



WEEKLY REPORT

JUNE 6, 2025

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, JUNE 16

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

REPORTS AND PRESENTATIONS

- Receive a report, hold a discussion and provide staff direction regarding the 5-year forecast for the General Debt Service Fund, Health Insurance Fund, IT Support Service Fund, Medical Transport Fund, American Rescue Plan Act Fund, Hotel/Motel Fund, Public Education Government Fund, Municipal Court Funds, Solid Waste Fund, Cemetery Operating Fund, Cemetery Endowment Fund, Equipment Replacement Fund, and Equipment Services Fund. *(Staff Contact: Kevin Hennessey, Deputy Director of Finance)*
- Receive a report, hold a discussion and provide staff direction regarding Fiscal Year (FY) 2025-2026 Compensation and Benefits. *(Staff Contact: Cheryl Marthiljohni, Director of Human Resources)*
- Receive a report, hold a discussion and provide staff direction regarding the vision for Hidden Creek Golf Course. *(Staff Contact: Jen Basham, Director of Parks and Recreation)*
- Receive a report, hold a discussion and provide staff direction regarding the five-year Capital Improvement Plan (CIP) for Fiscal Year 2026-2030. *(Staff Contact: Eric Oscarson, Deputy City Manager)*

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. COYOTE SIGHTING REPORTED NEAR NW JOHN JONES DRIVE & SW ALSBURY BOULEVARD

Animal Services has confirmed increased coyote activity in the area near NW John Jones Drive and SW Alsbury Boulevard, including a possible attack that resulted in the death of a family pet.

On Wednesday, June 4, Animal Control was notified of a coyote pup in a backyard of a home in the area. While attacks are rare, it serves as an important reminder for residents to take preventive steps to protect pets and avoid attracting wildlife.



Animal Services is currently monitoring the area and working with Texas Parks and Wildlife to assess activity and ensure proper response protocols are followed.

Residents are urged to follow these safety tips:

- Keep small pets indoors, especially overnight, and never leave pets unattended in backyards.
- Always walk dogs on a leash and keep small children and pets close.
- If you encounter a coyote, make loud noises, wave your arms, and allow the animal to leave on its own.
- Do not feed wildlife or leave out pet food, unsecured trash or fallen fruit that may attract animals.

The city of Burleson does not trap and relocate wildlife unless an animal is sick, injured or acting aggressively. Relocated coyotes often do not survive and cannot simply be released into new areas. Because of this, the city focuses on humane, proven strategies like education, removing food sources and deterrence.

If you see a coyote in your neighborhood, report it to Animal Services at 817-426-9283 or 311 (817-426-9600) or submit a report online at www.burlesontx.com/311. In an emergency, call 911.

To learn more about living safely alongside urban wildlife, visit www.burlesontx.com/coyote.

View the city's [wildlife management plan](#).

B. GROUND-BASED MOSQUITO SPRAYING TO OCCUR THIS WEEKEND

This week, mosquitoes in Zone 12 tested positive for West Nile Virus. In response, ground-based spraying is scheduled for the nights of Friday, June 6 and Saturday, June 7 between 9 p.m. and 6 a.m., wind and weather permitting. This is the first positive of the 2025 season. View the [Mosquito Spray Zone 12 Map](#).

In the event of rain or if wind speeds are above 10 miles per hour, the spraying may be rescheduled. This method of spraying targets flying mosquitoes that come in contact with the pesticide in the spray. These times have been chosen because they are the times that most mosquitoes are active (flying).

From April through October, the Environmental division of Public Works conducts weekly mosquito trapping at 15 static sites across Burleson. The mosquitoes collected in these traps are tested for West Nile Virus and St. Louis Encephalitis to monitor for public health risks. The data from these traps also helps determine where additional mosquito management is needed in order to keep mosquito populations in check.

We take an integrated pest management approach by focusing on:

- Removing mosquito habitat by draining areas of stagnant water
- Controlling mosquitoes at the larval stage (“larviciding”) by treating standing water that cannot be drained
- Controlling adult mosquitoes via ground-based spraying when necessary to protect human health
- Conducting public education about steps residents can take to identify and eliminate standing water on their property

Proactive Mosquito Management May 2025

Zone 1	<ul style="list-style-type: none"> Larvicide applied to drainage ditches around Hughes Middle School and stagnant areas of Booger Creek near the BRiCk & SW Thomas Street 3 Supplemental traps placed near BRICK and SW Rand
Zone 2	<ul style="list-style-type: none"> Larvicide applied to creek northeast of Stribling Elementary 4 Supplemental traps placed near Stribling Elementary & Lovie Thomas Lane
Zone 3	<ul style="list-style-type: none"> Larvicide applied to stagnant water near Lakeside Drive & Fairway View Drive 5 Supplemental traps placed near Fairway View Drive, Lakeside Drive, and Mountain Valley community pool
Zone 4	<ul style="list-style-type: none"> 6 Supplemental traps placed near S Fox Lane, Cardinal Ridge, Glen Oak, Parkridge, and Oak Valley North Park
Zone 5	<ul style="list-style-type: none"> Larvicide applied near Reverie subdivision and Coyote Loop Trail
Zone 6	<ul style="list-style-type: none"> Larvicide applied to stagnant portions of creek between Elk Dr & John Jones 1 Supplemental trap placed near Cedars of Elk Drive (formerly Mariposa)
Zone 7	<ul style="list-style-type: none"> 1 Supplemental trap placed near Taylor Elementary
Zone 8	<ul style="list-style-type: none"> Larvicide applied behind BISA fields and stagnant portions of Booger Creek 8 Supplemental traps placed near BISA fields, Chisenhall, and Bailey Lake
Zone 9	<ul style="list-style-type: none"> Larvicide applied near SW Johnson Ave
Zone 10	<ul style="list-style-type: none"> Larvicide applied to drainage areas near Mistletoe Hill Park and Walnut Street 5 Supplemental traps placed near Mistletoe Hill Park
Zone 11	<ul style="list-style-type: none"> Larvicide applied to standing water along SE John Jones Dr and CR 714 9 Supplemental traps placed near SE John Jones Dr and Russell Farm
Zone 12	<ul style="list-style-type: none"> Larvicide applied near S Dobson Street and Valley Crest Drive 2 Supplemental traps placed near Hidden Vistas and Valley Crest Drive
Zone 22	<ul style="list-style-type: none"> Larvicide applied to drainage area behind Pinnacle Estates subdivision 6 Supplemental traps placed near Manzana Way (Pinnacle Estates)
Zone 23	<ul style="list-style-type: none"> Larvicide applied to stagnant water in storm drains on Glade Meadows 3 Supplemental traps placed near Bluebird Meadows subdivision
Zone 33	<ul style="list-style-type: none"> Larvicide applied to stagnant water along Ranchway Drive 1 Supplemental trap placed near Willow Creek subdivision

C. JUNE 2 COUNCIL PRESENTATIONS AND PROCLAMATIONS



Recognition of the City of Burleson 101 Civic Academy Class



Recognition of the Community Emergency Response Team (CERT) on their FEMA Region VI award



Presentation of the Life Saver Award from the Chisholm Trail 100 Club for those involved in the tower rescue on 01/24/2025

D. SUMMER RESOURCES

Summer can be a fun time, but for many families, it can also be very stressful. We understand that providing your family with the extra food needed for children when they are out of school can be challenging. Also, we know that the extreme heat during the summer make it extra hard for some. We have compiled a list of places you can stay cool, lunch programs and food assistance programs in our community.

[View the resources.](#)



E. LIBRARY PROGRAMMING

Color Our World Community Quilt Project

Submit blocks June 16-30

Whether you're a beginner or an expert at sewing, the library invites you to take part in a Community Quilt Project. Use your imagination and creativity to design and sew a 12.5 inch x 12.5 inch cotton fabric piece. You only need to sew the quilt top piece, not actually quilt the piece.

Drop off your finished quilt block June 16 - 30.

What You Need To Know:

Participation age: Open to all ages.

Completed size: 12.5 inch x 12.5 inch square

Material: 100% cotton fabric

The square design needs to reflect the Summer

Reading Theme: "Color Your World."

All quilt blocks will be considered donations and used to make a quilt that will be donated to charity. The community quilt blocks will be on display during the month of July at the library.

Questions: (817) 426- 9211

F. SENIOR ACTIVITY CENTER PROGRAMMING

Burleson Does: Marketing Friday 11:05 a.m.

There's a lot happening behind the scenes in any city, especially one as vibrant as Burleson. The Burleson Senior Activity Center is launching a new presentation series to give residents a closer look at the work happening across city departments.

This month's focus is on Marketing. Attendees will learn how the City's Marketing team helps tell Burleson's story, engages the community and makes it all look easy.



COLOR OUR WORLD
COMMUNITY
QUILT PROJECT



**BLOCKS ON
DISPLAY
DURING JULY**

**SUBMIT BLOCKS
JUNE 16-30**

BURLESON DOES Every 2nd Friday **BTX**

JUNE
COMMUNICATIONS DEPT.
Every month a different City of Burleson department will visit to share what they do, give a behind-the-scenes look, and keep you informed!

13
JUNE
11:00 a.m.
SAC Center
216 SW Johnson Ave.

THE CITY OF **BURLESON** | **Senior Activity Center**

**Annual June Craft Fair
Plus Author Signing Event
Saturday 9-2:00 p.m.**

It’s that time again. Local artisans have worked hard to bring residents the best in handcrafted goods at one of the region’s top craft fairs.

This year, the event gets even better. In partnership with the Burleson Public Library, a local author signing will take place at the same time. Shoppers can browse unique crafts, purchase fantastic books and support small and local businesses all in one place.



Hot dogs and other concessions will be available.

For those interested in learning more about the center's offerings, tours are available. The Burleson Senior Activity Center, 216 SW Johnson Avenue, is open to individuals aged 50 and up.

G. EGRET OUTREACH, EDUCATION AND PREVENTION METHODS

Below is weekly information in regard to egret sightings and prevention methods as well as any outreach or education that has occurred.

Date & Time of Sighting	Location	Follow-Up Actions by Animal Control
06.02.2025	132 Shady Oaks	Report of one bird around 132 Shady Oaks in the top of the tree. When the ACO arrived, the bird was no longer there.

H. PET OF THE WEEK

Looking for a lively and loving companion? Meet Emmylou, a 1-year-old American Pit Bull and Labrador Retriever mix bursting with energy and affection.

Emmylou is past the tiny puppy stage but still full of playful spirit. Her breed mix brings a blend of loyalty, smarts and charm, making her a fun, adaptable addition to any home. She's eager to explore, learn and soak up all the attention she can get.

She'd be a great match for an active individual or family ready for walks, adventures or a good old-fashioned game of fetch in the yard. Emmylou's adoption fee is waived and includes vaccinations, microchipping, heartworm testing and spay.

The shelter is at capacity, so if you are considering adoption, now is a great time to visit. View all adoptable animals at burlesontx.com/adopt

The Burleson Animal Shelter, located at 775 SE John Jones Drive, is open to the public Tuesday through Friday from 11 a.m. to 6 p.m. and Saturday from 11 a.m. to 4 p.m.



I. FEEL GOOD FRIDAY

Burleson’s Adopt-A-Spot program is proof that when neighbors come together, they can make a big impact—*71.05 acres* worth, to be exact.

Across the city, 18 active Adopt-A-Spot locations are cared for by volunteers who take time out of their day to help keep Burleson clean and beautiful. From trails and parks to ponds and roadways, these individuals, families, and groups are showing what community pride really looks like.



Through the program, volunteers commit to picking up litter in their designated area. The city of Burleson provides trash bags, gloves and safety vests—and all collected litter is brought in for inspection and proper disposal.

Interested in joining the movement? Learn more or adopt your own spot at burlesontx.com/adoptaspot.

Huge thanks to every Adopt-A-Spot volunteer helping us protect and beautify our public spaces. You’re making a difference, one bag at a time.

III. ROAD PROJECTS

COMMERCE STREET SPUR AT UPRR CROSSING CLOSURE

The Commerce Street spur — where Commerce Street connects to the SH 174 service road and crosses the Union Pacific Railroad — will close for construction starting Monday, June 16. The closure is expected to last approximately two weeks.

The project includes repaving the existing roadway and widening the pavement on the west side of the



tracks. The improvements are designed to make the curve easier for large trucks to navigate.

IV. PARKS CAPITAL PROJECTS

PROJECT	STATUS	TIMELINE
Parks Master Plan	Draft In-Review	Anticipated completion: July 2025
Shannon Creek	Design / Bidding Goal	Scheduled for bidding process in June
Green Ribbon	Finalizing design in coordination with TxDOT	Anticipated completion: Fall 2025
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 starts August 2025 - HVAC construction start

V. EVENTS

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

- **BURLESON FARMERS MARKET**
 Saturdays, 8 a.m. – 1 p.m.
 Mayor Vera Calvin Plaza, 141 W. Renfro St.
 Free entry, items for purchase
- **HOT SOUNDS OF SUMMER CONCERT FEATURING LE FREAK**
 June 6, 7:30 p.m.
 Old Town Burleson, 141 W. Renfro St.
 Free event

- **AUTISM RESOURCE FAIR**
June 7, 10 a.m. – 1 p.m.
Russell Farm Art Center, 405 W CR 714
Free event
- **HOT SOUNDS OF SUMMER CONCERT FEATURING DREAMING OF YOU – A SELENA EXPERIENCE**
June 13, 7:30 p.m.
Old Town Burleson, 141 W. Renfro St.
Free event
- **FATHER’S DAY FISHING TOURNAMENT**
June 14, 8 a.m. - Noon
Bailey Lake, 280 W Hidden Creek Pkwy
Free event, pre-registration is recommended
- **JUNE CRAFT FAIR**
June 14, 9 a.m. – 2 p.m.
Senior Activity Center, 216 SW Johnson Ave.
Free entry
- **HOT SOUNDS OF SUMMER CONCERT FEATURING RANDOM AXIS BAND**
June 20, 7:30 p.m.
Old Town Burleson, 141 W. Renfro St.
Free event
- **POPS AT THE POOL**
June 23, 1-7 p.m.
BRiCk outdoor pool, 550 NW Summercrest Blvd
Free entry to outdoor pool
- **HOT SOUNDS OF SUMMER CONCERT FEATURING JOSH WARD**
June 27, 7:30 p.m.
Old Town Burleson, 141 W. Renfro St.
Free event
- **RED, WHITE & BTX**
July 4
Lions Club Parade, 9 a.m. Old Town Burleson
Gates open at 5 p.m., 7:30 p.m. Concert begins *featuring Dolan*, fireworks begin at approximately 9:20 p.m.
Chisenhall Sports Complex, 500 Chisenhall Park Ln
Free event

- **BTX LUCKY DUCK DERBY**
July 12, 9 a.m. - Noon
Burleson Recreation Center (BRiCk), 550 NW Summercrest Blvd
One rubber duck for \$5 or multipacks available with discounted pricing

VI. ATTACHMENTS

- June Birthdays.....page 15
- June Work Anniversaries.....page 16
- May New Hires & Promotions.....page 17-18
- May 27 Planning and Zoning Meeting Summary.....page 19
- Coyote Educational Flyer.....page 20
- Stay Hydrated Tips Flyer.....page 21
- Strategic Plan Second Quarter Updates.....page 22-48

Happy June Birthday

RACHEL AYUSO
SCOTT BARTLETT
HEATHER BINKLEY
KATIE BROWN
JOHN BUTKUS
CY CONDITT
MAYA DETOMMASO
CLOEY DRESS
MATTHEW FOX
TAMMY HARRISON
DAKOTA HATFIELD
WHITNEY JENKINS
EMMA MANNKE

SARA MILLER
GRANT MOFFATT
ANDY PHELPS
BRANDI RENDON
MATT RIBITZKI
JUNIOR RODRIGUEZ
WES ROUTSON
JUSTIN SCHARNHORST
JASON SMITH
MARY ANN SPAUN
JORDAN STOREY
NELLY TIJERINA
TERRI WILSON
JON WOOTEN

HAPPY

Anniversary

A congratulations to all of the employees who are celebrating work anniversaries in **June**

22 Years

- Lisa Cauthern (June 16)

20 Years

- Jay Davis (June 6)
- Brad Schaefer (June 27)

16 Years

- Jules Knight (June 15)

11 Years

- Billy Cordell (June 1)

9 Years

- Janalea Hembree (June 6)
- Brad Russell (June 6)
- Ed Rockers (June 20)

7 Years

- Andrea Evans (June 12)

6 Years

- Shelby Welch (June 11)

5 Years

- Chunxi Chi (June 1)
- Dalton Cort (June 8)
- Tiffany Lynch (June 8)
- Maricela Hernandez (June 29)
- Shelly Nichols (June 29)

4 Years

- Jermaine Durham (June 3)
- Travis Attanasio (June 14)
- Grant Moffatt (June 24)

3 Years

- Jaylin Brown (June 2)
- Kay Potter (June 2)
- Shelby Homan (June 2)
- Jackson Meyer (June 17)
- Caroline De La Cerda (June 13)
- Jeffrey Deisinger (June 13)
- Yannet Rosales (June 27)

2 Years

- Lee Jarrett (June 5)
- Jolene Haran (June 8)
- Alexis Houston (June 8)
- Lexi Jett (June 12)

1 Year

- Lisa Haines (June 4)
- Jaden Lundy (June 7)
- Charlie Deleon (June 13)
- Elijah Estrada (June 14)
- Deacon Rogers (June 17)
- Dane Burnett (June 17)
- Codie Capelle (June 24)



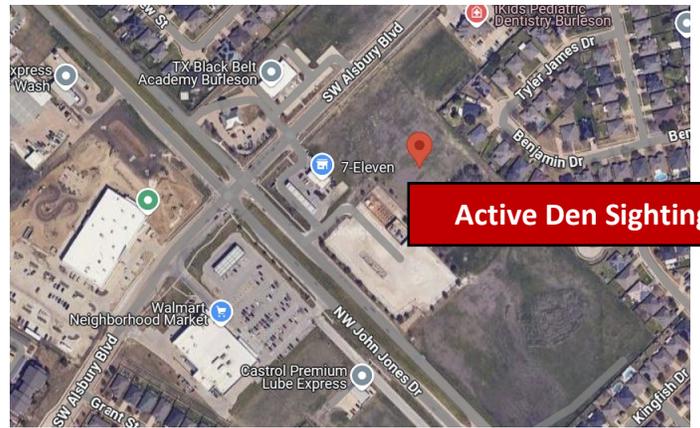
Planning and Zoning Commission Meeting Summary

Tuesday, May 27, 2025
6:00 PM

City Hall - 141 W Renfro
Burleson, TX 76028

On Tuesday May 27, 2025, the Planning and Zoning Commission met for its regularly scheduled meeting at 6 p.m. The Commission had nine members in attendance and the following items were discussed and acted on:

- Consent Agenda items:
 - Approval of the minutes from the May 13, 2025, meeting.
 - Approval of a final plat for Miller Estates Addition.
 - Approval of a replat for Caddo Forest Estates Addition.
 - 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 9-0.
- Public Hearings:
 - None
- Reports and Presentations:
 - None
- General:
 - None
- Community Interest Items:
 - None
- Adjournment
 - With no further business items, Chairman Tune adjourned the meeting at 6:01 p.m.



Coyotes have been sighted in the NW John Jones Drive and SW Alsbury Boulevard area.

Keeping pets and people safe

- **Keep a safe distance.**
- **Keep small children and pets close to you. Always walk dogs on a leash and do not allow cats to roam free outdoors. In general, do not leave pets unattended outdoors.**
- **Make a loud noise. Yell, clap, blow a whistle.**
- **Make yourself look bigger (wave your arms).**
- **Let the coyote leave the area on its own. Do not run after it.**

View other tips: www.burlesontx.com/coyote



If you see a coyote please call Burleson Animal Services (817) 426-9283 or 311/ (817) 426-9600, 311@burlesontx.com or at www.burlesontx.com/311.

For emergencies contact 911.

Why not trap and relocate coyotes to the country?

The city of Burleson does not trap and relocate wildlife unless an animal is sick, injured or acting abnormally aggressive. While it may seem like a humane option, trapped coyotes cannot simply be released in a new area—they often do not survive relocation due to territorial conflicts, lack of resources or unfamiliar environments. In most cases, a coyote that is trapped would have to be euthanized.

Because of this, we focus on proven, humane strategies like education, removing food sources and using deterrents to reduce coyote activity in neighborhoods. This approach keeps both residents and wildlife safer in the long term.

Burleson Animal Services is tracking the locations of the coyotes and coordinating with Texas Parks and Wildlife Provide to provide expert guidance on response protocols.

View the city of Burleson's Wildlife Management Plan





Staying Hydrated

According to the US Department of Health and Human Services, the number of heat-related deaths has increased in each of the past three years. As temperatures rise, employers should develop and encourage good work practices that include acclimation programs, identification and prevention training for heat-related illness, and emphasis on the importance of health and proper hydration.



Facts About Dehydration

- Most heat-related illness starts with dehydration
- Employees doing strenuous work in the heat can sweat up to a liter an hour
- Waiting until thirst begins puts you at a disadvantage as you're likely already in the early stages of dehydration.
- The darker the urine, the more dehydrated you potentially are — normal is light yellow to clear, early stages of dehydration is darker yellow, and dark yellow/orange indicates dehydration.

Well hydrated..... Severely dehydrated



Hydration is essential to...

- Help regulate body temperature
- Lubricate joints in the body
- Deliver essential nutrients to cells
- Enhance cognitive function



Employees should start hydrating even before they start work. Encourage employees to take regular breaks and ensure they have water available to them, especially for those working in the field. Typically, drinking 6-8 ounces of water every 20-30 minutes is best to maintain proper hydration.



Drinking plenty of cool water (50-60°F is ideal as cold water can constrict blood vessels). Supplemented water such as sports drinks or other drinks with electrolytes to help maintain proper body chemistry, are sometime advantageous during periods of strenuous work or heavy sweating.



Caffeinated drinks, such as coffee, tea, energy drinks, and many sodas should generally be avoided as caffeine can increase urine output and cause dehydration at a faster rate.



Studies show that approximately 75% of adults work in a state of chronic dehydration, which can be worsened by high temperatures.

Additional Resources

- TDI: Fluid Replacement Fact Sheet ([English](#) / [Spanish](#)).
- TDI: [Keeping Workers Safe in Texas Heat](#) (see bullet 4 for a variety of English & Spanish resources)
- OSHA – [NIOSH Heat Safety Tool App](#)
- TMLIRP [Online Learning Center](#): Dealing with Heat Stress
- TMLIRP T.I.P.S: Surviving the Texas Heat ([English/Spanish](#))
- TMLIRP [Media Library](#):
 - Heat Stress for Public Employees: Seeing Red #181
 - Don't Lose Your Cool #94, and Sun Safety #44

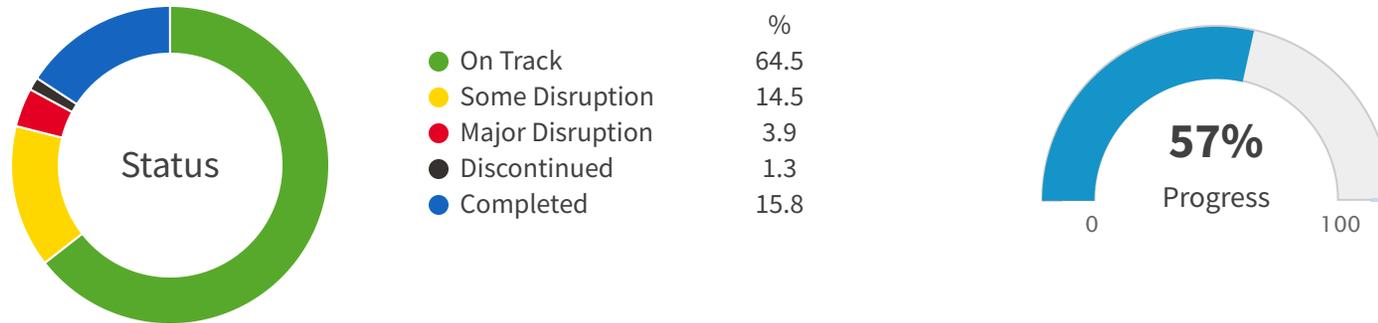


Quarter 2 Status Report

FY 24-25 Strategic Plan

4 Strategic Focus Area	17 Goal	76 Work Plan Task
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Overall Summary



Executive Summary

- **Summary:**
 - The FY 24-25 Strategic Plan focuses on creating a high-performing city organization, enhancing quality of life amenities, managing city growth, and maintaining a vibrant community.
 - Goals encompass improving emergency response, transportation infrastructure, sustainability, community engagement, financial stewardship, and high-quality economic and cultural opportunities.
 - Work plan tasks aim to address infrastructure improvements, community safety, environmental sustainability, and economic growth through strategic partnerships and funding opportunities.
 - Progress for the current plan is at 0%, with all elements still pending updates.
- **Accomplishments:**
 - No accomplishments have been recorded as the plan is still in the early stages with progress not commenced.
- **Roadblocks:**
 - The strategic plan is still pending initiation, which indicates potential delays in executing planned activities and achieving targets on time.

- Various updates and specific strategic focus areas require detailed attention and initiation to meet the outlined timelines and goals.
- **Recommendations:**
 - Initiate work plan tasks and strategic goals promptly to ensure progress and successful execution of the strategic plan.
 - Implement regular status checks and updates to monitor progress and mitigate potential delays.
 - Enhance inter-departmental communication and cooperation to effectively tackle complex projects and goals.
 - Prioritize and address critical infrastructure and service elements that align with community needs and anticipated growth.
 - Explore diverse funding opportunities and partnerships to support strategic projects and improvements.

Report Legend**Priority**

No Update



Overdue

Strategic Focus Area 1



High-Performing City Organization Providing Exceptional, People Focused Services

Owner: DeAnna Phillips

Goal: 4

Work Plan Task: 19



	%	#
On Track	73.68	14
Some Disruption	5.26	1
Major Disruption	5.26	1
Completed	15.79	3

Goal 1.1



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
Completed	40.0	2

Work Plan Task 1.1.1

Oct 01, 2024 - Sep 30, 2025

On Track

Progress 50%

2Q full-time turnover rate was 8.76%.

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

Work Plan Task 1.1.2

Oct 01, 2024 - Sep 30, 2025

Completed

Progress 100%

Implemented 2025 Leadership Forum in January for calendar year 2025.

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

Work Plan Task 1.1.3

Oct 01, 2024 - Sep 30, 2025 On Track Progress 50%

Develop a training program and enhances upon leadership training, diversity and inclusion, communication, and management skills.

Owner: Justin Scharnhorst

Implemented leadership training with Leadership Forum. The Public Works Supervisory Series is currently in the development phase with the first session focused on Safety Prevention, Worker's Compensation Process, Family Medical Leave, and EmPerform. Continue to offer Lunch and Learns for City employees.

Work Plan Task 1.1.4

Oct 01, 2024 - Sep 30, 2025 On Track Progress 75%

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

Owner: Justin Scharnhorst

New partnerships: PD Advisory Training Board. The Training Advisory Board has been created, policies have been established, and the board has met twice. The board has established some fundamental policies for the PD as we prepare to become a training provider. Some continued partnerships: Citizens on Patrol (COPSs), Citizens Police Academy (CPA), Ministers of a Greater Burlison (MOGB), and the Johnson County Child Advocacy Center (CAC) Board.

Work Plan Task 1.1.5

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

In partnership with consultant, review and recommend updates to benefit plan designs and carriers based on a RFP process to be completed in FY 23-24

Owner: Justin Scharnhorst

Implemented approved benefit changes during FY1Q for benefit plan year 2025. Completed successful benefit enrollment process for employees.

Goal 1.2 Progress 66%

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: 5



Work Plan Task 1.2.1

Oct 01, 2024 - Sep 30, 2025

On Track

Progress 50%

Expand outreach efforts for Burleson 311 and utility billing payment options to increase citizen awareness.

FY 24/25 success will be determined by participating in four City/Community events, mailing postcards to utility customers (one annually), Social Media Posts and City Newsletter, presenting to three community groups/stakeholders, and presenting informational sessions to Dept. Directors and key staff to help promote 311 to customers.

Owner: Justin Scharnhorst

BTX 311 was a sponsor of Project U Event in February 2025. This quarter staff presented BTX 311 to the Rotary Club, Animal Shelter Advisory Committee, and the Library Board. In addition, staff attended City Fest to educate and promote 311 to the residents.

Work Plan Task 1.2.2

Oct 01, 2024 - Jun 30, 2025

On Track

Progress 70%

Update purchasing and contracting process to ensure continued compliance, efficiency, contract management and document retention.

Owner: Justin Scharnhorst

The City Council did approve the updates to City Council Policy 36 in March 2025. Staff is still working toward updating the Purchasing Procedures by the end of the third quarter.

Work Plan Task 1.2.3

Oct 01, 2024 - Sep 30, 2025

On Track

Progress 75%

Creation of IT internal knowledge base to expedite IT staff and city staff troubleshooting techniques in an effort to solve issues independently.

Owner: Justin Scharnhorst

BTX-IT has launched an internal knowledge base website and developed a form for submitting training requests. We've completed three Lunch and Learns and are actively building a training schedule based on departmental feedback and key technology topics.

Work Plan Task 1.2.4

Oct 01, 2024 - Sep 30, 2025

On Track

Progress 65%

Implementation of Windows 11 across the Technology ecosystem to mitigate security vulnerabilities and enhance our cybersecurity defenses.

Owner: Justin Scharnhorst

BTX-IT continues making progress on the Windows 11 rollout as part of this year's computer refresh, with all new devices already deployed using the upgraded operating system. With additional staff in place, we've begun reviewing asset inventory and have started upgrading in-warranty devices not scheduled for replacement this cycle.

Work Plan Task 1.2.5

Oct 01, 2024 - Sep 30, 2025 On Track Progress 70%

Continue to work with emergency management to integrate 311/CRM into the city's disaster preparedness program

Owner: Justin Scharnhorst

BTX 311 was operational when the City closed due to the winter weather conditions and were able to assist residents with non-emergency requests. Staff also attended Emergency Management Training and continues to be a part of the Emergency Management's Plans.

Goal 1.3

Progress 44%

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.

Owner: DeAnna Phillips

Work Plan Task: 4



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

Work Plan Task 1.3.1

Oct 01, 2024 - Sep 30, 2025 On Track Progress 50%

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

Success will be determined by reviewing analytics on a quarterly basis the goal for the e-newsletter engagement rate is a 50% open rate, for social media the goal is for average reach post is 4,500 and for the website the goal is 375,000 unique views every quarter. The department will also perform quarterly audits of communication material and strategies to identify strengths, weaknesses, and areas for improvement.

Owner: Justin Scharnhorst

From October 1, 2024 to March 31, 2025, the city achieved a 64% open rate for its e-newsletter, surpassing the goal of 50%. The website recorded 889,000 unique views, exceeding the six month target of 750,000. On the city's social media accounts, 487 posts were made with an average reach of 5,481 per post, surpassing the 4,500 target.

Communications staff continue utilizing Everbridge for targeted outreach to notifying residents about egret deterrents and sightings.

Work Plan Task 1.3.2

Oct 01, 2024 - Sep 30, 2025 On Track Progress 50%

Increase community engagement and awareness of library services through outreach programming, partnerships with community organizations, and marketing efforts.

Success will be determined by the number of community events attended and social media posts. The goal for community events is 40 yearly and 1,000 social media posts in a year.

Owner: Justin Scharnhorst

Library staff attended 13 community events/outreach programs including CityFest, Burleson Chamber of Commerce Business Showcase, Centennial Park Ribbon Cutting, STEAM Middle School Big Art Day, Hughes Middle School Game Night, Centennial High School Outreach, Mom Book Club at Daydream Coffee Company, Adult Spelling Bee at Old Texas Brewing Company, Pi-Day Pi-K at the BRiCK, outreach to the Senior Activity Center, Hunger Games Trivia at Old Texas Brewing Company, outreach to Residence at Alsbury, outreach to Wilshire by Abbey. Library staff created 235 social media posts in the first quarter.

Work Plan Task 1.3.3

Oct 01, 2024 - Sep 30, 2025 On Track Progress 50%

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

FY 24/25 success will be determined every quarter if an update was made on social media, in e-newsletter, on the dedicated webpage and via the weekly report.

Owner: Justin Scharnhorst

An update of the bond projects was made in the second quarter via the website, enewsletter and social media channels.

Work Plan Task 1.3.4

Oct 01, 2024 - Jun 30, 2025 Major Disruption
Progress 25%

Revise existing subdivision ordinance to improve efficiency of operations for the overall development process.

Owner: Justin Scharnhorst

Engineering staff will present progress on the design manual. However, no text amendment work on the subdivision regulations has progressed pending the design manual update.

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.

	%	#
● On Track	60.0	3
● Some Disruption	20.0	1
● Completed	20.0	1

Owner: DeAnna Phillips

Work Plan Task: 5

Work Plan Task 1.4.1

Oct 01, 2024 - Jun 30, 2025 Completed Progress 100%

Continue implementation of asset management program for public infrastructure and fixed assets. *FY 24-25 goal is to establish street operations program

Owner: Justin Scharnhorst

Completed. Street operations program has been implemented. Water infrastructure asset management to kick off in 3rd quarter.

Work Plan Task 1.4.2

Oct 01, 2024 - Jun 30, 2025 Some Disruption
Progress 30%

Explore and conduct an analysis and implementation of a storm water and street maintenance fee to enhance the city's infrastructure

Owner: Justin Scharnhorst

Consultant analysis and development of conceptual frameworks for both potential fee programs are well underway with an update planned for a council committee in May/June for additional direction to refine the direction of the project.

Work Plan Task 1.4.3

Oct 01, 2024 - Sep 30, 2025 On Track Progress 50%

Review and pursue grant opportunities to offset the cost of planned capital projects. Continue with a grant consultant to complete 3 grant applications. Staff to identify 3-4 grant opportunities in each of the following categories: Water/Wastewater, Streets & Sidewalk Improvements, and Public Safety.

Owner: Justin Scharnhorst

Working with grant writer for parks grant. Consulting with federal lobbyist company for possible federal legislative services to help with earmarks and federal grants.

Work Plan Task 1.4.4

Oct 01, 2024 - Sep 30, 2025

On Track

Progress 50%

The 2024 ACFR was completed, and the monthly reports for the quarter were distributed in a timely manner and presented at the corresponding Finance Committee meetings.

Continue to exhibit fiduciary responsibility by providing precise and transparent financial information through the submission of 12 monthly financial reports, *ACFR, and development of the FY25/26 budget.

Owner: Justin Scharnhorst

Work Plan Task 1.4.5

Oct 01, 2024 - Sep 30, 2025

On Track

Progress 50%

Staff is continuing to collect and review information to provide for consideration.

Create and implement goals that align with the State of Texas Comptroller's transparency achievement program. Ongoing with the following for 24/25: Through monthly financial reporting and obtaining 2 of the 5 transparency stars.

Owner: Justin Scharnhorst

Strategic Focus Area 2

Progress 48%



Dynamic & Preferred City through Managed Growth

Owner: DeAnna Phillips

Goal: 5 Work Plan Task: 24

	%	#
On Track	70.83	17
Some Disruption	12.5	3
Major Disruption	8.33	2
Discontinued	4.17	1
Completed	4.17	1

Goal 2.1

Progress 25%

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: 6

	%	#
On Track	83.33	5
Some Disruption	16.67	1

Work Plan Task 2.1.1

Oct 01, 2024 - Sep 30, 2025

On Track

Progress 25%

This project is on hold until the feasibility and financial analysis is complete for the sports facility.

Develop a viable plan for the development of Hotel/Conference Center.

Owner: Justin Scharnhorst

Work Plan Task 2.1.2

Oct 01, 2024 - Sep 30, 2025

On Track

Progress 25%

We are pursuing developers to see if there is an interest in getting a project going.

Execute an agreement for the redevelopment of the old Hill College site.

Owner: Justin Scharnhorst

Work Plan Task 2.1.3

Oct 01, 2024 - Sep 30, 2025

On Track

Progress 25%

Continuing to work with developers and brokers to fill the empty spaces that we have on the Wilshire Corridor.

Continue efforts to attract new-to-market retail establishments and promote tourism.

FY 24/25 success will be determined by four new sites.

Owner: Justin Scharnhorst

Work Plan Task 2.1.4

Oct 01, 2024 - Sep 30, 2025 On Track Progress 50%

Looking for more land for Industrial development. Secured an agreement with KMP Plumbing for their service center and corporate HQ

Continue to pursue industrial development throughout the city and or landbank for future development site.

FY 24/25 success will be determined by four new sites.

Owner: Justin Scharnhorst

Work Plan Task 2.1.5

Oct 01, 2024 - Sep 30, 2025 On Track Progress 25%

Continuing to work with a large mix used development for a future medical site.

Pursue and recruit medical professionals to the community that have higher paying jobs than the Johnson County Median Income. The focus is on a hospital provider as well as medical offices that would provide those jobs in our community.

Owner: Justin Scharnhorst

Work Plan Task 2.1.6

Oct 01, 2024 - Sep 30, 2025 Some Disruption
Progress 0%

This project has not been discussed yet.

Establish a small business incubation project

Owner: Justin Scharnhorst

Goal 2.2 Progress 58%

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.

Owner: DeAnna Phillips

Work Plan Task: 4



Work Plan Task 2.2.1

Oct 01, 2024 - Sep 30, 2025 On Track Progress 50%

Council Policy and Valuation Committee will make review and offer recommendation.

Identify locations for the implementation of neighborhood empowerment zones.

Owner: Justin Scharnhorst

Work Plan Task 2.2.2

Oct 01, 2024 - Sep 30, 2025 Discontinued

Direction was given to staff to not make changes to the platting authority of the ILA.

Revise existing subdivision through an interlocal agreement with Johnson County to reevaluate platting authority in the ETJ.

Owner: Justin Scharnhorst

Work Plan Task 2.2.3

Oct 01, 2024 - Sep 30, 2025 On Track Progress 75%

PID policy has been revised. Council Policy and Valuation Committee will make review and offer recommendation on draft special district master policy.

Reevaluate the need for the public improvement district and other special district policies

Owner: Justin Scharnhorst

Work Plan Task 2.2.4

Oct 01, 2024 - Jun 30, 2025 Major Disruption
Progress 50%

Staff is sending out revisions to stakeholders for review.

Finalize review and adoption of the zoning ordinance

Owner: Justin Scharnhorst

Goal 2.3 Progress 67%

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.

Owner: DeAnna Phillips

Work Plan Task: 5



	%	#
● On Track	60.0	3
● Major Disruption	20.0	1
● Completed	20.0	1

Work Plan Task 2.3.1

Oct 01, 2024 - Sep 30, 2025 On Track Progress 50%

Staff evaluating several projects for federal funding eligibility and will ramp up coordination with NCTCOG.

Continuous coordination with NCTCOG for transportation projects on the TIP.

FY 24/25 success is measured by always have 2 projects included in the TIP

Owner: Justin Scharnhorst

Work Plan Task 2.3.2

Oct 01, 2024 - Jun 30, 2025 Major Disruption
Progress 50%

Final design nearly complete; TxDOT has pushed letting to Spring of 2026 to ensure conformity with the Metropolitan Transportation Plan (MTP).

Assist with the implementation of developing construction schedule for State Highway 174 Widening from Elk Drive to Wicker Hill Road

Owner: Justin Scharnhorst

Work Plan Task 2.3.3

Oct 01, 2024 - Sep 30, 2025 Completed Progress 100%

Completed.

Complete the Willow Creek and Village Creek updates to the Master Drainage Study and submit Letters of Map Revisions to FEMA

Owner: Justin Scharnhorst

Work Plan Task 2.3.4

Oct 01, 2024 - Sep 30, 2025 On Track Progress 60%

Transition of responsibility for TxDOT signals from TxDOT to Burleson anticipated to occur in June with ITS upgrades to TxDOT signals to follow.

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

Oct 01, 2024 - Sep 30, 2025 On Track Progress 75%

Roadway open to traffic and parking lot construction complete. Landscaping and lighting work underway. City Hall Annex 2 Demo will be completed in Fall 2025.

Complete the realignment and parking enhancements of Ellison Street project

Owner: Justin Scharnhorst

Goal 2.4

Progress 44%



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.

	%	#
● On Track	83.33	5
● Some Disruption	16.67	1

Owner: DeAnna Phillips

Work Plan Task: 6

Work Plan Task 2.4.1

Oct 01, 2024 - Sep 30, 2025 On Track Progress 85%

Roadway work continues. Road to be completed in 3rd quarter with landscaping.

Complete the construction of Lakewood Boulevard to FM 1902 to serve the City's future Hooper Business Park and Chisholm Summit Development

Owner: Justin Scharnhorst

Work Plan Task 2.4.2

Oct 01, 2024 - Sep 30, 2025 Some Disruption

Preliminary scoping and design is underway.

Progress 1%

Finalize design and complete construction of the FY 24-25 Neighborhood Street Program

Owner: Justin Scharnhorst

Work Plan Task 2.4.3

Oct 01, 2024 - Jun 30, 2025 On Track Progress 50%

Project is currently bidding, and Construction should begin in Third Quarter.

Begin construction for bridge connecting Alsbury Boulevard to CR1020

Owner: Justin Scharnhorst

Work Plan Task 2.4.4

Design contract set to be awarded by Council next in June.

Oct 01, 2024 - Sep 30, 2025 On Track Progress 15%

Complete design for Alsbury Boulevard extension to Lakewood Drive

Owner: Justin Scharnhorst

Work Plan Task 2.4.5

Design is underway and progressing towards 60% level.

Oct 01, 2024 - Sep 30, 2025 On Track Progress 45%

Complete design of Hulen Street expansion from SH174 to Candler Drive

Owner: Justin Scharnhorst

Work Plan Task 2.4.6



Final design is underway, and construction should begin this summer.

Oct 01, 2024 - Mar 31, 2025 On Track Progress 70%

Finalize design and begin construction of the Burleson Police Headquarters Expansion

Owner: Justin Scharnhorst

Goal 2.5

Progress 62%



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

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

Owner: DeAnna Phillips

Work Plan Task: 3

Work Plan Task 2.5.1



Consultant analysis is well underway and there is an update planned for the May Infrastructure & Development Committee.

Oct 01, 2024 - Dec 31, 2024 On Track Progress 25%

Complete the feasibility study to identify possible options of a secondary water source

Owner: Justin Scharnhorst

Work Plan Task 2.5.2

Oct 01, 2024 - Sep 30, 2025

Some Disruption

Progress 80%

Condition assessment complete - draft masterplan report delayed and now anticipated to be completed June due to the need to reschedule multiple departmental interviews.

Finalize a facility masterplan that identifies long-term spacing needs and current facility condition assessment.

Owner: Justin Scharnhorst

Work Plan Task 2.5.3

Oct 01, 2024 - Jun 30, 2025

On Track

Progress 80%

Construction underway.

Complete design and begin construction of the city hall renovations

Owner: Justin Scharnhorst

Strategic Focus Area 3

Progress 63%



Beautiful, Safe & Vibrant Community

Owner: DeAnna Phillips

Goal: 5 Work Plan Task: 22

	%	#
On Track	54.55	12
Some Disruption	22.73	5
Completed	22.73	5

Goal 3.1

Progress 60%

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	20.0	1
Some Disruption	60.0	3
Completed	20.0	1

Work Plan Task 3.1.1

Oct 01, 2024 - Sep 30, 2025

Some Disruption

Progress 50%

Increase adoptions at the Animal Shelter by 5%

Owner: Justin Scharnhorst

The goal of increasing adoptions at the Animal Shelter by 5% has not yet been achieved. From October 2024 to March 2025, there were 310 adoptions, compared to 336 during the same period in 2023-2024—a decrease of approximately 8%.

Work Plan Task 3.1.2

Oct 01, 2024 - Sep 30, 2025

Some Disruption

Progress 50%

Reduce the euthanasia rate of sick animals at the Animal Shelter by 3% by improving early treatment and care

Owner: Justin Scharnhorst

The goal of reducing the euthanasia rate of sick animals by 3% was not met. From October 2024 to March 2025, the shelter euthanized 34 animals—an increase from 22 during the same period the previous year. This represents a 35% rise rather than a reduction. Unfortunately, an aggressive upper respiratory illness spread through the shelter during the fall and winter months. Despite prompt treatment efforts, many animals did not recover.

Work Plan Task 3.1.3

Oct 01, 2024 - Sep 30, 2025

On Track

Progress 50%

Complete construction of the Greenribbon project located at SH 174 and John Jones Dr. to enhance beautification and cultivate tourism opportunities.

Owner: Justin Scharnhorst

Construction Documents close to completion. Letting June 2025 with construction scheduled late summer.

Work Plan Task 3.1.4

Oct 01, 2024 - Sep 30, 2025

Completed

Progress 100%

Eight (8) rebate projects completed with 100% or \$25,000 of the funding used.

Fully leverage funding for FY 24-25 Home Improvement Rebate Program

Owner: Justin Scharnhorst

Work Plan Task 3.1.5

Oct 01, 2024 - Sep 30, 2025

Some Disruption

Progress 50%

Staff to resume exploration of additional options now that the Solid Waste Collection contract amendment that would have included curbside household hazardous waste collection is not moving forward.

Explore RFP opportunities to expand a door-to-door household hazardous waste program

Owner: Justin Scharnhorst

Goal 3.2

Progress 70%



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.

Owner: DeAnna Phillips

Work Plan Task: 5

Work Plan Task 3.2.1

Oct 01, 2024 - Jun 30, 2025

On Track

Progress 75%

Survey complete, plan and policy drafted. Committee is currently reviewing policy draft for feedback.

Finalize the community arts masterplan in FY 24-25

Owner: Justin Scharnhorst

Work Plan Task 3.2.2

Oct 01, 2024 - Sep 30, 2025

On Track

Progress 25%

Working with owners and brokers of updating older centers.

Continue to work on redeveloping older centers or new land development on I-35W, Alsbury Blvd, Hidden Creek Parkway and State Highway 174. Staff will continue to work with land owners and developers to assist in development efforts

Owner: Justin Scharnhorst

Work Plan Task 3.2.3

Public input complete. Phase I design is currently underway.

Oct 01, 2024 - Dec 31, 2024

Completed

Progress 100%

Finalize programming elements and public input for west side masterplan

Owner: Justin Scharnhorst

Work Plan Task 3.2.4

Complete.

Oct 01, 2024 - Jun 30, 2025

Completed

Progress 100%

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

Owner: Justin Scharnhorst

Work Plan Task 3.2.5

Master plan second draft under review. Concurrently standards are being drafted for CAPRA accreditation.

Oct 01, 2024 - Sep 30, 2025

On Track

Progress 50%

Complete the Parks Masterplan and begin CAPRA certification

Owner: Justin Scharnhorst

Goal 3.3

Progress 55%



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

	%	#
● On Track	100.0	4

Owner: DeAnna Phillips

Work Plan Task: 4

Work Plan Task 3.3.1

The new Training Chief has officially started and has already revamped the department's training plan to better align with both our operational needs and available budget.

Oct 01, 2024 - Sep 30, 2025

On Track

Progress 40%

Design and implement a strategic fire training program to ensure regulatory compliance while fostering company resources to better equip fire personnel to manage job satisfaction and performance.

Owner: Justin Scharnhorst

Work Plan Task 3.3.2



Further into the import and Policy creation phase. Still on track to submit application in September 2025.

Pursue accreditation through the Association of Public Safety Communication Officials to certify Public Safety Communications training program

Owner: Justin Scharnhorst

Work Plan Task 3.3.3



In the final design phase. Still on track to get completed by end of June 2025.

Complete revisions to the Fire Department's call type designation and response configuration in partnership with the Fire Department to create an efficient call-taking guide for future use

Owner: Justin Scharnhorst

Work Plan Task 3.3.4



We currently have 8 Flock ALPR cameras active. This is an addition of 2 ALPR cameras. An additional 1 ALPR camera is in scheduling to be installed. 2 additional ALPR cameras are in permitting; TXDOT and Flock are working it out.

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 73%

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

Owner: DeAnna Phillips

Work Plan Task: 4



Work Plan Task 3.4.1

Oct 01, 2024 - Sep 30, 2025

Some Disruption

Progress 60%

Construction is well underway and should be complete in Third Quarter.

Complete remodel design and begin construction of Fire Station 1 to provide adequate space for Fire/EMS operations and expand office capacity for administration.

Owner: Justin Scharnhorst

Work Plan Task 3.4.2

Oct 01, 2024 - Sep 30, 2025

On Track

Progress 40%

The Fire Marshal's Office has completed ALERRT Level 1 Active Threat Training alongside the Police Department. The Training Chief is now collaborating with the Fire Marshal's Office and the Emergency Manager to coordinate a joint functional exercise with our public safety partners, tentatively planned for June.

Reestablished department curriculum for a Rescue Task Force, training all members in active threat situations.

Owner: Justin Scharnhorst

Work Plan Task 3.4.3

Oct 01, 2024 - Jun 30, 2025

Completed

Progress 100%

Completed

Transition Axon Air streaming software to integrate our current drones with existing Axon live streaming and digital evidence storage services.

Owner: Justin Scharnhorst

Work Plan Task 3.4.4

Oct 01, 2024 - Sep 30, 2025

On Track

Progress 90%

Radios have been fully deployed across Fire and PD, with EOC deployment also complete. BTX-IT is now focused on user training, coordinating the sale of legacy radios, and working with the county to consolidate account numbers for streamlined management.

Deploy public safety radios to provide better system redundancy and protection for system operations.

Owner: Justin Scharnhorst

Goal 3.5

Progress 58%

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

Owner: DeAnna Phillips

Work Plan Task: 4



	%	#
On Track	50.0	2
Some Disruption	25.0	1
Completed	25.0	1

Work Plan Task 3.5.1

Oct 01, 2024 - Sep 30, 2025 On Track Progress 60%

Continue to conduct emergency preparedness workshops for community members and enhance the CERT program to assist with achieving whole community preparedness. *success will be determined by the frequency of community events and trainings

Owner: Justin Scharnhorst

We successfully hosted the Spring CERT course and have begun preplanning for the upcoming Preparedness Fair. Additionally, we are collaborating with neighboring jurisdictions to expand CERT programs across Johnson County, aiming to strengthen regional resilience and enhance coordinated response capabilities.

Work Plan Task 3.5.2

Oct 01, 2024 - Sep 30, 2025 On Track Progress 60%

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. *success will be determined by the frequency of community events and trainings.

Owner: Justin Scharnhorst

We received a \$500 award from Cook Children’s Hospital in recognition of our Community Risk Reduction efforts in drowning prevention. The funds will be used to support and enhance Sigma Swim lessons, further promoting water safety in our community.

Work Plan Task 3.5.3

Oct 01, 2024 - Sep 30, 2025 Completed Progress 100%

Enhance drone operations through the addition of a tethered drone that works with Axon software that does not require a certified pilot to operate.

Owner: Justin Scharnhorst

Completed.

Work Plan Task 3.5.4 

Oct 01, 2024 - Mar 31, 2025 Some Disruption
Progress 10%

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

The camera project is currently on hold pending proof of concept for air fiber technology and Parks Board discussion regarding a comprehensive Parks technology package.

Strategic Focus Area 4

Progress 58%



Great Place to Live through Expanded Quality of Life Amenities

Owner: DeAnna Phillips

Goal: 3 Work Plan Task: 11

	%	#
On Track	54.55	6
Some Disruption	18.18	2
Completed	27.27	3

Goal 4.1

Progress 23%

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
Some Disruption	33.33	1

Work Plan Task 4.1.1

Oct 01, 2024 - Sep 30, 2025

On Track

Progress 50%

Current projects complete or underway. 26-30 plan scheduled to be presented to Finance committee May 7.

Continue to implement the 5-year capital program by completing the projects approved in FY 24-25

Owner: Justin Scharnhorst

Work Plan Task 4.1.2

Oct 01, 2024 - Jun 30, 2025

On Track

Progress 10%

Scheduled for completion once spring season of baseball/softball complete.

Complete essential repairs on 3,300 square feet of concrete sidewalk and common areas at Chisenhall Sports Complex to enhance safety and accessibility for all visitors and participants

Owner: Justin Scharnhorst

Work Plan Task 4.1.3

Oct 01, 2024 - Jun 30, 2025

Some Disruption

Progress 10%

Preliminary scoping and design underway.

Enhance lighting in the Old Town and Plaza area

Owner: Justin Scharnhorst

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.

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

Owner: DeAnna Phillips

Work Plan Task: 4

- Work Plan Task 4.2.1** Lobby remodel at punchlist. Second phase scheduled to begin in August.

Oct 01, 2024 - Sep 30, 2025

On Track

Progress 50%

Complete BRiCk lobby renovations

Owner: Justin Scharnhorst
- Work Plan Task 4.2.2** RFO completed. Currently reviewing scope and defining transition for presentation to council.

Oct 01, 2024 - Sep 30, 2025

Some Disruption

Progress 50%

Expand Tournaments at our sports complex to host a total of 13 events

Owner: Justin Scharnhorst
- Work Plan Task 4.2.3** Library staff attended 13 community events/outreach programs including CityFest, Burleson Chamber of Commerce Business Showcase, Centennial Park Ribbon Cutting, STEAM Middle School Big Art Day, Hughes Middle School Game Night, Centennial High School Outreach, Mom Book Club at Daydream Coffee Company, Adult Spelling Bee at Old Texas Brewing Company, Pi-Day Pi-K at the BRiCk, outreach to the Senior Activity Center, Hunger Games Trivia at Old Texas Brewing Company, outreach to Residence at Alsbury, outreach to Wilshire by Abbey. Library staff created 235 social media posts in the first quarter.

Oct 01, 2024 - Sep 30, 2025

On Track

Progress 50%

Increase community engagement and awareness of library services through outreach programming, partnerships with community organizations and marketing efforts

Owner: Justin Scharnhorst
- Work Plan Task 4.2.4** Additional programming has been implemented at both locations. Staff will continue to review and update our programming and event matrix on an annual basis.

Oct 01, 2024 - Sep 30, 2025

On Track

Progress 50%

Add plaza and Russell farm opportunities specific to recreational programming

Owner: Justin Scharnhorst

Goal 4.3 Progress 92%



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	25.0	1
● Completed	75.0	3

Owner: DeAnna Phillips

Work Plan Task: 4

Work Plan Task 4.3.1 Completed.

Oct 01, 2024 - Sep 30, 2025 Completed Progress 100%

Partner with Johnson County for the development of a master thoroughfare plan

Owner: Justin Scharnhorst

Work Plan Task 4.3.2 Complete June 2 - Graduation class with be recognized during Council meeting.

Jan 01, 2025 - Jun 30, 2025 Completed Progress 100%

Implement and host the Burleson 101 Civic Academy for the second year to educate our community on municipal operations and grow partnerships within our residence

Owner: Justin Scharnhorst

Work Plan Task 4.3.3

Oct 01, 2024 - Jun 30, 2025 On Track Progress 66%

Develop fundraising strategies for the senior center by cultivating relationships with donors, seeking out sponsorships from local business and organizations, and planning fundraising that resonate with the community

Owner: Justin Scharnhorst

The Senior Activity Center has continued to build momentum in its fundraising and community engagement efforts by welcoming both new and returning sponsors. New sponsors this quarter include Miracle Ear, Home Well Care Services, Angels Home Health, Jerry Cavanaugh Medicare Counseling, and Good Shepherd Hospice. Returning sponsors, after a hiatus, include Mustang Creek, Texas Agrilife, and Humana.

These partnerships help support the center’s programming and special events, ensuring continued opportunities for connection, enrichment, and support for Burleson’s senior community.

Work Plan Task 4.3.4

Oct 01, 2024 - Mar 31, 2025

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

The 2025 Project U Conference sold out in 29 days. Tickets were purchased from as far as Austin, Wylie and will have a few attendees potentially from Michigan. This sold out in record time and we have increased attendance to 400.