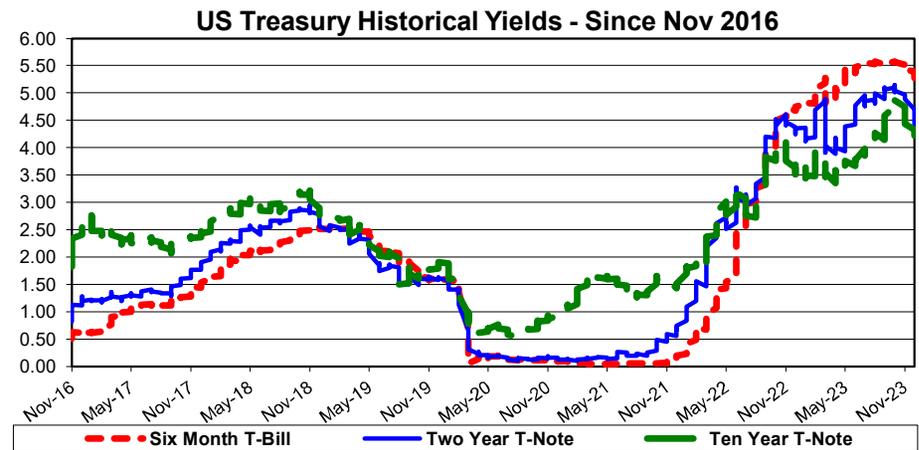
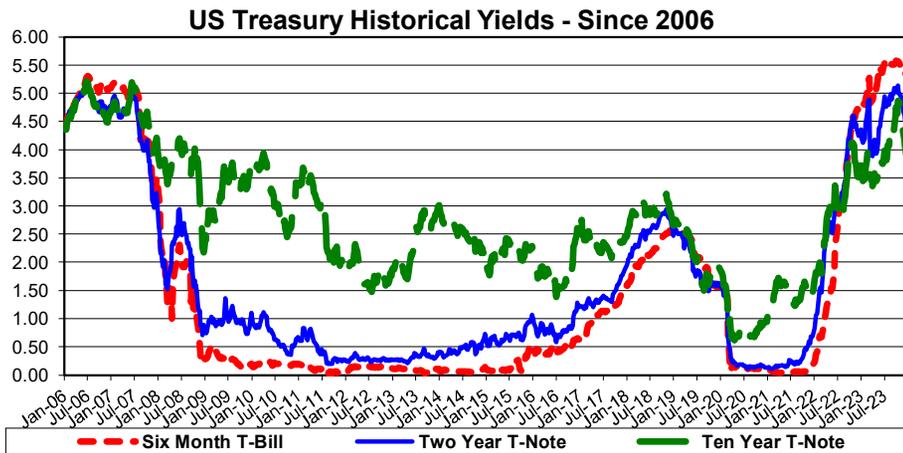
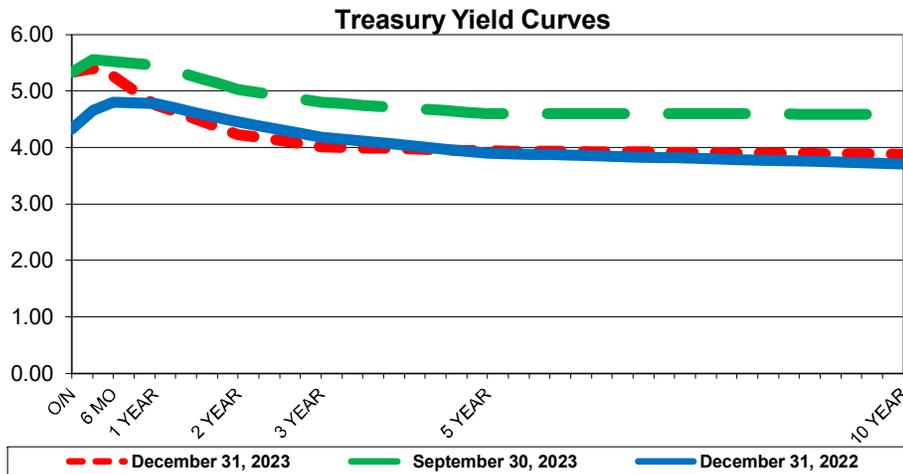
(2) **Fiscal Year-to-Date Average Yield** - calculated using quarter end report yields and adjusted book values and does not reflect a total return analysis or account for advisory fees.

**Investment Advisor Note:** During market cycles where rates are rising, it is common to experience decreases in market value of current investments. This is due to the value the market places on the asset in terms of its buying or selling ability on the current market day. The City's Investment Policy establishes a "buy and hold" portfolio strategy where investment maturities are targeted to match with identified cash flow requirements, and the investments mature at the anticipated time the cash is needed. The City does not intend to liquidate or redeem securities prior to maturity and will therefore not recognize the losses from a pre-maturity sale. Instead, the City will report changes in market value as unrealized losses as required by the PFIA and current accounting standards. As the security approaches maturity, the unrealized loss will diminish, and at maturity the City will receive the full par value of the security.

**Economic Overview**

**12/31/2023**

The Federal Open Market Committee (FOMC) maintained the Fed Funds target range 5.25% - 5.50% (Effective Fed Funds are trading +/-5.33%). Any additional actions, up or down, will be data-dependent. Final Third Quarter 2023 GDP revised downward to 4.9%, but still robust growth. December Non-Farm Payroll posted 216k new jobs (above the estimated 170k). The Three Month Rolling Average declined to 165k. The S&P 500 Stock Index reached a new peak trading over 4,770 (exceeding 4,766 in Dec 2021). The yield curve shifted lower anticipating future FOMC target reductions. Crude Oil stabilized at +/- \$73 per barrel. Inflation continued to decline but still remained above the FOMC 2% target (Core PCE +/-3.2% and Core CPI +/-4.0%). Reduced global economic outlooks and ongoing/expanding military conflicts increase uncertainty.



## Investment Holdings

### December 31, 2023

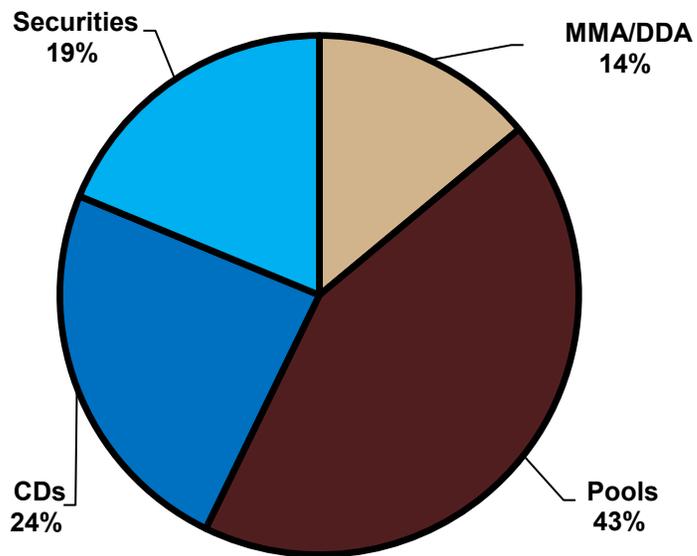
Description	Ratings	Coupon/ Discount	Maturity Date	Settlement Date	Par Value	Book Value	Market Price	Market Value	Life (Days)	Yield
American Nat'l Bank of TX Cash		0.00%	01/01/24	12/31/23	\$ 208	\$ 208	1.00	\$ 208	1	0.00%
American National Bank MMA		0.11%	01/01/24	12/31/23	876,391	876,391	1.00	876,391	1	0.11%
American Nat'l Bank of TX MMA #2		5.12%	01/01/24	12/31/23	1,884,293	1,884,293	1.00	1,884,293	1	5.12%
InterBank MMA		5.80%	01/01/24	12/31/23	100,470	100,470	1.00	100,470	1	5.80%
InterBank ICS		5.65%	01/01/24	12/31/23	5,023,136	5,023,136	1.00	5,023,136	1	5.65%
NexBank IntraFi MMA Savings		5.60%	01/01/24	12/31/23	10,719,387	10,719,387	1.00	10,719,387	1	5.60%
TexPool	AAAm	5.37%	01/01/24	12/31/23	11,538,654	11,538,654	1.00	11,538,654	1	5.37%
LOGIC	AAAm	5.54%	01/01/24	12/31/23	46,005,801	46,005,801	1.00	46,005,801	1	5.54%
Texas Capital Bank CD		4.91%	01/18/24	01/19/23	5,229,518	5,229,518	100.00	5,229,518	18	4.91%
East West Bank CD		5.46%	02/15/24	06/15/23	5,151,838	5,151,838	100.00	5,151,838	46	5.61%
Treasury Note	Aaa/AA+	2.75%	02/15/24	11/17/22	5,000,000	4,988,804	99.68	4,984,235	46	4.60%
Treasury Note	Aaa/AA+	2.38%	02/29/24	01/31/22	5,000,000	5,009,758	99.53	4,976,450	60	1.17%
Treasury Note	Aaa/AA+	0.25%	03/15/24	03/10/22	5,000,000	4,985,590	99.00	4,950,195	75	1.68%
BOK Financial CDARS		4.88%	04/11/24	04/13/23	5,178,905	5,178,905	100.00	5,178,905	102	5.00%
East West Bank CD		5.61%	05/28/24	07/25/23	5,124,474	5,124,474	100.00	5,124,474	149	5.77%
East West Bank CD		5.33%	06/14/24	06/15/23	5,148,170	5,148,170	100.00	5,148,170	166	5.47%
Federal Farm Credit Bank	Aaa/AA+	3.25%	06/17/24	06/17/22	5,000,000	4,995,518	99.30	4,965,172	169	3.45%
Federal National Mortgage Ass'n	Aaa/AA+	1.75%	07/02/24	01/31/22	5,000,000	5,011,786	98.33	4,916,603	184	1.27%
East West Bank CD		5.41%	08/20/24	11/20/23	3,064,237	3,064,237	100.00	3,064,237	233	5.56%
East West Bank CD		5.58%	10/25/24	10/25/23	3,075,520	3,075,520	100.00	3,075,520	299	5.74%
<b>Total Portfolio</b>					<b>\$ 133,121,001</b>	<b>\$ 133,112,458</b>		<b>\$ 132,913,656</b>	<b>52</b>	<b>4.88%</b>

(1) (2)

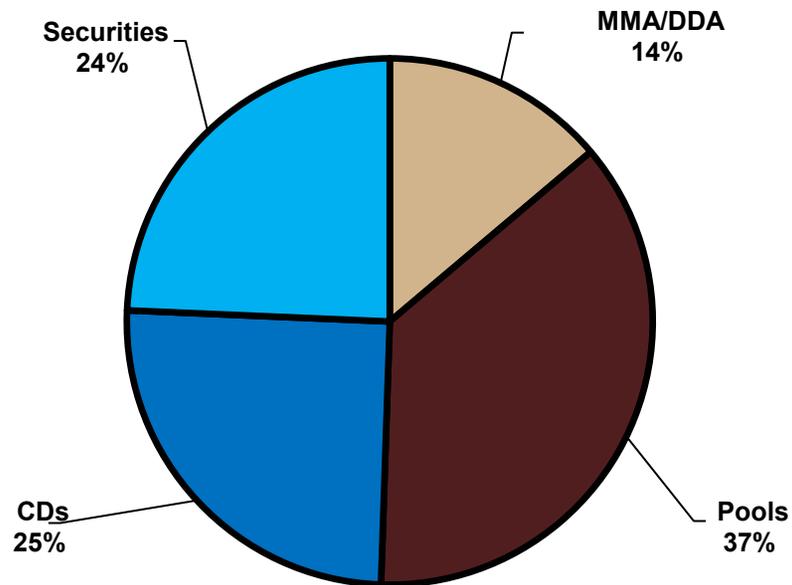
(1) **Weighted average life** - For purposes of calculating weighted average life, overnight bank and pool balances are assumed to have a one day maturity.

(2) **Weighted average yield to maturity** - The weighted average yield to maturity is based on Book Value, realized and unrealized gains/losses and investment advisory fees are not included. The yield for the reporting month is used for overnight bank and pool balances.

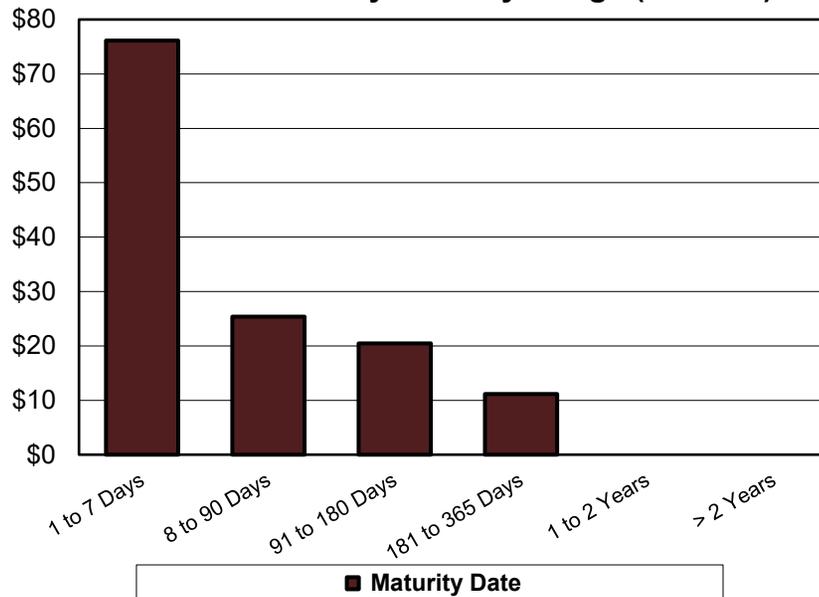
**Composition - Current Quarter**



**Composition - Prior Quarter**



**Distribution by Maturity Range (Millions)**



## Book and Market Value Comparison

Issuer/Description	Yield	Maturity Date	Book Value 09/30/23	Increases	Decreases	Book Value 12/31/23	Market Value 09/30/23	Change in Market Value	Market Value 12/31/23
American Nat'l Bank of TX Cash	0.00%	01/01/24	\$ -	\$ 208	\$ -	\$ 208	\$ -	\$ 208	\$ 208
American National Bank MMA	0.11%	01/01/24	2,284,149	-	(1,407,758)	876,391	2,284,149	(1,407,758)	876,391
American Nat'l Bank of TX MMA #2	5.12%	01/01/24	1,142,982	741,311	-	1,884,293	1,142,982	741,311	1,884,293
InterBank MMA	5.80%	01/01/24	100,454	15	-	100,470	100,454	15	100,470
InterBank ICS	5.65%	01/01/24	4,950,742	72,394	-	5,023,136	4,950,742	72,394	5,023,136
NexBank IntraFi MMA Savings	5.60%	01/01/24	10,569,316	150,070	-	10,719,387	10,569,316	150,070	10,719,387
TexPool	5.37%	01/01/24	5,121,034	6,417,621	-	11,538,654	5,121,034	6,417,621	11,538,654
LOGIC	5.54%	01/01/24	45,368,430	637,371	-	46,005,801	45,368,430	637,371	46,005,801
Treasury Note	0.39%	10/15/23	4,999,452	-	(4,999,452)	-	4,990,637	(4,990,637)	-
East West Bank CD	5.91%	10/25/23	3,032,251	-	(3,032,251)	-	3,032,251	(3,032,251)	-
Federal Farm Credit Bank	1.17%	11/09/23	3,498,937	-	(3,498,937)	-	3,481,739	(3,481,739)	-
East West Bank CD	5.98%	11/20/23	3,021,084	-	(3,021,084)	-	3,021,084	(3,021,084)	-
East West Bank CD	5.97%	12/15/23	3,050,772	-	(3,050,772)	-	3,050,772	(3,050,772)	-
Texas Capital Bank CD	4.91%	01/18/24	5,165,960	63,558	-	5,229,518	5,165,960	63,558	5,229,518
East West Bank CD	5.61%	02/15/24	5,081,428	70,410	-	5,151,838	5,081,428	70,410	5,151,838
Treasury Note	4.60%	02/15/24	4,966,412	22,392	-	4,988,804	4,949,609	34,625	4,984,235
Treasury Note	1.17%	02/29/24	5,024,720	-	(14,962)	5,009,758	4,937,695	38,754	4,976,450
Treasury Note	1.68%	03/15/24	4,967,915	17,676	-	4,985,590	4,885,547	64,648	4,950,195
BOK Financial CDARS	5.00%	04/11/24	5,115,606	63,299	-	5,178,905	5,115,606	63,299	5,178,905
East West Bank CD	5.77%	05/28/24	5,052,528	71,946	-	5,124,474	5,052,528	71,946	5,124,474
East West Bank CD	5.47%	06/14/24	5,079,474	68,696	-	5,148,170	5,079,474	68,696	5,148,170
Federal Farm Credit Bank	3.45%	06/17/24	4,993,061	2,457	-	4,995,518	4,924,772	40,400	4,965,172
Federal National Mortgage Ass'n	1.27%	07/02/24	5,017,614	-	(5,828)	5,011,786	4,862,004	54,600	4,916,603
East West Bank CD	5.56%	08/20/24	-	3,064,237	-	3,064,237	-	3,064,237	3,064,237
East West Bank CD	5.74%	10/25/24	-	3,075,520	-	3,075,520	-	3,075,520	3,075,520
<b>TOTAL / AVERAGE</b>	<b>4.88%</b>		<b>\$ 137,604,320</b>	<b>\$ 14,539,180</b>	<b>\$ (19,031,043)</b>	<b>\$ 133,112,458</b>	<b>\$ 137,168,213</b>	<b>\$ (4,254,557)</b>	<b>\$ 132,913,656</b>

SECTION 04

# Strategic Plan Update

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City of Burleson  
Quarterly Report  
December 2023

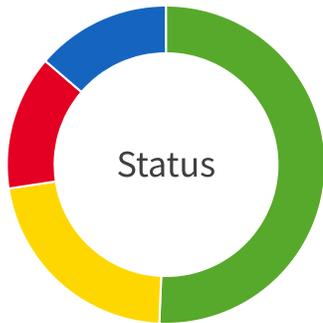


## **Plan progress report**

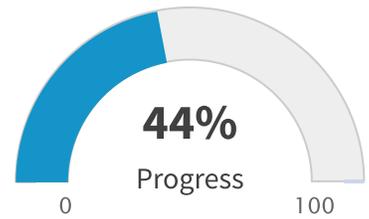
**City of Burleson Strategic Plan 23-24**

<b>4</b> Strategic Focus Area	<b>17</b> Goal	<b>73</b> Work Plan Task
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### Overall Summary



	%
On Track	50.68
Some Disruption	21.92
Major Disruption	13.7
Completed	13.7



**Report Legend**

**Priority**

**No Update**

**Overdue**

**Strategic Focus Area 1**

Progress 45%

**High-Performing City Organization Providing Exceptional, People Focused Services**

Owner: DeAnna Phillips

Goal: 4

Work Plan Task: 17

	%	#
On Track	70.59	12
Some Disruption	5.88	1
Major Disruption	11.76	2
Completed	11.76	2

**Goal 1.1**

Progress 23%

**Develop a high-performance and diverse workforce** by attracting and retaining the very best employees; providing a competitive salary and benefits package; maximizing employee training and educational opportunities.

Owner: DeAnna Phillips

Work Plan Task: 5

	%	#
On Track	60.0	3
Major Disruption	40.0	2

**Work Plan Task 1.1.1**

Oct 01, 2023 - Sep 30, 2024

On Track

Progress 25%

Continue to ensure competitive compensation and benefits across the city by benchmarking against peer cities, evaluating city compensation plan ranges and adjustments, cost of living adjustments, and performance-based merits.

Most work for new FY compensation happens in 2nd QTR. This year's compensation focus will be public safety benchmarking since last year focused on the general govt detailed survey. 1st QTR - currently collecting public safety data from market cities. 50% complete of reviewing target hiring rates for the general government in the revised compensation plan.

Owner: Justin Scharnhorst

**Work Plan Task 1.1.2**

Oct 01, 2023 - Sep 30, 2024

Major Disruption

Progress 0%

Continue to provide growth and promotional opportunities for internal employees through executive and supervisor leadership training and developing a robust succession planning program.

This initiative is currently on hold until the payroll portion of the ERP implementation is complete, and vacant position(s) are filled within HR.

Owner: Justin Scharnhorst

**Work Plan Task 1.1.3**

Oct 01, 2023 - Sep 30, 2024

On Track

Progress 25%

Continue to evaluate the city's third-party 457 deferred compensation funds to ensure employees have access to diverse investment options with the highest returns on their investments possible.

This task is completed. Staff will continue their quarterly monitoring for plan performance.

Owner: Justin Scharnhorst

**Work Plan Task 1.1.4**

Oct 01, 2023 - Sep 30, 2024 On Track Progress 50%

Continue development of community partnerships to discuss diversity and offer suggestions of inclusion within the police department.

Owner: Justin Scharnhorst

BPD consistently communicates with community members and departmental personnel about diversity and inclusion. This comes in the form of but is limited to, community partnerships, such as Ministers and Officers for a Greater Burleson, attending community meetings, and will soon include a youth mentorship program.

**Work Plan Task 1.1.5**

Ongoing - Sep 30, 2024 Major Disruption Progress 15%

Continue to assess and improve the employee experience through continual improvement and training for the workforce in leadership behavior, inclusion, and team dynamics.

Owner: Justin Scharnhorst

This initiative is currently on hold until the payroll portion of the ERP implementation is complete, and vacant position(s) are filled within HR.

**Goal 1.2** Progress 40%

**Continue to improve the efficiency and productivity of operations** through the use of technology, innovation, teamwork and continual business process improvement.

Owner: DeAnna Phillips

Work Plan Task: 4

		%	#
<span style="color: green;">●</span> On Track		100.0	4

**Work Plan Task 1.2.1**

Oct 01, 2023 - Sep 30, 2024 On Track Progress 15%

Identify and launch new set of organization-wide Lean Government projects to increase the city's ability to operate in the most efficient and effective manner.

Owner: Justin Scharnhorst

The department continues to work on lean initiative projects, including newspaper costs and credit card fees. Funds were budgeted this year to develop a City-wide program. Staff will analyze the options and present them to the City Manager's Office in the third quarter.

**Work Plan Task 1.2.2**

Oct 01, 2023 - Sep 30, 2024 On Track Progress 25%

Continue departmental key performance indicators (KPIs) and performance measurement data that can be used to understand operational effectiveness and guide decision making.

Owner: Justin Scharnhorst

Department key performance indicators established. Continue departmental key performance indicators (KPIs) and performance measurement data that can be used to understand operational effectiveness and guide decision-making.

**Work Plan Task 1.2.3**

Ongoing - Sep 30, 2024 On Track Progress 30%

Implement server and network infrastructure that will provide data and functional redundancy for the city's critical applications and information.

Owner: Justin Scharnhorst

BTX-IT is working through two external challenges with this project caused by the contractor. Estimated time to completion is six to eight months.

**Work Plan Task 1.2.4**



This project was integrated into the online submittal portal project TRAKIT in Development Services.

Oct 01, 2023 - Dec 31, 2023

On Track

Progress 90%

Review and create efficiencies in the third-party submittal process relating to building, environmental, and fire prevention plan review and inspection services, creating greater redundancy.

Owner: Justin Scharnhorst

**Goal 1.3**

Progress 45%



**Deliver high-quality service and communications to external and internal customers** by providing outstanding customer experience, communication and community engagement; regularly seeking feedback from citizens and employees through surveys, public forums and other outreach methods; and offering convenient methods for conducting business and communicating with the city.

	%	#
● On Track	80.0	4
● Completed	20.0	1

Owner: DeAnna Phillips

Work Plan Task: 5

**Work Plan Task 1.3.1**

Oct 01, 2023 - Sep 30, 2024

On Track

Progress 25%

Staff is preparing to launch NextDoor, a social networking application for engaging neighborhoods in the second quarter of 2024 to continue to increase ways the city can engage with residents.

Continually assess communications and engagement resources, processes, strategies and materials to seek ways to increase community stakeholder awareness and engagement.

Owner: Justin Scharnhorst

**Work Plan Task 1.3.2**

Ongoing - Sep 30, 2024

On Track

Progress 50%

In September 2023, 311 began taking calls for the BRiCK. This was based on data showing a large percentage of the city's total calls were going to the BRiCK. Since taking over, we have seen an average increase of approximately 279 monthly calls due to this transition. This alleviated the call volume at the BRiCK, allowing their staff to assist citizens in person and distribute workloads. There was little impact on our abandoned call ratio in the months since taking on the additional call volume, and we remain well below the industry standard of 10%. Using city-wide data, staff is now identifying where 311 can effectively absorb more calls from City Departments and services. In addition, the staff is looking at options to expand functionality 311 to accommodate more transparent steps in our service request process.

Continue to develop a complete customer service experience through the 311 call center by using dynamic data to drive greater service delivery internally for departments and externally for citizens.

Owner: Justin Scharnhorst

**Work Plan Task 1.3.3**

Oct 01, 2023 - Sep 30, 2024

On Track

Progress 25%

Bi-monthly updates are published on the Bond Project webpage, in the city's newsletter and weekly report, and on social media.

Continue to provide the public with updates on the status of the 2022 Bond Program Implementation.

Owner: Justin Scharnhorst

**Work Plan Task 1.3.4**

The submittal site is live and on the web page.

Jan 01, 2024 - Mar 31, 2024

Completed

Progress 100%

Implement an online customer self-service portal for Planning staff to provide a more efficient way to do business for residents and developers who need to submit planning documents.

Owner: Justin Scharnhorst

**Work Plan Task 1.3.5**

The survey was approved in January 2024. The survey will be distributed to citizens in March, and we anticipate the results being presented sometime in May 2024.

Ongoing - Jul 31, 2024

On Track

Progress 25%

Complete a city-wide customer service survey to measure customer experience with city facilities and projects; complete insight dashboard comparing data with 2022 city-wide survey data.

Owner: Justin Scharnhorst

**Goal 1.4**

Progress 88%

**Be a responsible steward of the city's financial resources** by providing rates and fees that represent a strong value to our citizens; providing timely, accurate and transparent financial reporting; and utilizing long-range planning.

Owner: DeAnna Phillips



Category	%	#
On Track	33.33	1
Some Disruption	33.33	1
Completed	33.33	1

Work Plan Task: 3

**Work Plan Task 1.4.1**



A draft Rate Model was developed and paused in spring 2023. The effort has been restarted, and a presentation to a council committee is anticipated by May 2024.

Oct 01, 2023 - Dec 31, 2023

Some Disruption

Progress 75%

Access consultant's recommendations for the city's water and wastewater rate analysis to modify rate structure to ensure the city will be able to sustain the city's future water and wastewater infrastructure and serviceability.

Owner: Justin Scharnhorst

**Work Plan Task 1.4.2**

Council approved new fees in December 2023.

Ongoing - Sep 30, 2024

Completed

Progress 100%

Update the impact fee capital improvement plan and calculations, and deliver the CIPAC's fee recommendation to the City Council.

Owner: Justin Scharnhorst

**Work Plan Task 1.4.3**

Jan 01, 2024 - Jun 30, 2024

On Track

Progress 90%

HR and Payroll main go live completed on schedule Manager Self-Service and Personnel Records conversion is still in progress.

Continue implementation of city-wide enterprise resource planning (ERP) for human capital management and utility billing services to provide a more user-friendly and efficient way for the city to conduct business.

*Owner: Justin Scharnhorst*

**Strategic Focus Area 2**

Progress 46%

**Dynamic & Preferred City through Managed Growth**

Owner: DeAnna Phillips

Goal: 5

Work Plan Task: 22

	%	#
On Track	31.82	7
Some Disruption	31.82	7
Major Disruption	22.73	5
Completed	13.64	3

**Goal 2.1**

Progress 50%

Attract and retain top-tier businesses to promote high-quality economic development by expanding and diversifying the tax base; and creating jobs that allow our residents to work where they live.

Owner: DeAnna Phillips

Work Plan Task: 4

	%	#
On Track	75.0	3
Completed	25.0	1

**Work Plan Task 2.1.1**

Jan 01, 2024 - Sep 30, 2024

Completed

Progress 100%

This project is complete.

Assist in pre-development planning for Craftmasters Campus and Headquarters, a 190,000 square feet trade school, that will provide training opportunities for skilled labor positions located in Hooper Business Park.

Owner: Justin Scharnhorst

**Work Plan Task 2.1.2**

Jan 01, 2024 - Sep 30, 2024

On Track

Progress 25%

Staff has identified the parcels and are working with a developer. This is one of the projects to gauge the priority of the Council in the coming months.

Consider options to create a new industrial park in an effort to diversify the city's tax base and provide a more resilient local economy.

Owner: Justin Scharnhorst

**Work Plan Task 2.1.3**

Oct 01, 2023 - Sep 30, 2024

On Track

Progress 25%

We have identified the parcels and are working with a developer. This is one of the projects to gauge the priority of the Council in the coming months.

Continue efforts to attract new-to-market retail establishments.

Owner: Justin Scharnhorst

**Work Plan Task 2.1.4**

Jan 01, 2024 - Sep 30, 2024

On Track

Progress 50%

Hooper Business Park has been zoned, and Craftmasters is under contract on 60+ acres. The regional detention pond should be under construction this summer.

Continue recruitment of complementary businesses for Hooper Business Park in Chisholm Summit.

Owner: Justin Scharnhorst

**Goal 2.2** Progress 37%

Promote sustainable residential and commercial development through strategic and long-term planning; providing a business-friendly environment; continuing efficient development review process; and enhancing partnerships with the development community.

	%	#
Some Disruption	33.33	1
Major Disruption	66.67	2

Owner: DeAnna Phillips

Work Plan Task: 3

**Work Plan Task 2.2.1**

The planning staff has focused its efforts on current planning/code updates. This is an ongoing initiative.

Oct 01, 2023 - Sep 30, 2024

Major Disruption

Progress 0%

Implementation of goals associated with Midpoint 2020 Comprehensive update.

Owner: Justin Scharnhorst

**Work Plan Task 2.2.2**

The consultants have provided, and the staff is reviewing drafts of sections of the manual.

Jan 01, 2024 - Sep 30, 2024

Some Disruption

Progress 60%

Complete revisions to the Subdivision Design Manual, which details requirements associated with construction of new subdivisions within the City.

Owner: Justin Scharnhorst

**Work Plan Task 2.2.3**

The 1st phase of draft changes has been drafted. Will proceed to public hearings once we receive feedback from the City Attorney concerning non-conforming use notifications.

Jan 01, 2024 - Mar 31, 2024

Major Disruption

Progress 50%

Complete update to Zoning Ordinance, which ensures new development aligns with the strategic vision of the City.

Owner: Justin Scharnhorst

**Goal 2.3** Progress 61%



Enhance connectivity and improve mobility by focusing on key street improvements and expanding capacity of existing transportation network, particularly within the SH 174 Corridor and the western portion of our city; improving roadway, bicycle and pedestrian infrastructure, and coordinating with Regional, State and Federal transportation partners for funding and support.

	%	#
On Track	40.0	2
Some Disruption	40.0	2
Completed	20.0	1

Owner: DeAnna Phillips

Work Plan Task: 5

**Work Plan Task 2.3.1**

Staff is waiting for the NCTCOG grant to be opened for applications.

Jan 01, 2024 - Sep 30, 2024 On Track Progress 10%

Coordinate a grant application with NCTCOG for completion of the 10-mile trail loop and various high priority pedestrian improvement projects.

Owner: Justin Scharnhorst

**Work Plan Task 2.3.2**

Schematic, Environmental, and construction plans are in the last stages of TxDOT approval with a tentative TxDOT construction advertisement date of June 2025 that may be accelerated once the final approvals are in place and utility relocations are cleared.

Jan 01, 2024 - Jun 30, 2024 On Track Progress 90%

Complete design and develop a construction schedule for State Highway 174 Widening from Elk Drive to Wicker Hill Road.

Owner: Justin Scharnhorst

**Work Plan Task 2.3.3**

The design is nearly complete, and the TxDOT review and approval process is underway.

Jan 01, 2024 - Sep 30, 2024 Some Disruption  
Progress 80%

Complete design of permanent connection of Lakewood Drive to FM 1902 and improvements from FM 1902 to Chisholm Trail Parkway.

Owner: Justin Scharnhorst

**Work Plan Task 2.3.4**

Procurement is underway and anticipated to be presented to the council for consideration along with the TxDOT signal maintenance agreement in Spring 2024. If approved, the project will begin by Summer 2024.

Jan 01, 2024 - Sep 30, 2024 Some Disruption  
Progress 25%

Begin implementation of Intelligent Traffic System (ITS) and Traffic Management Center (TMC), allowing the city to control signal timing throughout the City.

Owner: Justin Scharnhorst

**Work Plan Task 2.3.5**

Council adopted the Mobility Plan including pedestrian components in November 2023.

Jan 01, 2024 - Sep 30, 2024 Completed Progress 100%

Include a pedestrian component as part of the overall Mobility Plan to enhance connectivity to parks, sidewalks and schools.

Owner: Justin Scharnhorst

**Goal 2.4** Progress 39%

Implement the city's Capital Improvement Program to improve the quality of life for residents through the completion of projects identified in the city's master plans.

Owner: DeAnna Phillips

Work Plan Task: 6

	%	#
<span style="color: yellow;">●</span> Some Disruption	66.67	4
<span style="color: red;">●</span> Major Disruption	33.33	2

**Work Plan Task 2.4.1**

Jan 01, 2024 - Mar 31, 2024

Some Disruption

Progress 60%

Complete design of Village Creek Parkway.

Owner: Justin Scharnhorst

The design is progressing and is anticipated to be completed in the summer of 2024. Utility coordination is underway to determine impacts on the construction schedule.

**Work Plan Task 2.4.2**

Jan 01, 2024 - Sep 30, 2024

Some Disruption

Progress 35%

Finalize design and complete construction to improve the condition of multiple residential streets throughout the City.

Owner: Justin Scharnhorst

The Neighborhood Street Rehab project for FY24 is nearly complete, with Commerce Street remaining pending the resolution of railroad coordination issues. In addition, several streets will be improved as part of water and sewer utility upgrades beginning in late spring 2024.

**Work Plan Task 2.4.3**

Jan 01, 2024 - Mar 31, 2024

Major Disruption

Progress 70%

Begin construction for bridge connecting Alsbury Boulevard to CR1020.

Owner: Justin Scharnhorst

The design is 95% complete. Acquisitions from four property owners are underway. Utility relocations are pending the acquisitions. Construction will follow utility relocations.

**Work Plan Task 2.4.4**

Jan 01, 2024 - Sep 30, 2024

Some Disruption

Progress 35%

Complete design for Alsbury Boulevard extension to Lakewood Drive.

Owner: Justin Scharnhorst

The Preliminary Design Report is complete. Pending decisions regarding local or federal construction funding will determine the full design scope and schedule.

**Work Plan Task 2.4.5**

Jan 01, 2024 - Sep 30, 2024

Some Disruption

Progress 15%

Complete design of Hulen Street expansion from SH174 to Candler Drive.

Owner: Justin Scharnhorst

The Preliminary Design Report is complete. Pending decisions regarding major utility relocations will drive the schedule.

**Work Plan Task 2.4.6**

Jan 01, 2024 - Jun 30, 2024

Major Disruption

Progress 20%

Complete design of police station headquarters expansion.

Owner: Justin Scharnhorst

The project scope and budget were expanded in October 2023 and January 2024. Preliminary design is underway and projected to be completed in late summer / early fall 2024.

Develop and maintain facilities and utility services that meet the needs of the community through strategic planning, long-term planning and best practices.

Owner: DeAnna Phillips

Work Plan Task: 4

	%	#
● On Track	50.0	2
● Major Disruption	25.0	1
● Completed	25.0	1

**Work Plan Task 2.5.1**

Oct 01, 2023 - Sep 30, 2024 On Track Progress 25%

Ensure the future water supply needs of the city are met by partnering with the city of Fort Worth to construct a new water line from I-35 to the industrial pump station that will provide water capacity for the ultimate build-out of the City.

Owner: Justin Scharnhorst

The Wholesale Water Agreement was amended and approved by the Council to partner with Fort Worth for the design and construction of the line. The design is approaching 60% complete.

**Work Plan Task 2.5.2**

Jan 01, 2024 - Dec 31, 2024 Completed Progress 100%

Update the Water and Sewer Master Plan to identify options to expand services to the western portion of the City.

Owner: Justin Scharnhorst

Water and Wastewater Masterplans were adopted by Council in November 2023.

**Work Plan Task 2.5.3**

Jan 01, 2024 - Sep 30, 2024 On Track Progress 25%

Develop an assessment of city facilities and outline future improvement and spacing needs.

Owner: Justin Scharnhorst

RFP for condition assessment and master planning is anticipated to be advertised in the spring of 2024, with the council considering a contract award in May 2024.

**Work Plan Task 2.5.4**

Jan 01, 2024 - Jun 30, 2024 Major Disruption  
Progress 15%

Complete construction for proposed city hall renovation and initiate construction improvements.

Owner: Justin Scharnhorst

The project scope and budget were revised in October 2023. A corresponding design contract amendment is being prepared for council consideration in March 2024, with design completion anticipated in late spring / early summer 2024.

**Strategic Focus Area 3**

Progress 46%

**Beautiful, Safe & Vibrant Community**

Owner: DeAnna Phillips

Goal: 5

Work Plan Task: 22

	%	#
● On Track	45.45	10
● Some Disruption	31.82	7
● Major Disruption	4.55	1
● Completed	18.18	4

**Goal 3.1**

Progress 20%

Encourage a clean and healthy community through the promotion of positive behaviors, sustainable practices, outreach programs and city services.

Owner: DeAnna Phillips

Work Plan Task: 5

	%	#
● On Track	80.0	4
● Major Disruption	20.0	1

**Work Plan Task 3.1.1**

Oct 01, 2023 - Sep 30, 2024

On Track

Progress 25%

Staff is planning an event for May 2024.

Implement PARTNER (Pro-active Residential Teams for Environmental Restoration) program to two (2) per year.

Owner: Justin Scharnhorst

**Work Plan Task 3.1.2**

Oct 01, 2023 - Sep 30, 2024

On Track

Progress 25%

The program was increased from 6 groups in FY2023 to 8 groups in Q1. We will continue to recruit participants.

Update and increase participation in the Adopt-A-Spot program to enhance community beautification.

Owner: Justin Scharnhorst

**Work Plan Task 3.1.3**

Oct 01, 2023 - Sep 30, 2024

Major Disruption

The program was not expanded due to the low survival rate of trees previously planted.

Progress 0%

Expand Urban Canopy Revitalization Program in deficient neighborhoods.

Owner: Justin Scharnhorst

**Work Plan Task 3.1.4**

Oct 01, 2023 - Sep 30, 2024

On Track

Progress 25%

Four projects were completed. Staff currently has one project scheduled for FY 23-24.

Continue to promote and grow the Home Improvement Rebate Program.

Owner: Justin Scharnhorst

**Work Plan Task 3.1.5**

Oct 01, 2023 - Sep 30, 2024 On Track Progress 25%

Our FY2024 HHW collection event has been scheduled for Saturday, April 27th, and all vendors have been confirmed. Amended our intercity agreement with the City of Fort Worth in order to continue services that allow Burleson residents to drop off HHW year-round at the Environmental Collection Center.

Continue to enhance the Household Hazardous Waste program by promoting and encouraging public participation.

Owner: Justin Scharnhorst

**Goal 3.2** Progress 25%



Encourage placemaking and a sense of belonging in our neighborhoods, parks and key commercial districts by focusing on long-range planning, comprehensive elements and public art.

	%	#
● On Track	25.0	1
● Some Disruption	75.0	3

Owner: DeAnna Phillips

Work Plan Task: 4

**Work Plan Task 3.2.1**

Public Art Committee has reviewed RFQ submittals and an award is scheduled to go to council in March.

Oct 01, 2023 - Dec 31, 2023 Some Disruption

Progress 25%

In conjunction with the Public Arts Committee, create a master plan that facilitates and encompasses a policy and funding mechanisms for future community art.

Owner: Justin Scharnhorst

**Work Plan Task 3.2.2**

Staff is continuing to review this project in discussions with City Council.

Jan 01, 2024 - Sep 30, 2024 On Track Progress 25%

Coordinate with development partners to create a vision for the Hidden Creek corridor and outline possible options.

Owner: Justin Scharnhorst

**Work Plan Task 3.2.3**

This project has been rolled into the west end master planning project.

Jan 01, 2024 - Jul 31, 2024 Some Disruption

Progress 25%

Determine initial programming elements to be included in proposed community park.

Owner: Justin Scharnhorst

**Work Plan Task 3.2.4**

This project has been rolled into the west end master planning project.

Jan 01, 2024 - Jul 31, 2024 Some Disruption

Progress 25%

Identify potential options for the renovation or relocation of existing softball practice fields located on Hidden Creek Parkway.

Owner: Justin Scharnhorst

Enhance emergency response services provided to the community, including emergency medical, police, fire and public dispatch services.

	%	#
<span style="color: green;">●</span> On Track	40.0	2
<span style="color: yellow;">●</span> Some Disruption	40.0	2
<span style="color: blue;">●</span> Completed	20.0	1

Owner: DeAnna Phillips

Work Plan Task: 5

**Work Plan Task 3.3.1**

This project is completed.

Oct 01, 2023 - Dec 31, 2023 Completed Progress 100%

Take necessary steps to transition to fire-based emergency medical services.

Owner: Justin Scharnhorst

**Work Plan Task 3.3.2**

Administrative Services is working with IT to install new software allowing our Customer Services Reps (CSR) to take calls remotely through their computers. Staff is working with IT to purchase laptops so CSRs can work remotely or offsite. Admin Services will engage with the Fire Dept. to discuss integrating 311 into a disaster response using this technology. We will test this with the Solar Eclipse Event in April by having a member of 311 stationed at the EOC.

Jan 01, 2024 - Sep 30, 2024 On Track Progress 25%

Work with emergency management to integrate 311/CRM into disaster preparedness program.

Owner: Justin Scharnhorst

**Work Plan Task 3.3.3**

Staff is working with IT on a date and time for integration to go live and cut over. All testing has been completed at this point.

Jan 01, 2024 - Jun 30, 2024 On Track Progress 90%

Collaborate with Information Technology department and 9-1-1 district to integrate non-emergency phone lines with emergency phone consoles.

Owner: Justin Scharnhorst

**Work Plan Task 3.3.4**

This project has been delayed while the IT department focuses on establishing adequate server infrastructure to support the needs of the new Computer-Aided Dispatch (CAD) System.

Oct 01, 2023 - Sep 30, 2024 Some Disruption  
Progress 20%

Ensure milestones are accomplished for the implementation of the new Computer-Aided Dispatch (CAD), Mobile Data System (MDS) and Records Management System (RMS) suite.

Owner: Justin Scharnhorst

**Work Plan Task 3.3.5**

BPD and FLOCK have submitted all appropriate paperwork to TxDOT to install the units in TxDOT ROW. TxDOT has confirmed they have received the documentation but are changing the requirements for the poles utilized by FLOCK. The approval and installation process will begin once FLOCK makes the appropriate changes. The mobile units have been used.

Jan 01, 2024 - Sep 30, 2024 Some Disruption  
Progress 50%

Increase current real-time information and intelligence capabilities by increasing the number of Flock ALPR systems deployed throughout the City.

Owner: Justin Scharnhorst

**Goal 3.4** Progress 58%

Ensure equipment and personnel needs are being met, including staffing, support and training.

	%	#
● On Track	33.33	1
● Some Disruption	66.67	2

Owner: DeAnna Phillips

Work Plan Task: 3

**Work Plan Task 3.4.1**

Oct 01, 2023 - Dec 31, 2024 **Some Disruption**

Progress 50%

Establish a location for future fire station #4 to support growth in the western portion of the City.

Owner: Justin Scharnhorst

Several potential land sites have been identified for consideration, along with relevant response times. Land options will soon be provided to the council.

**Work Plan Task 3.4.2**

Jan 01, 2024 - Sep 30, 2024 **On Track** Progress 50%

Increase efficiency and reliability by transitioning to Axon body-worn and in-car camera systems, which includes, but not limited to, unlimited storage, robust redaction software, and automatic license plate readers (ALPR).

Owner: Justin Scharnhorst

Inventory has been received and are in use as of December 2023. In-car units are expected to be delivered, installed, and implemented in February/March 2024.

**Work Plan Task 3.4.3** 

Oct 01, 2023 - Dec 31, 2023 **Some Disruption**

Progress 75%

Increase efficiency and supervision through the introduction of one police lieutenant, with vehicle and equipment to the command structure as recommended by the Police Department's staffing analysis.

Owner: Justin Scharnhorst

The LT position has been filled, and the Department now has four LTs (2-Operations, 1-Support, 1-Administration). There has been a delay in procuring the vehicle needed for the position. This matter is being addressed by fleet management.

**Goal 3.5** Progress 70%



Continue community policing and risk reduction programs that create strong partnerships with the public to promote safety throughout the community.

	%	#
● On Track	40.0	2
● Completed	60.0	3

Owner: DeAnna Phillips

Work Plan Task: 5

**Work Plan Task 3.5.1**

Jan 01, 2024 - Jun 30, 2024 **Completed** Progress 100%

Continue to conduct emergency preparedness workshops for community members and enhance the CERT program to assist with achieving whole community preparedness.

Owner: Justin Scharnhorst

Emergency preparedness courses are provided regularly for citizens. Texas A&M Engineering Extension Service will provide When Disaster Strikes: Prepare, Act, Survive to the community in February. The CERT introductory course will be delivered in February and October this year. The CERT program established a leadership team and their 501 (c)(3) status. The CERT program will continue to conduct monthly training, attend city events, and provide disaster preparedness education to multiple community partners, including, but not limited to, other local non-profits, houses of worship, and more.

**Work Plan Task 3.5.2**

This task is complete.

Jan 01, 2024 - Jun 30, 2024

Completed

Progress 100%

Obtain Texas Commission on Law Enforcement (TCOLE) Telecommunication Agency credentials.

Owner: Justin Scharnhorst

**Work Plan Task 3.5.3**

Jan 01, 2024 - Sep 30, 2024

On Track

Progress 25%

Continue to enhance Community Risk Reduction efforts (drowning prevention, CPR, Stop the Bleed, etc.), making our city a safer place to live, work and visit.

Owner: Justin Scharnhorst

The Fire Department's Community Risk Reduction Division has launched Hands-Only CPR and Stop the Bleed training initiatives for city employees in collaboration with Directors and Managers. Our annual Super Safety Saturday event is currently being planned. Efforts are underway with Service Center personnel to ensure the distribution and on-site deployment of AEDs. Furthermore, as requested, we are working with local businesses to provide their employees with Hands-Only CPR and Stop The Bleed training, in addition to the monthly event which is open to the public.

**Work Plan Task 3.5.4**

Oct 01, 2023 - Dec 31, 2023

Completed

Progress 100%

Increase community crime prevention and engagement efforts with the introduction of a civilian crime prevention and public engagement specialist.

Owner: Justin Scharnhorst

The position was filled with an internal candidate. The employee will receive Crime Prevention Through Environmental Design training during the summer months. The employee has increased community engagement and outreach since they started in December.

**Work Plan Task 3.5.5**

Jan 01, 2024 - Jul 31, 2024

On Track

Progress 25%

Add 4G camera installation at community parks that have seen an increase of vandalism and other issues to ensure the safety of all park goers.

Owner: Justin Scharnhorst

Cameras options are scheduled to go to council in February.

Strategic Focus Area 4

Progress 36%

Great Place to Live through Expanded Quality of Life Amenities

Owner: DeAnna Phillips

Goal: 3

Work Plan Task: 12

	%	#
On Track	66.67	8
Some Disruption	8.33	1
Major Disruption	16.67	2
Completed	8.33	1

Goal 4.1

Progress 33%

Provide high-quality parks for residents by expanding park amenities and options; enhancing city's trail network; and improving access to parks facilities.

Owner: DeAnna Phillips

Work Plan Task: 3

	%	#
On Track	66.67	2
Major Disruption	33.33	1

Work Plan Task 4.1.1

All 2024 projects are on track.

Jan 01, 2024 - Sep 30, 2024

On Track

Progress 25%

Continue to implement the 5-year capital program based on the Parks Master Plan.

Owner: Justin Scharnhorst

Work Plan Task 4.1.2

Shannon Creek's scope was reduced in fall 2023. Currently, the design is being finalized, with plans to construct in FY25.

Jan 01, 2024 - Jun 30, 2024

Major Disruption

Progress 50%

Finalize design and begin construction for Shannon Creek Park.

Owner: Justin Scharnhorst

Work Plan Task 4.1.3

Cedar Ridge enhancements are scheduled to be completed this fiscal year.

Jan 01, 2024 - Sep 30, 2024

On Track

Progress 25%

Continue program for renovating existing park infrastructure that has reached its end-of-life and replacing it with updated and accessible-friendly equipment.

Owner: Justin Scharnhorst

Goal 4.2

Progress 31%

Provide high-quality recreation opportunities, events and facilities for residents by expanding programs and options for all ages and abilities that enrich the quality of life for residents.

Owner: DeAnna Phillips

Work Plan Task: 5

	%	#
On Track	60.0	3
Some Disruption	20.0	1
Major Disruption	20.0	1

**Work Plan Task 4.2.1**



The Library Master Plan & Facility Study was completed and presented to the Library Advisory Board on 12/5/23, the Community Services Committee on 1/24/24, and the City Council on 2/5/24.

Oct 01, 2023 - Dec 31, 2023

On Track

Progress 90%

Utilize a consultant to complete an analysis to identify long-term library facility and service delivery methods.

Owner: Justin Scharnhorst

**Work Plan Task 4.2.2**

Jan 01, 2024 - Jun 30, 2024

On Track

Progress 30%

VR Headsets have been purchased, and Senior Center staff are learning to use them—new activities: Adopt-A-Pet, Beginners Country Dance, La Loteria, and Senior Trivia.

Enhance programming at the Senior Activity Center to offer additional activities to increase center utilization including the launch of virtual reality headsets to allow seniors to socialize and engage in activities they may not otherwise have access to.

Owner: Justin Scharnhorst

**Work Plan Task 4.2.3**

Jan 01, 2024 - Jun 30, 2024

Some Disruption

Progress 10%

Staff is awaiting delivery of the library outreach vehicle. Offsite programs: Kids Kampus visit, Adult Spelling Bee at Old Texas Brewing Co.

Pursue mobile programming and services for recreation opportunities to ensure all areas of the community are provided city resources.

Owner: Justin Scharnhorst

**Work Plan Task 4.2.4**

Jan 01, 2024 - Sep 30, 2024

On Track

Progress 25%

Cameras are installed; the remaining components are security cameras and extending Wi-Fi to the area.

Utilize the newly installed video system in the Mayor Vera Calvin Plaza to showcase city events to visitors and those in our community with sensory sensitivities or disabilities.

Owner: Justin Scharnhorst

**Work Plan Task 4.2.5**

Jan 01, 2024 - Jun 30, 2024

Major Disruption

Progress 0%

This project initiative was moved to be discussed at the next budget cycle.

Launch laptop vending kiosk at the library that will allow library cardholders to checkout laptops for in-house use.

Owner: Justin Scharnhorst

**Goal 4.3**

Progress 44%



Provide outstanding cultural, educational and entertainment opportunities by cultivating mutually beneficial partnerships with area education and government entities, the business community, and not-for-profits.

	%	#
On Track	75.0	3
Completed	25.0	1

Owner: DeAnna Phillips

Work Plan Task: 4

**Work Plan Task 4.3.1**

Staff continues to have conversations with the council to assist with developing a vision.

Jan 01, 2024 - Sep 30, 2024

On Track

Progress 25%

Assist in creating the vision for the former Hill College site on Renfro Street that will bring additional entertainment and retail opportunities to our City.

Owner: Justin Scharnhorst

**Work Plan Task 4.3.2**

Alley Cats is currently under construction, with a proposed completion date of this summer.

Jan 01, 2024 - Sep 30, 2024

On Track

Progress 25%

Begin construction of Alley Cats Entertainment facility and continue to work with the development community to develop family entertainment venues.

Owner: Justin Scharnhorst

**Work Plan Task 4.3.3**

Sponsors for Bingo (Harley Schuder, Heritage Place, L. Thompson, Elk Creek), Dances (A. Templin, Widowed Persons Service, Marisposa Senior Living), Lunch & Learn (Lucas & Blessing, L. Thompson, Independent Financial, Connect Hearing, RL Insurance), Fall Prevention Exercise Class (Care N' Care), Fall Festival (multiple sponsors), Coffee & Donuts (McGee Law Firm).

Jan 01, 2024 - Jun 30, 2024

On Track

Progress 25%

Increase partnerships at the senior center to sponsor new and needed events and services to the senior population.

Owner: Justin Scharnhorst

**Work Plan Task 4.3.4**

The conference sold out sooner than anticipated and, and brought people from outside of the DFW market.

Jan 01, 2024 - Mar 31, 2024

Completed

Progress 100%

Grow the Project U Leadership Conference to be a premier statewide event, bringing visitors and overnight guests to our City.

Owner: Justin Scharnhorst

SECTION 05

# Capital Improvement Projects

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City of Burleson  
Quarterly Report  
December 2023

## Quarterly Public Works Report (Q1 FY23-24)

12/31/2023

Project Name	Description	Purpose	Budget Amount	Phase Category	Project Sub-Status	Estimated Completion
Alsby Blvd at John Jones (FM731) Right Turn Lanes	Addition of eastbound right turn lane onto Alsby Blvd., northbound right turn lane onto John Jones, and re-striping the intersection for dual left turn lanes onto John Jones.	Provide configuration of the intersection for improved traffic flow.	\$ 2,475,989	Design	Final Design	Summer 2024
				Construction		Spring 2025
Alsby Ph. 1B – Candler to Hulén Outside Lanes	Alsby Blvd widening from two lanes to four lanes from Candler to Hulén St. and add 10' shared use path on the north side.	Improve traffic flow and pedestrian mobility.	\$ 3,896,550	Design	Final Design	Winter 2023
				Construction		Winter 2024
Alsby Ph. 2- Hulén to CR1020 (Bridge)	Extension of Alsby Boulevard from Hulén Street Roundabout to County Road 1020 (future Alsby). This new section will be a 4-lane divided roadway with turn lanes, sidewalks, and drainage improvements.	Improve vehicular and pedestrian mobility, as well as drainage.	\$ 7,989,246	Design	Final Design	Spring 2024
				Construction		Fall 2025
Alsby Ph. 3 -Widening to CR 914	County Road 1020 (Alsby Blvd) Widening from two lanes to four lanes from Hulén St. to CR914. This section will also have 10' side paths on both sides. (2022 GO Bond Project)	Improve road condition and traffic flow.	\$ 4,333,091	Design	Preliminary	Fall 2024
				Construction		TBD
Hulén Street Widening-SH 174 to Candler, & 16' WL	Hulén to be widened from two lanes to 4-6 lanes with right-of-way acquisition for ultimate section. Construct 10' shared use paths on each side. Masterplan 16" waterline to also be constructed with this project. (2022 GO Bond Project)	Improve traffic flow of the intersection and roadway as well as adding large walking and bike paths. Improve water infrastructure.	\$ 18,518,783	Design	Preliminary	Fall 2024
				Construction		Summer 2026
Lakewood Dual Left Turn Lanes at SH174	Intersection Improvements by installing dual left turn lanes onto SH174 from Lakewood Dr. (2022 GO Bond Project; but is being funded and constructed by TxDOT)	Improve intersection traffic flow for vehicles turning north on SH174.	\$ -	Design	COMPLETE	Fall 2022
				Construction		Winter 2023
Neighborhood Street Rebuild (King, Warren, Johnson)	Project includes water, sewer and pavement rebuilds with minor drainage improvements to NE Johnson Ave, N Warren St, W King St.	To improve the pavement condition and utilities of existing local roads.	\$ 2,145,681	Design	COMPLETE	Fall 2022
				Construction		Winter 2023
Neighborhood Street Rebuilds FY22	Full depth rebuild of pavement, including rebuild of the street base material of Commerce St. and two sections of S. Dobson. (2022 GO Bond Project)	To improve the pavement condition of existing local roads.	\$ 1,608,140	Design	COMPLETE	Winter 2022
				Construction	In Progress	Spring 2024
Neighborhood Street Rebuilds FY23	Full depth rebuild of pavement, including rebuild of the street base material and necessary utilities within seven neighborhood streets	To improve the pavement and utility condition of existing local roads.	\$ 1,686,952	Design	Final Design	Winter 2023
				Construction		Winter 2024
Old Town- Ellison Parking & Street Re-alignment w/ Annex 3 Site	The re-development of 225 W Renfro lot (Annex 3 Building), re-alignment and beautification of Ellison St. Creating retail site after Annex demolition	Re-development in Old Town area.	\$ 3,211,000	Design	COMPLETE	Winter 2023
				Construction		Winter 2024
Old Town- Ellison Street Development (Plaza Building)	Ellison on the Plaza Building. Private Design and Construction. City space, Heim BBQ, Razzoo's, TBD tenant	Create office space area for City staff and renovate City Hall.	\$ 3,794,316	Design	COMPLETE	Winter 2021
				Construction	Vertical	Winter 2023
SH174 Widening to 6 Lanes (Elk to Hulén)	Expansion of SH174 from four lanes to six lanes from Elk Dr. to Wicker Hill Rd. Widening will occur to the inside and sidewalks will be installed where feasible. TxDOT will pay for all of construction costs.	Improve vehicular and pedestrian mobility	\$ 1,700,000	Design	Final Design	Spring 2024
				Construction		Winter 2026
Sidewalk Program	Re-grouped potential projects; Three are short-term pedestrian segments within recently adopted Mobility Plan	Complete as many short-term pedestrian segments as possible to make the City more walkable.	\$ 1,377,266	Design	Planning	TBD
				Construction		TBD
Traffic Signal Alsby HSIP Grant	Signal infrastructure upgrade, and CCTV cameras at the 7 Alsby intersection through TxDOT Grant Funding and GO Bond.	Improve traffic signal network within the city.	\$ 92,561	Design	COMPLETE	Fall 2023
				Construction		Fall 2024
Traffic Signal Hidden Creek & Gardens	This project will design and install a traffic signal at the intersection of Hidden Creek Parkway and SE Gardens Blvd	Improve vehicular mobility and safety	\$ 550,000	Design	COMPLETE	Fall 2023
				Construction		Fall 2024
Traffic Signal Improvements (ITS) SH174	Signal infrastructure upgrade, and CCTV cameras at the 7 Alsby intersection through TxDOT Grant Funding and GO Bond.	Improve traffic signal network within the city.	\$ 4,017,812	Design	COMPLETE	Winter 2022
				Construction		Spring 2025
Village Creek Parkway Expansion (Tarrant Co. Bond 50% Match)	Reconstruction of existing 2-lane undivided asphalt section to 4-lane divided concrete section with curb & gutter, storm drain, street lighting, sidewalk, & 10' shared use trail.	To improve vehicular and pedestrian mobility as an alternate road to I-35.	\$ 3,001,839	Design	Mid-level	Spring 2024
				Construction		Winter 2025
Wayside Horn at Dobson Street and County Road 714	Design and installation of Wayside Horns which will create a condition where trains will no longer use their own horns at this crossing. Wayside Horn replaces train horns with a focused sound for traffic approaching the crossing and minimizes the disturbance of adjacent	Reduce noise pollution in neighborhood due to the adjacent railroad crossing.	\$ 590,021	Design	Final Design	Spring 2024
				Construction		Winter 2024



Quarterly Public Works Report (Q1 FY23-24)

12/31/2023

Project Name	Description	Purpose	Budget Amount	Phase Category	Project Sub-Status	Estimated Completion
Lift Station Rehabilitations	Rehabilitation of existing lift station including SCADA, emergency power, bypass, and other upgrades	Ensure that sanitary sewer facilities are in good condition to service people of Burleson.	\$ 930,250	Design	Final Design	Winter 2023
				Construction		Winter 2024
Parallel 24in Sewer Village Creek to Oakbrook Dr.	Design only of parallel sewer line to resolve future capacity issues. Wastewater Masterplan project.	Proactively planning for the City's future sanitary sewer needs from west side development.	\$ 653,109	Design	Mid-level	Spring 2024
				Construction		N/A
Trunk Relief Sewer Line (Town Creek Basin)	Design and installation of parallel sewer line to resolve future capacity issues at the City's most downstream end and connection to Fort Worth. Wastewater Masterplan project.	Proactively planning for the City's future sanitary sewer needs.	\$ 22,000,000	Design	Preliminary	Fall 2024
				Construction		Spring 2026
Water & Sewer Line Rehabilitation FY23	Replacement of main water and sanitary sewer lines beneath streets with pavement repair by various methods for the full width of the street.	To improve the pavement and utility condition of existing local roads.	\$ 6,650,899	Design	COMPLETE	Winter 2023
				Construction		Winter 2024
Industrial Pump Station Exp. & Alsbury Station Decommissioning	Design and construction of Industrial pump station expansion as well as decommissioning of Alsbury pump station. Will also evaluate if there is a need for an additional ground storage tank.	Proactively planning for the City's future water needs, while eliminating an outdated site.	\$ 17,600,000	Design	Preliminary	Summer 2024
				Construction		Spring 2026
Turkey Peak Entry Drive & Drainage Flume	Pavement overlay for the entry drive/ access to the site and repair of the drainage flume/channel adjacent to the road.	Site improvements post construction.	\$ 385,000	Design	COMPLETE	Summer 2022
				Construction	In Progress	Winter 2023
Turkey Peak GST & Brushy Mound Storage Demo	Turkey Peak- Replace existing tank with 2 MG tank. Brushy Mound-demolish 2 existing GST and 1 elevated storage tank and site improvements at Brushy Mound to facilitate completion of monopole.	Re-working older water storage and pump sites to better serve the City.	\$ 5,355,469	Design	COMPLETE	Winter 2022
				Construction	In Progress	Winter 2023
City Hall Renovations	Reconfigure existing City Hall facilities to better house staff after Ellison on the Plaza construction is complete. Relocates staff from Annex. 3 to City Hall as well.	Provides better office space for IT, PIO, and Human Resources.	\$ 1,600,000	Design	Mid-level	Winter 2023
				Construction		Winter 2024
Fire Station1-Renovation	Interior renovations to administrative and operational areas to include additional offices, expanded dormitory, and other changes to accommodate needs of the Fire Department.	Provide additional office space and expanded dorm rooms for Fire Department.	\$ 3,800,000	Design	Mid-level	Spring 2024
				Construction		Winter 2025
Police Headquarters Expansion	Expansion of the current police department headquarters. Remodeling the existing facility to re-purpose existing space for officers and staff. (2022 GO Bond Project)	Provide adequate space to address current and future needs for the next 15 years	\$ 42,000,000	Design	Planning	Winter 2024
				Construction		Summer 2026

### Project includes:

Intersection improvements as recommended by traffic studies for increased intersection capacity and higher level of service

### Funding:

\$2.5 Million Streets & Drainage Bonds

### Status:

- 90% Design Plans completed
- City coordinating with consultant to finish design & TxDOT permitting
- Right-of-Way and Sidewalk Easement acquisition underway



#### Project Status

Some Disruption

#### Project Progress

Progress 45%

#### Estimated Completion



Spring 2025

#### Total Project Cost



2.5 Million

# Alsbury Ph. 1B – Candler to Hulen Outside Lanes

From Candler Dr. to Hulen St.

### Project includes:

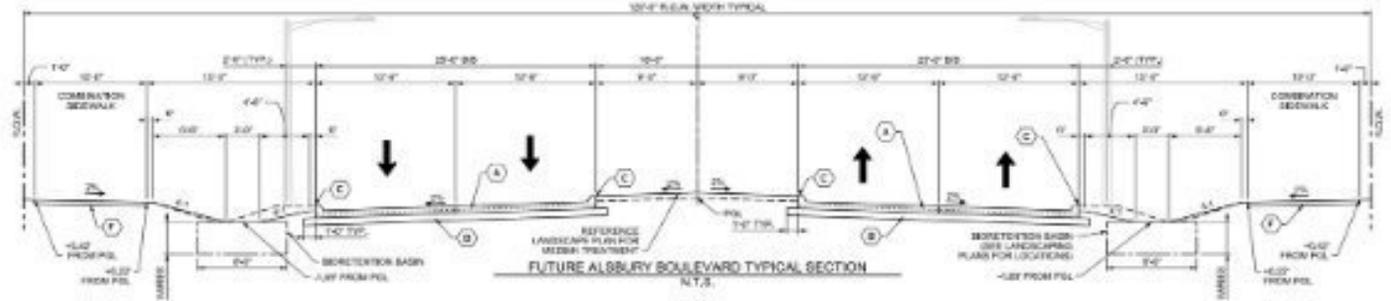
Expanding Alsbury from two lanes to four lanes and adding a 10' shared use path on the north side

### Funding:

\$3.9 Million City funding (combination of impact fees, Tax Increment Reinvestment Zone, and general fund)

### Status:

- Design plans 95% complete
- Coordinating with Oncor to incorporate temporary overhead power lines into final design
- Advertisement for construction bids anticipated Feb/Mar 2024



Project Status

On Track

Project Progress

Progress 50%

Estimated Completion



Winter 2024

Total Project Cost



3.9 Million

# Q1 Alsbury Ph. 2 - Hulen to CR 1020 (Bridge)

## Project includes:

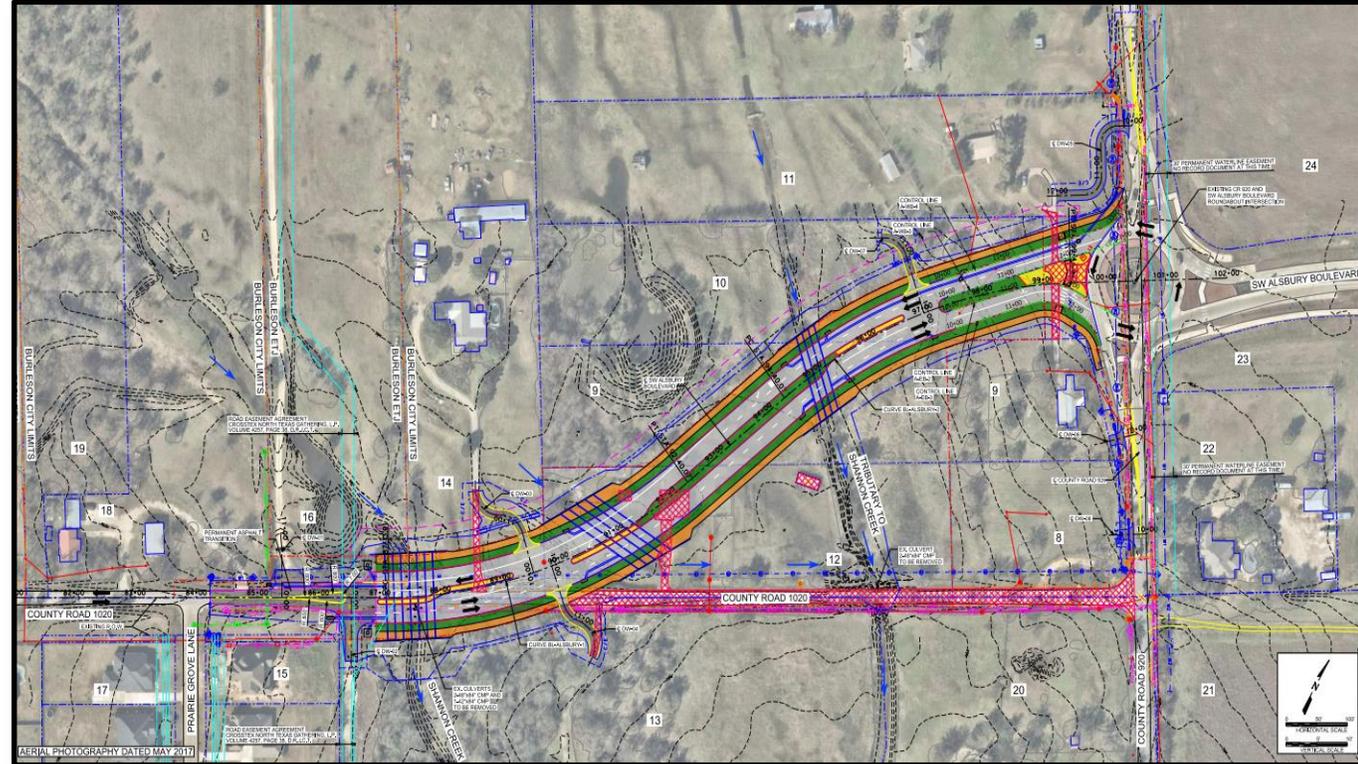
Extension of Alsbury Boulevard from Hulen Street Roundabout to County Road 1020 - new section will be 4-lane divided roadway with turn lanes and drainage improvements

## Funding:

- \$600 Thousand Non-Bond Capital
- \$7.4 Million 2022 GO Bond Funds

## Status:

- Disruption occurred with elimination of federal funding
- 90% design plans in review
- Right-of-way and easement acquisition underway



### Project Status

Some Disruption

### Project Progress

Progress 45%

### Estimated Completion



Fall 2025

### Total Project Cost



8 Million

# Q1 Alsbury Ph. 3 – Widening to CR914

## Project includes:

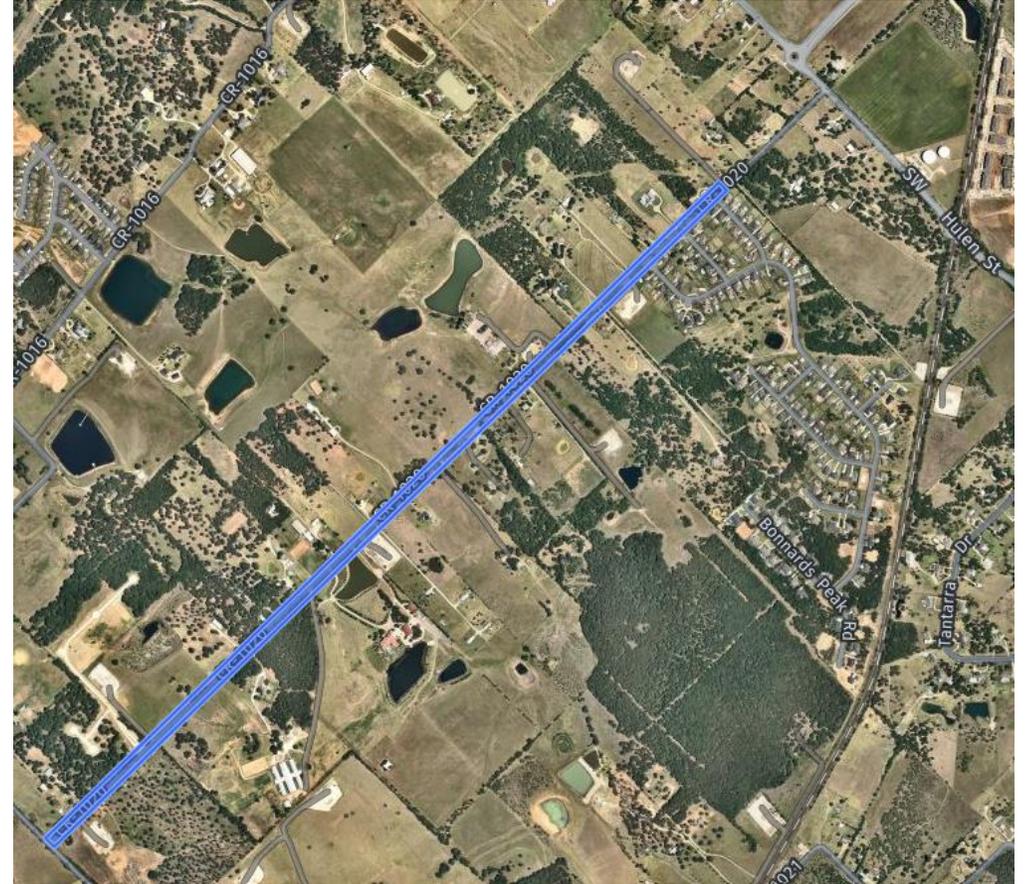
- Construction of all four lanes of Alsbury Blvd (CR 1020) from Hulen Roundabout to CR 914
- Construction of 10' shared-use path on each side

## Funding:

- \$2.5 Million 2022 GO Bond
- \$1.8 Million Non-Bond Capital
- Construction funding pending - potential state/federal participation

## Status:

- Early right-of-way acquisition opportunities being explored
- Preliminary design completion anticipated Jan. 2024



### Project Status

On Track

### Project Progress

Progress 10%

### Estimated Completion



Design Fall 2024

### Total Project Cost



27 Million  
(Existing Funding for  
Design & ROW)

# Q1 Hulen Street Widening - SH 174 to Candler & 16" Waterline

## Project includes:

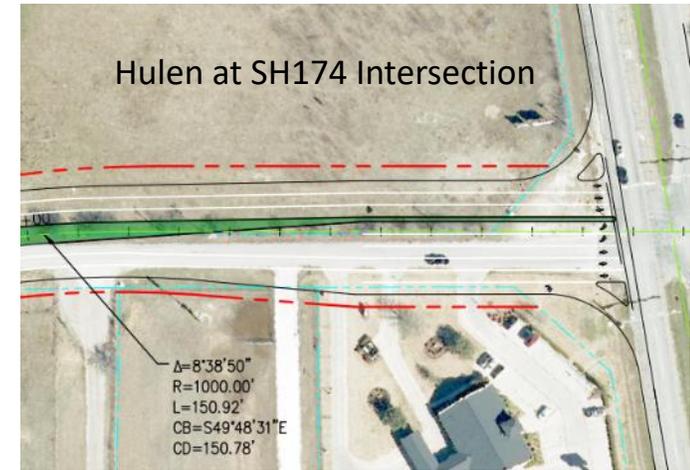
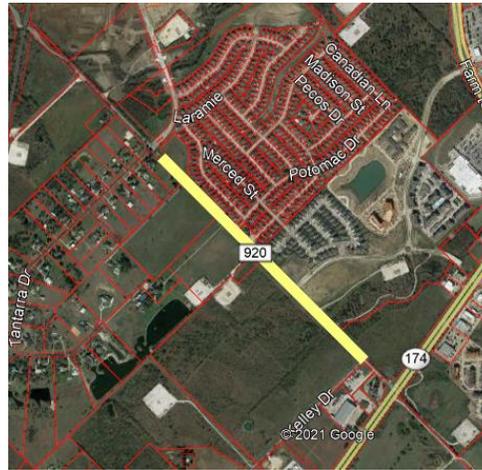
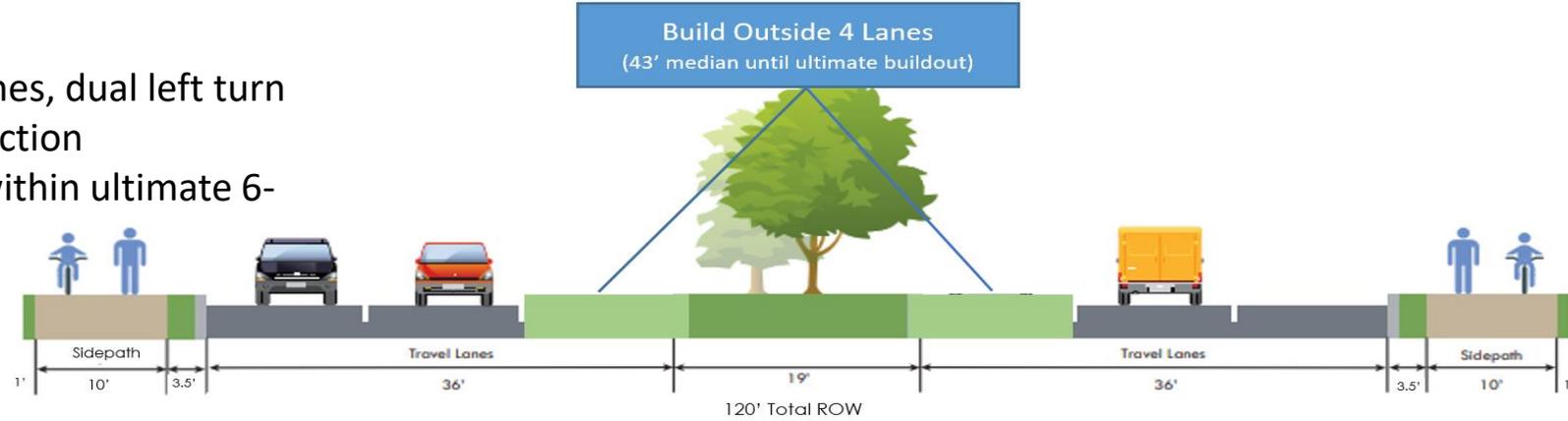
- Three northbound lanes, three southbound lanes, dual left turn lanes and one right-turn lane at SH 174 intersection
- Hulen expansion from two lanes to 4-6 lanes within ultimate 6-lane right-of-way
- 10' shared use path on each side
- 16" waterline and sewer extensions

## Funding:

- \$1.6 Million 2016 Street & Drainage Bond Funds
- \$9.5 Million 2022 GO Bond Funds
- \$3.6 Million TIRZ
- \$3.8 Million Water Bond Funds

## Status:

- Preliminary design report received January 2024; within staff review
- Public meetings anticipated Spring 2024



### Project Status

On Track

### Project Progress

Progress 10%

### Estimated Completion



Summer 2026

### Total Project Cost



18.5 Million

# Lakewood Dual Left Turn Lanes at SH174

Intersection of Lakewood and SH174 (Wilshire)

### Project includes:

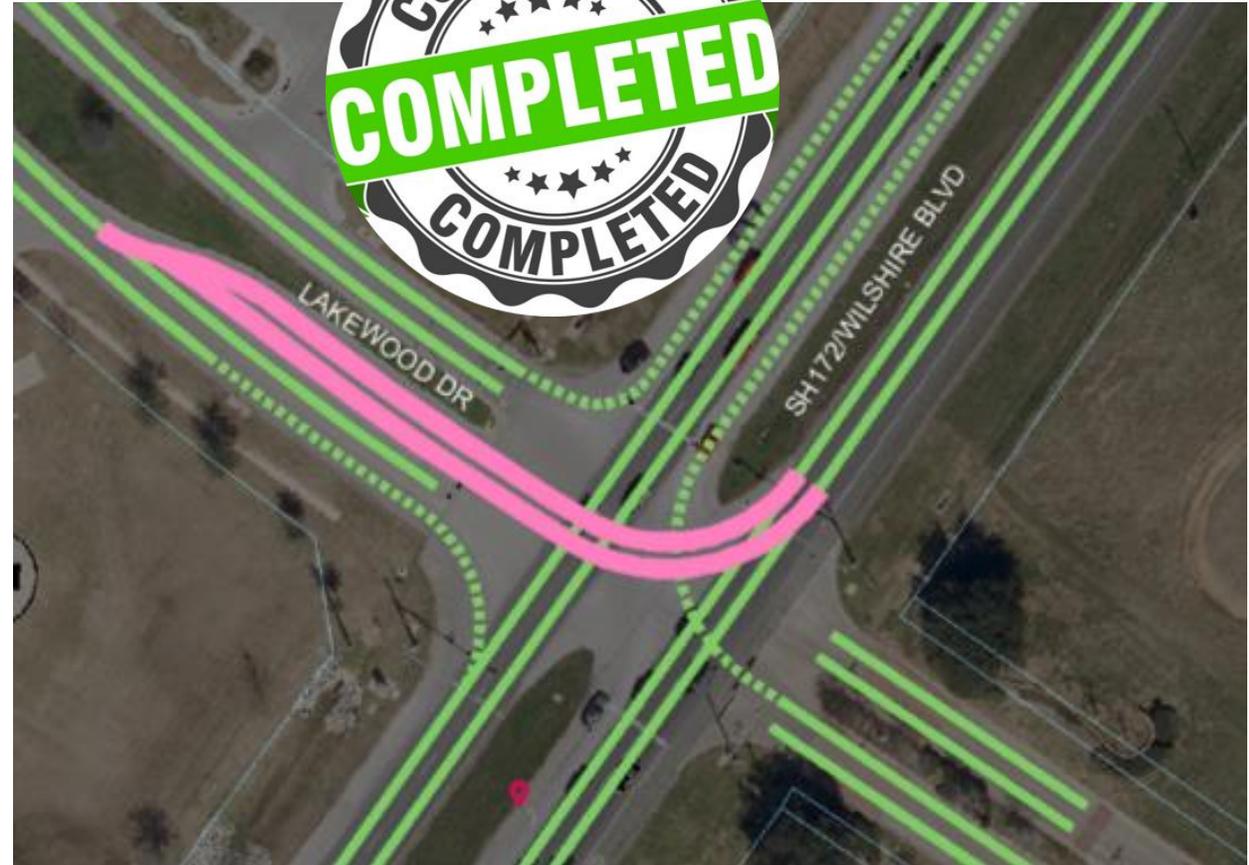
Current intersection is built for ultimate two left turn lanes, (one is striped off) - update striping and signal to make second left turn lane onto northbound SH 174 operational

### Funding:

\$100 Thousand 2022 GO Bond Funds (to be re-purposed to other GO Bond projects as TxDOT is completely funding construction)

### Status:

- TxDOT completed intersection work in November 2023
- Dual left turn lanes onto northbound SH174 open to the public



Project Status

Some Disruption

Project Progress

Progress 100%

Estimated Completion



Winter 2023

Total Project Cost



0 (Funded by TxDOT)

### Project includes:

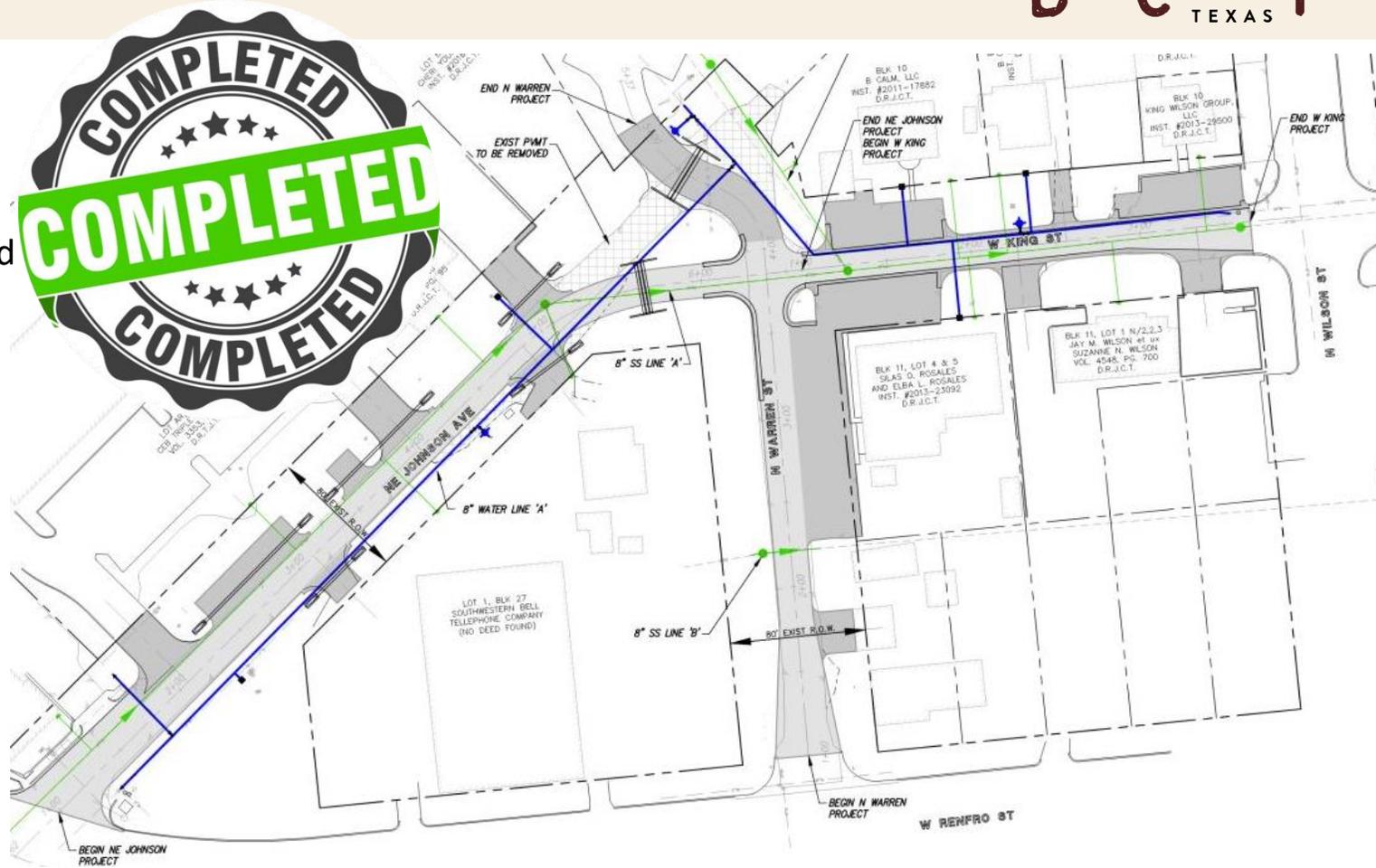
- NE Johnson Avenue
- N Warren Street
- W King Street (including water & sewer rebuilds and minor drainage improvements)

### Funding:

- \$500 Thousand 2016 & 2018 Street Bond Funds
- \$1.6 Million Water & Sewer Funds

### Status:

- Project is substantially complete with roadways open to the public
- Contractor working through minor punch list items for final acceptance



Project Status

Some Disruption

Project Progress

Progress 100%

Estimated Completion



Winter 2023

Total Project Cost



2.1 Million

### Project includes:

Reconstructing Commerce St (I-35 Service Rd. to SH 174 Service Rd.), Dobson St (E. Renfro to Town Creek and 401 S. Dobson St. to Hidden Creek Pkwy) and Bufford St (Wilson St to Main St)

### Funding:

- \$825 Thousand 2022 GO Bond Funds
- \$780 Thousand Street and Drainage Bonds & Non-Bond Capital

### Status:

- Project construction underway
  - Dobson St pavement 100% complete
  - Bufford St pavement 100% complete
  - Commerce St pavement 75% complete
  - UPRR crossing agreement revision underway



#### Project Status

Some Disruption

#### Project Progress

Progress 90%

#### Estimated Completion



Spring 2024

#### Total Project Cost



1.6 Million

### Project includes:

- Pavement repair by various methods based on condition of existing street pavement
- Various streets identified in 2022 GO Bond, a portion of which will be completed each year

### Funding:

- \$1.4 Million Water and Sewer Bond Funds
- \$300 Thousand Street and Drainage Bonds

### Status:

- Staff has identified streets from 2022 GO Bond list (pink) as well as additional neighboring streets in poor condition (red)
- Sanitary sewer beneath most of the streets is also in need of replacement, will leverage sewer rehab funds to extend project impact (sidewalk repairs also being evaluated)



### Project Status

On Track

### Project Progress

Progress 10%

### Estimated Completion



Winter 2024

### Total Project Cost

\$ 1.7 Million

### Project includes:

Re-development of 225 W Renfro St., re-alignment and beautification of Ellison St., as well as reconstruction of on- street parking along Ellison St.

### Funding:

- \$1.6 Million TIF Funds
- \$1.6 Million 4A Bond Funds

### Status:

- Yellow House (224 W Ellison) asbestos abatement & demolition complete
- Ellison Street & Parking Improvements contract award and construction kickoff anticipated Feb. 2024



#### Project Status

On Track

#### Project Progress

Progress 55%

#### Estimated Completion



Winter 2024

#### Total Project Cost

\$ 3.2 Million

### Project includes:

Development of Ellison on the Plaza Building by developer to include City office space, Heim BBQ, and Razzoo's

### Funding:

- \$2 Million 4A Sales Tax
- \$1.4 Million TIF Funds
- \$400 Thousand Water Funds

### Status:

- Interior work underway for City space
- Ribbon Cutting ceremony scheduled for 2/16/2024



#### Project Status

Some Disruption

#### Project Progress

Progress 90%

#### Estimated Completion



February 2024

#### Total Project Cost

\$ 3.8 Million

# Q1 SH174 Widening to 6 Lanes (Elk to Wicker Hill)

## Project includes:

- Widening SH 174 (Wilshire Boulevard) to the inside from four to six lanes from Elk Drive to Wicker Hill Rd
- Project is shared between the City and TxDOT
  - City is managing and funding Design
  - TxDOT will be managing and funding Construction

## Funding:

- \$1.7 Million City participation (design)
- \$5.9 Million Texas Department of Transportation (TxDOT) funding
- \$23.7 Million North Central Texas Council of Governments/Federal Grant funding

## Status:

- TxDOT reviewing 90% Civil Construction Plans
- Utility conflict coordination underway
- Currently anticipate TxDOT to begin construction Fall 2025



### Project Status

Some Disruption

### Project Progress

Progress 60%

### Estimated Completion



Winter 2026

### Total Project Cost



31.3 Million  
Construction by TxDOT

# Q1 Sidewalk Program

## Project includes:

- City submitted an application to TxDOT for grant funding to complete the city's 10-mile loop bicycle and trail route in 2023; late 2023 project was not selected.
- Re-grouped potential projects (#1-4); Three are short-term pedestrian segments within recently adopted Mobility Plan

## Funding:

- \$1,266,946 (Sidewalk Program- GO Bond Funds)
- \$110 Thousand Street Bonds & Non-Bond Capital

## Status:

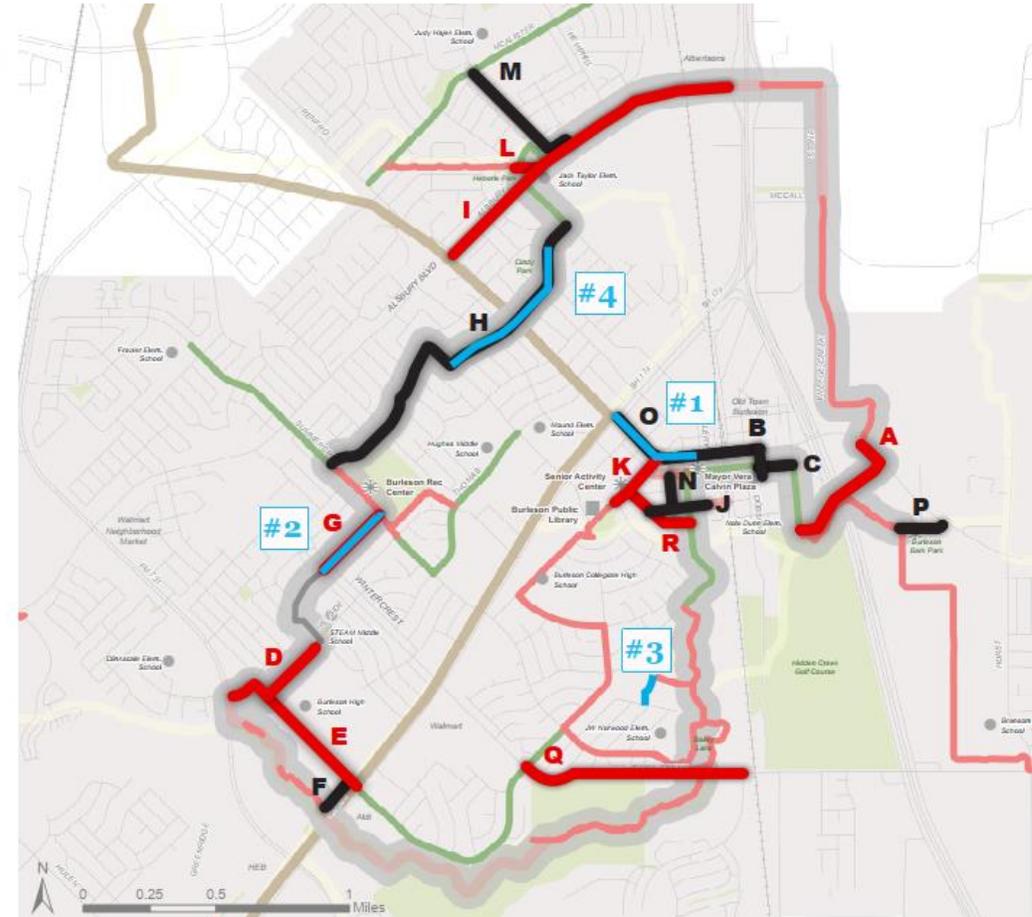
- Presented to Infrastructure and Development Committee for recommendation of segment priority and overall program funding distribution
- Anticipate direction from City Council Feb. 2024

## Proposed Active Transportation Projects



### Legend

- Proposed New Sidewalk Projects
- Proposed Shared Use Path Projects
- Existing Sidewalk (Along 10-Mile Loop)
- Existing Shared-Use Path Facility
- Existing On-Street Bike Facility
- Concurrent City Project
- 10-Mile Loop Highlight
- TxDOT Bicycle Tourism Trail Network
- NCTCOG Veloweb
- Schools
- Community Facility
- Library
- Streets
- Railroads
- Parks
- Burleson City Limits



### Project Status

Some Disruption

### Project Progress

Progress 5%

### Estimated Completion



Pending Council  
Direction &  
Project Selection

### Total Project Cost



1.37 Million

# Q1 Traffic Signal Alsbury HSIP Grant

## Project includes:

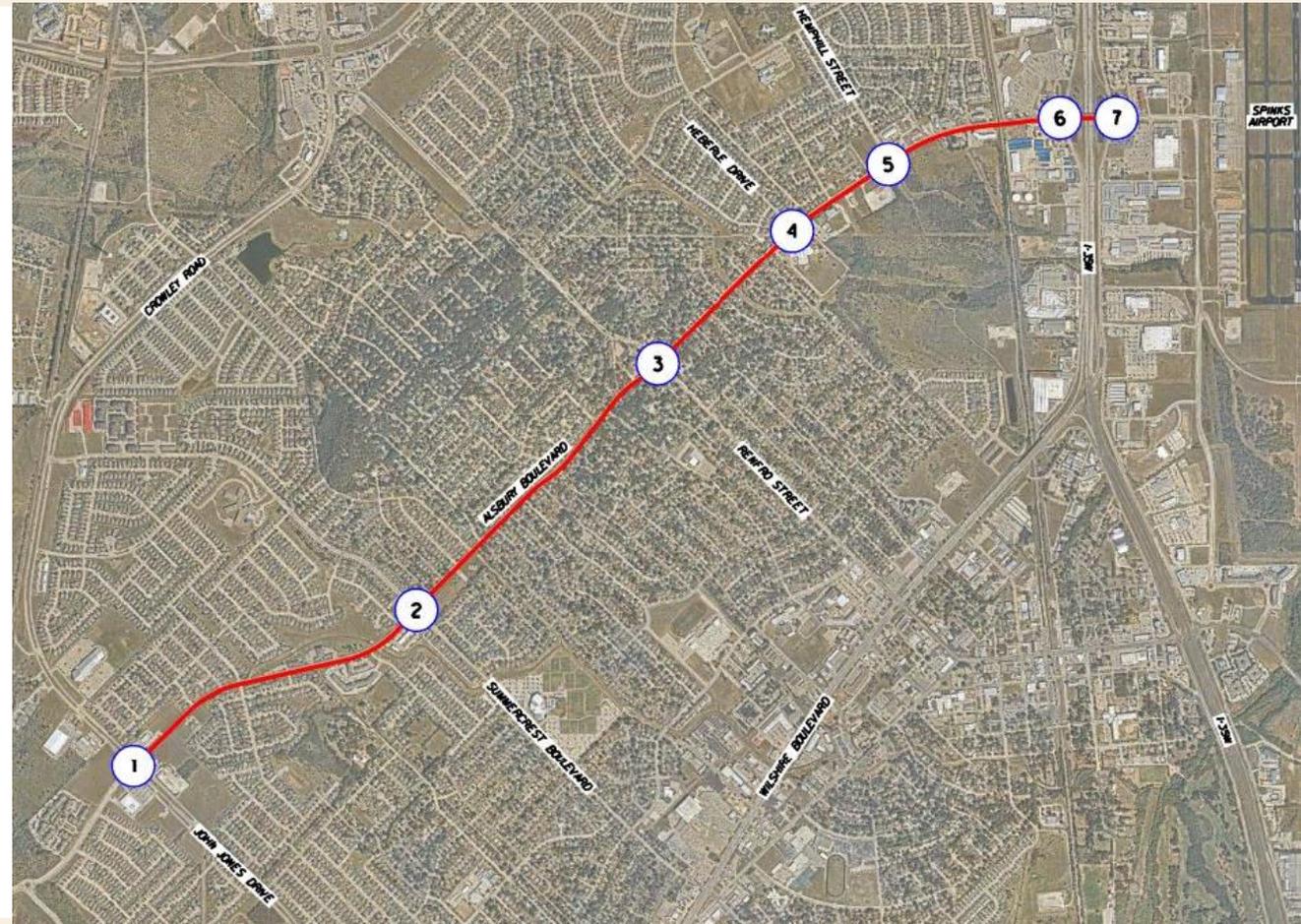
Signal Infrastructure Upgrades and CCTV Cameras at 7 intersections along Alsbury Blvd. (John Jones (FM731), Summercrest Blvd., Renfro St., Heberle St., Hemphill St., and both I-35 signals)

## Funding:

- \$93 Thousand City Funding (GO Bond Funds)
- \$743 Thousand TxDOT G-Match HSIP Grant to cover 80% of project

## Status:

- Design complete
- Anticipate TxDOT construction to begin Jan. – Feb. 2024



### Project Status

On Track

### Project Progress

Progress 60%

### Estimated Completion



Fall 2024

### Total Project Cost



836 Thousand

# Q1 Traffic Signal – Hidden Creek & Gardens

## Project includes:

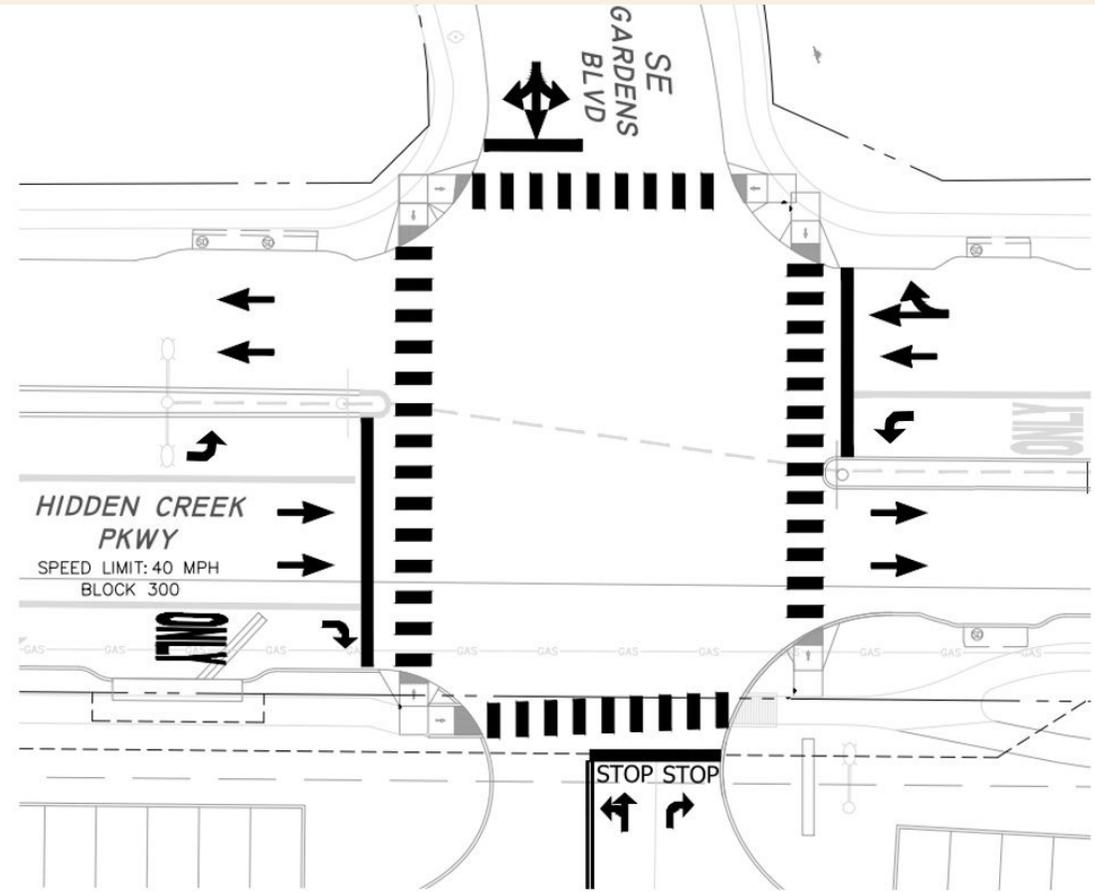
This project will design and install a traffic signal at the intersection of Hidden Creek Parkway and SE Gardens Blvd

## Funding:

- \$50 Thousand Non-Bond Capital
- \$500 Thousand (TBD)

## Status:

- Design completed in Sept. 2023
- Presented to Infrastructure and Development Committee for funding recommendation. Committee supported advertising for bids now and finalizing construction funding when bid is ready for award at City Council



### Project Status

On Track

### Project Progress

Progress 50%

### Estimated Completion



Fall 2024

### Total Project Cost



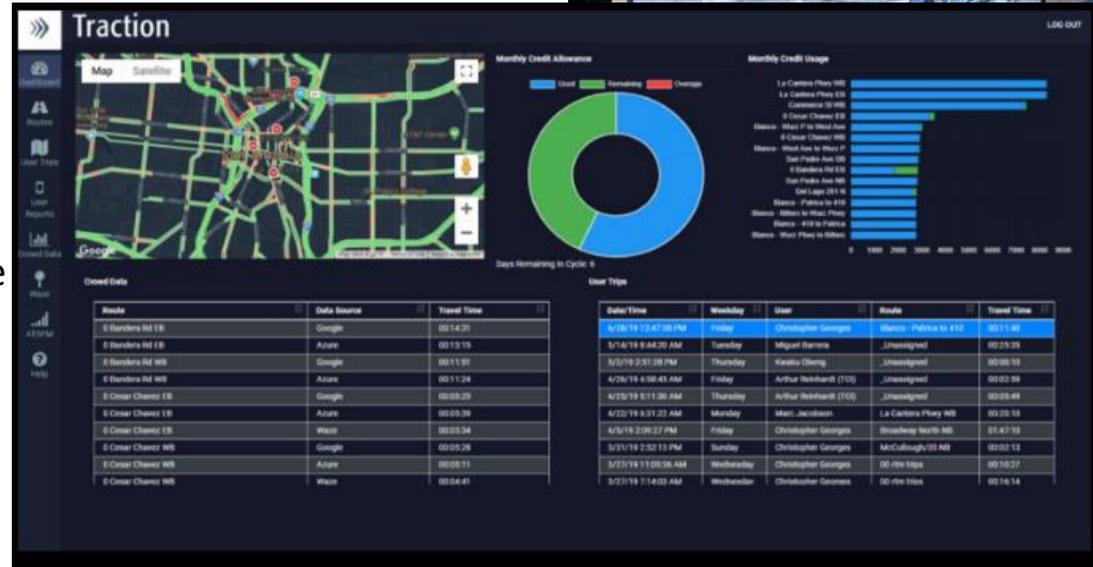
550 thousand

## Project includes:

Signal Infrastructure Upgrades, Traffic Management Center, and CCTV Cameras

## Funding:

- \$340 Thousand existing City funding
- \$2 Million City funding (GO Bond Funds)
- \$1.6 Million Street Bonds



## Status:

- Reviewed the pricing and quote from vendors through Request For Quote (RFQ) process. Final consolidated quote approximately \$3M
- Working with TxDOT for assumption of maintenance of TxDOT signals
- Anticipate awarding Construction contract at March 2024 City Council

Project Status

On Track

Project Progress

Progress 35%

Estimated Completion



Spring 2025

Total Project Cost

\$ 4 Million

# Village Creek Parkway Expansion (Including Tarrant Co. Bond)

## Project includes:

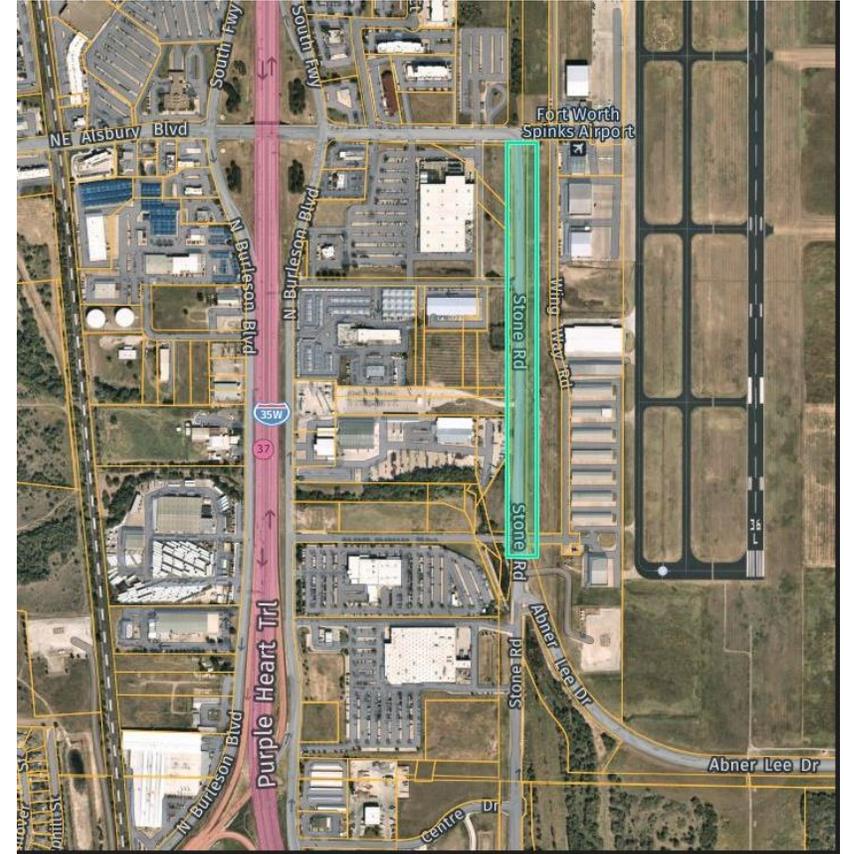
Reconstruction of existing 2-lane undivided asphalt section to 4-lane divided concrete section with median, curb & gutter, storm drainage, street lighting, sidewalk, & 10' shared use trail on east side

## Funding

- \$3 Million City Funding (Impact Fees & Non-Bond Capital)
- \$2.5 Million Tarrant County Bond (50% match)
- \$500 Thousand Discretionary funds Tarrant County Commission Precinct #1

## Status:

- Design underway – per council direction will be revising McCall to Abner Lee to allow for all turning movements at both intersections
- Utility relocation coordination and 10' shared use path permitting underway
- Design completion anticipated spring 2024



### Project Status

On Track

### Project Progress

Progress 30%

### Estimated Completion



Winter 2025

### Total Project Cost



6 Million

### Project includes:

- Design and installation of Wayside Horns create a condition where by trains will no longer use their own horns at this crossing
- Wayside Horns replace train horns with a focused audible sound for traffic approaching the crossing and minimizes the disturbance of adjacent neighborhoods

### Funding:

- \$8 Thousand Non Bond Capital- Streets
- \$371 Thousand Streets & Drainage Bond Funds

### Status:

- Received additional construction requirements from UPRR (Union Pacific Railroad) Permit that exceed the projects available budget
- Anticipate receiving direction from City Council Feb. 2024



### Project Status

Some Disruption

### Project Progress

Progress 50%

### Estimated Completion



Winter 2024

### Total Project Cost



590 Thousand

## Project includes:

Rehabilitation of existing lift station including SCADA, emergency power, bypass, and other upgrades

## Funding

\$930 Thousand Sewer Bond Funds

## Status:

- Final design plans anticipated Feb. 2024
- Anticipate bidding Feb-March with construction contract considered at April City Council meeting



### Project Status

On Track

### Project Progress

Progress 40%

### Estimated Completion



Winter 2024

### Total Project Cost



930 Thousand

# Parallel 24in Sewer Village Creek to Oakbrook Dr. (w/ Bear Ridge & The Lakes)

### Project includes:

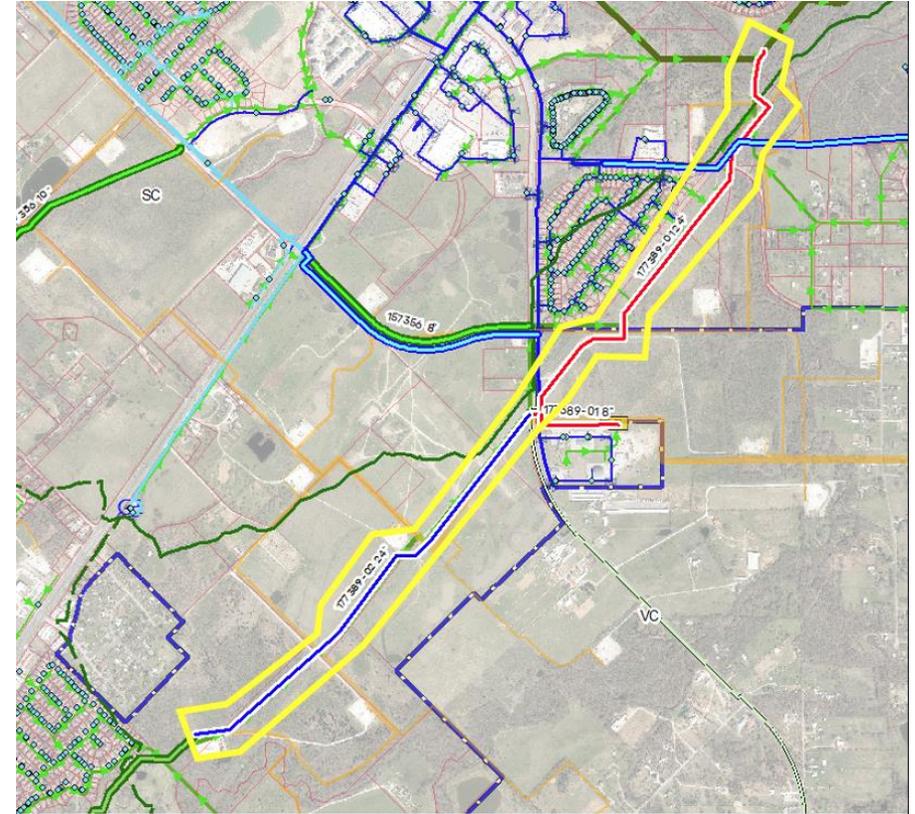
- Design and easement acquisition for a future parallel sanitary sewer line to serve future developments and prevent surcharging of existing line
- Approximate length two miles; approximate line size 24" diameter

### Funding:

\$653 Thousand Sewer Bond Funds - Design

### Status:

- Design underway with consideration of incoming developments (blue)
- Easement negotiations through developments complete (blue)



### Project Status

Some Disruption

### Project Progress

Progress 70%

### Estimated Completion



Spring 2024  
(Design Only)

### Total Project Cost



\$653 Thousand  
(Design Only)

# Trunk Relief Sewer Line (Town Creek Basin Parallel)

## Project includes:

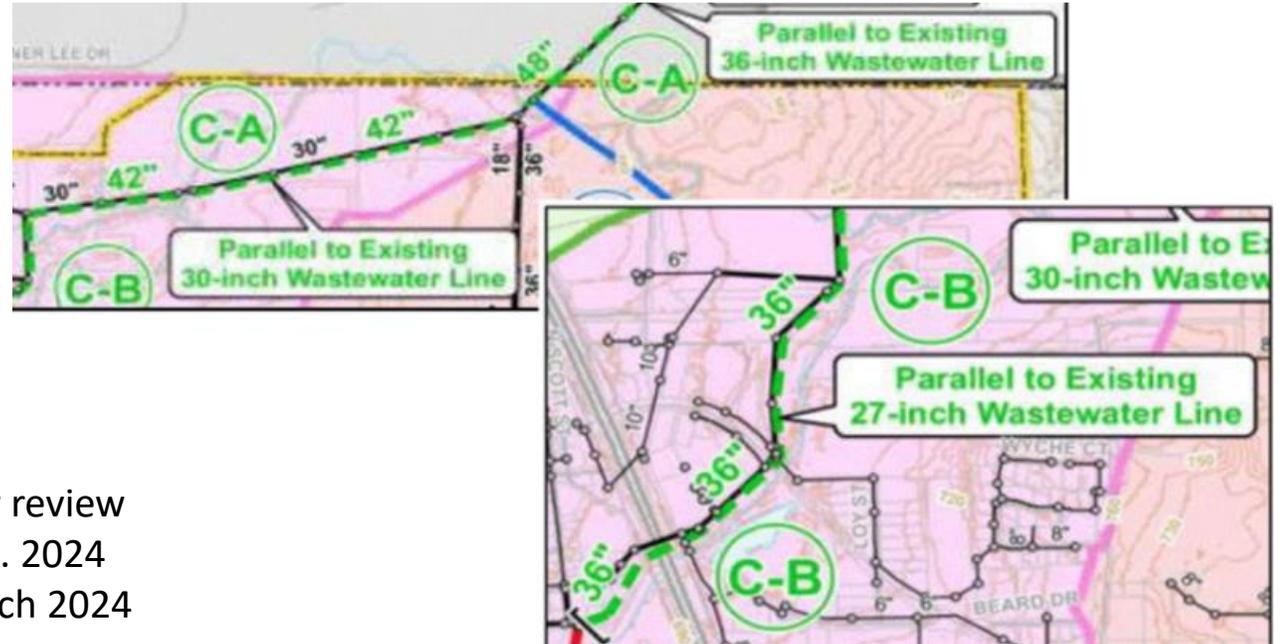
Design and construction of a 36"-48" parallel sanitary sewer pipeline along Village Creek.

## Funding

\$16.3 Million Sewer Bond Funds

## Status:

- Preliminary design report received from consultant and under review
- Coordination meeting with City of Fort Worth planned for Feb. 2024
- Anticipate discussing additional funding with City Council March 2024



### Project Status

On Track

### Project Progress

Progress 10%

### Estimated Completion



Spring 2026

### Total Project Cost



22 million



### Project includes:

- Replacement of main water and sanitary sewer lines beneath streets with pavement repair by various methods for the full width of the street
- Selected streets with water and sewer rehab elements for single construction contract

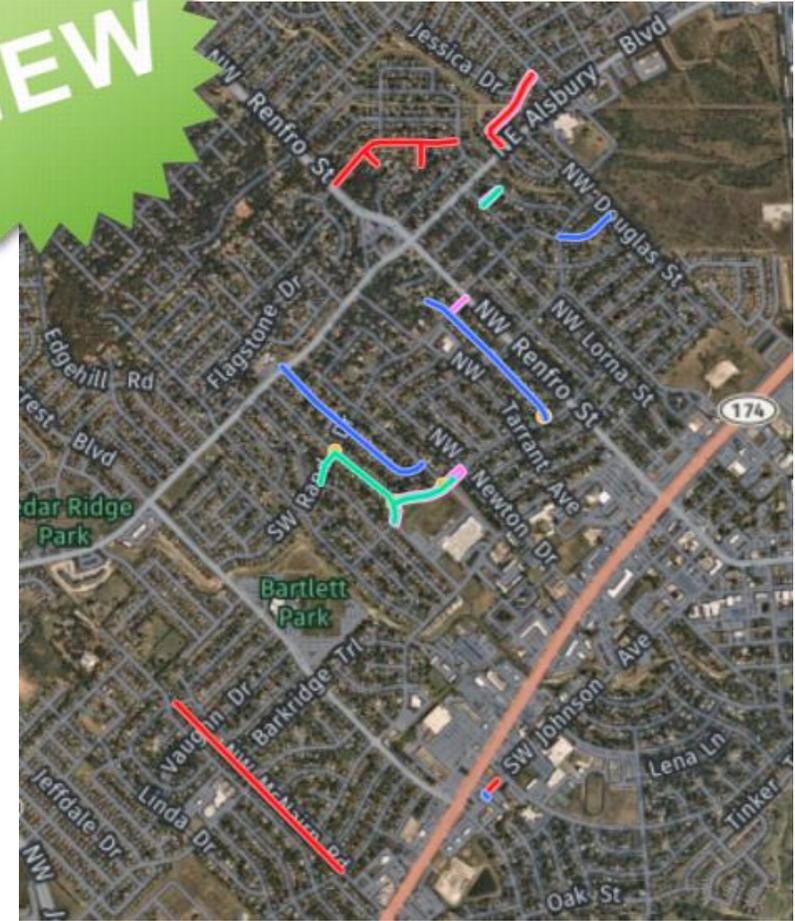
- |  |  |   |
|--|--|---|
| <input type="checkbox"/> McNairn Rd.     | <input type="checkbox"/> NW Chisholm St.     | <input type="checkbox"/> Forest Ct.                               |
| <input type="checkbox"/> SW Rand Dr.     | <input type="checkbox"/> Chisholm Ct.        | <input type="checkbox"/> Short St.                                |
| <input type="checkbox"/> NW Ann Lois Ln. | <input type="checkbox"/> NE Michael Dr.      | <input type="checkbox"/> SW Johnson Ave.<br>(sewer crossing only) |
| <input type="checkbox"/> SW Murphy Rd.   | <input type="checkbox"/> NW James Cir.       |   |
| <input type="checkbox"/> NW Barbara Ln.  | <input type="checkbox"/> NE Timber Ridge Dr. |   |

### Funding

\$6.6 Million Sewer Bond Funds

### Status:

- Final design plans completed Jan. 2024
- Anticipate bidding Feb-March with construction contract considered at April City Council



#### Project Status

On Track

#### Project Progress



#### Estimated Completion



Winter 2024

#### Total Project Cost

\$ 6.6 Million

# Industrial Pump Station Exp. & Alsbury Pump Station Decommissioning

### Project includes:

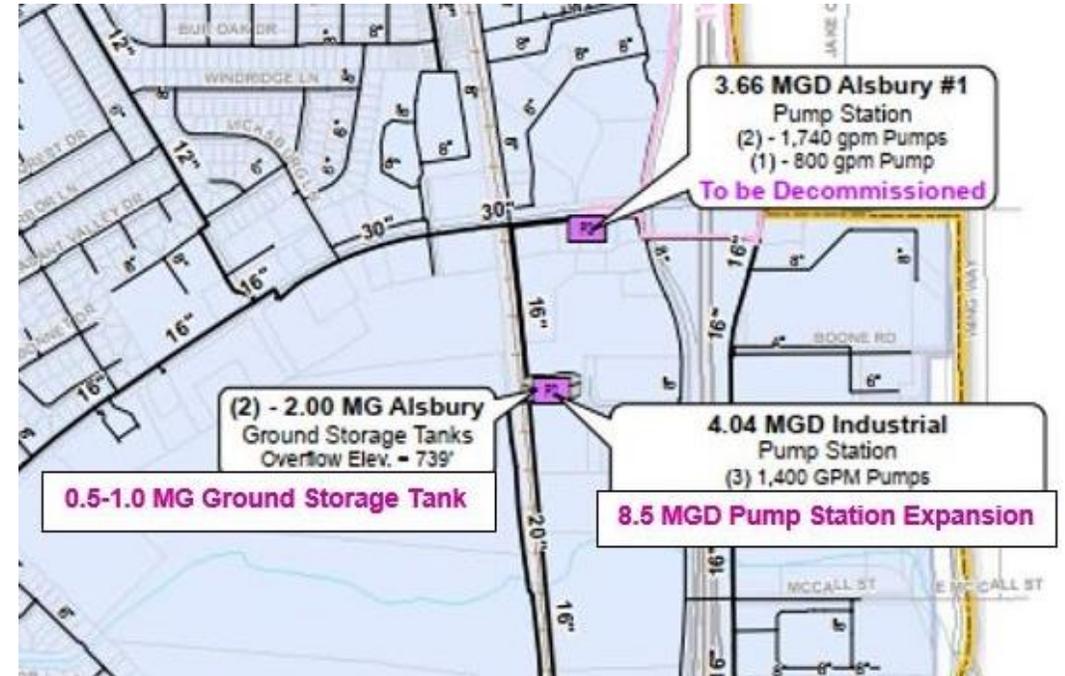
- Expansion of the Industrial Pump Station to serve the Lower Pressure Plane
- Decommissioning the Alsbury #1 Pump Station
- Potential new 0.5-1.0 MG Ground Storage Tank

### Funding:

\$6.6 Million Water Bond Funds

### Status:

- Preliminary design underway
- Right-of-Way / Property acquisition underway
- Anticipate discussing additional funding with City Council March 2024



### Project Status

On Track

### Project Progress

Progress 10%

### Estimated Completion



Spring 2026

### Total Project Cost



17.6 million

# Turkey Peak Entry Drive & Drainage Flume

635 NW Jayellen Avenue

### Project includes:

Pavement overlay for the entry drive/ access to the site and repair of the drainage flume/channel adjacent to the road

### Funding:

\$385 Thousand Water Bond Funds

### Status:

- Paving replaced October 2023
- Additional safety bollards / guardrails and perimeter fencing for public safety anticipated to be complete in Jan. - Feb. 2024



Project Status

On Track

Project Progress

Progress 85%

Estimated Completion



Winter 2023

Total Project Cost

\$ 385 Thousand

## Project includes:

- Replacing the existing tank with 2MG tank at Turkey Peak
- Demolish two existing ground storage tanks at Brushy Mound
- Demolish existing elevated tank at Brushy Mound
- Site improvements at Brushy Mound to facilitate completion of monopole

## Funding:

- \$4.8 Million Water Bond Funds
- \$500 Thousand Non-Bond Capital

## Status:

- Brushy Mound Site- anticipate completion Jan. – Feb. 2024
  - Ground and elevated storage tanks have been removed; site stabilization underway
  - Additional drainage system construction in progress
- Turkey Peak - tank complete and online



### Project Status

Some Disruption

### Project Progress

Progress 95%

### Estimated Completion



Winter 2023

### Total Project Cost



5.3 Million

### Project includes:

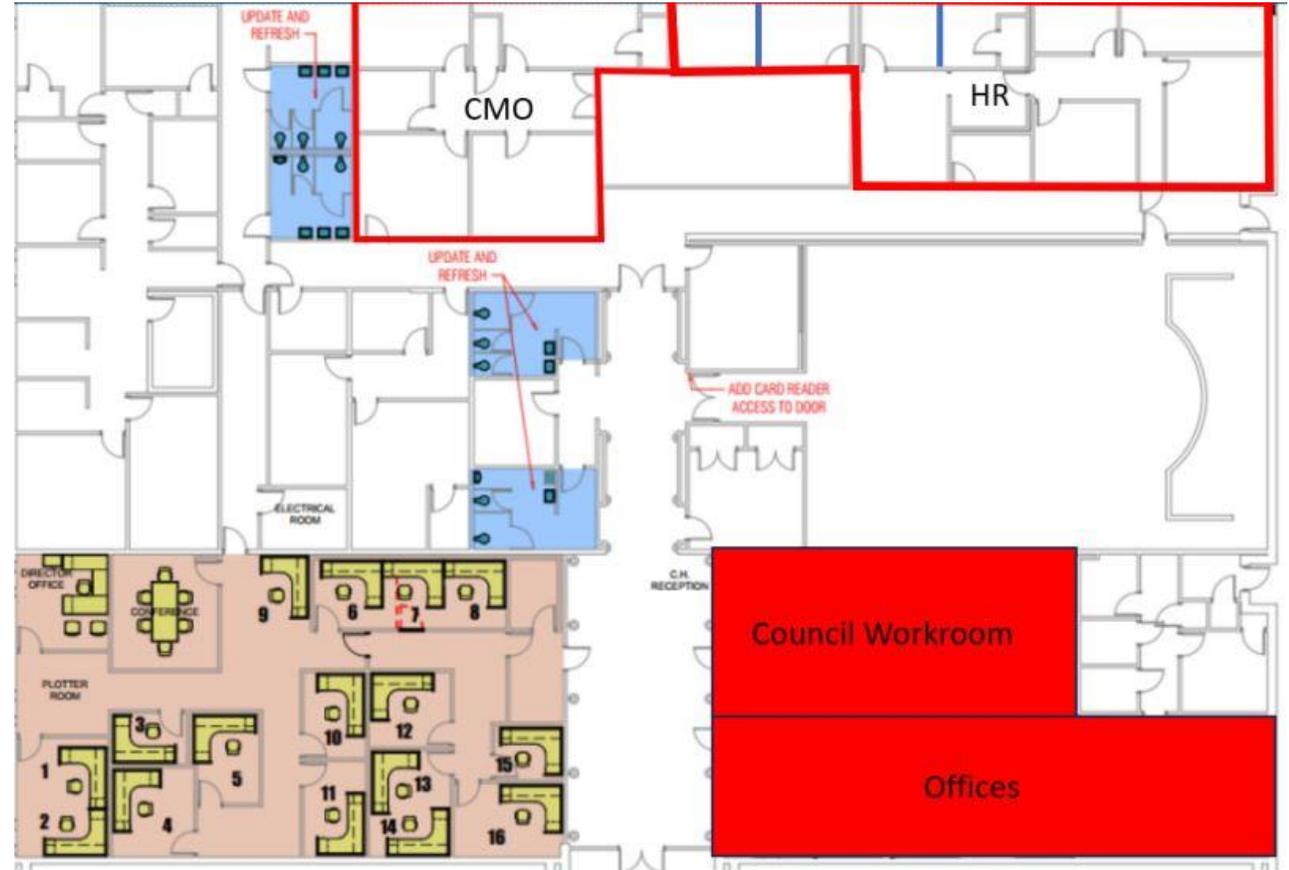
- Reconfigure existing facilities to better accommodate staff
- Adds the office space needed to relocate IT and HR from Annex 3 Building prior to that site's re-development

### Funding:

- \$1.4 Million Non-Bond Capital
- \$204 Thousand Water Bond Funds

### Status:

Design underway



Project Status

Some Disruption

Project Progress

Progress 30%

Estimated Completion



Winter 2024

Total Project Cost



1.6 Million

## Project includes:

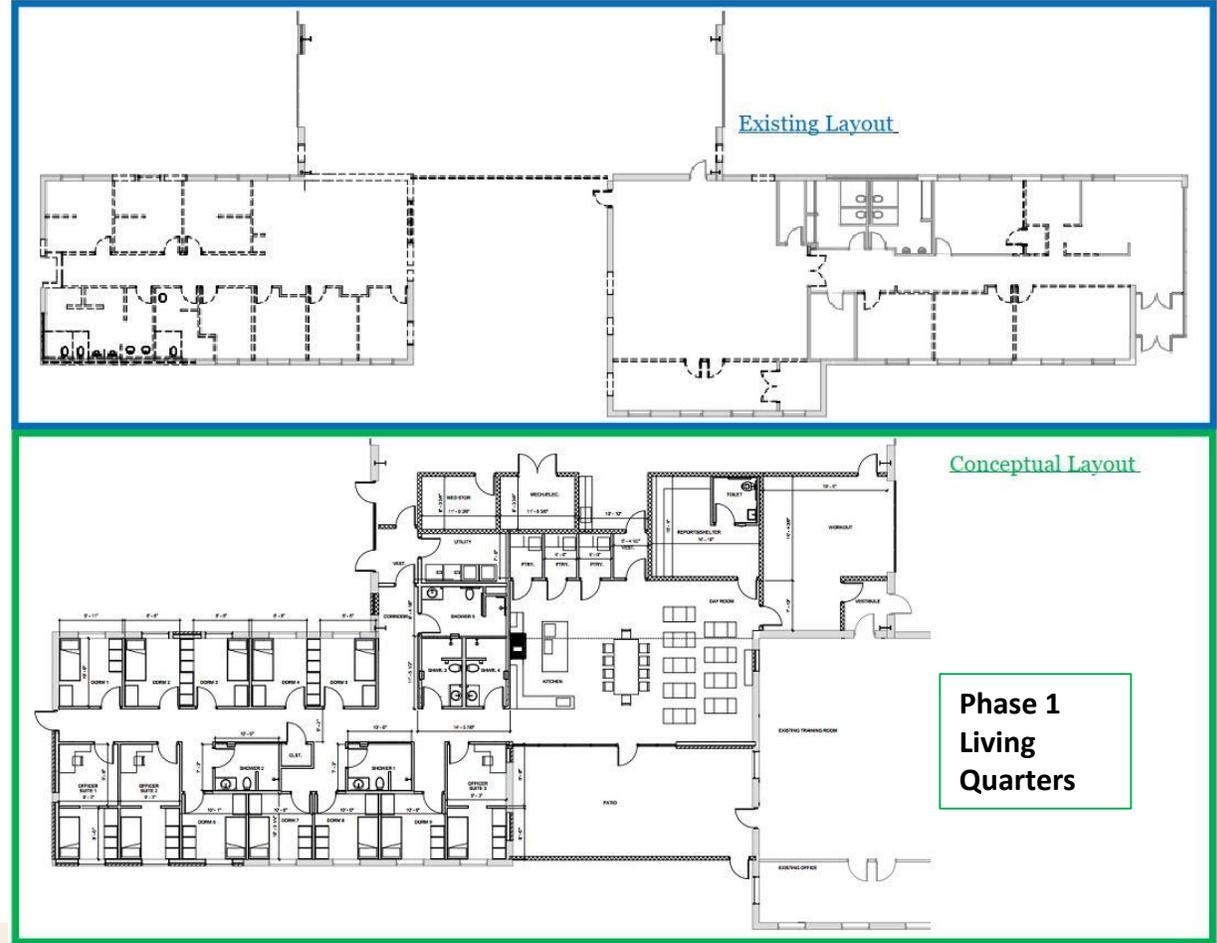
Various interior renovations to administrative and operational areas to include additional offices, expanded dormitory, and other changes to accommodate needs of the Fire Department

## Funding:

\$3.8 Million General Fund

## Status:

- Schematic design of Phase 1 (living quarters) underway
- Architect's programming of Phase 2 (admin area) underway



Project Status

Some Disruption

Project Progress

Progress 20%

Estimated Completion



Winter 2025

Total Project Cost



\$ 3.8 Million

# Police Headquarters Expansion

1161 SW Wilshire Blvd.

## Project includes:

- Expansion of police department headquarters
- Remodeling existing facility to re-purpose existing space for officers and staff

## Funding:

- \$36.4 Million GO Bond Public Safety Funds
- \$5.6 Million General Fund

## Status:

- Gas Pipeline relocation anticipated to be underway spring/summer 2024
- Updates to revised site plan presented to City Council I&D Committee Jan. 22<sup>nd</sup> : Two-story (28,170sf) new building rather than one-story (24,215sf), Corresponding decrease in Asset Building size, Public Safety communications moved from 1st to 2nd floor of new building, Property & Evidence moved from Asset Building into new building



Project Status

On Track

Project Progress

Progress 10%

Estimated Completion



Summer 2026

Total Project Cost



42 Million

# Parks and Recreation Capital Projects - Quarterly Update

December 2023



# Project- Cemetery Expansion



- **Project Description**

- Design and construction of a cemetery expansion at the Burleson Memorial Cemetery

- **Project Status**

- Meter installation scheduled to be complete by March 15, 2024

- **Estimated Completion**

- 6 weeks

# Project- Village Creek Trails

## ● Project Description

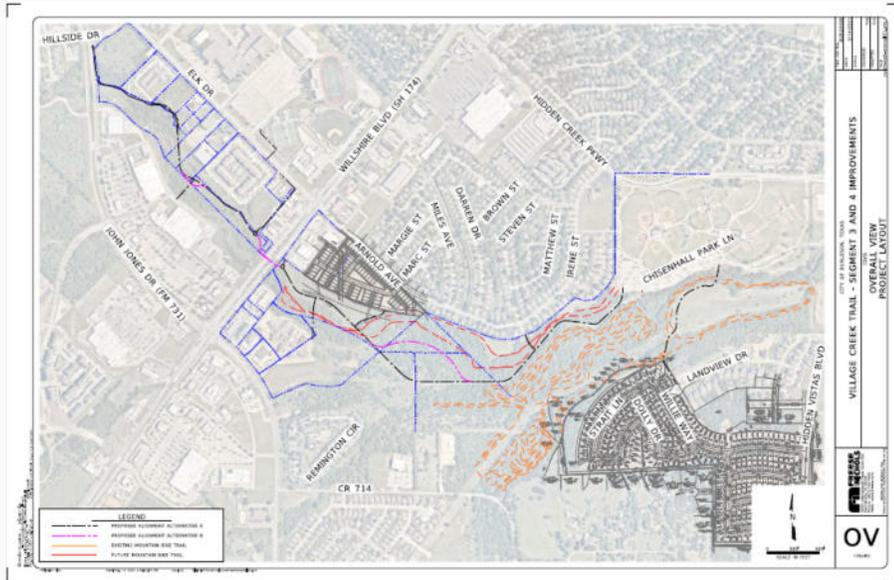
- Extension of Village Creek Trail from current terminus at Chisenhall Fields to Hillside Dr.

## ● Project Status

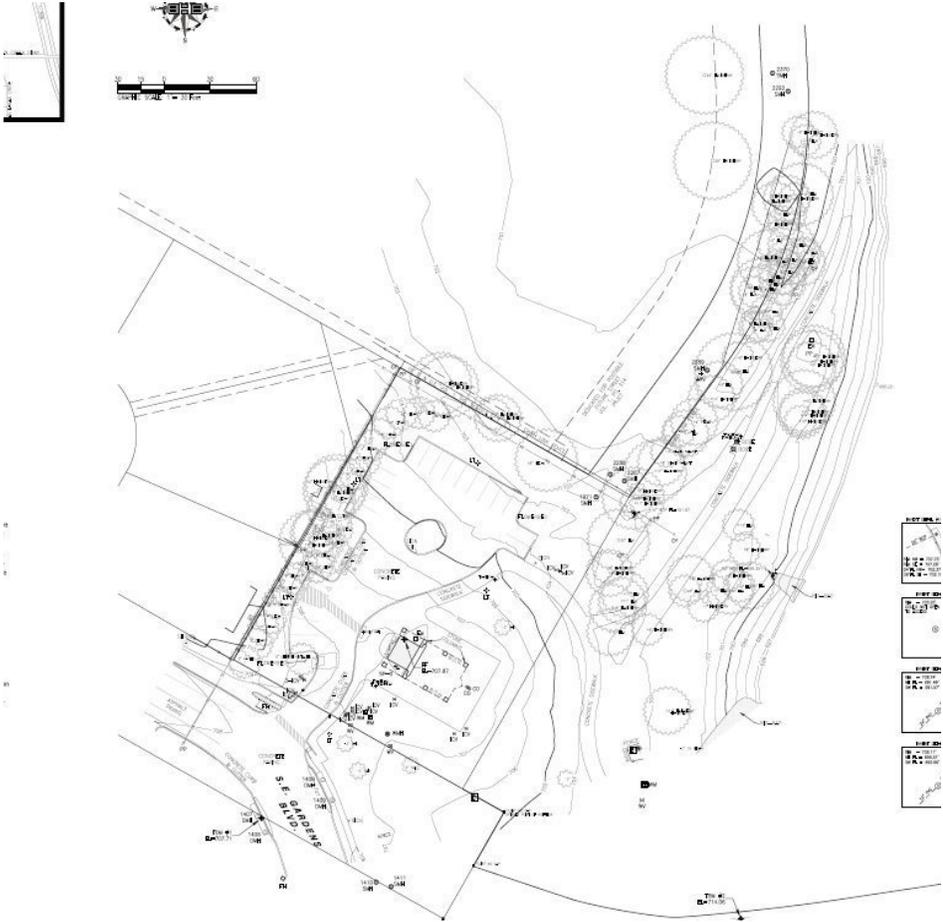
- 100% design
- Grant not awarded

## ● Estimated Completion

- Moved to FY 2025 for construction



# Project- Chisenhall & Bailey Lake Parking



- **Project Description**

- Design and construction for phase 1 (100 spaces) of Chisenhall parking lot expansion, and approximately 50-70 spaces at Bailey Lake.

- **Project Status**

- Punch list

- **Estimated Completion**

- Complete

# Project- Shannon Creek

NATURE PLAY: SAND PIT



- **Project Description**
  - Design and construction of a park and natural area in Shannon Creek.
- **Project Status**
  - Reduced scope
  - Currently working through drainage
- **Estimated Completion**
  - Construction to begin FY 2025

# Project- Park Monument Signs 2024



CONCEPT A

ESTIMATED COST: \$25,000

- **Project Description**
  - Design and installation of park monument signs
- **Project Status**
  - Design modification for new signs underway
  - Received quotes from a local company that is substantially lower
  - This year: Clark, Cindy, Claudia, Cedar Ridge, Meadowcrest
- **Estimated Completion**
  - May 2024

# Project- BRiCk



## ● Project Description

- Remodel of lobby, party rental, and family changing rooms, replacement of HVAC system, Desert Aire, indoor pool replaster, indoor pool sandfilter

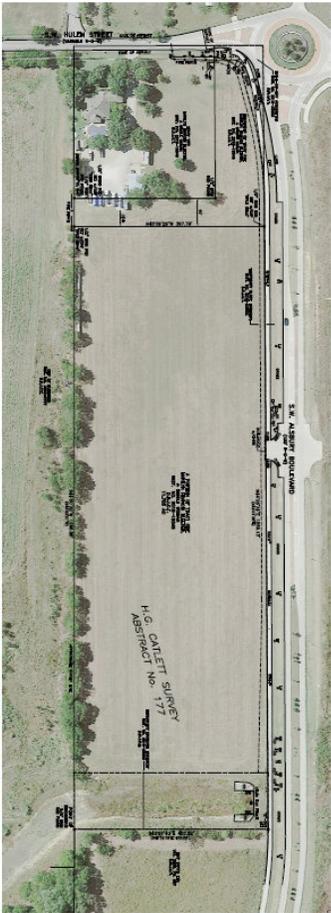
## ● Project Status

- CMAR selected finalizing agreements and kicking off MEP for initial GMP for equipment purchases

## ● Estimated Completion

- Spring 2025

# Project- Community Park



- Project Description
  - Creating a community
- Project Status
  - Rolled into west end master planning
- Estimated Completion
  - Acquisition Complete

# FY 2024 Project Updates

- Hidden Creek Softball relocation
  - Part of west end master planning
- Oak Valley South Trail Extension
  - Awarded January 2024
- Cedar Ridge
  - Award in Feb 2024
- Meadowcrest Park
  - Award in Feb 2024
- Chisenhall-6 fields
  - Interviews today, anticipate awarding in Feb 2024
- Bailey Lake Dredging
  - Award Feb 5
- Master Plan
  - Currently working through inventory and assets
- Public Art Master Plan
  - Scope received, confirming funding



# FY 2024 Project Updates-Golf



- Intake Pipe
  - Winter project
- Range Side 9
  - Winter project
- Hole 16 Drainage
  - Larger issue, working with Public Works to see if this can be an FY 25 project
- Tee and Wayfinding Signage
  - PO issued. March Installation