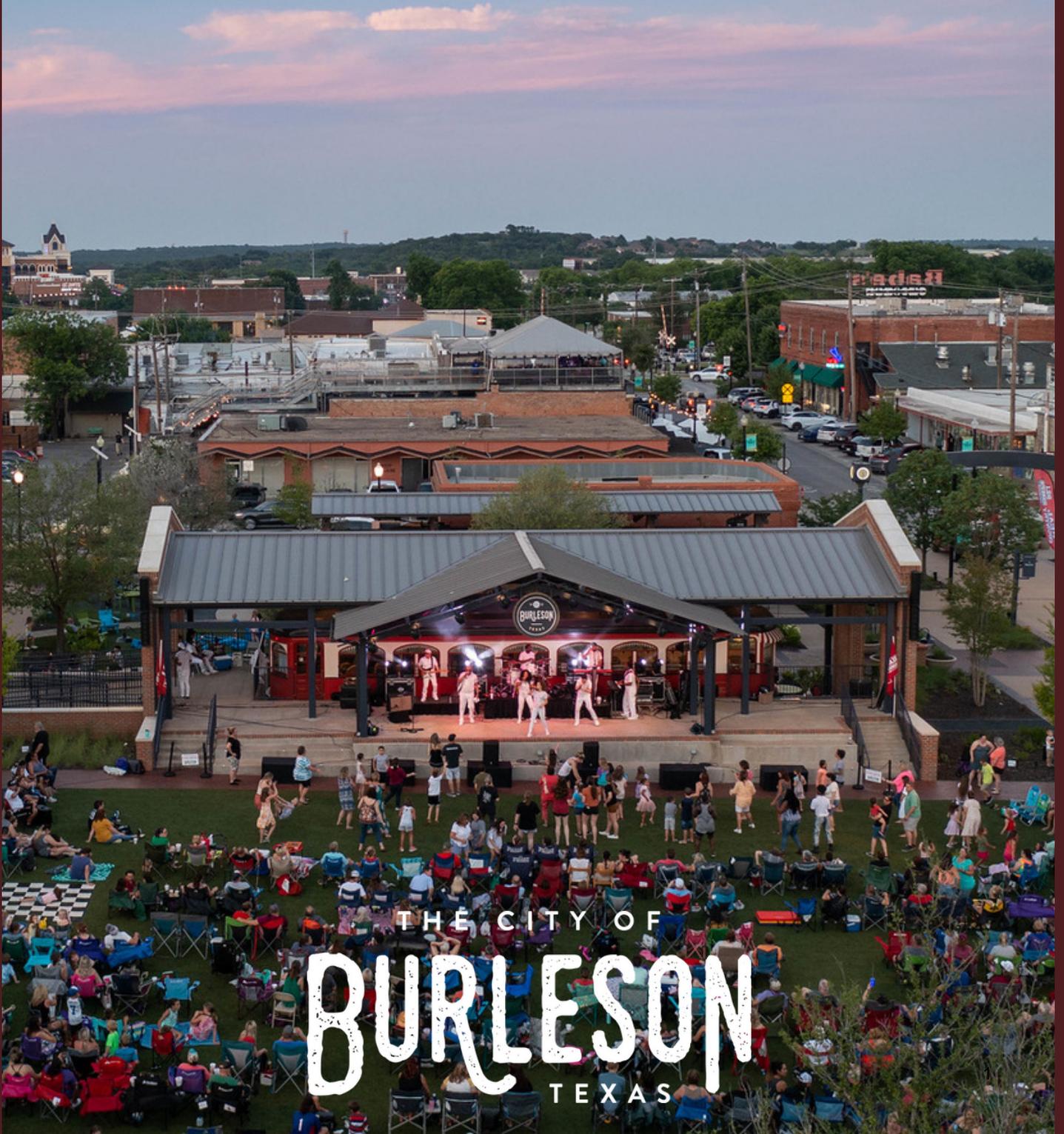


# FY 2021-2022

## SECOND QUARTER REPORT

*March 2022*



THE CITY OF

# BURLESON

TEXAS

# ABOUT THIS Quarterly Report

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This report has been prepared by the city of Burlison's finance, public works, parks and recreation and community services departments. The quarterly report is intended to provide both internal and external users with information regarding the city's financial position, economic activity, capital improvement project progress and updates on the city-wide strategic plan. This report includes information for the quarter ending March 31, 2022.

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

SECTION 01

# Executive Dashboards

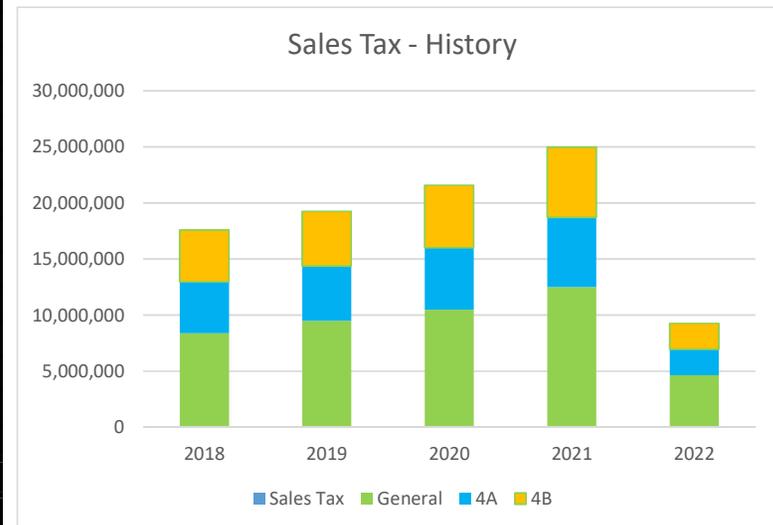
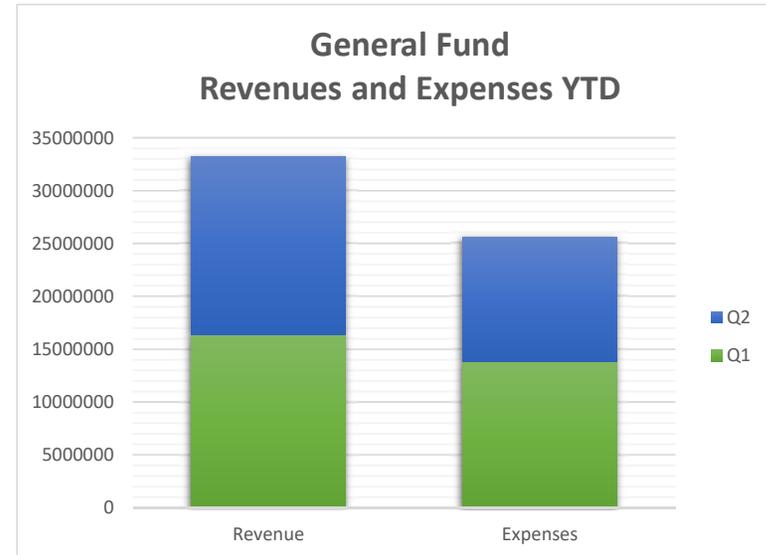
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City of Burleson  
Quarterly Report  
March 2022

# Q2

## General Fund Executive Dashboard (unaudited)

Description	FY 2021-22 Annual Budget	FY 2021-22 Annual Projections	FY 2021-22 Projections to Budget
<b>Beginning Fund Balance as of 10/1/2021</b>	<b>\$15,690,783</b>	<b>\$18,339,917</b>	
<b>REVENUES</b>			
Ad Valorem Taxes	\$22,568,177	\$22,568,177	100%
Sales Taxes	\$12,414,500	\$14,225,054	115%
Franchise Fees	\$3,400,000	\$3,400,000	100%
Licenses & Permits	\$1,918,500	\$1,918,500	100%
Other Charges for Service	\$213,491	\$213,491	100%
Fines & Forfeitures	\$1,081,500	\$1,081,500	100%
Miscellaneous	\$2,106,157	\$6,113,147	290%
Indirect Cost Transfers	\$3,107,187	\$3,107,187	100%
Other Taxes - PILOT	\$795,430	\$795,430	100%
<b>Revenue Total</b>	<b>\$47,604,942</b>	<b>\$53,422,486</b>	<b>112%</b>
<b>EXPENDITURES</b>			
Personel Service	\$33,465,097	\$33,465,097	100%
Maintenance & Repairs	\$1,783,068	\$1,783,068	100%
Operations, Services	\$3,500,574	\$3,500,574	100%
Material & Supplies	\$1,535,818	\$1,535,818	100%
Capital Outlay	\$1,792,453	\$1,792,453	100%
Miscellaneous Expense	\$1,367,696	\$1,367,696	100%
Transfers to IT	\$3,303,749	\$3,303,749	100%
Transfers to Equipment Replacement	\$1,529,158	\$1,529,158	100%
Transfers to Equipment Services	\$1,113,659	\$1,113,659	100%
Transfer to Fire Station Land	\$146,381	\$146,381	100%
Transfer to Internal Service Funds	\$0	\$0	NA
Transfer to CPF	\$500,000	\$500,000	100%
<b>Total Expenditures</b>	<b>\$50,037,653</b>	<b>\$50,037,653</b>	<b>100%</b>
Net Income (Loss)	<b>(\$2,432,711)</b>	\$3,384,833	
<b>Ending Fund Balance</b>	<b>\$13,258,072</b>	<b>\$21,724,750</b>	



#### Key Trends:

- Sales tax revenue annual projection to be 15\$ more than budget. Sales tax is received two months in arrears. December sales tax receipts are for October collections.
- \$3,000,000 excess funds transferred from Equipment Replacement Fund, and \$1,000,000 excess funds transferred from non bond fund.
- Expenditures projected to be within budget.

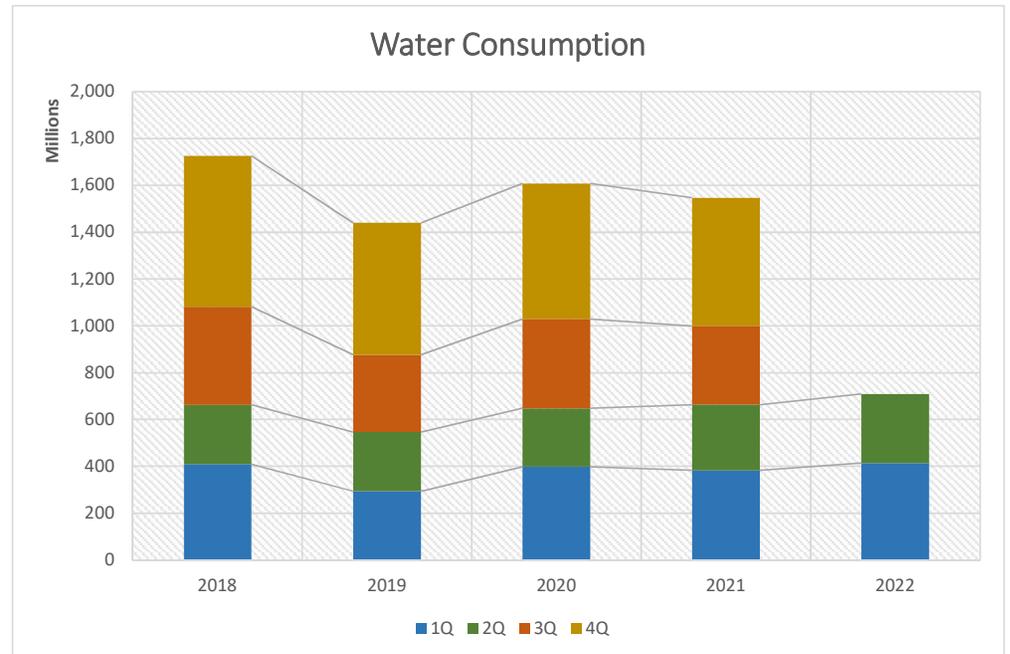
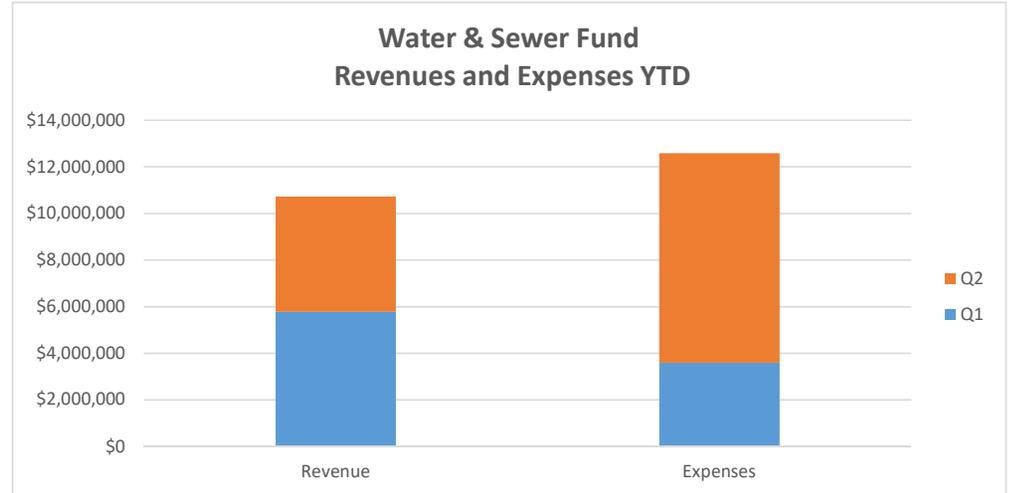
# Q2

## Water/Sewer Fund Executive Dashboard (unaudited)

Description	FY 2021-22 Annual Budget	FY 2021-22 Annual Projections	FY 2021-22 Projections to Budget
<b>Beginning Fund Balance as of 10/1/2021</b>	<b>\$10,686,693</b>	<b>\$10,336,326</b>	
<b>REVENUES</b>			
Water Revenue	\$12,276,139	\$12,276,139	100%
Sewer Revenue	\$9,839,063	\$9,839,063	100%
Interest Revenue	\$80,000	\$80,000	100%
Miscellaneous Revenues	\$172,469	\$172,469	100%
Sewer Surcharge	\$320,000	\$317,000	99%
Late Payments	\$416,160	\$416,160	100%
Impact Fee Reimbursements	\$770,000	\$770,000	100%
Transfer to Water/Sewer	\$146,381	\$1,146,381	783%
<b>Total Revenues</b>	<b>\$24,020,212</b>	<b>\$25,017,212</b>	<b>104%</b>
<b>EXPENDITURES</b>			
Personnel Services	\$2,247,277	\$2,247,277	100%
Franchise Fee	\$907,949	\$907,949	100%
Capital Outlay	\$832,600	\$832,600	100%
Payment in Lieu of Taxes	\$795,430	\$795,430	100%
Operations, Services	\$626,185	\$626,185	100%
Materials & Supplies	\$176,731	\$176,731	100%
Maintenance & Repair	\$185,748	\$185,748	100%
Miscellaneous Expense	\$117,079	\$117,079	100%
Transfer to Equipment Replacement	\$272,343	\$272,343	100%
Transfer to IT	\$967,922	\$967,922	100%
Transfer to GF	\$1,752,134	\$1,752,134	100%
Transfer to Equipment Services	\$143,235	\$143,235	100%
Sewer Treatment	\$4,441,060	\$4,441,060	100%
Purchase of Water	\$4,700,000	\$4,700,000	100%
Debt Service	\$6,300,422	\$6,300,422	100%
<b>Total Expenditures</b>	<b>\$24,466,115</b>	<b>\$24,466,115</b>	<b>100%</b>
Net Income (Loss)	(\$445,903)	\$551,097	
<b>Ending Fund Balance</b>	<b>\$10,240,790</b>	<b>\$10,887,423</b>	

### Key Trends

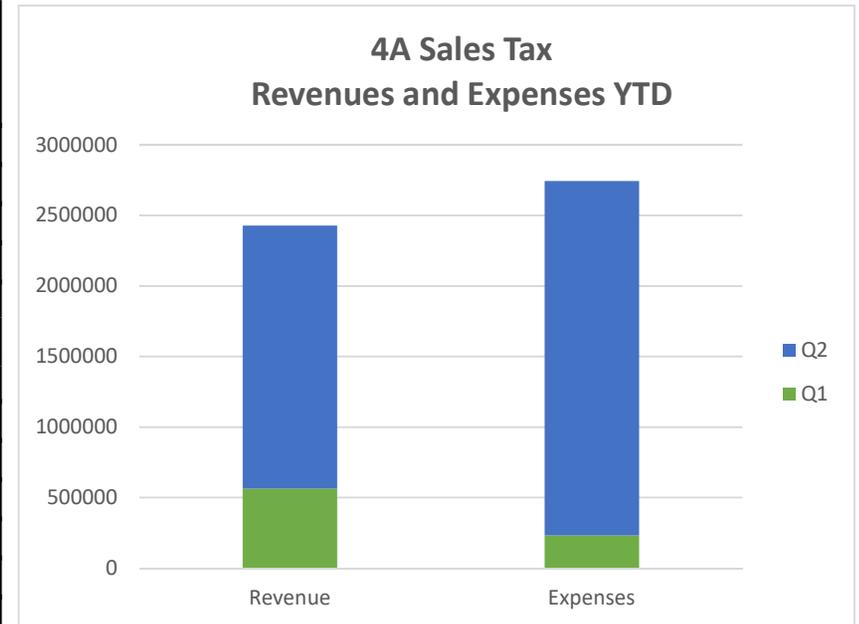
- Transfer excess funds of \$1,000,000 from Equipment Replacement Fund
- Expenditures projected to be within budget



# Q2

## 4A Sales Tax Fund Executive Dashboard

Description	FY 2021-22 Annual Budget	FY 2021-22 Annual Projections	FY 2021-22 Projections to Budget
<b>Beginning Fund Balance as of 10/1/2021</b>	\$2,443,008	\$2,474,805	
<b>REVENUE</b>			
4A Sales Tax	\$6,128,500	\$7,024,610	115%
Interest	\$26,750	\$26,750	100%
Miscellaneous Revenue	\$188,200	\$1,168,685	621%
<b>Total Revenues</b>	<b>\$6,343,450</b>	<b>\$8,220,045</b>	<b>130%</b>
<b>EXPENDITURES</b>			
Personnel Services	\$303,574	\$300,224	99%
Operations, Services	\$232,825	\$305,519	131%
Miscellaneous Expense	\$230,000	\$230,000	100%
Materials & Supplies	\$10,750	\$10,750	100%
Maintenance & Repair	\$35,000	\$25,250	72%
Economic Development Incentive (380)	\$1,112,500	\$724,680	65%
Business Retentions	\$55,000	\$55,000	100%
Transfer to GF-Adm Services	\$366,203	\$366,203	100%
Transfer to IT	\$155,355	\$155,355	100%
Debt Service	\$1,990,375	\$1,990,375	100%
<b>Total Expenditures</b>	<b>\$4,491,582</b>	<b>\$4,163,356</b>	<b>93%</b>
Net Income (Loss)	\$1,851,868	\$4,056,689	
<b>Ending Fund Balance</b>	<b>\$4,294,876</b>	<b>\$6,531,494</b>	



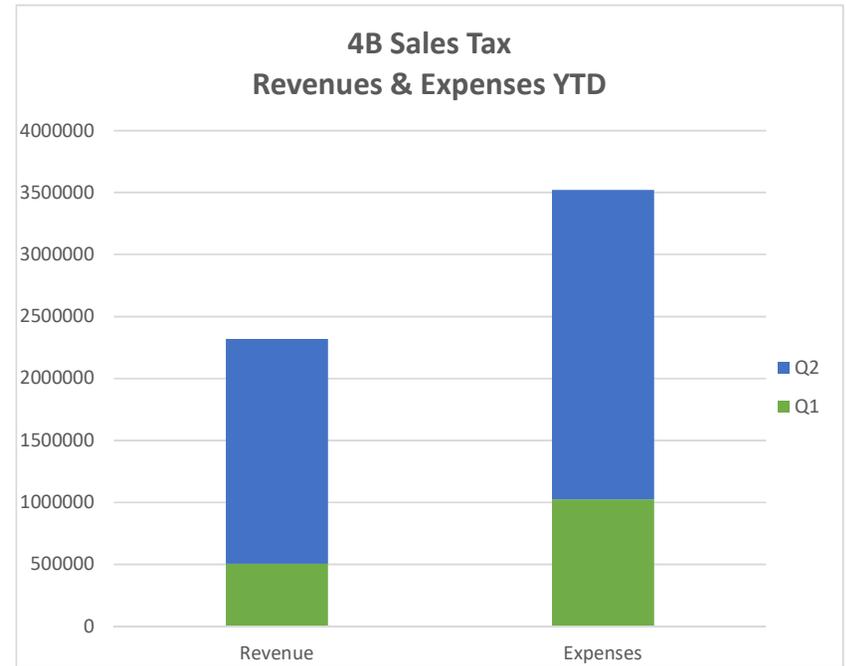
### Key Trends:

- Sales tax revenue annual projection to be 15% more than budget. Sales tax is received two months in arrears. December sales tax receipts are for October collections.
- Misc Revenue increases due to land sale for \$630,500 and \$349,985 transfer in due to excess funds in 4A non bond fund.
- Economic Incentives updated based on current activity.

# Q2

## 4B Sales Tax Fund Executive Dashboard (unaudited)

Description	FY 2021-22 Annual Budget	FY 2021-22 Annual Projections	FY 2021-22 Projections to Budget
<b>Beginning Fund Balance as of 10/1/2021</b>	\$4,158,317	\$4,941,248	
<b>REVENUES</b>			
4B Sales Tax	\$6,128,500	\$7,024,610	115%
Interest	\$15,000	\$15,000	100%
Miscellaneous Revenue	\$0	\$0	NA
<b>Total Revenues</b>	<b>\$6,143,500</b>	<b>\$7,039,610</b>	<b>115%</b>
<b>EXPENDITURES</b>			
Debt Services Costs	\$1,393,675	\$1,393,675	100%
Transfer Out-Golf Debt Service	\$371,403	\$371,403	100%
Transfer Out-Park Performance Fund	\$2,715,418	\$2,825,114	104%
Transfer Out-Golf Operations Assistance	\$846,315	\$748,698	88%
Transfer Out- Parks Capital	\$0	\$0	NA
Transfer Out-GF Admin	\$15,450	\$15,450	100%
Economic Incentive ( 380)	\$412,500	\$308,333	75%
Equipment Replacement	\$64,257	\$64,257	100%
Equipment Serv Contr	\$1,950	\$1,950	100%
Personal Services	\$193,403	\$193,403	100%
Materials & Supplies	\$3,900	\$3,900	100%
Maintenance & Repair	\$277,328	\$277,328	100%
Operations	\$3,500	\$3,500	100%
Misc Expense	\$110,000	\$110,000	100%
<b>Total Expenditures</b>	<b>\$6,409,099</b>	<b>\$6,317,011</b>	<b>99%</b>
Net Income (Loss)	(\$265,599)	\$722,599	
<b>Ending Fund Balance</b>	<b>\$3,892,718</b>	<b>\$5,663,847</b>	



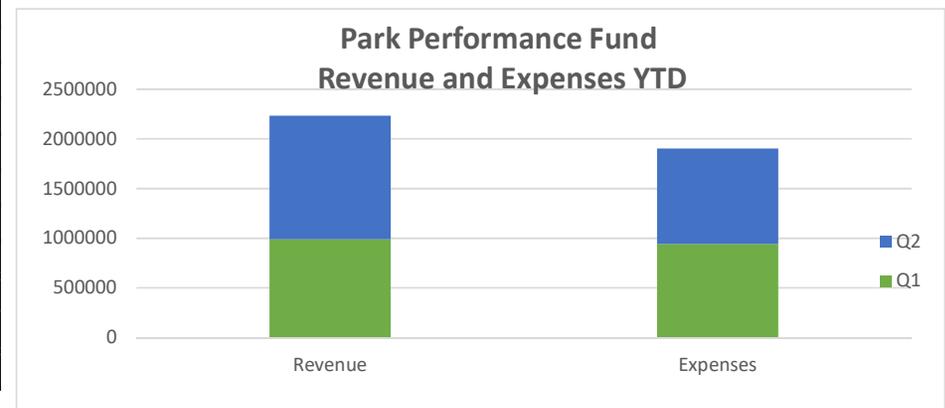
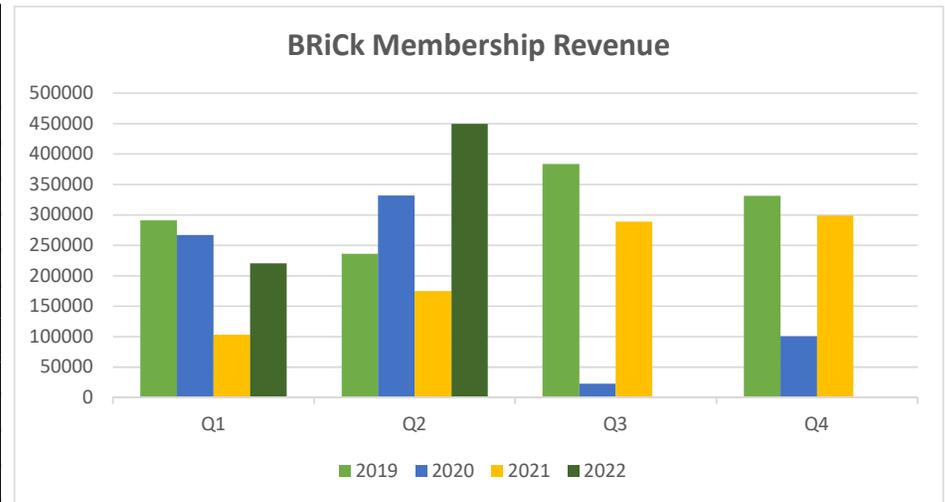
### Key Trends:

- Sales tax revenue annual projection to be 15% more than budget. Sales tax is received two months in arrears. December sales tax receipts are for October collections.
- Expenditures projected to be within budget.

# Q2

## Park Performance Fund Executive Dashboard (unaudited)

Description	FY 2021-22 Annual Budget	FY 2021-22 Annual Projections	FY 2021-22 Projections to Budget
<b>Beginning Fund Balance as of 10/01/2021</b>	<b>\$0</b>	<b>\$0</b>	
<b>REVENUES</b>			
Transfer In - 4B Sales Tax	\$2,715,418	\$2,825,114	104%
Recreation Memberships	\$2,014,006	\$1,650,000	82%
Miscellaneous	\$5,000	\$2,500	50%
Investment Income	\$721	\$0	0%
<b>Total Revenues</b>	<b>\$4,735,145</b>	<b>\$4,477,614</b>	<b>95%</b>
<b>EXPENDITURES</b>			
Personnel Services	\$2,736,369	\$2,506,240	92%
Materials & Supplies	\$253,845	\$253,845	100%
Maintenance & Repair	\$297,823	\$297,823	100%
Operations, Services	\$577,653	\$550,251	95%
Capital Outlay	\$183,900	\$183,900	100%
Transfer to IT	\$255,290	\$255,290	100%
Transfer to Equipment Replacement	\$24,450	\$24,450	100%
Miscellaneous Expense	\$20,000	\$20,000	100%
Transfer to GF for Admin	\$359,838	\$359,838	100%
Transfer to Equipment Service	\$25,977	\$25,977	100%
<b>Total Expenditures</b>	<b>\$4,735,145</b>	<b>\$4,477,614</b>	<b>95%</b>
Net Income (Loss)	\$0	\$0	
<b>Ending Fund Balance</b>	<b>\$0</b>	<b>\$0</b>	



#### Key Trends:

- Operating revenues (memberships) projected to be lower than budget by \$364,006.
- Salary savings of \$300,000 projected from part time wages to offset operating revenues.

SECTION 02

# Financial Summary

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City of Burleson  
Quarterly Report  
March 2022

# Q2

## General Fund Schedule of Revenues - Budget vs Preliminary Actuals (unaudited)

Description	Prior YTD	Annual Budget	YTD Actuals	YTD Actuals to Budget
Ad Val Taxes - Delinquent	\$113,441	\$113,300	\$77,229	68%
Ad Val Taxes - Pen & Int	\$100,545	\$175,100	\$175,253	100%
Ad Val Taxes- General	\$21,565,778	\$22,279,777	\$22,261,742	100%
<b>Ad Valorem Taxes</b>	<b>\$21,779,764</b>	<b>\$22,568,177</b>	<b>\$22,514,224</b>	<b>100%</b>
<b>Sales Tax</b>	<b>\$3,865,376</b>	<b>\$12,414,500</b>	<b>\$4,706,799</b>	<b>38%</b>
Electric Utility Franchise Fees	\$707,592	\$1,648,000	\$797,494	48%
Natural Gas Franchise Fee	\$194,982	\$235,000	\$281,848	120%
Solid Waste Franchise Fee	\$170,969	\$175,000	\$60,174	34%
Solid Waste Internal Serv Franchise	\$0	\$265,000	\$132,498	50%
Telecable Franchise Fees	\$36,530	\$75,000	\$38,105	51%
Telephone Franchise Fees	\$22,197	\$77,000	\$24,717	32%
Water and Sewer Franchise Fees	\$440,752	\$925,000	\$462,497	50%
<b>Franchise Fees</b>	<b>\$1,573,022</b>	<b>\$3,400,000</b>	<b>\$1,797,333</b>	<b>53%</b>
<b>Other Taxes</b>	<b>\$386,131</b>	<b>\$795,430</b>	<b>\$397,715</b>	<b>50%</b>
Code Enforcement	\$3,162	\$10,000	\$1,888	19%
Fire	\$0	\$5,150	\$0	0%
Parks Maintenance	\$1,643	\$8,920	\$4,253	48%
Pavement Maintenance	\$27,621	\$65,000	\$32,964	51%
Police	\$3,980	\$7,231	\$2,638	36%
Miscellaneous Service Fees	\$78,343	\$117,190	\$101,884	87%
<b>Service Fees</b>	<b>\$114,749</b>	<b>\$213,491</b>	<b>\$143,627</b>	<b>67%</b>
<b>Fines &amp; Fees</b>	<b>\$516,634</b>	<b>\$1,081,500</b>	<b>\$414,555</b>	<b>38%</b>
Building Inspections	\$689,287	\$1,447,500	\$359,498	25%
Miscellaneous Licenses and Permits	\$82,062	\$471,000	\$393,632	84%
<b>Licenses and Permits</b>	<b>\$771,349</b>	<b>\$1,918,500</b>	<b>\$753,130</b>	<b>39%</b>
Investment Income	\$25,703	\$300,000	\$14,647	5%
Miscellaneous	\$710,048	\$1,806,157	\$993,342	55%
<b>Miscellaneous Revenues</b>	<b>\$735,751</b>	<b>\$2,106,157</b>	<b>\$1,007,989</b>	<b>48%</b>
<b>Land Proceeds</b>	<b>\$1,399,000</b>	<b>\$0</b>	<b>\$0</b>	<b>NA</b>
Indirect Cost Transfer	\$670,432	\$117,580	\$0	NA
Indirect Cost Transfer- Golf	\$60,255	\$125,925	\$62,963	50%
Indirect Cost Transfer- Hotel/Motel	\$13,390	\$27,583	\$13,794	50%
Indirect Cost Transfer- PPF	\$172,834	\$359,838	\$179,919	50%
Indirect Cost Transfer- Solid Waste	\$148,130	\$305,148	\$152,574	50%
Indirect Cost Transfer- Type A	\$147,692	\$366,203	\$183,102	50%
Indirect Cost Transfer- Type B	\$0	\$15,450	\$7,725	50%
Indirect Cost Transfer- SRF	\$0	\$37,327	\$0	0%
Indirect Cost Transfer- Water/Sewer	\$740,104	\$1,752,133	\$876,067	50%
<b>Transfers</b>	<b>\$1,952,837</b>	<b>\$3,107,187</b>	<b>\$1,476,144</b>	<b>48%</b>
<b>Total General Fund Revenues</b>	<b>\$33,094,613</b>	<b>\$47,604,942</b>	<b>\$33,211,516</b>	<b>70%</b>

# Q2

## General Fund Schedule of Expenditures - Budget vs Preliminary Actuals (unaudited)

Description	Prior YTD	Annual Budget	YTD Actuals	YTD Actuals to Budget
<b>GENERAL GOVERNMENT</b>				
City Manager's Office	\$328,181	\$840,647	\$396,798	47%
City Secretary's Office	\$784,516	\$1,859,454	\$785,082	42%
Communications	\$242,414	\$727,577	\$312,875	43%
Finance	\$1,023,518	\$2,061,802	\$1,012,921	49%
Non-Departmental	\$489,352	\$873,759	\$1,393,533	159%
Human Resources	\$407,290	\$964,953	\$425,098	44%
Legal Services	\$208,456	\$432,962	\$195,698	45%
Purchasing	\$178,740	\$308,875	\$120,379	39%
	<b>\$3,662,467</b>	<b>\$8,070,029</b>	<b>\$4,642,384</b>	<b>58%</b>
<b>PUBLIC SAFETY</b>				
Fire	\$4,213,448	\$10,016,213	\$5,612,042	56%
Police	\$6,742,811	\$16,631,505	\$8,247,728	50%
	<b>\$10,956,259</b>	<b>\$26,647,718</b>	<b>\$13,859,770</b>	<b>52%</b>
<b>PUBLIC WORKS</b>				
Drainage Maintenance	\$327,274	\$555,463	\$298,053	54%
Engineering	\$859,976	\$1,525,713	\$991,149	65%
Facilities Maintenance	\$311,026	\$894,000	\$343,910	38%
Pavement Maintenance	\$1,156,096	\$3,337,708	\$1,384,668	41%
Public Works Admin	\$417,602	\$960,718	\$412,580	43%
Traffic Maintenance	\$166,495	\$635,385	\$182,020	29%
	<b>\$3,238,469</b>	<b>\$7,908,987</b>	<b>\$3,612,380</b>	<b>46%</b>
<b>NEIGHBORHOOD SERVICES</b>				
Animal services	\$256,051	\$578,395	\$264,274	46%
Code Enforcement	\$170,008	\$391,968	\$174,602	45%
Environmental Services	\$204,796	\$360,960	\$158,808	44%
Neighborhood Services	\$128,774	\$285,695	\$118,010	41%
	<b>\$759,629</b>	<b>\$1,617,018</b>	<b>\$715,694</b>	<b>44%</b>
<b>DEVELOPMENT SERVICES</b>				
Building Inspections	\$343,518	\$1,012,456	\$443,655	44%
Community Development	\$313,122	\$799,364	\$361,352	45%
Economic Development	\$488,277	\$800,000	\$436,401	55%
	<b>\$1,144,917</b>	<b>\$2,611,820</b>	<b>\$1,241,408</b>	<b>48%</b>
<b>CULTURE &amp; RECREATION</b>				
Library	\$668,562	\$1,157,984	\$545,005	47%
Parks and Recreation Administration	\$93,505	\$258,861	\$117,891	46%
Parks Maintenance	\$656,002	\$1,482,160	\$758,529	51%
Recreation	\$27,362	\$79,379	\$20,004	25%
Senior Center	\$64,572	\$203,697	\$81,779	40%
	<b>\$1,510,003</b>	<b>\$3,182,081</b>	<b>\$1,523,208</b>	<b>48%</b>
<b>Total Expenditures</b>	<b>\$21,271,744</b>	<b>\$50,037,653</b>	<b>\$25,594,844</b>	<b>51%</b>
<b>Total Net Income (Loss)</b>	<b>\$11,822,869</b>	<b>(\$2,432,711)</b>	<b>\$7,616,672</b>	

# Q2

## Water/Sewer Fund Schedule of Expenditures - Budget vs Preliminary Actuals (unaudited)

	Prior YTD	Annual Budget	YTD Actuals	YTD Actuals to Budget
<b>REVENUES</b>				
Water Revenue	\$5,040,457	\$12,276,139	\$5,311,218	43%
Sewer Revenue	\$4,717,307	\$9,839,063	\$4,883,887	50%
Miscellaneous	\$409,979	\$908,629	\$514,118	57%
Investment Income	\$20,113	\$80,000	\$12,392	15%
Impact Fee Reimbursement	\$0	\$770,000	\$0	0%
Transfer from Other funds	\$0	\$146,381	\$0	0%
<b>TOTAL REVENUES</b>	<b>\$10,187,856</b>	<b>\$24,020,212</b>	<b>\$10,721,615</b>	<b>45%</b>
<b>EXPENDITURES</b>				
Personnel Services	\$936,910	\$2,247,277	\$998,831	44%
Franchise Fee	\$440,752	\$907,949	\$462,497	51%
Capital Outlay	\$54,831	\$832,600	\$166,019	20%
Payment in Lieu of Taxes	\$386,131	\$795,430	\$397,715	50%
Operations, Services	\$270,987	\$626,185	\$367,897	59%
Materials & Supplies	\$74,407	\$176,731	\$54,829	31%
Maintenance & Repair	\$72,440	\$185,748	\$87,237	47%
Miscellaneous Expense	\$6,485	\$117,079	\$7,521	6%
Equipment Service	\$24,758	\$143,235	\$71,618	50%
Transfer to IT	\$56,339	\$967,922	\$494,583	51%
Transfer to Equipment Replacement	\$286,414	\$272,343	\$272,343	100%
Transfer to GF	\$1,890,814	\$1,752,134	\$876,067	50%
Debt Service	\$5,374,396	\$6,300,422	\$5,418,490	86%
Sewer Treatment	\$874,617	\$4,441,060	\$1,205,355	27%
Purchase of Water	\$1,315,002	\$4,700,000	\$1,699,779	36%
<b>TOTAL EXPENDITURES</b>	<b>\$12,065,283</b>	<b>\$24,466,115</b>	<b>\$12,580,781</b>	<b>51%</b>
<b>Net Income (Loss)</b>	<b>(\$1,877,427)</b>	<b>(\$445,903)</b>	<b>(\$1,859,166)</b>	

# Q2

## 4A Sales Tax Fund Schedule of Expenditures - Budget vs Preliminary Actuals (unaudited)

Description	Prior YTD	FY 2021-22 Annual Budget	YTD Actuals	YTD Actuals to Budget
<b>REVENUES</b>				
4A Sales Tax	\$1,903,195	\$6,128,500	\$2,316,026	38%
Interest	\$3,413	\$26,750	\$1,660	6%
Miscellaneous Revenue	\$110,714	\$188,200	\$109,504	58%
<b>Total Revenues</b>	<b>\$2,017,322</b>	<b>\$6,343,450</b>	<b>\$2,427,190</b>	<b>38%</b>
<b>EXPENDITURES</b>				
Personnel Services	\$141,396	\$303,574	\$162,408	53%
Operations, Services	\$73,055	\$232,825	\$44,061	19%
Miscellaneous Expense	\$58,646	\$230,000	\$100,163	44%
Materials & Supplies	\$8,082	\$10,750	\$2,587	24%
Maintenance & Repair	\$484	\$35,000	\$13,820	39%
Capital Outlay	\$1,408,582	\$0	\$0	NA
Economic Development Incentive (380)	\$335,991	\$1,112,500	\$362,180	33%
Business Retentions	\$252	\$55,000	\$3,412	6%
Transfer to GF-Adm Services	\$147,692	\$366,203	\$183,102	50%
Transfer to CPF	\$2,045,760	\$0	\$0	NA
Transfer to IT	\$4,584	\$155,355	\$77,678	50%
Debt Service	\$1,772,413	\$1,990,375	\$1,794,600	NA
<b>Total Expenditures</b>	<b>\$5,996,937</b>	<b>\$4,491,582</b>	<b>\$2,744,011</b>	<b>61%</b>
<b>Net Income (Loss)</b>	<b>(\$3,979,615)</b>	<b>\$1,851,868</b>	<b>(\$316,821)</b>	

# Q2

## 4B Sales Tax Fund Schedule of Expenditures - Budget vs Preliminary Actuals (unaudited)

	Prior YTD	FY 2021-22 Annual Budget	YTD Actuals	YTD Actuals to Budget
<b>REVENUES</b>				
4B Sales Tax	\$1,903,195	\$6,128,500	\$2,316,026	38%
Interest	\$1,977	\$23,500	\$1,678	7%
Transfer in - Other	\$0	\$0	\$0	NA
<b>TOTAL REVENUES</b>	<b>\$1,905,172</b>	<b>\$6,152,000</b>	<b>\$2,317,704</b>	<b>38%</b>
<b>EXPENDITURES</b>				
Transfer Debt	\$1,185,833	\$1,393,675	\$1,195,013	86%
Transfer Out- PPF	\$1,429,316	\$2,715,418	\$1,357,709	50%
Transfers Out-Golf Debt	\$334,367	\$371,403	\$350,140	94%
Transfer Out- Golf Operation	\$141,080	\$846,315	\$423,158	50%
Transfer Out- Parks Capital	\$0	\$0	\$0	NA
Transfer Out-GF Admin	\$0	\$15,450	\$7,725	
Economic Incentive ( 380)	\$0	\$412,500	\$0	
Equipment Replacement	\$0	\$64,257	\$64,257	
Equipment Serv Contr	\$0	\$1,950	\$975	
Personal Services	\$0	\$193,403	\$48,047	
Materials & Supplies	\$0	\$3,900	\$0	
Maintenance & Repair	\$97,744	\$277,328	\$66,845	24%
Operations Service	\$2,323	\$3,500	\$6,335	181%
Misc Expense	\$0	\$110,000	\$0	
<b>TOTAL EXPENDITURES</b>	<b>\$3,190,663</b>	<b>\$6,409,099</b>	<b>\$3,520,204</b>	<b>55%</b>
<b>Net Income (Loss)</b>	<b>(\$1,285,491)</b>	<b>(\$257,099)</b>	<b>(\$1,202,500)</b>	

# Q2

## Park Performance Fund Schedule of Expenditures - Budget vs

Description	Prior YTD	Annual Budget	YTD Actuals	YTD Actuals to Budget
<b>REVENUES</b>				
Transfer In - 4B Sales Tax	\$1,429,316	\$2,715,418	\$1,357,709	50%
Recreation Memberships	\$303,769	\$1,645,523	\$706,681	43%
Miscellaneous	\$65,699	\$5,000	\$22	0%
Investment Income	\$225	\$721	\$86	12%
Miscellaneous Licenses and Permits	\$1,338	\$368,483	\$169,008	46%
<b>Total Revenues</b>	<b>\$1,800,347</b>	<b>\$4,735,145</b>	<b>\$2,233,506</b>	<b>47%</b>
<b>EXPENDITURES</b>				
Personnel Services	\$872,952	\$2,736,369	\$1,040,300	38%
Materials & Supplies	\$39,099	\$253,845	\$71,311	28%
Maintenance & Repair	\$55,728	\$297,823	\$99,437	33%
Operations, Services	\$245,287	\$577,653	\$319,344	55%
Capital Outlay	\$0	\$183,900	\$26,266	14%
Transfer to IT	\$37,842	\$255,290	\$127,645	50%
Transfer to Equipment Replacement	\$88,586	\$24,450	\$24,450	100%
Miscellaneous Expense	\$21,068	\$20,000	\$2,530	13%
Transfer to GF for Admin	\$172,834	\$359,838	\$179,919	50%
Transfer to Equipment Service	\$3,590	\$25,977	\$12,989	50%
<b>Total Expenditures</b>	<b>\$1,536,986</b>	<b>\$4,735,145</b>	<b>\$1,904,191</b>	<b>40%</b>
<b>Net Income (Loss)</b>	<b>\$263,361</b>	<b>\$0</b>	<b>\$329,315</b>	

SECTION 03

# Investment Report

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City of Burleson  
Quarterly Report  
March 2022



## INVESTMENT PORTFOLIO SUMMARY

For the Quarter Ended

March 31, 2022

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

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

A handwritten signature in blue ink, appearing to read "C. H. A. A.", positioned above a horizontal line.

A second handwritten signature in blue ink, appearing to read "Shull", positioned above a horizontal line.

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

## Summary

### Quarter End Results by Investment Category:

Asset Type	December 31, 2021			March 31, 2022		
	Ave. Yield	Book Value	Market Value	Ave. Yield	Book Value	Market Value
Demand Deposit Account/Money Market Account	0.16%	\$ 36,749,547	\$ 36,749,547	0.19%	\$ 25,559,869	\$ 25,559,869
Pools/Money Market Fund	0.06%	47,912,939	47,912,939	0.21%	38,448,814	38,448,814
Securities	0.47%	27,671,843	27,628,298	0.80%	45,512,558	44,746,445
Certificates of Deposit	0.25%	11,004,670	11,004,670	0.59%	21,022,689	21,022,689
<b>Total</b>	<b>0.20%</b>	<b>\$ 123,338,999</b>	<b>\$ 123,295,454</b>	<b>0.47%</b>	<b>\$ 130,543,929</b>	<b>\$ 129,777,816</b>

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

Total Portfolio	0.47%
Rolling Three Month Treasury	0.31%
Rolling Six Month Treasury	0.36%
TexPool	0.15%

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

Total Portfolio	0.34%
Rolling Three Month Treasury	0.18%
Rolling Six Month Treasury	0.22%
TexPool	0.10%

#### Interest Earnings (Approximate)

Quarter	\$ 107,974
Fiscal Year-to-date	\$ 150,842

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

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

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

## Investment Holdings

March 31, 2022

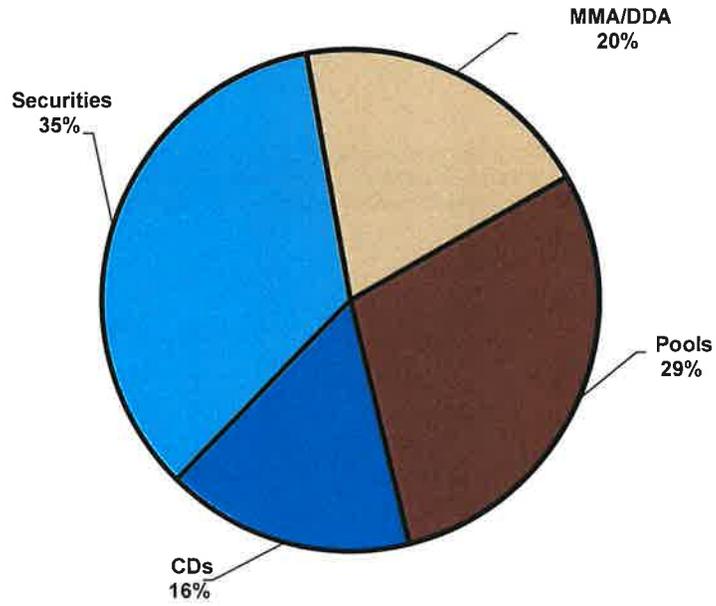
Description	Ratings	Coupon/ Discount	Maturity Date	Settlement Date	Par Value	Book Value	Market Price	Market Value	Life (Days)	Yield
American National Bank MMA		0.11%	04/01/22	03/31/22	\$ 15,541,290	\$ 15,541,290	1.00	\$ 15,541,290	1	0.11%
Origin Bank MMA		0.20%	04/01/22	03/31/22	5,006,360	5,006,360	1.00	5,006,360	1	0.20%
NexBank IntraFi MMA Savings		0.45%	04/01/22	03/31/22	5,012,219	5,012,219	1.00	5,012,219	1	0.45%
TexPool	AAAm	0.15%	04/01/22	03/31/22	16,218,060	16,218,060	1.00	16,218,060	1	0.15%
LOGIC	AAAm	0.25%	04/01/22	03/31/22	22,230,754	22,230,754	1.00	22,230,754	1	0.25%
Clark Co NV Revenue	Aa3/A	5.00%	07/01/22	12/01/20	200,000	202,286	100.93	201,854	92	0.41%
Tustin CA United School Dist	Aa1	0.21%	08/01/22	03/11/21	385,000	385,000	99.77	384,115	123	0.21%
Prosperity Bank CD		0.20%	08/18/22	08/18/21	6,006,973	6,006,973	100.00	6,006,973	140	0.20%
East West Bank CD		0.78%	08/18/22	02/18/22	5,004,490	5,004,490	100.00	5,004,490	140	0.78%
East West Bank CD		0.32%	11/15/22	12/17/21	5,004,605	5,004,605	100.00	5,004,605	229	0.32%
Adams County CO School Dist	Aa2	0.28%	12/01/22	01/27/21	900,000	900,000	99.23	893,079	245	0.28%
Lewis-Palmer CO School Dist	Aa2	0.34%	12/01/22	12/15/20	125,000	125,000	99.29	124,116	245	0.34%
NW WA Open Access Revenue	A3/A	0.69%	12/01/22	12/21/20	300,000	300,000	99.44	298,323	245	0.69%
Miamisburg OH School Dist	Aa2	4.00%	12/01/22	12/22/20	100,000	102,348	101.57	101,565	245	0.47%
Federal Home Loan Bank	Aaa/AA+	1.38%	02/17/23	12/15/21	5,000,000	5,043,098	99.82	4,990,975	323	0.40%
East West Bank CD		1.15%	02/20/23	02/18/22	5,006,621	5,006,621	100.00	5,006,621	326	1.15%
Treasury Note	Aaa/AA+	0.13%	02/28/23	01/31/22	5,000,000	4,970,620	98.67	4,933,595	334	0.77%
Federal Farm Credit Bank	Aaa/AA+	0.38%	05/23/23	11/23/21	5,000,000	4,997,860	98.28	4,913,950	418	0.41%
Federal Farm Credit Bank	Aaa/AA+	0.45%	07/24/23	12/14/21	5,000,000	4,993,551	97.93	4,896,672	480	0.55%
Treasury Note	Aaa/AA+	0.13%	10/15/23	10/18/21	5,000,000	4,979,430	96.96	4,848,240	563	0.39%
Federal Farm Credit Bank	Aaa/AA+	0.40%	11/09/23	12/15/21	3,500,000	3,484,198	97.43	3,410,017	588	0.68%
Treasury Note	Aaa/AA+	2.38%	02/29/24	01/31/22	5,000,000	5,113,842	100.17	5,008,595	700	1.17%
Treasury Note	Aaa/AA+	0.25%	03/15/24	03/10/22	5,000,000	4,862,628	96.13	4,806,250	715	1.68%
Fannie Mae	Aaa/AA+	1.75%	07/02/24	01/31/22	5,000,000	5,052,696	98.70	4,935,100	824	1.27%
<b>Total Portfolio</b>					<b>\$ 130,541,372</b>	<b>\$ 130,543,929</b>		<b>\$ 129,777,816</b>	<b>219</b>	<b>0.47%</b>

(1) (2)

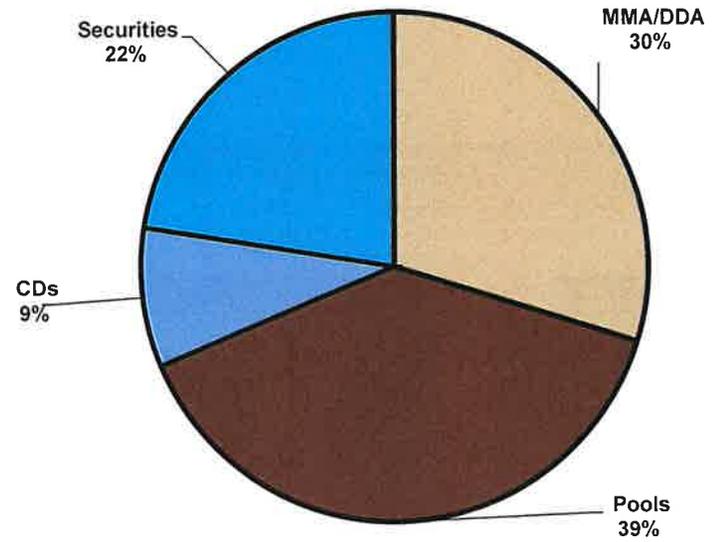
(1) **Weighted average life** - For purposes of calculating weighted average life, overnight bank and pool balances are assumed to have a one day maturity.

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

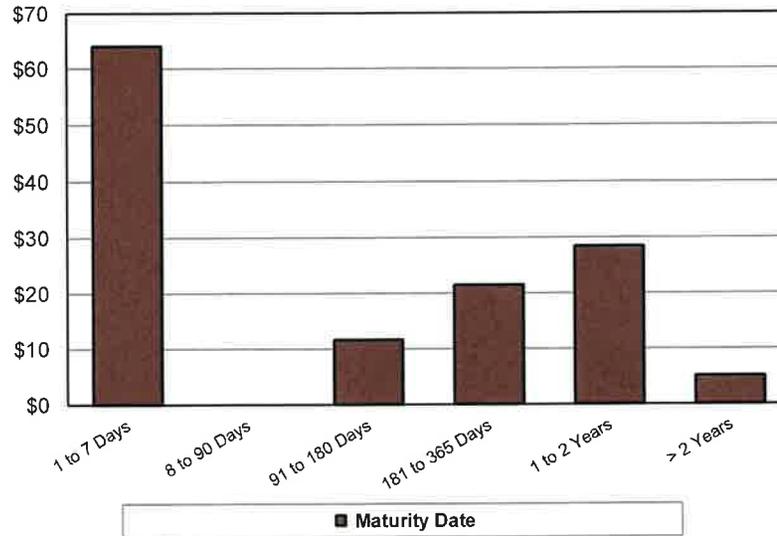
**Composition - Current Quarter**



**Composition - Prior Quarter**



**Distribution by Maturity Range (Millions)**



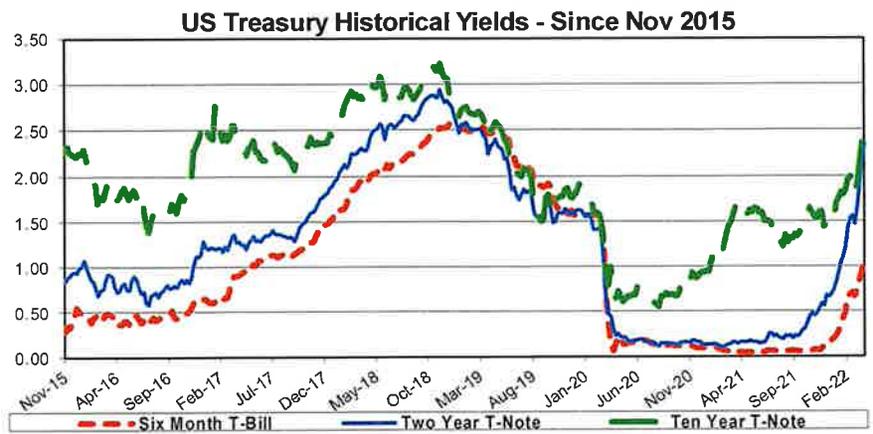
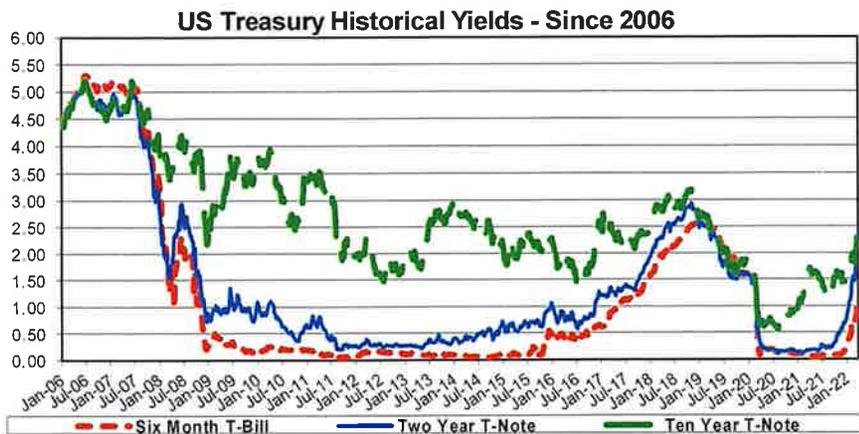
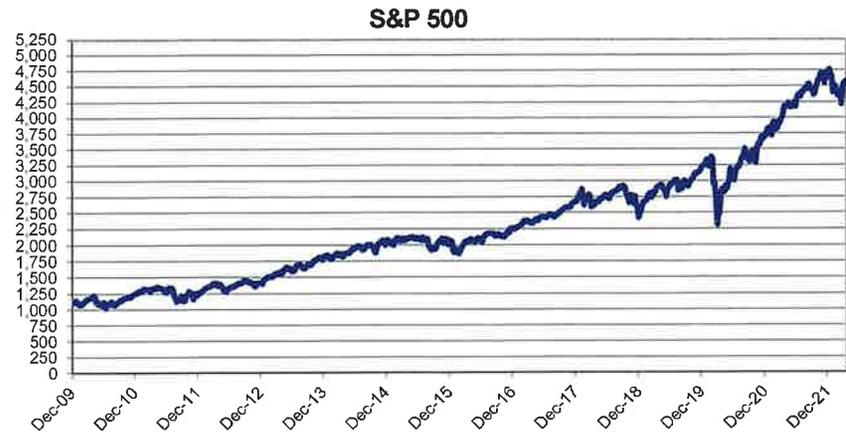
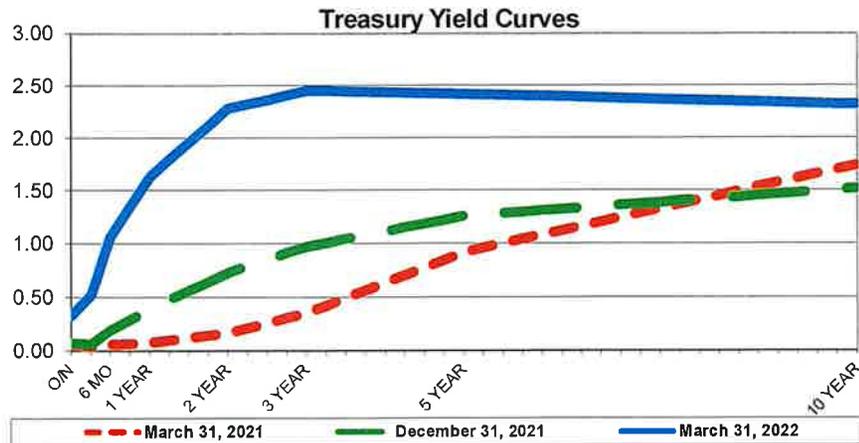
**Book and Market Value Comparison**

Issuer/Description	Yield	Maturity Date	Book Value 12/31/21	Increases	Decreases	Book Value 03/31/22	Market Value 12/31/21	Change in Market Value	Market Value 03/31/22
American National Bank MMA	0.11%	04/01/22	\$ 26,738,582	\$ -	\$ (11,197,293)	\$ 15,541,290	\$ 26,738,582	\$ (11,197,293)	\$ 15,541,290
Origin Bank MMA	0.20%	04/01/22	5,003,892	2,468	-	5,006,360	5,003,892	2,468	5,006,360
NexBank IntraFi MMA Savings	0.45%	04/01/22	5,007,073	5,146	-	5,012,219	5,007,073	5,146	5,012,219
TexPool	0.15%	04/01/22	18,477,352	-	(2,259,292)	16,218,060	18,477,352	(2,259,292)	16,218,060
TexPool Prime	0.09%	04/01/22	13,959	-	(13,959)	-	13,959	(13,959)	-
LOGIC	0.25%	04/01/22	29,421,628	-	(7,190,874)	22,230,754	29,421,628	(7,190,874)	22,230,754
CA State-wide Dev Auth Revenue	0.25%	02/01/22	1,000,000	-	(1,000,000)	-	999,990	(999,990)	-
Bexar County TX Hospital	1.08%	02/15/22	1,151,313	-	(1,151,313)	-	1,152,392	(1,152,392)	-
Clark Co NV Revenue	0.41%	07/01/22	204,548	-	(2,261)	202,286	204,710	(2,856)	201,854
Tustin CA United School Dist	0.21%	08/01/22	385,000	-	-	385,000	384,754	(639)	384,115
Prosperity Bank CD	0.20%	08/18/22	6,004,012	2,961	-	6,006,973	6,004,012	2,961	6,006,973
East West Bank CD	0.78%	08/18/22	-	5,004,490	-	5,004,490	-	5,004,490	5,004,490
East West Bank CD	0.32%	11/15/22	5,000,658	3,947	-	5,004,605	5,000,658	3,947	5,004,605
Adams County CO School Dist	0.28%	12/01/22	900,000	-	-	900,000	897,975	(4,896)	893,079
Lewis-Palmer CO School Dist	0.34%	12/01/22	125,000	-	-	125,000	124,769	(653)	124,116
NW WA Open Access Revenue	0.69%	12/01/22	300,000	-	-	300,000	300,195	(1,872)	298,323
Miamisburg OH School Dist	0.47%	12/01/22	103,215	-	(866)	102,348	103,159	(1,594)	101,565
Federal Home Loan Bank	0.40%	02/17/23	5,055,107	-	(12,009)	5,043,098	5,053,672	(62,698)	4,990,975
East West Bank CD	1.15%	02/20/23	-	5,006,621	-	5,006,621	-	5,006,621	5,006,621
Treasury Note	0.77%	02/28/23	-	4,970,620	-	4,970,620	-	4,933,595	4,933,595
Federal Farm Credit Bank	0.41%	05/23/23	4,997,399	461	-	4,997,860	4,986,718	(72,768)	4,913,950
Federal Farm Credit Bank	0.55%	07/24/23	4,992,342	1,209	-	4,993,551	4,988,444	(91,772)	4,896,672
Treasury Note	0.39%	10/15/23	4,976,141	3,288	-	4,979,430	4,950,585	(102,345)	4,848,240
Federal Farm Credit Bank	0.68%	11/09/23	3,481,779	2,419	-	3,484,198	3,480,936	(70,919)	3,410,017
Treasury Note	1.17%	02/29/24	-	5,113,842	-	5,113,842	-	5,008,595	5,008,595
Treasury Note	1.68%	03/15/24	-	4,862,628	-	4,862,628	-	4,806,250	4,806,250
Fannie Mae	1.27%	07/02/24	-	5,052,696	-	5,052,696	-	4,935,100	4,935,100
<b>TOTAL / AVERAGE</b>	<b>0.47%</b>		<b>\$ 123,338,999</b>	<b>\$ 30,032,797</b>	<b>\$ (22,827,867)</b>	<b>\$ 130,543,929</b>	<b>\$ 123,295,454</b>	<b>\$ 6,482,362</b>	<b>\$ 129,777,816</b>

## Economic Overview

3/31/2022

The Federal Open Market Committee (FOMC) **raised** the Fed Funds target range to 0.25% to 0.50% (Effective Fed Funds are trading +/-0.30%). The FOMC ended monthly security purchases and may begin reducing their balance sheet. The market projection 4 to 6 more increases this calendar year. Final Fourth Quarter GDP recorded +6.9%. March Non-Farm Payroll missed estimates adding 431k net new jobs. Decreasing the Three Month Average NFP to 562k. Crude oil declined to +/- \$100 per barrel. The Stock Markets have recovered from the "correction" and slowly regained some lost ground. Some domestic economic indicators, including housing, softened. Inflation remained well over the FOMC 2% target (Core PCE +/-5.4%). The FOMC Fed Funds target projections pushed the yield curve to a Three Year Maturity peak.



SECTION 04

# Strategic Plan Update

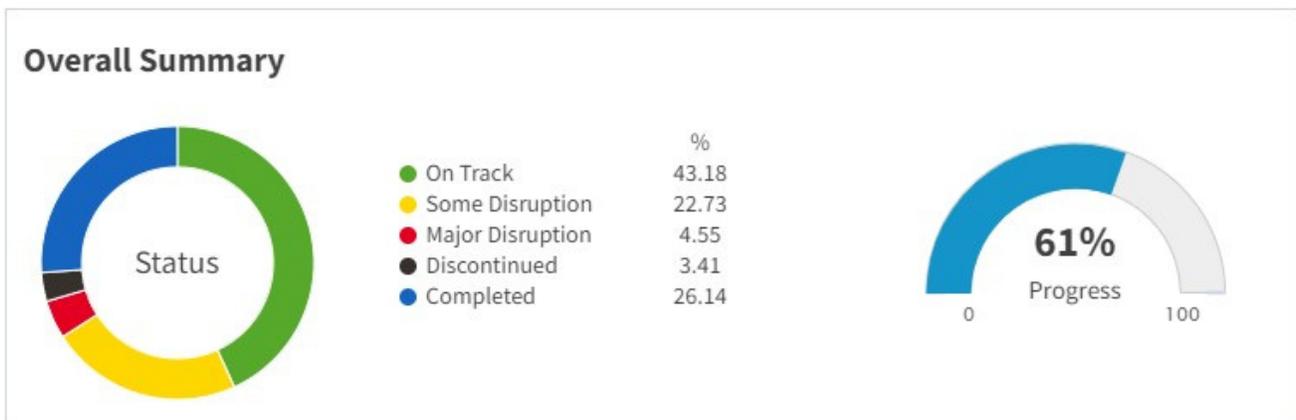
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City of Burleson  
Quarterly Report  
March 2022

# CITY OF BURLESON STRATEGIC PLAN

*for fiscal year 2021-22*

<b>4</b>	<b>21</b>	<b>88</b>
Strategic Focus Area	Goal	Work Plan Task



*as of March 31, 2022*

# Operational Excellence

## WORK PLAN TASKS

### Goal 1

Progress 65%

**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.



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

#### Work Plan Task 1.1.1

Sep 21, 2021 - Apr 30, 2022

Some Disruption

Progress 10%

Implement a direct clinic model for the city employee health benefit plan that will provide a timely health care option and provide cost-savings for both employees and the city's healthcare plan (Department: Human Resources)

As COVID-19 cases have lessened, HR staff is back in research and discovery mode with our consultants and local clinic representatives. Staff will gather different modeling ideas and go out for requests for proposals (RFP's) during the third quarter.

#### Work Plan Task 1.1.2

Sep 21, 2021 - Dec 31, 2021

Completed

Progress 100%

Implement an active-based recruitment program to target candidates who may not be currently looking for a new job (Department: Human Resources)

HR staff is attending career fairs to promote open city positions. The staff has created marketing material with QR codes that take job seekers to the city's career webpage and allow them to sign up for job posting notifications. Staff continues to post and announce positions on the city's careers web page and Texas Municipal League and LinkedIn pages.

#### Work Plan Task 1.1.3

Sep 21, 2021 - Dec 31, 2021

Some Disruption

Progress 75%

Propose a student apprenticeship program that will provide on-the-job training along with education credits, which will allow the city to begin creating a talent pool of experienced future full-time employees (Department: Human Resources)

HR staff is developing a pilot program for internships in select departments over the summer.

#### Work Plan Task 1.1.4

Ongoing - Sep 30, 2022

On Track

Progress 75%

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

While the diversity committee did not meet in the second quarter, the police department's continues to look for ways to better engage with the community.

# Goal 2



**Improve the efficiency and productivity of operations** through the use of technology, innovation and continual business process improvement.



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

## Work Plan Task 1.2.1



Expand and enhance recruiting, training and appreciation for all city boards and commissions (Department: City Secretary's Office)

Completed Annual Appreciation Event and purchased new software to aid with Boards/Commission database and online tools for applicants.

## Work Plan Task 1.2.2



Develop key performance indicators (KPIs) and performance measurement data that can be used to understand operational effectiveness and guide decision-making (Department: City Manager's Office)

Departments have created draft performance measures and will be with City Management in May for review. The measures will be revised as required and begin to be tracked in late summer.

## Work Plan Task 1.2.3



Reduce building permit plan review time from 10 business days for a residential permit to 5-10 business days and from 20 business days for a commercial permit to 10-20 business days (Department: Development Services)

With the addition of a new plans examiner, the residential review times are beginning to decline. Commercial plan review time is also decreasing due to the additional plans examiner being able to complete reviews.

## Work Plan Task 1.2.4



Begin implementation of city-wide enterprise resource planning (ERP) replacement to integrate data and processes from multiple city departments and consolidate them into one system to provide a more user-friendly and efficient way for the city to conduct business (Department: Information Technology)

City council approved the contract for the new ERP vendor in February 2022. This project is projected to continue through April 2024 for full implementation.

## Work Plan Task 1.2.5



Digitize the city's purchasing card process to increase staff efficiency and improve the reconciliation process and internal controls (Department: Purchasing)

Staff is pausing the digitization process due to the city's scheduled ERP conversion, set to begin in April 2022. The new ERP system will change the current financial system, which will affect the city's purchasing card process. The target date for this task has been adjusted to August 2023.

# Goal 3



**GOAL 3: Deliver high-quality service to external and internal customers** by providing an outstanding customer experience; regularly seeking feedback from citizens and employees through surveys, public forums and other outreach methods; and offering convenient methods for conducting business with the city.



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

## Work Plan Task 1.3.1

Sep 21, 2021 - Sep 30, 2022

Completed

Progress 100%

Develop city-wide customer service survey and feedback channels to measure customer experience with city facilities and projects (Department: Marketing & Communications)

Staff has developed a Citizen Satisfaction Survey utilizing ETC Institute. The survey was workshopped through city departments and council, as well as created a communications plan to prepare for city wide promotion and distribution.

## Work Plan Task 1.3.2

Sep 21, 2021 - Jul 31, 2022

On Track

Progress 50%

Reshape Connect with Council Initiative to provide greater compatibility and outreach while achieving necessary safety conditions (Department: City Secretary Office)

Working on new format of State of the City video, increased venues for council at community events and adding online options for connections.

## Work Plan Task 1.3.3

Ongoing - Mar 31, 2022

On Track

Progress 85%

Provide career development training programs for supervisors and employees to prepare them for greater responsibility and identify future leaders in the organization (Department: Human Resources)

Training continues for the mid-level managers and supervisors. New training for mid-level fire department staff focused on interpersonal skills is ongoing.

## Work Plan Task 1.3.4

Ongoing - Nov 30, 2021

Some Disruption

Progress 85%

Consider possible pay for performance system that will reward employees for contributing to the city's goals and overall success (Department: Human Resources)

The pay for performance system was developed and presented to the city's administration team. A final plan was selected and will be presented to the Benefits Committee for feedback before the program is rolled out to the organization.

# Goal 4



**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.



## Work Plan Task 1.4.1



Develop the FY 2022-23 annual budget with a focus on cost containment, efficiency, and capital project delivery (Department: City Manager’s Office)

Departments have submitted their budgets and supplement requests for FY22-23. The City Manager’s Office will begin budget review meetings in May, and Fund Overviews will be presented to Council throughout the summer.

## Work Plan Task 1.4.2



Create a performance measurement system to assess the implementation and progress of work plan tasks in the city-wide strategic plan (Department: Community Services)

Staff is building a performance measurement process for department-specific work plan tasks categorized in the city-wide strategic plan.

## Work Plan Task 1.4.3



Provide capital projects transparency through systematic and routine updates on the City of Burleson website to include progress, funding source, and timelines on all approved projects (Department: Parks and Recreation)

Staff is completing monthly updates to the city website for all parks capital projects.

## Work Plan Task 1.4.4



Continue to market and increase businesses enrolled in Bonfire, the city’s online bidding platform, to ensure the city receives multiple bids from various companies to make the most fiscally responsible choice (Department: Purchasing)

109 vendors have registered since the start of the calendar year and 1,404 since onboarding the platform in the fall of 2020. Staff will continue to monitor and find ways to encourage participation to promote various bids on contracts.

# Goal 5

Progress 50%

**Foster a collaborative organization**, both internally and externally, by maintaining an open dialogue between all city departments along with local, regional, state and federal partners.



	%	#
On Track	66.67	2
Some Disruption	33.33	1

## Work Plan Task 1.5.1

Ongoing - Sep 30, 2022

On Track

Progress 75%

Partner with North Central Texas Council of Governments to determine regional grants to assist with implementation of programs (Department: Public Works)

City Council has selected a representative for the North Central Texas Council of Governments (NCTCOG). Staff has presented information to transportation officials in the region. The city council also recently requested a change in the Regional Transportation council's (RTC) bylaws.

## Work Plan Task 1.5.2

Ongoing - Sep 30, 2022

On Track

Progress 50%

Coordinate with Texas Department of Transportation to consider and construct projects (Department: Public Works)

Public works staff meets monthly with TxDOT to review projects. City council will work with the NCTCOG to move projects forward.

## Work Plan Task 1.5.3

Ongoing - Sep 30, 2022

Some Disruption

Progress 25%

Work with North Texas Transportation Authority to expand transportation capacity of the Chisholm Trail Corridor (Department: Public Works)

City council has selected representatives to represent Burleson at Tarrant Regional Transportation Coalition meetings. Representation on the coalition will assist with making connections at the North Texas Transportation Authority.

# Infrastructure

## WORK PLAN TASKS

### Goal 1

Progress 38%

**Improve efficiency of travel for citizens by focusing on key improvements within the SH 174 Corridor and** coordinating with Regional, State and Federal transportation partners for funding and support.



#### Work Plan Task 2.1.1

Sep 21, 2021 - Nov 30, 2023

On Track

Progress 80%

Staff has the 60% schematic design to TxDOT and is currently waiting on comments from TxDOT on the plan.

Continue working with Texas Department of Transportation to finalize design related to the widening of SH 174/Wilshire Boulevard from Elk Drive to Hulen Street from four-lanes to six-lanes (Department: Public Works)

#### Work Plan Task 2.1.2

Sep 21, 2021 - Nov 30, 2021

Some Disruption

Progress 25%

The consultant has restarted the Integrated Traffic System (ITS) design. ITS is a project on the May 7 bond election and will determine the project's funding source.

Assume maintenance and operation responsibilities for all Texas Department of Transportation (TXDOT) traffic signals within the city to maximize efficient mobility throughout the city (Department: Public Works)

#### Work Plan Task 2.1.3

Sep 21, 2021 - Sep 30, 2022

Some Disruption

Progress 30%

The consultant has restarted the Integrated Traffic System (ITS) design. ITS is a project on the May 7 bond election and will determine the project's funding source.

Implement an automated traffic management system and traffic management center that integrates technology to improve the flow of vehicle traffic and to improve safety in the city (Department: Public Works)

# Goal 2

Progress 45%

**GOAL 2: Enhance connectivity and improve mobility** by expanding capacity of existing transportation network, particularly to the western portion of our city; evaluating additional thoroughfare improvements; and improving roadway, bicycle and pedestrian infrastructure.



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

## Work Plan Task 2.2.1

Sep 21, 2021 - Apr 30, 2022

Some Disruption

Progress 10%

Complete the design to increase capacity and improve safety of the Hulen Street and SH 174 intersection (Department: Public Works)

The project was approved on the May 7 bond election. The project is currently estimated to begin in Fiscal Year 2025 and be completed in Fiscal Year 2026.

## Work Plan Task 2.2.2

Sep 21, 2021 - Dec 31, 2021

Major Disruption

Progress 80%

Complete master mobility plan to provide guidance for present and future mobility infrastructure needs in our community (Department: Public Works)

The plan is nearing completion and will be presented to city council in June 2022.

## Work Plan Task 2.2.3

Sep 21, 2021 - Jun 30, 2022

On Track

Progress 99%

Complete Safe Routes to School project including a 10-foot trail to improve pedestrian access along Irene Street and Garden Avenue along with Warren Park improvements encompassing a crosswalk to the Public Library; ADA accessibility improvements and a pedestrian bridge over Town Creek (Department: Public Works)

The project is nearing completion and the final punch list items are being addressed before the project can be closed.

## Work Plan Task 2.2.4

Ongoing - Dec 31, 2024

Some Disruption

Progress 10%

Install 10-foot trail from Bluebird Meadows neighborhood to Joshua ISD's RC Loflin Middle School and a traffic signal at the school entrance to improve safety and mobility of both pedestrians and vehicular traffic (Department: Public Works)

The project was approved on the May 7 bond election. The project is currently estimated to begin in Fiscal Year 2025 and be completed in Fiscal Year 2026.

# Goal 3

Progress 42%

	%	#
On Track	50.0	3
Some Disruption	33.33	2
Completed	16.67	1

## Develop and maintain utility services and facilities

that meet the needs of the community through strategic planning, long-term planning and best practices.

### Work Plan Task 2.3.1

Sep 21, 2021 - Sep 30, 2022

Some Disruption

Progress 25%

Finalize construction of Animal Shelter isolation area to help decrease exposure and minimize the spread of disease among animals at the shelter (Department: Neighborhood Services - Animal Services)

Plumbing and foundation have been completed for the isolation area. Several materials are back-ordered, specifically glazed blocks. A few change orders are being completed for ceiling material and kennel finish out. The estimated timeline for completion is September 2022.

### Work Plan Task 2.3.2

Sep 21, 2021 - Sep 30, 2022

On Track

Progress 25%

Continue working with the City of Fort Worth to develop an agreement that addresses future water supply needs for the City of Burleson, establishes the capacity of all water lines currently serving the city and outline terms for the purchase of any future additional needed capacity (Department: Public Works)

Staff met with the city of Fort Worth to discuss the needs of the waterline and is coordinating with them to begin the project.

### Work Plan Task 2.3.3

Sep 21, 2021 - Dec 31, 2022

On Track

Progress 90%

Update the Water & Sewer Master Plan to identify options to expand services to the western portion of the city (Department: Public Works)

The risk and resiliency plan and the emergency response plan have been completed. The water and wastewater portion of the plan has been received and is being reviewed by staff. The expected date for city council consideration is August 2022.

### Work Plan Task 2.3.4

Sep 21, 2021 - Jan 31, 2022

Completed

Progress 100%

Engage the services of a professional consultant to complete a comprehensive analysis of the library's facility and service delivery methods to determine the best solution to move forward and serve the community for the next 20 years (Department: Community Services - Library)

Staff has engaged consultant, 720 Design, and is working with the consultant to compile and analyze library data and community feedback efforts that are planned for the second quarter.

### Work Plan Task 2.3.5

Ongoing - Mar 31, 2023

On Track

Progress 10%

Update the Transit Oriented District (TOD) Plan to reflect city council's goals and to complement the development on the western portion of the city (Department: Development Services)

City council has requested that staff reach out to property owners within the TOD District and gauge their interest in an overlay option or a simple downzone of their land.

### Work Plan Task 2.3.6

Ongoing - Nov 30, 2022

Some Disruption

Progress 0%

Increase the security of the city hall data center by moving it to the newly-built emergency operations center at Fire Station 16 that is designed with reinforced concrete to withstand catastrophes (Department: Information Technology)

The newly hired Chief Technology Officer (CTO) will evaluate the data center as part of the IT strategic plan.

# Goal 4

Progress 23%

**Pursue regional transportation solutions** that will assist our residents, visitors and businesses traveling to and from our city.



## Work Plan Task 2.4.1

Sep 21, 2021 - Sep 30, 2022

On Track

Progress 25%

Continue dialogue with Tarrant Regional Transportation Coalition and regional partners to outline options to improve mobility in the City of Burleson (Department: Public Works)

City Council has selected a representative for Tarrant Regional Transportation Coalition (TRTC) and a presentation has been provided to TRTC leadership that outlines options to improve mobility within Burleson.

## Work Plan Task 2.4.2

Sep 21, 2021 - Sep 30, 2022

On Track

Progress 25%

Partner with North Central Texas Council of Governments and Texas Department of Transportation to develop long-term solutions to improve capacity of I-35W corridor (Department: Public Works)

TxDOT is currently evaluating IH 35 from IH 20 to SH 67. This is in the early stage for the schematic and environmental design.

## Work Plan Task 2.4.3

Sep 21, 2021 - Sep 30, 2022

Some Disruption

Progress 20%

Pursue grant funds from the Regional Transportation Council (RTC) and the North Central Texas Council of Governments (NCTCOG) to fund key infrastructure projects (Department: City Manager's Office)

The Council has appointed individual members to represent the City's interests at the North Central Texas Council of Governments General Assembly and Regional Transportation Council and the Tarrant Regional Transportation Coalition. In addition, staff has begun to schedule meetings with key regional transportation leaders to identify additional funding opportunities.

# Goal 5

Progress 28%



	%	#
● On Track	50.0	2
● Some Disruption	50.0	2

**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.

## Work Plan Task 2.5.1

Sep 21, 2021 - Apr 30, 2022

Some Disruption

Staff is waiting on the approved five-year capital improvement plan timeline to determine the next steps for this project.

Progress 5%

Reconstruct existing street near the SW Johnson Avenue and Renfro Street intersection to restore failed pavement and improve safety (Department: Public Works)

## Work Plan Task 2.5.2

Sep 21, 2021 - Dec 31, 2021

Some Disruption

The project was approved in the May 7 bond election and is currently estimated to begin in Fiscal Year 2025 and be completed in Fiscal Year 2026.

Progress 5%

Improve intersection of County Road 910 and FM 1902 by adding a right turn lane (Department: Public Works)

## Work Plan Task 2.5.3

Sep 21, 2021 - Sep 30, 2022

On Track

Progress 50%

Projects identified across the city are being designed.

Replace old cast iron water lines in a variety of locations in the city to reduce water leaks, conserve water, reduce maintenance cost and improve water system reliability (Department: Public Works)

## Work Plan Task 2.5.4

Ongoing - Sep 30, 2022

On Track

Progress 50%

Projects identified across the city are being designed.

Replace failed sanitary sewer mains in multiple locations of the city to decrease the potential for sanitary sewer overflows (Department: Public Works)

# Community

# WORK PLAN TASKS

## Goal 1

Progress 58%



	%	#
On Track	33.33	2
Some Disruption	50.0	3
Completed	16.67	1

### Provide high-quality parks and recreation opportunities

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

#### Work Plan Task 3.1.1

Sep 21, 2021 - Jun 30, 2022

On Track

Progress 75%

The splash pad site work has been completed, and infrastructure is currently being placed.

Complete the construction of a community splash pad as identified in the Capital Improvement Program in the Parks Master Plan (Department: Parks and Recreation)

#### Work Plan Task 3.1.2

Ongoing - Dec 31, 2022

On Track

Progress 50%

The design plans are being reviewed by staff.

Design Village Creek Trail extension to provide 1.6 miles of additional concrete trails from Chisenhall Fields to FM 731/Hillside Drive (Department: Parks and Recreation)

#### Work Plan Task 3.1.3

Ongoing - Dec 31, 2021

Completed

Progress 100%

The cemetery expansion design has been completed and the project is currently under construction.

Complete design for cemetery expansion which will beautify the cemetery and provide potential additional burial options for the public (Department: Parks and Recreation)

#### Work Plan Task 3.1.4

Ongoing - Dec 31, 2023

Some Disruption

Progress 25%

The City Council approved the final design contract during their council meeting on Feb. 7, 2022. Staff is currently working with consultants on the survey and geotechnical engineering.

Complete design and construction of Shannon Creek Park (Department: Parks and Recreation)

#### Work Plan Task 3.1.5

Ongoing - May 31, 2022

Some Disruption

Progress 50%

Supply chain lead time has affected the delivery of components that need to be installed at Cindy Park. The adjusted expected completion is mid-summer 2022.

Complete enhancements to Cindy Park including landscape, irrigation and play structure replacement (Department: Parks and Recreation)

#### Work Plan Task 3.1.6

Ongoing - May 31, 2022

Some Disruption

Progress 50%

Supply chain lead time has affected the delivery of components that need to be installed at Claudia's Park. The adjusted expected completion is fall 2022.

Complete enhancements to Claudia's Playground including landscape, irrigation and play structure replacement (Department: Parks and Recreation)

# Goal 2



**GOAL 2: Provide outstanding cultural and educational opportunities** by cultivating mutually beneficial partnerships with area education, business community, not-for-profits and government entities; and by continuing to enhance and develop programs that enrich the quality of life for residents.



Task ID	Period	Status	Progress	Description
Work Plan Task 3.2.1	Sep 21, 2021 - May 31, 2022	Completed	Progress 100%	The Baker Building classroom expansion has been completed.
				Complete the expansion of the Baker Building classroom space at Russell Farm in order to expand the woodworking program (Parks and Recreation - Russell Farm)
Work Plan Task 3.2.2	Sep 21, 2021 - Mar 31, 2022	Completed	Progress 100%	Weekly library outreach occurs during Friday bingo. Library staff hosted table at the Senior Activity Health Fair to connect seniors with library health resources and librarians have held one-on-one device classes for assistance with smartphones, tablets, etc.
				Expand library programs and services to the Senior Center, providing support and resources for Burleson's older adult population (Department: Community Services - Library)
Work Plan Task 3.2.3	Ongoing - Jun 30, 2022	On Track	Progress 50%	Staff has created monthly emails for digital library users highlighting new features and promoting new releases and created how-to videos shared on social media platforms.
				Promote digital collections and resources to increase engagement and offering educational coursework for adults through digital partnerships (Department: Community Services - Library)
Work Plan Task 3.2.4	Ongoing - Sep 30, 2022	On Track	Progress 75%	The presentation is almost completed and will be submitted to the state for accreditation approval by May 1.
				Initiate food handler education program to provide more qualified food handlers, thereby reducing the risk of foodborne illness outbreaks caused by improper food preparation and handling techniques (Department: Neighborhood Services - Environmental)

# Goal 3

Progress 87%

**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.

	%	#
On Track	66.67	2
Completed	33.33	1

## Work Plan Task 3.3.1

Ongoing - Oct 31, 2021 **Completed** Progress 100%

Execute the plan to recruit a family-entertainment venue to Burleson as outlined in the Economic Development Strategic Plan (Department: Economic Development)

Alley Cats Entertainment Center, a family entertainment venue, has submitted building plans with an anticipated opening in the summer of 2023.

## Work Plan Task 3.3.2

Ongoing - Dec 31, 2021 **On Track** Progress 50%

Execute plan for the recruitment, retention and expansion of businesses on major corridors in the city including SH 174/Wilshire Boulevard and I-35W (Department: Economic Development)

Economic Development staff continue to work with developers on properties that have been identified for redevelopment and beautification efforts.

## Work Plan Task 3.3.3

Ongoing - Dec 31, 2021 **On Track** Progress 50%

Complete the design for new professional business park and begin recruitment for talents (Department: Economic Development)

Staff is working alongside the developer of Chisholm Summit to market the business park. Once the roadway and sewer are installed, the site will increase in marketability for potential clients.

# Goal 4

Progress 38%

## 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.

	%	#
Major Disruption	100.0	3

### Work Plan Task 3.4.1

Sep 21, 2021 - Jul 31, 2022

Major Disruption

Progress 15%

Revise the Zoning Ordinance to ensure that it is aligned with the Comprehensive Plan update (Department: Development Services)

Staff will be briefing the city council on suggested changes and the project's timeline in June 2022.

### Work Plan Task 3.4.2

Sep 21, 2021 - Oct 31, 2021

Major Disruption

Progress 85%

Complete master plans for the roadway and utility infrastructure; develop capital improvement plan to implement the necessary improvements (Department: City Manager's Office)

The final draft of the Mobility Plan is anticipated to be completed in August 2022. The Waster and Sewer Master Plan is scheduled for completion in October 2022.

### Work Plan Task 3.4.3

Ongoing - Mar 31, 2022

Major Disruption

Progress 15%

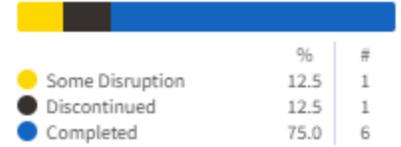
Develop a Façade Improvement Program to encourage improvements to commercial facades of aging buildings to revitalize areas and businesses throughout the community (Department: Development Services)

Staff has reviewed façade grant programs from several other Texas cities and will brief city council on potential options later this year.

# Goal 5

Progress 88%

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



## Work Plan Task 3.5.1

The conversion to 100% organic pest management program has been made.

Sep 21, 2021 - Nov 30, 2021

Completed

Progress 100%

Convert to 100% organic pest management program for playgrounds to provide a safer way to eliminate infestations with less odor (Department: Parks and Recreation)

## Work Plan Task 3.5.2

The turf management program has been implemented.

Ongoing - Nov 30, 2021

Completed

Progress 100%

Implement turf management program for all 15 athletic fields at Chisenhall Sports Complex for improved turf health and quality (Department: Parks and Recreation)

## Work Plan Task 3.5.3

Staff is working on the program and is looking to test it during the summer of 2022.

Ongoing - Mar 31, 2022

Some Disruption

Progress 25%

Launch Green Equipment Pilot Program to test and track performance of electric power equipment used by parks (Department: Parks and Recreation)

## Work Plan Task 3.5.4

The beautification agreements have been completed, and staff will work with Keep Burseson Beautiful and interested groups to continue the partnerships.

Ongoing - Sep 30, 2022

Completed

Progress 100%

Create user-friendly partnership agreements (Beautification Agreements) for low risk, one-year, routine maintenance and beautification efforts throughout the city (Department: Parks and Recreation)

## Work Plan Task 3.5.5

The recycling program has been implemented at Chisenhall fields.

Ongoing - Nov 30, 2021

Completed

Progress 100%

Introduce recycling program at Chisenhall to feature recycling bins at all 15 athletic fields (Department: Parks and Recreation)

## Work Plan Task 3.5.6

A free Microchip Day was held on April 30.

Ongoing - Sep 30, 2022

Completed

Progress 100%

Implement a free micro-chipping program to assist with returning animals to their owners quickly, and reduce the numbers of pets held at the shelter (Department: Neighborhood Services - Animal Services)

## Work Plan Task 3.5.7

Research shows that this program is not viable, and staff will be requesting this task to be removed.

Ongoing - Sep 30, 2022

Discontinued

Implement Municipal Court appointed litter/trash clean-up program to help the city maintain debris and to provide community service hours to participants (Department: Neighborhood Services - Code Compliance)

## Work Plan Task 3.5.8

Applications have been explored and implemented.

Ongoing - Oct 31, 2021

Completed

Progress 100%

Explore applications to limit vegetation growth in drainage channels that will reduce habitats for pests and reduce maintenance in hard-to-reach areas (Department: Public Works)

# Goal 6

Progress 83%

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

	%	#
On Track	33.33	1
Completed	66.67	2

## Work Plan Task 3.6.1

Ongoing - Jan 31, 2022 Completed Progress 100%

Institute a public art program partnership with Keep Burleson Beautiful to bring additional beautification to the city through visual art (Department: Neighborhood Services - Environmental Services)

The artist finished the mural last week of March, and the ribbon cutting was held on April 16.

## Work Plan Task 3.6.2

Ongoing - Aug 31, 2022 On Track Progress 50%

Expand library outreach programs to underserved areas in the city, including library card signup events, pop-up Story Times, STEAM (Science, Technology, Engineering, the Arts and Mathematics) programs and neighborhood social gatherings (Department: Community Services - Library)

Staff has created a postcard campaign inviting new residents to sign up for library cards. Community events included CityFest, STEAM Middle School PTO Carnival, Senior Center Health Fair and the Adult Spelling Bee at Old Texas Brewing.

## Work Plan Task 3.6.3

Ongoing - May 31, 2022 Completed Progress 100%

Create a programming and maintenance schedule for Mayor Vera Calvin Plaza in Old Town that benefits all demographics in our community (Department: Economic Development)

Economic Development staff has created a robust calendar of events in Mayor Vera Calvin Plaza. Parks staff has taken over the maintenance of the Plaza.

# Public Safety

## WORK PLAN TASKS

### Goal 1

Progress 100%



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

#### Work Plan Task 4.1.1

Sep 21, 2021 - Sep 30, 2022

Discontinued

Implement Community Paramedic program/Mobile Integrated Healthcare program in partnership with MedStar and Texas Health Resources Huguley Hospital to reduce 911 calls by proactively helping patients manage their healthcare in their homes (Department: Fire)

Currently, the community paramedic program is a partnership with MedStar Mobile Healthcare. City Council voted in January 2022 to bring the city's medical response transportation in-house, ending the city's agreement with MedStar. Therefore this work plan task will be delayed and reevaluated when the fire department transitions to the fire-based emergency medical service transport program.

#### Work Plan Task 4.1.2

Ongoing - Sep 30, 2022

Completed

Progress 100%

Continue to provide effective & timely mitigation strategies relating to COVID -19 and COVID-19 vaccine administration (Department: Fire)

Public Health is relocating to the former Fire Station 2, 828 SW Alsbury. Public Health will continue offering COVID-19 vaccines, testing, case investigation, and operating the COVID-19 call center Monday - Friday from 8 a.m. to 5 p.m.

#### Work Plan Task 4.1.3

Ongoing - May 31, 2022

Completed

Progress 100%

Implement second squad response capability (Department: Fire)

Squad 16 has been in operation since early January 2022.

#### Work Plan Task 4.1.4

Ongoing - Oct 31, 2021

Completed

Progress 100%

Integrate the city marshal program into the police department to provide for more efficiency between divisions (Department: Police)

The city marshals have been completely integrated into the police department.

#### Work Plan Task 4.1.5

Ongoing - Jun 30, 2022

Completed

Progress 100%

Implement automatic station alerting system in public safety communications for high priority EMS calls (Department: Public Safety Communications)

The automated fire station alerting system was completed in December 2021.

## Goal 2

Progress 58%



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

### Work Plan Task 4.2.1

Sep 21, 2021 - Apr 30, 2022

On Track

Progress 10%

Continue implementation of a power shift to improve response times (Department: Police)

The Power Shift should be implemented around August/ September. Currently, seven officers are in field training and four recruits are starting in the April police academy. If the officers progress to solo status, police will have adequate staffing to implement the power shift.

### Work Plan Task 4.2.2

Ongoing - Aug 31, 2022

Discontinued

Implement an alternate response model for Truck 16 (use reserve Engine for EMS Calls) (Department: Fire)

With Squad 16 in service, implementing an alternate response model is no longer needed.

### Work Plan Task 4.2.3

Ongoing - Jul 31, 2022

On Track

Progress 20%

Enhance narcotics interdiction efforts by adding one K-9 officer, canine, vehicle, and equipment (Department: Police)

The officer will be selected in the third quarter and then search for the canine will begin. The specialty vehicle is in production.

### Work Plan Task 4.2.4

Ongoing - Aug 31, 2022

Completed

Progress 100%

Increase efficiency and supervisory oversight in criminal investigations by adding one sergeant, vehicle, and equipment to the criminal investigation section (Department: Police)

Sergeant O'Heren has begun duties in the criminal investigation section focusing on crimes against property.

### Work Plan Task 4.2.5

Ongoing - Oct 31, 2021

Completed

Progress 100%

Increase officer presence within Burleson school district by adding one school resource officer, vehicle and equipment (co-funded with Burleson Independent School District) (Department: Police)

Two additional officers have been added, which provides Burleson and Centennial High Schools with two school resource officers each.

# Goal 3



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

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

### Work Plan Task 4.3.1



Reestablish Community Risk reduction efforts (Drowning prevention, CPR, Stop The Bleed etc.) making our city a safer place to live, work and visit (Department: Fire)

Community Risk Reduction (CRR) has been focused on the drowning prevention and free swim lesson this quarter. CRR has scheduled free swim lessons and drowning prevention materials went out to 3,230 students in BISD and JISD.

### Work Plan Task 4.3.2



Implement Mobile COVID –19 response team to provide, community based testing, vaccinations, registrations, and education/mitigation efforts (Department: Fire)

Squad 1 and Squad 16 provide mobile COVID-19 testing and vaccinations as needed.

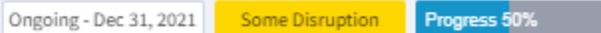
### Work Plan Task 4.3.3



Implement a data-driven, proactive approach to crime prevention using the Data-Driven Approaches to Crime and Traffic Safety (DDACTS) model to determine the most effective methods for deploying police staff (Department: Police)

The DDACTS is still in the implementation stage and has not been fully deployed yet.

### Work Plan Task 4.3.4



Expand ability to manage, track, and evaluate citizen complaints and The Commission on Accreditation for Law Enforcement Agencies (CALEA) reporting and early intervention efforts through implementation of audit automation software (Department: Police)

Staff is preparing to go out to bid for the software management tool.

# Goal 4 Progress 80%

**Strengthen partnerships with area public safety agencies** to enhance safety to the overall region.



## Work Plan Task 4.4.1

Sep 21, 2021 - Apr 30, 2022 On Track Progress 80%

Expand partnership with Joshua ISD for Community Risk Reduction to bring the program to the city's southern portion (Department: Fire)

CRR has worked with Joshua ISD and Burleson ISD to get the curriculum to elementary-aged students on drowning prevention.

## Work Plan Task 4.4.2

Sep 21, 2021 - Sep 30, 2022 On Track Progress 50%

Continue to partner with Tarrant County Law Enforcement Association for enhancements of regional public safety initiatives (Department: Police)

Staff regularly meets with Tarrant County Law Enforcement Association to discuss regional public safety initiatives.

## Work Plan Task 4.4.3

Sep 21, 2021 - Sep 30, 2022 On Track Progress 50%

Continue active shooter training in partnership with other police agencies, Burleson Fire Department and Joshua and Burleson ISD's (Department: Police)

Police administration is working with both schools administrations to schedule a summertime exercise.

## Work Plan Task 4.4.4

Sep 21, 2021 - Sep 30, 2022 On Track Progress 50%

Maintain and expand the Johnson County public safety consortium partnership to enhance emergency response, interoperability and mutual aid (Department: Police)

The police administration continues to partner with Johnson County on various public safety initiatives and emergency responses.

# Goal 5

Progress 87%



	%	#
On Track	66.67	2
Some Disruption	33.33	1

**Maximize the use of the city's emergency operations center** to improve training and enhance the city's emergency response capabilities.

## Work Plan Task 4.5.1

Ongoing - Jul 31, 2022

On Track

Progress 90%

Developed a memorandum of understanding with three churches and BISD for shelter and mass care support. CERT had its kickoff meeting in March and progressing toward a functioning CERT by July 2022.

Build a cohesive volunteer organization program to assist in emergency management coordination during a disaster for our community (Department: Fire - Emergency Management)

## Work Plan Task 4.5.2

Ongoing - Aug 31, 2022

Some Disruption

Progress 75%

Staff is currently evaluating the budget for this project and determining what allocations are needed.

Upgrade outdoor warning system to interface with the Everbridge communication platform which will automatically issue National Weather Service warnings (Department: Fire - Emergency Management)

## Work Plan Task 4.5.3

Ongoing - Jan 31, 2022

On Track

Progress 95%

Emergency Management and EOC Operations familiarization presentation to all directors is complete. An EOC activation drill will be conducted in May 2022.

Complete the finalization of a fully operational and functional Emergency Operation Center (EOC) at Station 16 (Department: Fire - Emergency Management)

SECTION 05

# Capital Improvement Projects

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City of Burleson  
Quarterly Report  
March 2022

# Neighborhood Street Rebuild:

Rudd Street, King Street, Cindy Court

### Project includes:

Street rebuilds on:

- N Rudd Street
- NE Johnson Avenue
- N Warren Street
- W King Street

Project includes water & sewer rebuilds and minor drainage improvements to improve the service life of the pavement.

### Funding:

- Neighborhood reconstruction bond proceeds issued in 2016 & 2018.

### Status:

- Franchise Utilities are being relocated prior to bidding



#### Project Status

Some Disruption

#### Project Progress

Progress 75%

#### Estimated Completion



January 2023

#### Construction Cost



1.6 Million

### Project includes:

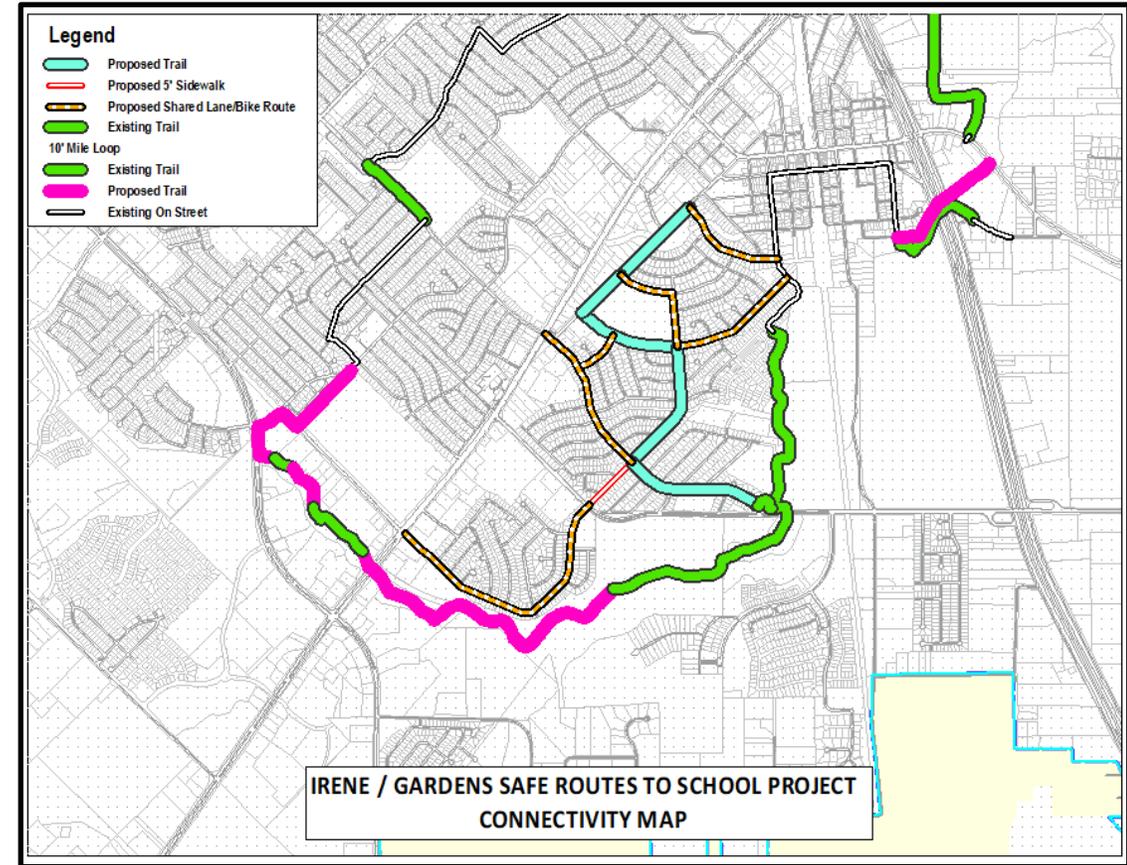
- 10-foot trail (shown in light blue)
- Crosswalk from Warren Park to Library
- ADA access improvements at Warren Park
- Tie to existing trail system in three locations
- Pedestrian bridge over Town Creek in Warren Park -

### Funding:

- Federal funding: \$1.7 million
- City contribution: \$750,000

### Status:

- Complete



Project Status

Complete

Project Progress

Progress 100%

Estimated Completion



Summer 2022

Construction Cost



2.45 Million

# Q1 SH 174 Widening: Elk Drive to Hulen Street

## Project includes:

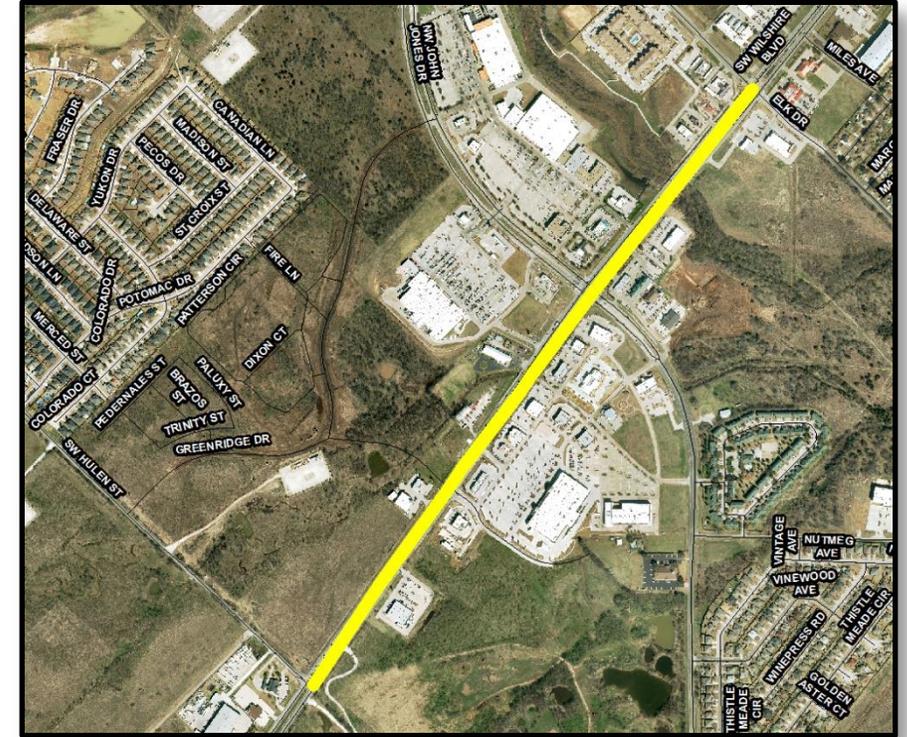
- Widening SH 174 (Wilshire Boulevard) from 4 to 6 lanes from Elk Drive to Hulen Street
- Widening will occur on the inside lanes
- Sidewalks where feasible

## Funding:

- \$1.2 million city participation (design)
- \$1.1 million Texas Department of Transportation funding
- \$4.7 million North Central Texas Council of Governments/Federal Grant funding

## Status:

- Schematic Design Plans (60%) submitted to TxDOT



### Project Status

Some Disruption

### Project Progress

Progress 40%

### Estimated Completion



2025

### Construction Cost



5.9 Million

### Project includes:

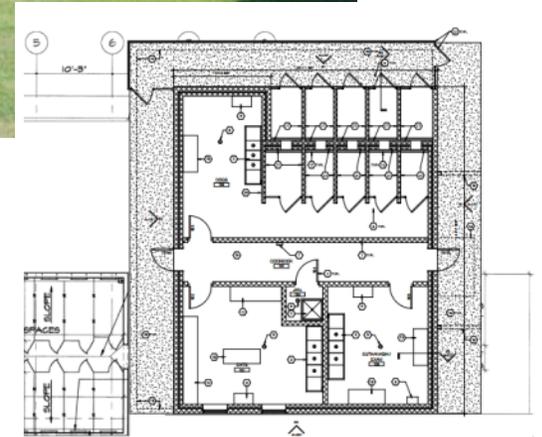
- Expansion of facility by approximately 1,250 sq. ft. to provide an isolation area for sick or injured animals.

### Funding:

- 2019 CO Bonds

### Status:

- Construction Underway
- Supply Chain Issues on Construction Materials



### Project Status

Some Disruption

### Project Progress

Progress 60%

### Estimated Completion



January 2023

### Construction Cost

\$ 928,400

### Project includes:

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

### Funding:

- \$1.9 million Streets & Drainage Bonds (Alsbury @ John Jones)

### Status:

- 90% Design Plans Submitted
- Coordinating with franchise utilities for relocation



### Project Status

On Track

### Project Progress

Progress 50%

### Estimated Completion



Spring 2023

### Construction Cost



800,000 (est.)

### Project includes:

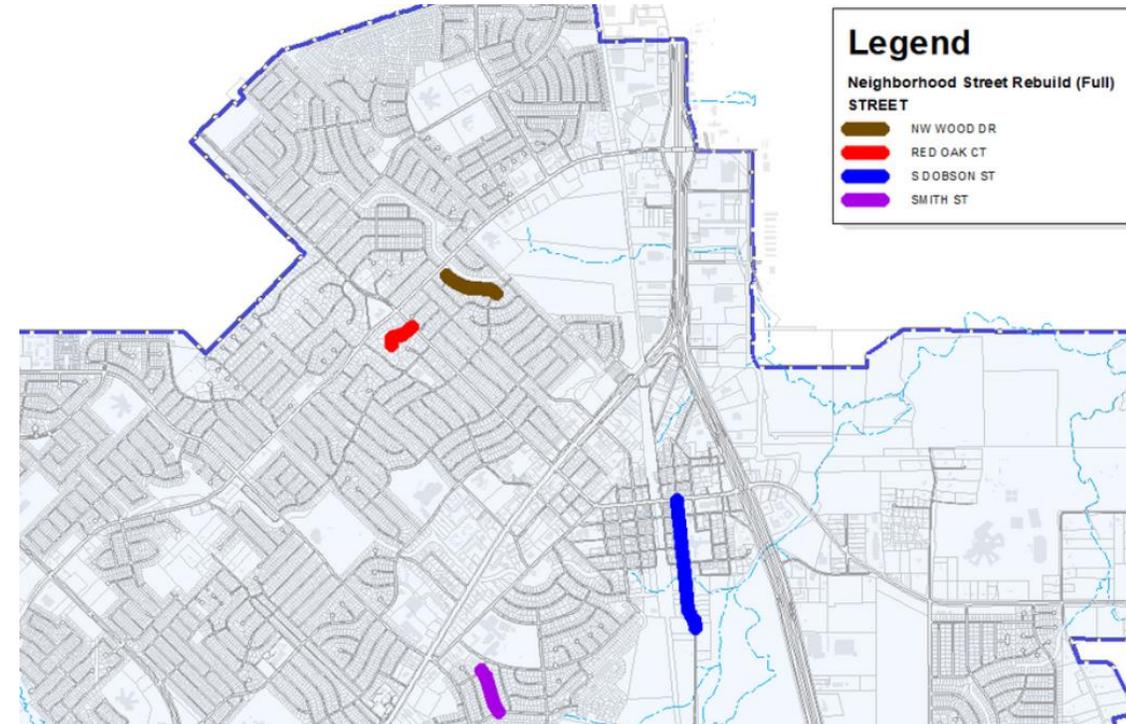
- Neighborhood Street Rebuilds that include:
  - Water Replacement
  - Sewer Replacement
  - Pavement Rebuilds
- Locations include: NW Wood Drive, Red Oak Ct, S Dobson St & Smith St.

### Funding:

- \$1.7 million Street & Water Bonds

### Status:

- Complete



#### Project Status

Complete

#### Project Progress

Progress 100%

#### Estimated Completion



March 2022

#### Construction Cost



1.7 Million

## Project includes:

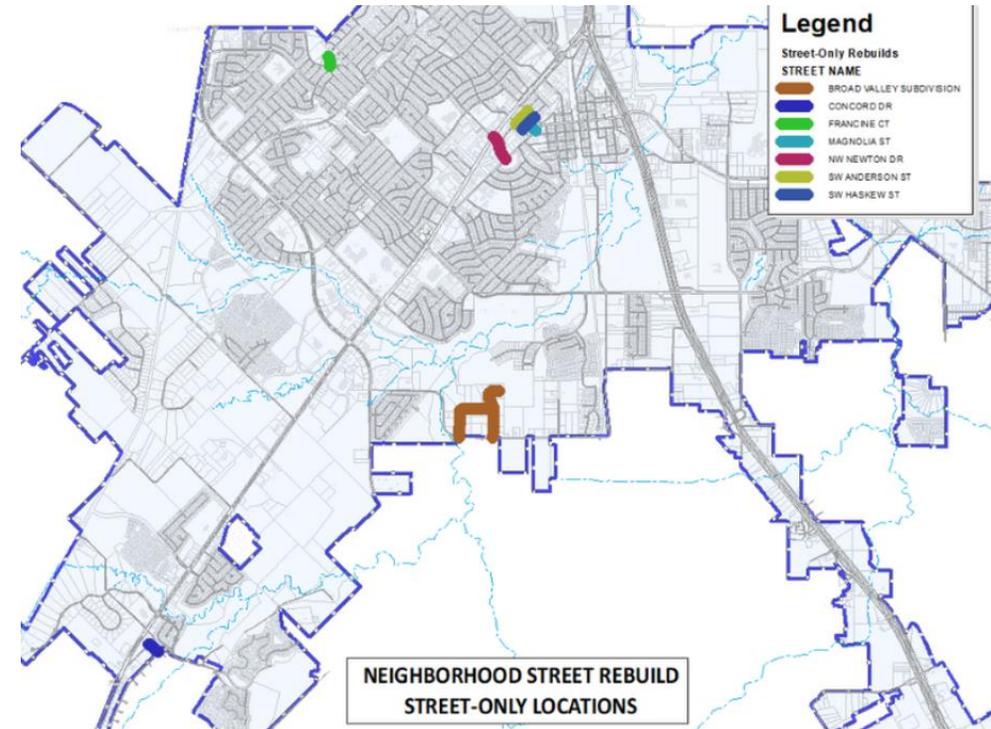
- Reconstruct existing street
- Utilities are not located under pavement and/or have been verified to be in good condition and do not need replacement

## Funding:

- \$1.1 million Street & Drainage Bonds

## Status

- Preparing for Advertisement in Summer 2022



### Project Status

Some Disruption

### Project Progress

Progress 50%

### Estimated Completion



December 2022

### Construction Cost



1.1 Million

# Ground Storage Tank Repair and Painting

100 Industrial Park Blvd

### Project includes:

- The complete structural repair & repainting of two existing water tanks both interior and exterior.

### Funding:

- \$2.3M water bonds

### Status:

- Completed



Project Status



Project Progress



Estimated Completion



Spring 2022

Construction Cost



SECTION 06

# Park Capital Improvement Projects

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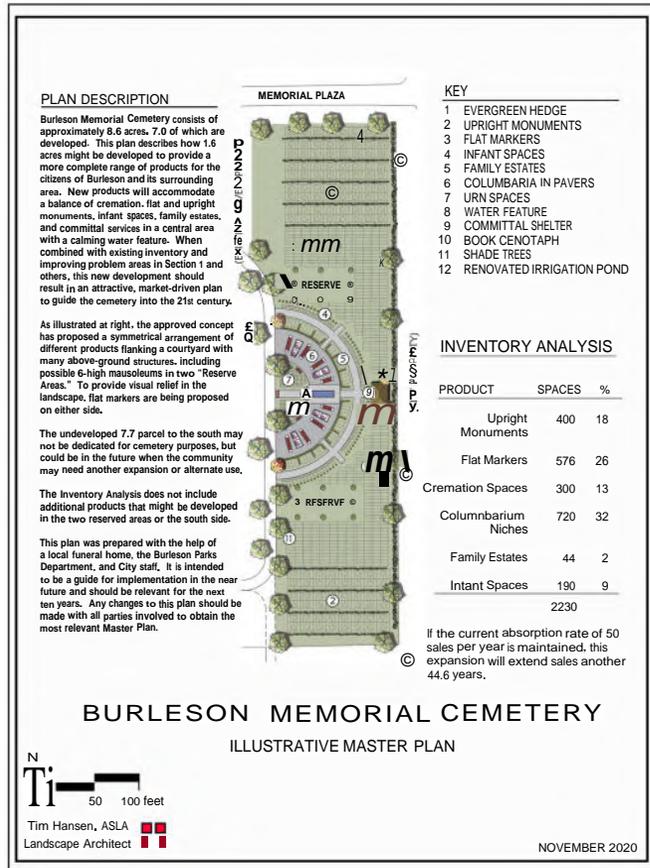
City of Burleson  
Quarterly Report  
March 2022



# Parks and Recreation Capital Projects - Quarterly Update

City Council  
May 2022

# Project- Cemetery Expansion



## • Project Description

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

## • Project Status

- Currently under construction

## • Budget/Funding Source

\$993,799- Cemetery Gas Well Royalties

## • Estimated Completion

September 2022

# Project- Splash pad



- **Project Description**

Creation of a splash pad adjacent to the Burleson Recreation Center

- **Project Status**

- Under construction

- **Budget/Funding Source**

\$1,698,961/ 4B Debt Capacity

- **Estimated Completion**

Memorial Day 2022

# Project- Prairie Timbers



- **Project Description**

Improvement of drainage problems on walking trail at Prairie Timbers Park. Addition of playground in partnership with Prairie Timbers HOA.

- **Project Status**

- Play structure installation complete
- Drainage and sidewalks complete
- Tree planting complete

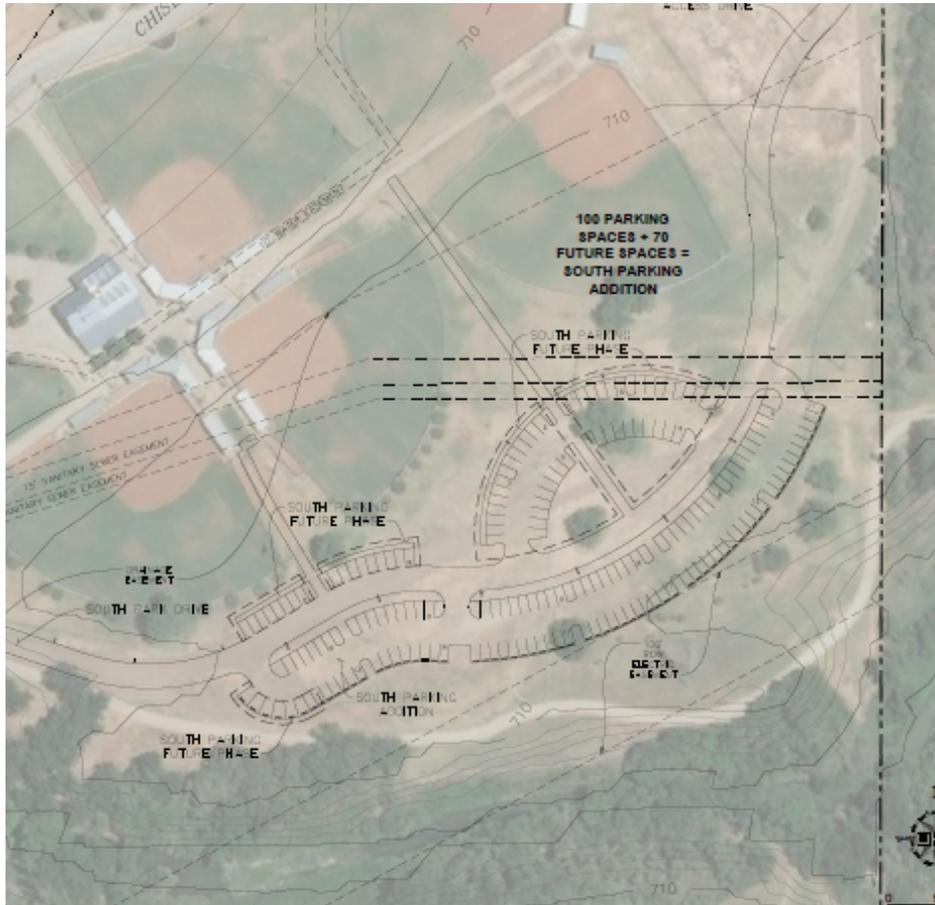
- **Budget/ Funding Source**

\$300,000/ Park Gas Funds

- **Estimated Completion**

May 2022

# Project- Chisenhall & Bailey Lake Parking



- **Project Description**

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

- **Project Status**

- 60% design

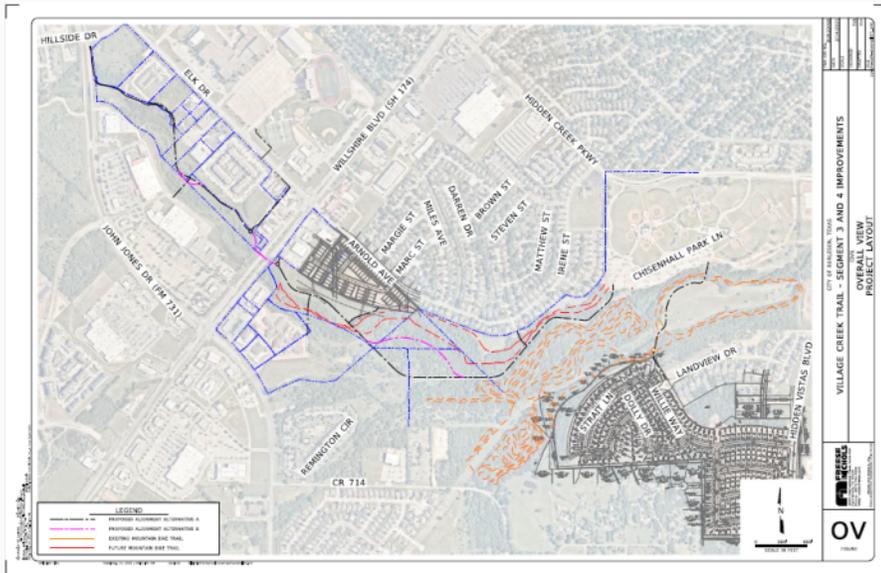
- **Budget/Funding**

\$2,203,000/4B Debt and Park Zone

- **Estimated Completion**

December 2022

# Project- Village Creek Trails



- **Project Description**

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

- **Project Status**

- Between 60 & 90% design

- **Budget/Funding Source**

- \$1.6 million in existing 2016 CO Bonds
- Additional \$2 million from potential 4B debt issuances programmed for future years in Parks CIP.

- **Estimated Completion**

March 2023

# Project- FS16 Memorial Garden



- **Project Description**

- Creation of a memorial garden at FS16

- **Project Status**

- Construction scheduled for March 2022

- **Estimated Completion**

- May 2022

# Project- Cindy Park



- **Project Description**

Renovation of playground and landscaping

- **Project Status**

- In production

- **Estimated Completion**

June 2022

# Project- Claudia's Playground



- **Project Description**

Renovation of playground, furniture and landscaping

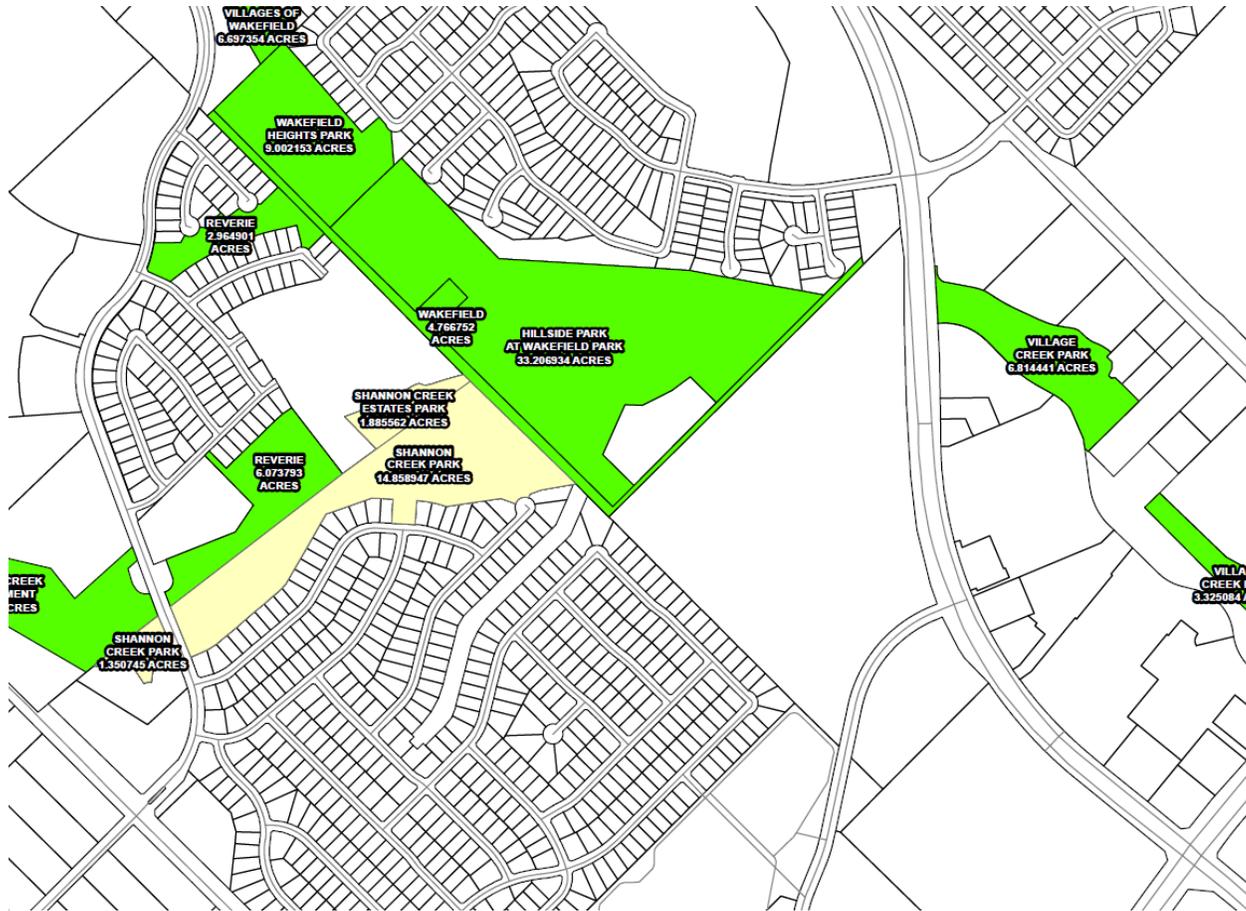
- **Project Status**

- In production

- **Estimated Completion**

September 2022

# Project- Shannon Creek



- **Project Description**

Design and construction of a park and natural area in Shannon Creek.

- **Project Status**

- Survey and final design

- **Budget/Funding**

\$3,697,625/4B non-bond capital/Park Zone

- **Estimated Completion**

Design complete May 2023

# Project- Clark Park Parking Lot



- **Project Description**

Addition of parking lot

- **Project Status**

- In discussion

- **Estimated Completion**

TBD