



WEEKLY REPORT

DECEMBER 13, 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, JANUARY 6
CITY COUNCIL REGULAR MEETING, 5:30 P.M.

REPORTS AND PRESENTATIONS

- Receive a report, hold a discussion, and provide staff direction regarding proposed fees and service changes associated with the solid waste program. *(Staff Contact: Richard Abernethy, Administrative Services Director)*

All meetings will be held at Burleson 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>

II. GENERAL AND STATUS UPDATES

A. DECEMBER 2024 SALES TAX INFORMATION

Dec 2023	Dec 2024	Diff \$	Diff %	FY2024 YTD	FY2025 YTD	Diff \$	Diff %
\$ 2,403,182	\$ 2,321,829	\$ (81,353)	-3.39%	\$ 2,403,182	\$ 2,321,829	\$ (81,353)	-3.39%

Note: December 2024 sales tax amount represents sales occurred in October 2024.

B. MAYOR FLETCHER HONORED BY JOHNSON COUNTY COMMISSIONERS COURT

Congratulations to Mayor Chris Fletcher for being recognized by the Johnson County Commissioners Court on December 9. The recognition took place during their Proclamation of Appreciation for citizens who participated in educating the public about the countywide transportation bond election. Mayor Fletcher’s dedication to informing and engaging the community has made a lasting impact. Thank you for your leadership and commitment to Burleson and Johnson County.



C. DETECTIVE MARSTON FEATURED IN CBS NEWS TEXAS STORY ON GIFT CARD SCAMS

Detective Madison Marston of the Burleson Police Department recently brought attention to the pressing issue of gift card scams, a growing global crime, during an interview with CBS News Texas. Her expertise and insights not only represented Burleson PD on a broader platform but also provided valuable information to help protect consumers from falling victim to fraud.

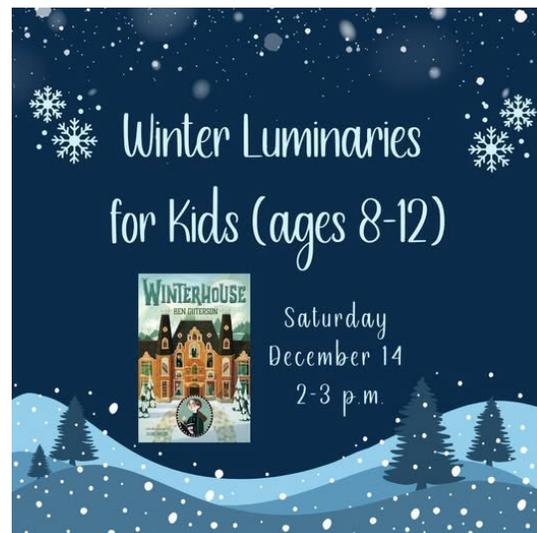


Detective Marston's involvement in a significant arrest within a multi-state gift card tampering ring underscores Burleson PD's dedication to addressing complex financial crimes. Read the full CBS News Texas article and watch the video [here](#).

D. LIBRARY PROGRAMMING

Winter Luminaries for Kids
Saturday, December 14, 2-3 p.m.

Light up your winter this Saturday with a fun afternoon of crafting beautiful winter luminaries and discussing the book *Winterhouse* by Ben Guterson. While reading the book is not required to attend, we highly encourage it. This program is designed for ages 8-12, but all ages are welcome to join in the fun. Don't miss this cozy and creative event.



E. SENIOR CENTER PROGRAMMING

Celebrate the season with a festive Christmas holiday lunch at the Burleson Senior Center. The menu includes ham, sweet potato casserole, green beans, rolls, cranberry sauce, and dessert.



For those interested in learning more about the center's offerings, tours are available.

The Senior Activity Center, located at 216 SW Johnson Avenue, is open to individuals aged 50 and up.

F. DRINKING FOUNTAIN AND RESTROOM WINTERIZATION

The Parks Maintenance Division has implemented its annual winterization procedures to protect water systems from freezing temperatures and ensure public safety.

All drinking fountains and restrooms will be winterized when temperatures are forecast to drop below 28°F. Signs have been installed on all drinking fountains to notify the public that fountains may be turned off temporarily during the months of December through March.



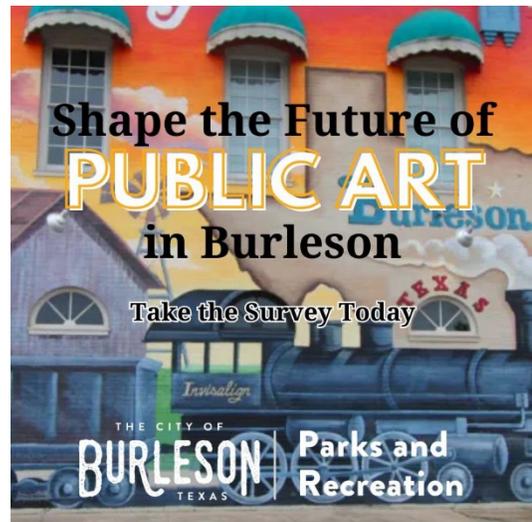
Staff are actively monitoring weather forecasts and will turn off fountains and close restrooms when the specified temperature threshold is met.

The installed signage ensures transparency with park visitors regarding temporary closures due to cold weather.

G. PUBLIC ART VISION FOR BURLESON

The Parks and Recreation Department is developing a vision for public art in Burleson to inspire, connect, and reflect the unique spirit of the community. Residents are invited to participate in a [survey](#) to share their perspectives on the placement, style, and impact of public art.

This initiative aims to shape a public art experience that enhances public spaces across the city. To learn more, visit the Burleson Public Art Plan [page](#).



H. PET OF THE WEEK

Otter is a one-year-old Pit Bull Terrier mix and he sure is a cute one! He has the most adorable puppy dog eyes. Otter is very playful and friendly. He is good with other dogs, and after running off a bit of energy he can be pretty chill. Shelter staff recommend bringing in your pups for a meet-and-greet.

Come meet Otter today and discover the joy of having this sweet pup in your life. His adoption fee is waived and includes shots, microchipping, heartworm testing, and neuter.



The shelter is currently at capacity for dogs. View all adoptable animals at burlesontx.com/adopt

I. FEEL GOOD FRIDAY

The Burleson Public Library hosted a special donation drive for the Burleson Animal Shelter, and the community truly came through. The library was able to deliver much-needed supplies, making this holiday season a little brighter for the shelter's animals.

Clifford from the Burleson Animal Shelter kicked off the donation drive with a special visit to the library. He spent time with patrons, staff, volunteers, and those dropping off donations, spreading joy and holiday cheer.



Thank you to everyone who helped make a difference for our furry friends at the shelter!

J. BURLESON HERITAGE FOUNDATION

The Burleson Heritage Museum and Visitors Center hosted **386** visitors from 12 states and three countries (WOW!) during the month of November. The Burleson Heritage Foundation volunteers proudly give free trolley and museum tours to guests visiting our city Wednesday through Saturday each week. As a reminder, they are always looking for volunteers. If you know someone that may be interested, please refer them to the museum to register.

K. ROAD IMPROVEMENT PROGRESS REPORT BY PUBLIC WORKS

Parts of SW Alsbury Blvd, between Newton Block and NW Tarrant Ave, were in a failing condition, creating rough travel conditions. To address this, the Streets Division of Public Works has coordinated interim street repairs with a contractor. Public Works has taken proactive steps to move this project forward efficiently by collaborating with the contractor and handling key elements such as demolition and traffic control planning in-house.

The roadway section was closed to traffic on December 9. Paving is scheduled to be completed by December 13, and once the new concrete has sufficiently cured, the northbound lane will be reopened. An update will be provided on December 20 with the anticipated opening date for this specific section.

Phase 2 is set to begin on the inside, northbound lane in early January, weather permitting. During this phase, traffic will again be reduced to one lane while we continue improving the rideability of this section of Alsbury.

Additionally, work along Hidden Creek is anticipated to begin in January.

Below are in-progress photos of the roadway at Newton Block.





III. UPCOMING ROAD CONSTRUCTION/CLOSURES

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



IV. PARKS CAPITAL PROJECTS

PROJECT	STATUS	TIMELINE
Meadowcrest Park	Project complete	Ribbon cutting held on December 5, 2024. See photos.
Oak Valley South – Scott Street Trailhead Improvement	Construction in progress	Anticipated completion: December 2024
Chisenhall Turf Conversion (7 fields)	Construction in progress	Anticipated completion: March 2025
Centennial Park	In production to be delivered – January 2025	Anticipated completion: March 2025
Parks Master Plan	Engagement	Anticipated completion: April 2025
Shannon Creek	Design / Bidding Goal	January 2025
Green Ribbon	Finalizing design in coordination with TxDOT	Ongoing
Community Park	Design	Ongoing
BRiCk Renovation	Equipment package approved on September 9, 2024. Interior Renovation & Pool Resurface approved on October 21, 2024.	November 2024 – Lobby Renovation construction started August 2025 – Pool Renovation construction start September 2025 - HVAC construction start

V. EVENTS

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

- **NIGHTS OF LIGHTS**
December 11-14, 6-8 p.m.
Russell Farm Art Center, 405 W CR 714
Free event
- **HOLIDAY FARMERS MARKET**, *featuring carriage rides, Santa and more*
December 14, 8 a.m. – 1 p.m.
Mayor Vera Calvin Plaza, 141 W Renfro St
Free entry, items for purchase
- **CHRISTMAS CRAFT FAIR**
December 14, 9 a.m. – 2 p.m.
Burleson Senior Activity Center, 216 SW Johnson Ave.
Free entry, items for purchase
- **CHRISTMAS ON THE FARM**
December 14, 3-6 p.m.
Russell Farm Art Center, 405 W CR 714
Free event

VI. ATTACHMENTS

- Planning and Zoning Commission Meeting Summary.....page 10
- FY 2024 Fourth Quarter Strategic Plan Update.....page 12



Planning and Zoning Commission Meeting Summary

Tuesday, December 3, 2024
6:00 PM

City Hall - 141 W Renfro
Burleson, TX 76028

On Tuesday December 3, 2024, the Planning and Zoning Commission met for its regularly scheduled meeting at 6 p.m. The Commission had seven members in attendance and the following items were discussed and acted on:

- Consent Agenda items:
 - Approval of the minutes from the November 12, 2024, meeting.
 - A motion and a second were made to approve all consent items and there was no discussion; the motion to approve passed by a unanimous vote of 7-0.
- Public Hearings:
 - None
- Reports and Presentations:
 - None
- General:
 - Consider a recommendation of approval for a resolution for a commercial site plan amendment with a variance to section 132-115; Accessory building and structure yard regulations; pertaining to drive-thru canopies.
 - Staff presented the request and entertained questions from the Commission.
 - Commissioner Janusch stated that he could not support the double drive thru lane and canopy that close to the boundary line of the property and roadway. Staff informed the Commission that the approved site plan would allow them to pour the concrete but not the proposed canopies unless the variance would be allowed.
 - Commissioner Handley inquired about staff's recommendation of approval for the variance request. Staff informed the Commission that the overall site was reviewed and all items taken into account with the recommendation.
 - There as a motion and a second made to approve the commercial site plan with a variance request and there was no discussion; motion passed with a vote of 6-1.
 - Consider approval of a minute order setting the Planning and Zoning Commission meeting dates for calendar year 2025.
 - Staff presented the request and entertained questions from the Commission.
 - There was a motion and a second made to approve the Planning and Zoning Commission meeting calendar for 2025 and there was no discussion; motion passed with a vote of 7-0.

- Community Interest Items:
 - None
- Adjournment
 - With no further business items, Chairman Tune adjourned the meeting at 6:25 p.m.



My plan assignments

City of Burleson Strategic Plan 23-24

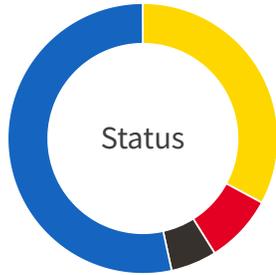
Mar 01, 2024 - Sep 30, 2024

Report Created On: Dec 11, 2024

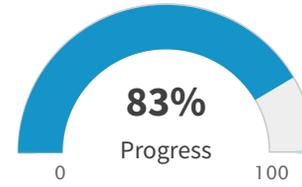
73

Work Plan Task

Overall Summary



	%
Some Disruption	32.9
Major Disruption	8.2
Discontinued	5.5
Completed	53.4



Report Legend



Priority



No Update



Overdue

Work Plan Task 1.1.1

Oct 01, 2023 - Sep 30, 2024

Completed

Progress 100%

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.

Owner: Justin Scharnhorst

Update provided by Justin Scharnhorst on Dec 02, 2024 21:25:37

Completed FY24 merit-based pay program for city employees and plan year 2025 benefit changes, while staying connected to peer city data, as well as proactively engaged employees for input on benefit plan changes. Competitive compensation and benefits will be an ongoing effort to attract and retain employees.

Work Plan Task 1.1.2



Oct 01, 2023 - Sep 30, 2024

Some Disruption

Progress 75%

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

Owner: Justin Scharnhorst

Update provided by Justin Scharnhorst on Dec 02, 2024 21:26:22

Developed a proposal for a leadership forum series to begin in 2025, supporting future growth and promotional opportunities for employees.

Work Plan Task 1.1.3

Oct 01, 2023 - Sep 30, 2024

Completed

Progress 100%

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.

Owner: Justin Scharnhorst

Update provided by Justin Scharnhorst on Dec 02, 2024 21:30:23

The fourth quarter review was completed and 457 deferred compensation funds were evaluated.

Work Plan Task 1.1.4

Oct 01, 2023 - Sep 30, 2024

Completed

Progress 100%

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

Owner: Justin Scharnhorst

Update provided by Justin Scharnhorst on Dec 02, 2024 21:31:25

Continued partnerships: Citizens On Patrol (COPSs), Citizens Police Academy (CPA), Ministers of a Greater Burleson (MOGB), and the Johnson County Child Advocacy Center (CAC) Board.

Work Plan Task 1.1.5

Ongoing - Sep 30, 2024

Completed

Progress 100%

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

Work Plan

Ideation solutions from employee survey on hold pending recent technology implementations and filling HR staff vacancy.

Update provided by Justin Scharnhorst on Dec 02, 2024 21:32:54

HR is identifying pathways for training in leadership behavior, inclusion, and team dynamics. To this point, a proposal for a leadership forum is being developed which includes a 2025 training calendar. In addition, the department implemented improvements to our onboarding process for new employees.

Work Plan Task 1.2.1

Oct 01, 2023 - Sep 30, 2024

Completed

Progress 100%

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

Update provided by Justin Scharnhorst on Dec 02, 2024 21:33:36

To better manage annual merchant service fees, the City implemented a policy effective October 1, 2024, to pass on credit card fees to customers. However, we continue to offer multiple free payment options, including automatic bank draft and e-check, ensuring customers have convenient, cost-free ways to pay their bills.

Work Plan Task 1.2.2



Oct 01, 2023 - Sep 30, 2024

Some Disruption

Progress 85%

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

Update provided by Justin Scharnhorst on Dec 02, 2024 21:35:30

The new measures were adopted as part of the FY 2024-25 budget. However, these measures will be reviewed by end of calendar 2024 to make any additional modifications to help track for FY 2024-25. In addition, the performance measures will be reviewed and monitored for FY 2025-26.

Work Plan Task 1.2.3



Ongoing - Sep 30, 2024

Major Disruption

Progress 85%

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

Owner: Justin Scharnhorst

Update provided by Justin Scharnhorst on Dec 02, 2024 21:36:26

The Ethernet Private Lines have been completed and the stretch network has been configured and tested. We are meeting with Dell to reschedule the physical server migrations for January now that the licensing issue with Broadcom has been resolved.

Work Plan Task 1.2.4

Update provided by Justin Scharnhorst on Aug 23, 2024 20:27:21

Oct 01, 2023 - Dec 31, 2023

Completed

Progress 100%

This task is complete

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

Work Plan Task 1.3.1

Update provided by Justin Scharnhorst on Aug 23, 2024 20:27:38

Oct 01, 2023 - Sep 30, 2024

Completed

Progress 100%

This task is complete

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

Update provided by Justin Scharnhorst on Dec 02, 2024 21:37:06

Ongoing - Sep 30, 2024

Completed

Progress 100%

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.

Cross-training of all Customer Service Representatives (CSR) on 311 and utility billing will be completed in late September and all Customer Services Representatives 1 (CSRT) were promoted to CSR II on October 1, 2024. A community outreach plan for 311 for FY 2024-25 has been completed and implementation began in October 2024. This is a separate item for FY 2024-25 that will be tracked to completion separately.

Owner: Justin Scharnhorst

Work Plan Task 1.3.3

Update provided by Justin Scharnhorst on Dec 02, 2024 21:37:19

Oct 01, 2023 - Sep 30, 2024

Completed

Progress 100%

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

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

Owner: Justin Scharnhorst

Work Plan Task 1.3.4

Update provided by Justin Scharnhorst on Aug 23, 2024 20:29:20

Jan 01, 2024 - Mar 31, 2024

Completed

Progress 100%

This task is complete

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

Update provided by Justin Scharnhorst on Aug 23, 2024 20:29:32

Ongoing - Jul 31, 2024

Completed

Progress 100%

This task is complete

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

Work Plan Task 1.4.1

Update provided by Justin Scharnhorst on Dec 02, 2024 21:37:42

Oct 01, 2023 - Sep 30, 2024

Completed

Progress 100%

New rates adopted with FY24-25 Budget

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

Update provided by Justin Scharnhorst on Aug 23, 2024 20:30:09

Ongoing - Sep 30, 2024

Completed

Progress 100%

Council approved new fees in December 2023

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

Update provided by Justin Scharnhorst on Aug 23, 2024 20:30:34

Jan 01, 2024 - Jun 30, 2024

Completed

Progress 100%

This task is complete

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

Work Plan Task 2.1.1

Update provided by Justin Scharnhorst on Dec 10, 2024 14:39:21

Jan 01, 2024 - Sep 30, 2024

Discontinued

This has been discontinued for FY 24.

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



Update provided by Justin Scharnhorst on Dec 02, 2024 21:45:58

Jan 01, 2024 - Sep 30, 2024

Some Disruption

Staff is coordinating with private developer(s) and neighboring municipality to explore feasibility of new park.

Progress 75%

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



Update provided by Justin Scharnhorst on Dec 02, 2024 21:51:37

Oct 01, 2023 - Sep 30, 2024

Some Disruption

Working with developers and brokers for new developments and existing empty spaces in the community.

Progress 75%

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

Owner: Justin Scharnhorst

Work Plan Task 2.1.4



Update provided by Justin Scharnhorst on Dec 02, 2024 21:52:00

Jan 01, 2024 - Sep 30, 2024

Some Disruption

Met with a developer and a medical provider to kick off a feasibility of the area.

Progress 75%

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

Owner: Justin Scharnhorst

Work Plan Task 2.2.1



Update provided by Justin Scharnhorst on Dec 03, 2024 00:15:31

Oct 01, 2023 - Sep 30, 2024

Some Disruption

Moving ahead with phase II that will consist of updates to the Sign and Landscape sections of the Code of Ordinances. Also implementing process improvements to help reduce rework and efficiency.

Progress 50%

Implementation of goals associated with Midpoint 2020 Comprehensive update.

Owner: Justin Scharnhorst

Work Plan Task 2.2.2 

Jan 01, 2024 - Sep 30, 2024

Major Disruption

Progress 75%

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

Owner: Justin Scharnhorst

Update provided by Justin Scharnhorst on Dec 03, 2024 00:16:14

The engineering development division has assisted the capital engineering department with management of some capital projects as well as taken on additional work due to the departure of an engineering development team member. New anticipated adoption is Summer FY 25 after meetings with the development community.

Work Plan Task 2.2.3 

Jan 01, 2024 - Mar 31, 2024

Major Disruption

Progress 75%

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

Owner: Justin Scharnhorst

Update provided by Justin Scharnhorst on Dec 03, 2024 00:16:30

Awaiting advice from the City Attorney on how to address existing non-conforming uses and legal notifications before the zoning ordinance can be brought forward to P&Z and the City Council for approval.

Work Plan Task 2.3.1 

Jan 01, 2024 - Sep 30, 2024

Some Disruption

Progress 15%

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

Owner: Justin Scharnhorst

Update provided by Justin Scharnhorst on Dec 03, 2024 00:28:02

Staff has engaged a consultant to assist in drafting the grant application.

Work Plan Task 2.3.2 

Jan 01, 2024 - Jun 30, 2024

Some Disruption

Progress 95%

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

Owner: Justin Scharnhorst

Update provided by Justin Scharnhorst on Dec 03, 2024 00:31:29

Waterline Relocation underway and utility conflicts being addressed by AT&T and Spectrum. Final PLans in review by TxDOT. Anticipated letting date in June 2025.

Work Plan Task 2.3.3



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

Update provided by Justin Scharnhorst on Dec 03, 2024 00:32:11

The contractor has submitted required documentation and staff is waiting on a revised schedule to submit to TxDOT. Construction anticipated to begin by the end of December 2024.

Work Plan Task 2.3.4



Jan 01, 2024 - Sep 30, 2024

Some Disruption

Progress 45%

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

Update provided by Justin Scharnhorst on Dec 03, 2024 00:34:03

Under Construction with an anticipated completion of June 2025.

Work Plan Task 2.3.5

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

Update provided by Justin Scharnhorst on Aug 23, 2024 20:35:27

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

Work Plan Task 2.4.1



Jan 01, 2024 - Mar 31, 2024

Some Disruption

Progress 95%

Complete design of Village Creek Parkway.

Owner: Justin Scharnhorst

Update provided by Justin Scharnhorst on Dec 03, 2024 00:35:19

Utility Coordination is on-going and easements from Fort Worth are being acquired.

Work Plan Task 2.4.2



Jan 01, 2024 - Sep 30, 2024

Some Disruption

Progress 50%

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

Owner: Justin Scharnhorst

Update provided by Justin Scharnhorst on Dec 03, 2024 00:36:55

The Neighborhood Street Rehab project for FY22 is still awaiting permitting from UPRR for proposed improvements to Commerce/UPRR crossing. Council awarded the construction contract for the FY23 Neighborhood Street Rehab project 6/17/24 and its currently 50% complete.

Work Plan Task 2.4.3



Update provided by Justin Scharnhorst on Dec 03, 2024 00:37:21

Land acquisition is ongoing. Project to go out for bid in January/February 2025.

Jan 01, 2024 - Mar 31, 2024

Major Disruption

Progress 70%

Begin construction for bridge connecting Alsbury Boulevard to CR1020.

Owner: Justin Scharnhorst

Work Plan Task 2.4.4



Update provided by Justin Scharnhorst on Dec 03, 2024 00:37:38

30% Design Complete

Jan 01, 2024 - Sep 30, 2024

Some Disruption

Progress 35%

Complete design for Alsbury Boulevard extension to Lakewood Drive.

Owner: Justin Scharnhorst

Work Plan Task 2.4.5



Update provided by Justin Scharnhorst on Dec 03, 2024 00:38:01

30% Design Complete

Jan 01, 2024 - Sep 30, 2024

Some Disruption

Progress 35%

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

Owner: Justin Scharnhorst

Work Plan Task 2.4.6



Update provided by Justin Scharnhorst on Dec 03, 2024 00:38:51

Design Development is complete. Anticipated Construction in Summer 2025.

Jan 01, 2024 - Jun 30, 2024

Major Disruption

Progress 25%

Complete design of police station headquarters expansion.

Owner: Justin Scharnhorst

Work Plan Task 2.5.1



Update provided by Justin Scharnhorst on Dec 03, 2024 00:39:12

Fort Worth Continues design and easement acquisition.

Oct 01, 2023 - Sep 30, 2024

Some Disruption

Progress 55%

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

Work Plan Task 2.5.2

Update provided by Justin Scharnhorst on Aug 23, 2024 20:47:08

Jan 01, 2024 - Dec 31, 2024

Completed

Progress 100%

The Council adopted water and Wastewater Masterplans in November 2023.

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

Owner: Justin Scharnhorst

Work Plan Task 2.5.3



Update provided by Justin Scharnhorst on Dec 03, 2024 00:39:40

Jan 01, 2024 - Sep 30, 2024

Some Disruption

Progress 90%

Condition assessment complete and master plan nearly complete with presentation of draft report to Infrastructure and Development Committee in early 2025.

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

Owner: Justin Scharnhorst

Work Plan Task 2.5.4



Update provided by Justin Scharnhorst on Dec 03, 2024 00:40:06

Jan 01, 2024 - Jun 30, 2024

Some Disruption

Progress 45%

Estimated construction to begin in February 2025.

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

Owner: Justin Scharnhorst

Work Plan Task 3.1.1

Update provided by Justin Scharnhorst on Aug 26, 2024 20:06:04

Oct 01, 2023 - Sep 30, 2024

Completed

Progress 100%

100 % Fully implemented.

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

Owner: Justin Scharnhorst

Work Plan Task 3.1.2

Update provided by Justin Scharnhorst on Aug 27, 2024 15:00:14

Oct 01, 2023 - Sep 30, 2024

Completed

Progress 100%

Our goal for Adopt-A-Spot programs have been meet.

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

Owner: Justin Scharnhorst

Work Plan Task 3.1.3

Update provided by Justin Scharnhorst on Aug 23, 2024 20:54:19

Oct 01, 2023 - Sep 30, 2024

Discontinued

This program was discontinued.

Expand Urban Canopy Revitalization Program in deficient neighborhoods.

Owner: Justin Scharnhorst

Work Plan Task 3.1.4

Update provided by Justin Scharnhorst on Aug 23, 2024 20:54:39

Oct 01, 2023 - Sep 30, 2024

Completed

Progress 100%

A total of 8 projects completed . A small balance of \$460 remains in the account, not sufficient for an additional project.

Continue to promote and grow the Home Improvement Rebate Program.

Owner: Justin Scharnhorst

Work Plan Task 3.1.5

Update provided by Justin Scharnhorst on Dec 03, 2024 00:41:04

Oct 01, 2023 - Sep 30, 2024

Completed

Progress 100%

141 households participated in HHW collection at our April 27th event. 315 households used the Environmental Collection Center in Fort Worth (through our Inter-local Agreement with the City of Fort Worth) during FY2024.

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

Owner: Justin Scharnhorst

Work Plan Task 3.2.1



Update provided by Justin Scharnhorst on Dec 03, 2024 00:41:22

Oct 01, 2023 - Dec 31, 2023

Some Disruption

Progress 50%

Public Art is currently in the public engagement phase.

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



Update provided by Justin Scharnhorst on Dec 03, 2024 00:41:36

Jan 01, 2024 - Sep 30, 2024

Some Disruption

Progress 50%

Staff is working with the Eco Dev Team to complete interviews with possible developers for the Hotel Conference Center and possible other developments along the corridor.

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



Jan 01, 2024 - Jul 31, 2024

Some Disruption

Progress 25%

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

Owner: Justin Scharnhorst

Update provided by Justin Scharnhorst on Dec 03, 2024 00:41:53

Park is currently undergoing schematic design.

Work Plan Task 3.2.4

Jan 01, 2024 - Jul 31, 2024

Discontinued

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

Owner: Justin Scharnhorst

Update provided by Justin Scharnhorst on Dec 03, 2024 00:42:25

The project is currently rolled into the community park.

Work Plan Task 3.3.1

Oct 01, 2023 - Dec 31, 2023

Completed

Progress 100%

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

Owner: Justin Scharnhorst

Update provided by Justin Scharnhorst on Aug 23, 2024 20:59:08

This task is complete

Work Plan Task 3.3.2

Jan 01, 2024 - Sep 30, 2024

Completed

Progress 100%

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

Owner: Justin Scharnhorst

Update provided by Justin Scharnhorst on Dec 03, 2024 00:42:46

This project was completed for FY 2023-24 with the installation of Soft-phone, the establishment of a remote work schedule, and collaboration with Emergency Management on the solar eclipse event. The necessary infrastructure is now in place. For FY 2024-25, the department will work with Emergency Management and HR to develop a clearly defined plan to effectively integrate 311 into disaster preparedness.

Work Plan Task 3.3.3

Jan 01, 2024 - Jun 30, 2024

Completed

Progress 100%

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

Owner: Justin Scharnhorst

Update provided by Justin Scharnhorst on Aug 23, 2024 20:59:47

This task is complete

Work Plan Task 3.3.4

Oct 01, 2023 - Sep 30, 2024

Some Disruption

Progress 25%

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

Update provided by Justin Scharnhorst on Aug 23, 2024 21:01:08

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.

Work Plan Task 3.3.5

Jan 01, 2024 - Sep 30, 2024

Completed

Progress 100%

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

Owner: Justin Scharnhorst

Update provided by Justin Scharnhorst on Aug 23, 2024 21:01:23

4 new Readers (LPRs) were approved in 2025 budget. Currently working with Flock to amend the current contract. Once contract is complete, cameras will be shipped and desired implementation will begin. Expected completion third quarter (April – June 2025)

Work Plan Task 3.4.1

Oct 01, 2023 - Dec 31, 2024

Some Disruption

Progress 90%

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

Owner: Justin Scharnhorst

Update provided by Justin Scharnhorst on Dec 03, 2024 00:43:46

The Phase I Environmental Site Assessment and Property Research have successfully cleared, confirming the land meets environmental standards. Preliminary findings also indicate the sewage system is sustainable. Furthermore, staff remains actively engaged in ongoing discussions to secure the property.

Work Plan Task 3.4.2

Jan 01, 2024 - Sep 30, 2024

Completed

Progress 100%

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

Update provided by Justin Scharnhorst on Aug 23, 2024 21:01:56

All installs are complete

Work Plan Task 3.4.3

Oct 01, 2023 - Dec 31, 2023

Completed

Progress 100%

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

Update provided by Justin Scharnhorst on Aug 23, 2024 21:02:43

The vehicle has been delivered and is in service.

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

Update provided by Justin Scharnhorst on Aug 23, 2024 21:02:56

The Burleson CERT will aim to build out their instructor base in FY 24-25. Burleson CERT now a CERT Master Instructor, this will allow us to train community members to teach the basic CERT course. The Burleson CERT hosted a regional disaster preparedness exercise on July 20. The exercise brought neighboring CERT programs together to refresh on CERT training, and participate in two disaster scenarios. Burleson CERT continues to assist Emergency Management with preparing for the annual Burleson Emergency Preparedness Fair, which will be hosted at the Brick on Sept 7.

Work Plan Task 3.5.2

Jan 01, 2024 - Jun 30, 2024

Completed

Progress 100%

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

Owner: Justin Scharnhorst

Update provided by Justin Scharnhorst on Aug 23, 2024 21:03:05

This task is complete

Work Plan Task 3.5.3

Jan 01, 2024 - Sep 30, 2024

Completed

Progress 100%

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

Update provided by Justin Scharnhorst on Dec 03, 2024 00:44:47

In the fourth quarter, the Community Risk Reduction Division provided the community with several avenues of education and outreach, including: a live on-air broadcast CPR lesson with 105.3 The Fan, participated in the Emergency Preparedness, Fair showing citizens CPR, Stop The Bleed and Drowning Prevention. We continue with our Save a Life Saturday program achieving record attendance on the second Saturday of every month, teaching CPR and Stop The Bleed. We hosted QPR suicide prevention in conjunction with Texas Health Burleson. October being fire prevention month we held a successful Red Cross smoke detector campaign installing 275 smoke alarms across 85 homes in Burleson. We participated in the BTX Health and Wellness Expo giving information on fall prevention, fire prevention and blood pressure checks. We participated in National Night Out visiting several communities around the city and meeting with citizens. For fire prevention month we conducted fire safety classes at several elementary schools, daycare's and businesses. We also participated in outreach at the Burleson Senior Center Fall Festival, speaking to the elderly population about fall prevention, medication inventory and disposal along with blood pressure checks.

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

Update provided by Justin Scharnhorst on Aug 23, 2024 21:03:49

This task is complete

Work Plan Task 3.5.5



Jan 01, 2024 - Jul 31, 2024

Some Disruption

Progress 85%

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

Update provided by Justin Scharnhorst on Dec 03, 2024 00:45:21

Working with IT on camera costs, specifications, and installation.

Work Plan Task 4.1.1

Jan 01, 2024 - Sep 30, 2024

Completed

Progress 100%

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

Owner: Justin Scharnhorst

Update provided by Justin Scharnhorst on Dec 03, 2024 14:25:10

All projects on track.

Work Plan Task 4.1.2



Jan 01, 2024 - Jun 30, 2024

Major Disruption

Progress 50%

Finalize design and begin construction for Shannon Creek Park.

Owner: Justin Scharnhorst

Update provided by Justin Scharnhorst on Dec 03, 2024 14:25:48

Completing comments from engineering to complete construction documents, plan to bid January 2025

Work Plan Task 4.1.3

Jan 01, 2024 - Sep 30, 2024

Completed

Progress 100%

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

Update provided by Justin Scharnhorst on Dec 03, 2024 14:26:05

Cedar Ridge is complete and Meadowcrest is scheduled to open December 5.

Work Plan Task 4.2.1

Oct 01, 2023 - Dec 31, 2023

Completed

Progress 100%

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

Owner: Justin Scharnhorst

Update provided by Justin Scharnhorst on Aug 23, 2024 21:06:21

This task is complete

Work Plan Task 4.2.2

Jan 01, 2024 - Jun 30, 2024

Completed

Progress 100%

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

Update provided by Justin Scharnhorst on Aug 23, 2024 21:06:45

New programs include a Parkinson's support group, recorder music classes, Family Feud, a genealogy group, a health and nutrition group, a memory game, a photo contest and a class about falls that was presented by Burleson Fire/EMS. The Senior Center also hosted an Animal Shelter Fundraiser and Fair in May. Visitors to the center have increased by 22% over last year.

Work Plan Task 4.2.3

Jan 01, 2024 - Jun 30, 2024

Completed

Progress 100%

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

Owner: Justin Scharnhorst

Update provided by Justin Scharnhorst on Aug 23, 2024 21:06:55

Mobile outreach events included Light up the Night (Center for ASD), Solar Eclipse Watch Party, BISD Fine Arts Festival, Earth Day Celebration, Arbor Day Storytime, City on a Hill, Cinco de Mayo, Bird Storytime, Stribling Elementary, Auberge Apartments, Juneteenth Art, Music and Food Festival, Autism Resource Fair, 4 Summer Reading Programs at City Hall/Plaza, Taylor Elementary, 4th of July parade, and Touch-a-Truck.

Work Plan Task 4.2.4

Jan 01, 2024 - Sep 30, 2024

Completed

Progress 100%

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

Update provided by Justin Scharnhorst on Aug 23, 2024 21:07:06

This task is complete

Work Plan Task 4.2.5

Jan 01, 2024 - Jun 30, 2024

Discontinued

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

Owner: Justin Scharnhorst

Update provided by Justin Scharnhorst on Aug 23, 2024 21:07:30

This project was discontinued

Work Plan Task 4.3.1



Jan 01, 2024 - Sep 30, 2024

Some Disruption

Progress 50%

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

Update provided by Justin Scharnhorst on Dec 03, 2024 14:31:11

Staff is continuing to look at different options for the site in hopes of recruiting a new development to the site.

Work Plan Task 4.3.2

Jan 01, 2024 - Sep 30, 2024

Completed

Progress 100%

Update provided by Justin Scharnhorst on Aug 23, 2024 21:08:00

Alley Cats is open to the public.

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

Jan 01, 2024 - Jun 30, 2024

Completed

Progress 100%

Update provided by Justin Scharnhorst on Aug 23, 2024 21:08:14

Resource & Health Fair included various vendors focused on the needs of seniors. Sponsored programs were La Loteria (Freedom Palliative, CareNCare, Home Instead, Advanced Rehab of Burleson), Dances (Paradigm Home Care, Widowed Persons Service), and Bingo (Gateway Hospice, Wilshire by Abby, Emerald Hills, Heritage Place, ABC Hawkinsurance).

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

Jan 01, 2024 - Mar 31, 2024

Completed

Progress 100%

Update provided by Justin Scharnhorst on Aug 23, 2024 21:08:31

The conference will have an additional 25 seats pushing the attendance to 400 in February 2025.

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

Owner: Justin Scharnhorst