

# FY 2021-2022

## THIRD QUARTER REPORT

*June 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 June 30, 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

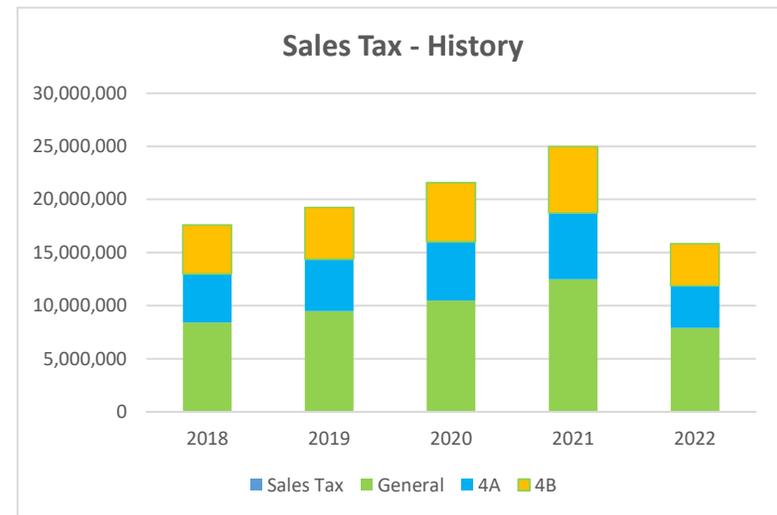
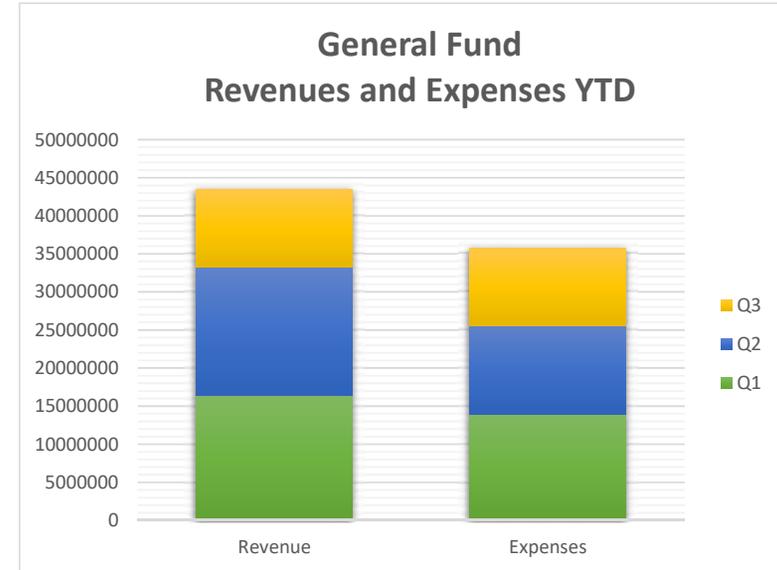
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City of Burleson  
Quarterly Report  
June 2022

# Q3

## 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	\$22,855,000	101%
Sales Taxes	\$12,414,500	\$13,995,908	113%
Franchise Fees	\$3,400,000	\$3,558,700	105%
Licenses & Permits	\$1,918,500	\$1,898,850	99%
Other Charges for Service	\$213,491	\$249,350	117%
Fines & Forfeitures	\$1,081,500	\$1,081,500	100%
Miscellaneous	\$2,106,157	\$6,427,682	305%
Indirect Cost Transfers	\$3,107,187	\$2,989,607	96%
Other Taxes - PILOT	\$795,430	\$819,069	103%
<b>Revenue Total</b>	<b>\$47,604,942</b>	<b>\$53,875,666</b>	<b>113%</b>
<b>EXPENDITURES</b>			
Personel Service	\$33,465,097	\$32,807,619	98%
Maintenance & Repairs	\$1,783,068	\$1,843,700	103%
Operations, Services	\$3,500,574	\$3,991,636	114%
Material & Supplies	\$1,535,818	\$1,590,389	104%
Capital Outlay	\$1,792,453	\$1,804,956	101%
Miscellaneous Expense	\$1,367,696	\$1,383,542	101%
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 CPF	\$500,000	\$500,000	100%
<b>Total Expenditures</b>	<b>\$50,037,653</b>	<b>\$50,014,789</b>	<b>100%</b>
Net Income (Loss)	(\$2,432,711)	\$3,860,877	
<b>Ending Fund Balance</b>	<b>\$13,258,072</b>	<b>\$22,200,794</b>	



#### Key Trends

- Sales tax revenue annual projection to be 13% 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.

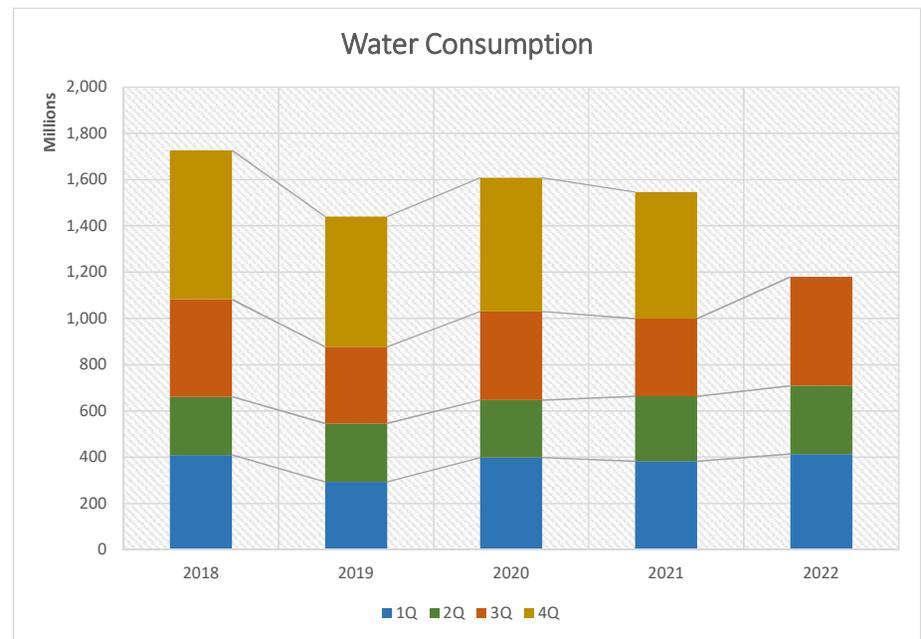
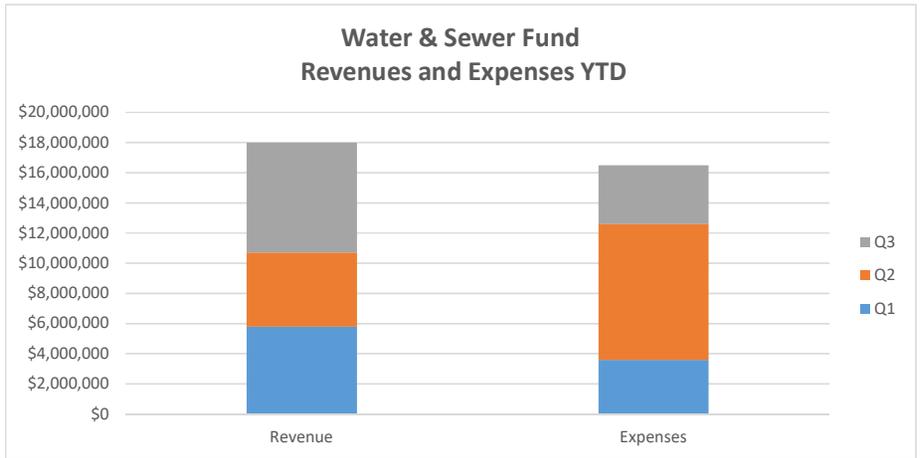
# Q3

## 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	\$9,892,446	101%
Interest Revenue	\$80,000	\$50,000	63%
Miscellaneous Revenues	\$172,469	\$64,469	37%
Sewer Surcharge	\$320,000	\$425,000	133%
Late Payments	\$416,160	\$416,160	100%
Impact Fee Reimbursements	\$770,000	\$1,250,000	162%
Transfer to Water/Sewer	\$146,381	\$1,146,381	783%
<b>Total Revenues</b>	<b>\$24,020,212</b>	<b>\$25,520,595</b>	<b>106%</b>
<b>EXPENDITURES</b>			
Personnel Services	\$2,247,277	\$2,274,242	101%
Franchise Fee	\$907,949	\$925,000	102%
Capital Outlay	\$832,600	\$832,600	100%
Payment in Lieu of Taxes	\$795,430	\$819,069	103%
Operations, Services	\$693,076	\$781,195	113%
Materials & Supplies	\$109,840	\$109,840	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	\$3,648,452	100%
Purchase of Water	\$4,700,000	\$4,428,522	100%
Debt Service	\$6,300,422	\$6,300,422	100%
<b>Total Expenditures</b>	<b>\$24,466,115</b>	<b>\$23,557,803</b>	<b>96%</b>
Net Income (Loss)	(\$445,903)	\$1,962,792	
<b>Ending Fund Balance</b>	<b>\$10,240,790</b>	<b>\$12,299,118</b>	

### Key Trends

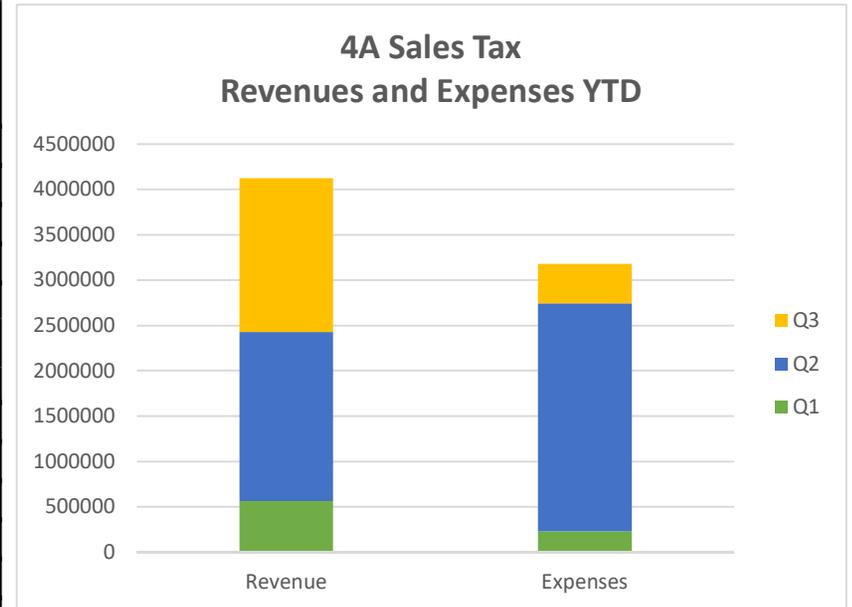
- Transfer excess funds of \$1,000,000 from Equipment Replacement Fund
- Expenditures projected to be within budget



# Q3

## 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	\$6,910,034	113%
Interest	\$26,750	\$15,000	56%
Miscellaneous Revenue	\$188,200	\$1,168,685	621%
<b>Total Revenues</b>	<b>\$6,343,450</b>	<b>\$8,093,719</b>	<b>128%</b>
<b>EXPENDITURES</b>			
Personnel Services	\$303,574	\$315,585	104%
Operations, Services	\$232,825	\$334,358	144%
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	\$1,112,500	100%
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>\$4,595,376</b>	<b>102%</b>
Net Income (Loss)	\$1,851,868	\$3,498,343	
<b>Ending Fund Balance</b>	<b>\$4,294,876</b>	<b>\$5,973,148</b>	



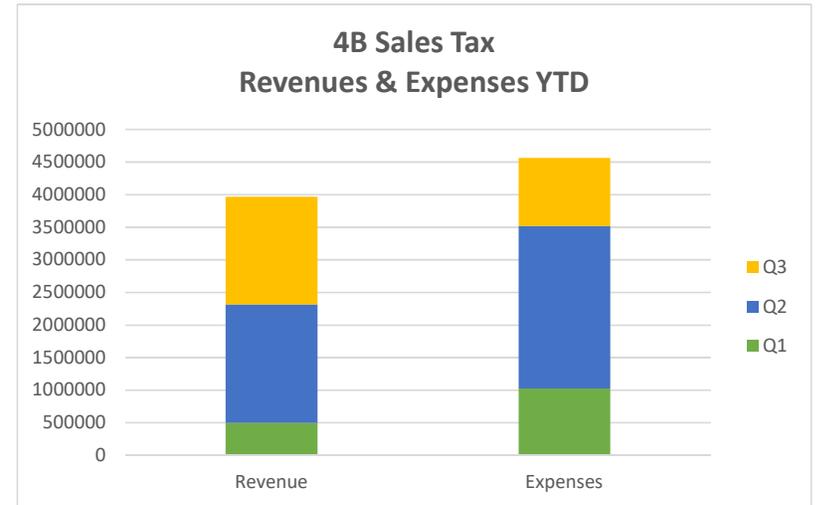
### Key Trends:

- Sales tax revenue annual projection to be 13% 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 is due to excess funds in 4A non bond fund.

# Q3

## 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	\$6,910,034	113%
Interest	\$15,000	\$15,000	100%
<b>Total Revenues</b>	<b>\$6,143,500</b>	<b>\$6,925,034</b>	<b>113%</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	\$2,706,031	100%
Transfer Out-Golf Operations Assistance	\$846,315	\$802,823	95%
Transfer Out-GF Admin	\$15,450	\$15,450	100%
Economic Incentive ( 380)	\$412,500	\$412,500	100%
Equipment Replacement	\$64,257	\$64,257	100%
Equipment Serv Contr	\$1,950	\$1,950	100%
Personal Services	\$193,403	\$156,449	81%
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>\$6,319,266</b>	<b>99%</b>
Net Income (Loss)	(\$265,599)	\$605,768	
<b>Ending Fund Balance</b>	<b>\$3,892,718</b>	<b>\$5,547,016</b>	



### Key Trends:

- Sales tax revenue annual projection to be 13% 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.

# Q3

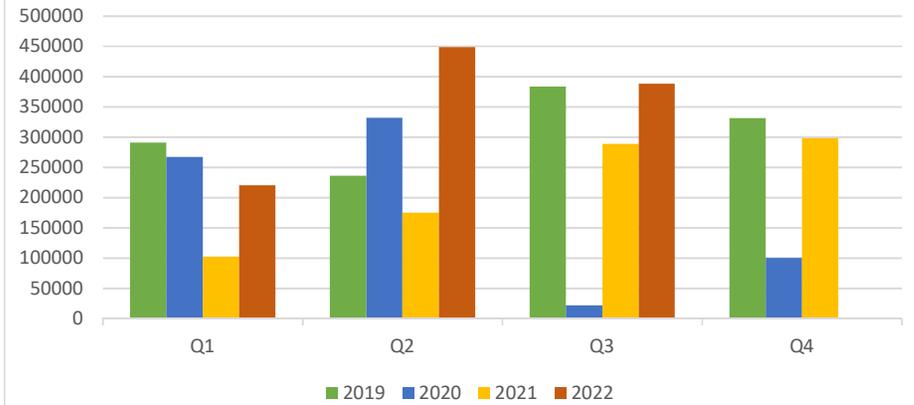
## Park Performance Fund Executive Dashboard (unaudited)

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	\$2,706,031	100%
Recreation Memberships	\$2,014,006	\$1,650,000	82%
Miscellaneous	\$5,000	\$0	0%
Investment Income	\$721	\$721	100%
<b>Total Revenues</b>	<b>\$4,735,145</b>	<b>\$4,356,752</b>	<b>92%</b>
<b>EXPENDITURES</b>			
Personnel Services	\$2,736,819	\$2,274,800	83%
Materials & Supplies	\$235,345	\$235,345	100%
Maintenance & Repair	\$297,823	\$350,973	118%
Operations, Services	\$595,703	\$623,057	105%
Capital Outlay	\$183,900	\$187,022	102%
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>\$4,356,752</b>	<b>92%</b>
Net Income (Loss)	\$0	\$0	
<b>Ending Fund Balance</b>	<b>\$0</b>	<b>\$0</b>	

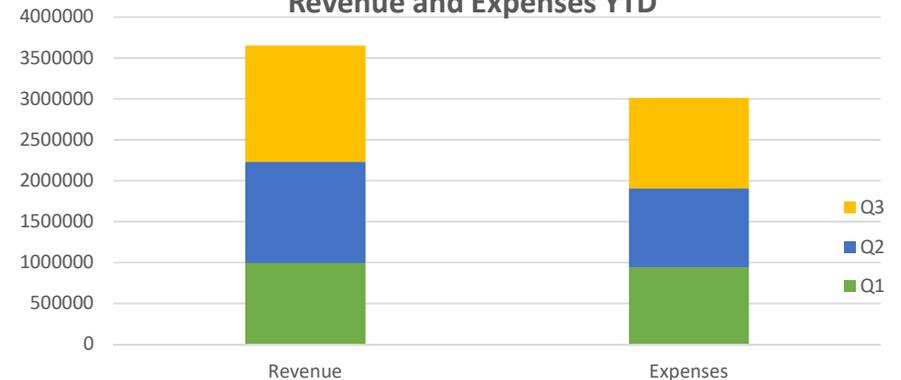
### Key Trends

- Operating revenues (memberships) projected to be lower than budget by \$364,006
- 4B subsidy projection in line with budget
- Salary savings of \$300,000 projected from part time wages to offset operating revenues

### BRiCk Membership Revenue



### Park Performance Fund Revenue and Expenses YTD



SECTION 02

# Financial Summary

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City of Burleson  
Quarterly Report  
June 2022

# Q3

## 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	\$136,708	\$113,300	\$88,114	78%
Ad Val Taxes - Pen & Int	\$146,801	\$175,100	\$222,976	127%
Ad Val Taxes- General	\$21,873,984	\$22,279,777	\$22,565,073	101%
<b>Ad Valorem Taxes</b>	<b>\$22,157,493</b>	<b>\$22,568,177</b>	<b>\$22,876,163</b>	<b>101%</b>
<b>Sales Tax</b>	<b>\$6,859,230</b>	<b>\$12,414,500</b>	<b>\$8,042,607</b>	<b>65%</b>
Electric Utility Franchise Fees	\$1,021,592	\$1,648,000	\$1,113,708	68%
Natural Gas Franchise Fee	\$194,982	\$235,000	\$281,848	120%
Solid Waste Franchise Fee	\$98,091	\$175,000	\$112,572	64%
Solid Waste Internal Serv Franchise	\$177,366	\$265,000	\$198,746	75%
Telecable Franchise Fees	\$69,279	\$75,000	\$71,445	95%
Telephone Franchise Fees	\$44,967	\$77,000	\$45,776	59%
Water and Sewer Franchise Fees	\$661,128	\$925,000	\$693,746	75%
<b>Franchise Fees</b>	<b>\$2,267,405</b>	<b>\$3,400,000</b>	<b>\$2,517,841</b>	<b>74%</b>
<b>Other Taxes</b>	<b>\$579,197</b>	<b>\$795,430</b>	<b>\$596,572</b>	<b>75%</b>
Code Enforcement	\$6,306	\$10,000	\$7,295	73%
Fire	\$8,000	\$5,150	\$0	0%
Parks Maintenance	\$4,348	\$8,920	\$7,050	79%
Pavement Maintenance	\$32,492	\$65,000	\$84,435	130%
Police	\$5,932	\$7,231	\$6,161	85%
Miscellaneous Service Fees	\$117,404	\$117,190	\$155,604	133%
<b>Service Fees</b>	<b>\$174,482</b>	<b>\$213,491</b>	<b>\$260,545</b>	<b>122%</b>
<b>Fines &amp; Fees</b>	<b>\$810,753</b>	<b>\$1,081,500</b>	<b>\$648,514</b>	<b>60%</b>
Building Inspections	\$902,950	\$1,447,500	\$744,163	51%
Miscellaneous Licenses and Permits	\$458,766	\$471,000	\$451,335	96%
<b>Licenses and Permits</b>	<b>\$1,361,716</b>	<b>\$1,918,500</b>	<b>\$1,195,498</b>	<b>62%</b>
Investment Income	\$25,239	\$300,000	\$32,004	11%
Miscellaneous	\$1,095,845	\$1,806,157	\$1,096,145	61%
<b>Miscellaneous Revenues</b>	<b>\$1,121,084</b>	<b>\$2,106,157</b>	<b>\$1,128,149</b>	<b>54%</b>
<b>Land Proceeds</b>	<b>\$1,399,000</b>	<b>\$0</b>	<b>\$0</b>	<b>NA</b>
Transfer In	\$670,432	\$117,580	\$4,000,000	3402%
Indirect Cost Transfer- Golf	\$90,383	\$125,925	\$94,444	75%
Indirect Cost Transfer- Hotel/Motel	\$20,085	\$27,583	\$20,691	75%
Indirect Cost Transfer- PPF	\$259,251	\$359,838	\$269,878	75%
Indirect Cost Transfer- Solid Waste	\$222,195	\$305,148	\$228,861	75%
Indirect Cost Transfer- Type A	\$221,537	\$366,203	\$274,652	75%
Indirect Cost Transfer- Type B	\$6,250	\$15,450	\$11,588	75%
Indirect Cost Transfer- SRF	\$0	\$37,327	\$0	0%
Indirect Cost Transfer- Water/Sewer	\$1,110,155	\$1,752,133	\$1,314,101	75%
<b>Transfers</b>	<b>\$2,600,288</b>	<b>\$3,107,187</b>	<b>\$6,214,215</b>	<b>200%</b>
<b>Total General Fund Revenues</b>	<b>\$39,330,648</b>	<b>\$47,604,942</b>	<b>\$43,480,104</b>	<b>91%</b>

# Q3

## 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	\$523,524	\$840,647	\$608,074	72%
City Secretary's Office	\$1,191,349	\$1,859,454	\$1,226,893	66%
Communications	\$360,429	\$727,577	\$469,977	65%
Finance	\$1,443,195	\$2,061,802	\$1,536,866	75%
Non-Departmental	\$623,226	\$873,759	\$1,058,351	121%
Human Resources	\$632,845	\$964,953	\$629,831	65%
Legal Services	\$349,335	\$432,962	\$338,053	78%
Purchasing	\$242,574	\$308,875	\$222,701	72%
	<b>\$5,366,477</b>	<b>\$8,070,029</b>	<b>\$6,090,745</b>	<b>75%</b>
<b>PUBLIC SAFETY</b>				
Fire	\$6,249,173	\$10,016,213	\$6,848,145	68%
Police	\$9,899,379	\$16,631,505	\$12,080,225	73%
	<b>\$16,148,552</b>	<b>\$26,647,718</b>	<b>\$18,928,370</b>	<b>71%</b>
<b>PUBLIC WORKS</b>				
Drainage Maintenance	\$429,561	\$555,463	\$418,056	75%
Engineering	\$1,268,156	\$1,525,713	\$1,355,206	89%
Facilities Maintenance	\$495,625	\$894,000	\$537,990	60%
Pavement Maintenance	\$1,818,512	\$3,337,708	\$1,951,071	58%
Public Works Admin	\$616,010	\$960,718	\$643,936	67%
Traffic Maintenance	\$228,803	\$635,385	\$372,045	59%
	<b>\$4,856,667</b>	<b>\$7,908,987</b>	<b>\$5,278,303</b>	<b>67%</b>
<b>NEIGHBORHOOD SERVICES</b>				
Animal services	\$376,051	\$578,395	\$389,171	67%
Code Enforcement	\$246,000	\$391,968	\$259,633	66%
Environmental Services	\$276,354	\$360,960	\$220,533	61%
Neighborhood Services	\$191,043	\$285,695	\$168,396	59%
	<b>\$1,089,448</b>	<b>\$1,617,018</b>	<b>\$1,037,733</b>	<b>64%</b>
<b>DEVELOPMENT SERVICES</b>				
Building Inspections	\$523,546	\$1,012,456	\$650,251	64%
Community Development	\$513,181	\$799,364	\$551,867	69%
Economic Development	\$487,785	\$800,000	\$876,654	110%
	<b>\$1,524,512</b>	<b>\$2,611,820</b>	<b>\$2,078,773</b>	<b>80%</b>
<b>CULTURE &amp; RECREATION</b>				
Library	\$944,483	\$1,157,984	\$796,939	69%
Parks and Recreation Administration	\$141,159	\$258,861	\$177,074	68%
Parks Maintenance	\$924,886	\$1,482,160	\$1,139,695	77%
Recreation	\$34,568	\$79,379	\$47,825	60%
Senior Center	\$98,551	\$203,697	\$124,367	61%
	<b>\$2,143,647</b>	<b>\$3,182,081</b>	<b>\$2,285,900</b>	<b>72%</b>
<b>Total Expenditures</b>	<b>\$31,129,303</b>	<b>\$50,037,653</b>	<b>\$35,699,823</b>	<b>71%</b>
<b>Total Net Income (Loss)</b>	<b>\$8,201,345</b>	<b>(\$2,432,711)</b>	<b>\$7,780,281</b>	

# Q3

## 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	\$7,513,196	\$12,276,139	\$8,634,790	70%
Sewer Revenue	\$7,138,777	\$9,839,063	\$7,523,082	76%
Miscellaneous	\$671,930	\$908,629	\$813,405	90%
Investment Income	\$18,461	\$80,000	\$25,178	31%
Impact Fee Reimbursement	\$0	\$770,000	\$0	0%
Transfer from Other funds	\$0	\$146,381	\$1,000,000	683%
<b>TOTAL REVENUES</b>	<b>\$15,342,364</b>	<b>\$24,020,212</b>	<b>\$17,996,455</b>	<b>75%</b>
<b>EXPENDITURES</b>				
Personnel Services	\$1,360,227	\$2,247,277	\$1,510,580	67%
Franchise Fee	\$661,128	\$907,949	\$693,746	76%
Capital Outlay	\$114,418	\$832,600	\$189,070	23%
Payment in Lieu of Taxes	\$579,197	\$795,430	\$596,572	75%
Operations, Services	\$442,080	\$693,076	\$553,463	80%
Materials & Supplies	\$62,579	\$109,840	\$43,325	39%
Maintenance & Repair	\$133,008	\$185,748	\$184,321	99%
Miscellaneous Expense	\$25,685	\$117,079	\$7,521	6%
Equipment Service	\$37,136	\$143,235	\$107,426	75%
Transfer Out	\$1,750,710	\$0	\$0	NA
Transfer to IT	\$84,508	\$967,922	\$736,563	76%
Transfer to Equipment Replacement	\$286,414	\$272,343	\$272,343	100%
Transfer to GF	\$1,110,155	\$1,752,134	\$1,314,101	75%
Debt Service	\$5,383,184	\$6,300,422	\$5,419,020	86%
Sewer Treatment	\$1,945,396	\$4,441,060	\$1,944,033	44%
Purchase of Water	\$2,270,762	\$4,700,000	\$2,927,210	62%
<b>TOTAL EXPENDITURES</b>	<b>\$16,246,587</b>	<b>\$24,466,115</b>	<b>\$16,499,294</b>	<b>67%</b>
<b>Net Income (Loss)</b>	<b>(\$904,223)</b>	<b>(\$445,903)</b>	<b>\$1,497,161</b>	

# Q3

## 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	\$3,377,119	\$6,128,500	\$3,959,906	65%
Interest	\$3,566	\$26,750	\$5,407	20%
Miscellaneous Revenue	\$158,163	\$188,200	\$158,163	84%
Transfer In	\$0	\$0	\$352,139	NA
<b>Total Revenues</b>	<b>\$3,538,848</b>	<b>\$6,343,450</b>	<b>\$4,123,476</b>	<b>65%</b>
<b>EXPENDITURES</b>				
Personnel Services	\$192,343	\$303,574	\$236,235	78%
Operations, Services	\$197,695	\$232,825	\$85,840	37%
Miscellaneous Expense	\$124,693	\$230,000	\$119,467	52%
Materials & Supplies	\$16,626	\$10,750	\$5,508	51%
Maintenance & Repair	\$484	\$35,000	\$23,148	66%
Capital Outlay	\$5,857,349	\$0	\$0	NA
Economic Development Incentive (380)	\$335,991	\$1,112,500	\$518,430	47%
Business Retentions	\$2,077	\$55,000	\$6,112	11%
Transfer to GF-Adm Services	\$221,537	\$366,203	\$274,652	75%
Transfer to CPF	\$2,045,760	\$0	\$0	NA
Transfer to IT	\$6,876	\$155,355	\$116,516	75%
Debt Service	\$1,772,581	\$1,990,375	\$1,794,810	NA
<b>Total Expenditures</b>	<b>\$10,774,012</b>	<b>\$4,491,582</b>	<b>\$3,180,718</b>	<b>71%</b>
<b>Net Income (Loss)</b>	<b>(\$7,235,164)</b>	<b>\$1,851,868</b>	<b>\$942,758</b>	

# Q3

## 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	\$3,377,119	\$6,128,500	\$3,959,906	65%
Interest	\$1,577	\$15,000	\$4,831	32%
<b>TOTAL REVENUES</b>	<b>\$3,378,696</b>	<b>\$6,143,500</b>	<b>\$3,964,737</b>	<b>65%</b>
<b>EXPENDITURES</b>				
Transfer Debt	\$1,185,833	\$1,393,675	\$1,195,013	86%
Transfer Out- PPF	\$1,623,075	\$2,715,418	\$2,036,563	75%
Transfers Out-Golf Debt	\$334,367	\$371,403	\$350,140	94%
Transfer Out- Golf Operation	\$211,619	\$846,315	\$634,736	75%
Transfer Out-GF Admin	\$6,250	\$15,450	\$11,588	75%
Economic Incentive ( 380)	\$0	\$412,500	\$0	0%
Equipment Replacement	\$0	\$64,257	\$64,257	100%
Equipment Serv Contr	\$0	\$1,950	\$1,463	75%
Personal Services	\$0	\$193,403	\$94,731	49%
Materials & Supplies	\$0	\$3,900	\$0	0%
Maintenance & Repair	\$168,703	\$277,328	\$146,955	53%
Operations Service	\$5,823	\$3,500	\$6,335	181%
Misc Expense	\$0	\$110,000	\$23,897	22%
<b>TOTAL EXPENDITURES</b>	<b>\$3,535,670</b>	<b>\$6,409,099</b>	<b>\$4,565,678</b>	<b>71%</b>
<b>Net Income (Loss)</b>	<b>(\$156,974)</b>	<b>(\$265,599)</b>	<b>(\$600,941)</b>	

# Q3

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

Description	Prior YTD	Annual Budget	YTD Actuals	YTD Actuals to Budget
<b>REVENUES</b>				
Transfer In - 4B Sales Tax	\$1,623,075	\$2,715,418	\$2,036,563	75%
Recreation Memberships	\$696,478	\$1,645,523	\$1,326,904	81%
Miscellaneous	\$161,070	\$5,000	\$100	2%
Investment Income	\$255	\$721	\$479	66%
Miscellaneous Licenses and Permits	\$1,328	\$368,483	\$285,534	77%
<b>Total Revenues</b>	<b>\$2,482,206</b>	<b>\$4,735,145</b>	<b>\$3,649,580</b>	<b>77%</b>
<b>EXPENDITURES</b>				
Personnel Services	\$1,393,242	\$2,736,819	\$1,666,454	61%
Materials & Supplies	\$85,111	\$235,345	\$127,479	54%
Maintenance & Repair	\$46,241	\$297,823	\$161,481	54%
Operations, Services	\$260,320	\$595,703	\$494,166	83%
Capital Outlay	\$1,128	\$183,900	\$50,425	27%
Transfer to IT	\$56,763	\$255,290	\$191,468	75%
Transfer to Equipment Replacement	\$28,541	\$24,450	\$24,450	100%
Miscellaneous Expense	\$24,586	\$20,000	\$6,292	31%
Transfer to GF for Admin	\$259,251	\$359,838	\$269,878	75%
Transfer to Equipment Service	\$5,384	\$25,977	\$19,483	75%
<b>Total Expenditures</b>	<b>\$2,160,567</b>	<b>\$4,735,145</b>	<b>\$3,011,576</b>	<b>64%</b>
<b>Net Income (Loss)</b>	<b>\$321,639</b>	<b>\$0</b>	<b>\$638,004</b>	

SECTION 03

# Investment Report

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City of Burleson  
Quarterly Report  
June 2022



## INVESTMENT PORTFOLIO SUMMARY

For the Quarter Ended

June 30, 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 "Matt Hill", written above a horizontal line.

A second handwritten signature in blue ink, appearing to read "Shuttle", written 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	March 31, 2022			June 30, 2022		
	Ave. Yield	Book Value	Market Value	Ave. Yield	Book Value	Market Value
Demand Deposit Account/Money Market Account	0.19%	\$ 25,559,869	\$ 25,559,869	0.89%	\$ 14,735,095	\$ 14,735,095
Pools/Money Market Fund	0.21%	38,448,814	38,448,814	1.10%	34,381,662	34,381,662
Securities	0.80%	45,512,558	44,746,445	1.23%	60,547,139	59,492,910
Certificates of Deposit	0.59%	21,022,689	21,022,689	0.59%	21,053,828	21,053,828
<b>Total</b>	<b>0.47%</b>	<b>\$ 130,543,929</b>	<b>\$ 129,777,816</b>	<b>1.06%</b>	<b>\$ 130,717,724</b>	<b>\$ 129,663,495</b>

<u>Average Yield - Current Quarter (1)</u>		<u>Fiscal Year-to-Date Average Yield (2)</u>	
Total Portfolio	1.06%	Total Portfolio	0.58%
Rolling Three Month Treasury	1.13%	Rolling Three Month Treasury	0.50%
Rolling Six Month Treasury	1.15%	Rolling Six Month Treasury	0.53%
TexPool	1.00%	TexPool	0.40%

<u>Interest Earnings (Approximate)</u>	
Quarter	\$ 248,446
Fiscal Year-to-date	\$ 399,288

(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

June 30, 2022

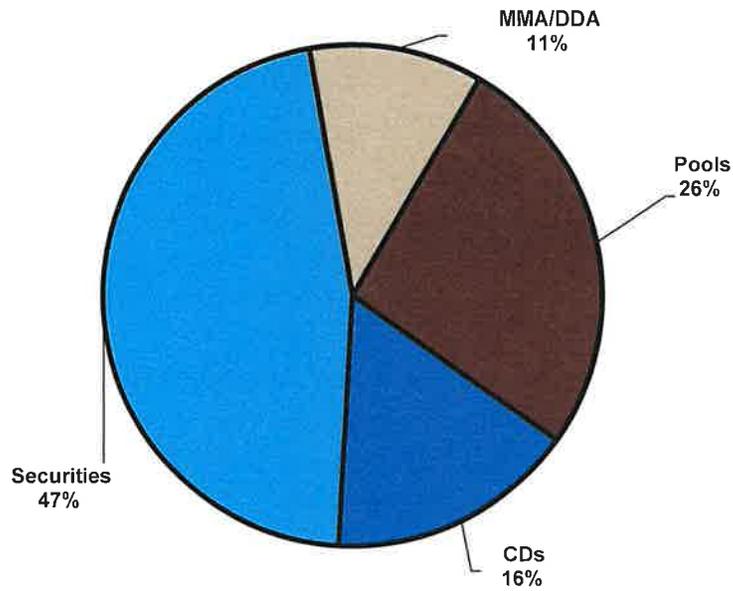
Description	Ratings	Coupon/ Discount	Maturity Date	Settlement Date	Par Value	Book Value	Market Price	Market Value	Life (Days)	Yield
American National Bank MMA		0.11%	07/01/22	06/30/22	\$ 4,708,858	\$ 4,708,858	1.00	\$ 4,708,858	1	0.11%
NexBank IntraFi MMA Savings		1.25%	07/01/22	06/30/22	10,026,237	10,026,237	1.00	10,026,237	1	1.25%
TexPool	AAAm	1.00%	07/01/22	06/30/22	15,011,504	15,011,504	1.00	15,011,504	1	1.00%
LOGIC	AAAm	1.18%	07/01/22	06/30/22	19,370,158	19,370,158	1.00	19,370,158	1	1.18%
Clark Co NV Revenue	Aa3/A	5.00%	07/01/22	12/01/20	200,000	200,000	100.00	200,000	1	0.41%
Tustin CA United School Dist	Aa1	0.21%	08/01/22	03/11/21	385,000	385,000	99.88	384,526	32	0.21%
Prosperity Bank CD		0.20%	08/18/22	08/18/21	6,010,002	6,010,002	100.00	6,010,002	49	0.20%
East West Bank CD		0.78%	08/18/22	02/18/22	5,014,231	5,014,231	100.00	5,014,231	49	0.78%
East West Bank CD		0.32%	11/15/22	12/17/21	5,008,599	5,008,599	100.00	5,008,599	138	0.32%
Adams County CO School Dist	Aa2	0.28%	12/01/22	01/27/21	900,000	900,000	99.09	891,810	154	0.28%
Lewis-Palmer CO School Dist	Aa1	0.34%	12/01/22	12/15/20	125,000	125,000	99.09	123,860	154	0.34%
NW WA Open Access Revenue	A3/A	0.69%	12/01/22	12/21/20	300,000	300,000	99.25	297,762	154	0.69%
Miamisburg OH School Dist	Aa2	4.00%	12/01/22	12/22/20	100,000	101,473	100.56	100,559	154	0.47%
Federal Home Loan Bank	Aaa/AA+	1.38%	02/17/23	12/15/21	5,000,000	5,030,956	99.18	4,958,890	232	0.40%
East West Bank CD		1.15%	02/20/23	02/18/22	5,020,996	5,020,996	100.00	5,020,996	235	1.15%
Treasury Note	Aaa/AAA	0.13%	02/28/23	01/31/22	5,000,000	4,978,624	98.32	4,915,820	243	0.77%
Treasury Note	Aaa/AAA	2.75%	04/30/23	04/08/22	5,000,000	5,036,055	99.89	4,994,725	304	1.87%
Federal Farm Credit Bank	Aaa/AA+	0.38%	05/23/23	11/23/21	5,000,000	4,998,326	97.88	4,894,100	327	0.41%
Freddie Mac	Aaa/AA+	2.75%	06/19/23	05/04/22	5,000,000	5,020,597	99.74	4,986,751	354	2.32%
Federal Farm Credit Bank	Aaa/AA+	0.45%	07/24/23	12/14/21	5,000,000	4,994,774	97.73	4,886,451	389	0.55%
Treasury Note	Aaa/AAA	0.13%	10/15/23	10/18/21	5,000,000	4,982,754	96.46	4,823,240	472	0.39%
Federal Farm Credit Bank	Aaa/AA+	0.40%	11/09/23	12/15/21	3,500,000	3,486,643	96.75	3,386,229	497	0.68%
Treasury Note	Aaa/AAA	2.38%	02/29/24	01/31/22	5,000,000	5,099,043	99.13	4,956,250	609	1.17%
Treasury Note	Aaa/AAA	0.25%	03/15/24	03/10/22	5,000,000	4,880,112	95.55	4,777,735	624	1.68%
Federal Farm Credit Bank	Aaa/AA+	3.25%	06/17/24	06/17/22	5,000,000	4,980,906	100.46	5,023,118	718	3.45%
Fannie Mae	Aaa/AA+	1.75%	07/02/24	01/31/22	5,000,000	5,046,876	97.82	4,891,084	733	1.27%
<b>Total Portfolio</b>					<b>\$ 130,680,585</b>	<b>\$ 130,717,724</b>		<b>\$ 129,663,495</b>	<b>225</b>	<b>1.06%</b>

(1) (2)

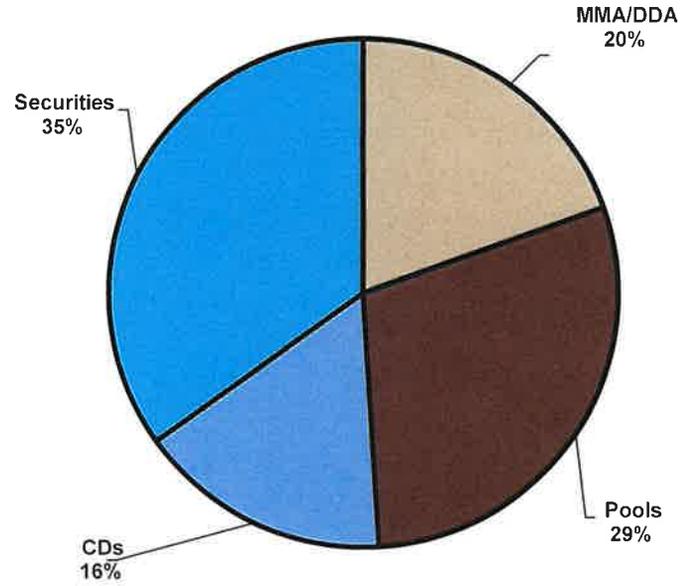
(1) **Weighted average life** - For purposes of calculating weighted average life, overnight bank and pool balances are assumed to have a one day maturity.

(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.

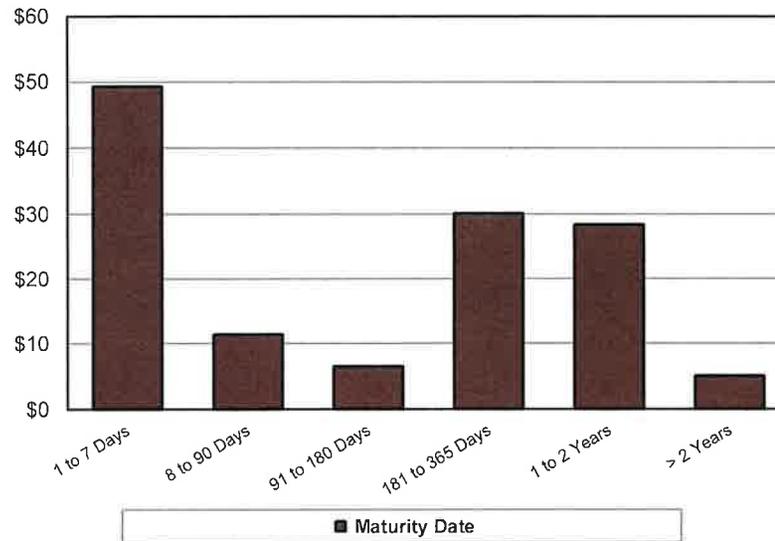
Composition - Current Quarter



Composition - Prior Quarter



Distribution by Maturity Range (Millions)



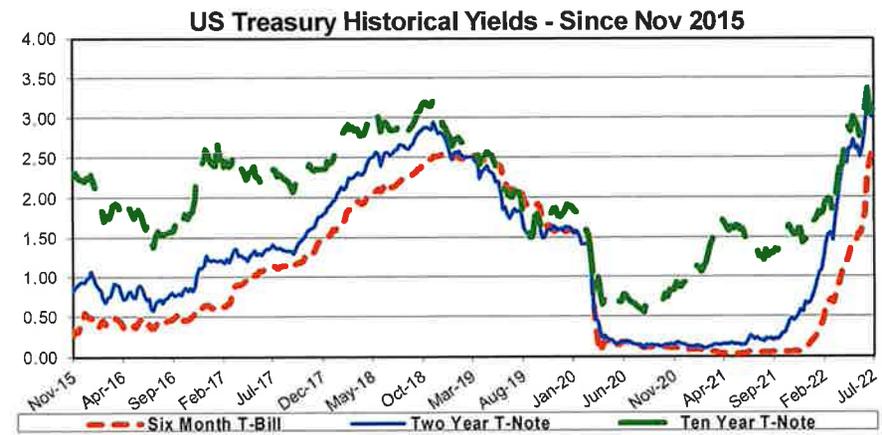
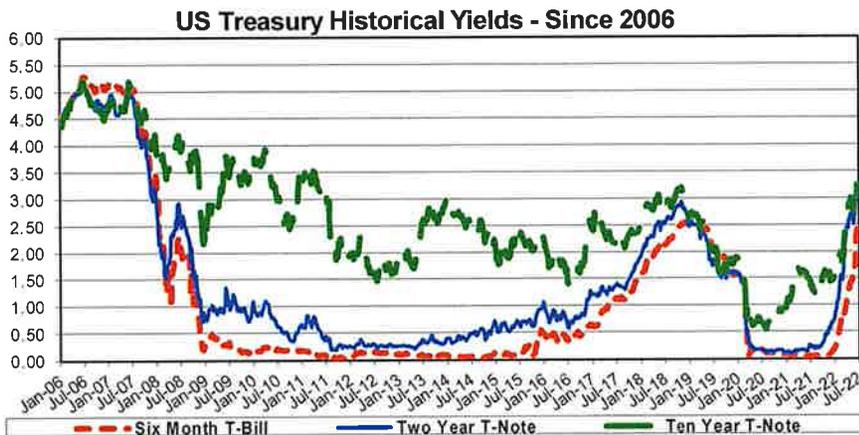
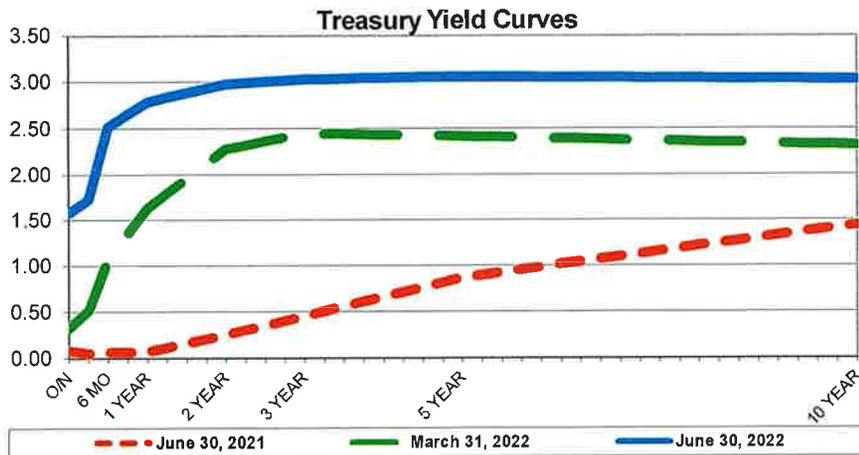
## Book and Market Value Comparison

Issuer/Description	Yield	Maturity Date	Book Value 03/31/22	Increases	Decreases	Book Value 06/30/22	Market Value 03/31/22	Change in Market Value	Market Value 06/30/22
American National Bank MMA	0.11%	07/01/22	\$ 15,541,290	\$ —	\$ (10,832,432)	\$ 4,708,858	\$ 15,541,290	\$ (10,832,432)	\$ 4,708,858
Origin Bank MMA	0.20%	04/01/22	5,006,360	—	(5,006,360)	—	5,006,360	(5,006,360)	—
NexBank IntraFi MMA Savings	1.25%	07/01/22	5,012,219	5,014,017	—	10,026,237	5,012,219	5,014,017	10,026,237
TexPool	1.00%	07/01/22	16,218,060	—	(1,206,556)	15,011,504	16,218,060	(1,206,556)	15,011,504
LOGIC	1.18%	07/01/22	22,230,754	—	(2,860,596)	19,370,158	22,230,754	(2,860,596)	19,370,158
Clark Co NV Revenue	0.41%	07/01/22	202,286	—	(2,286)	200,000	201,854	(1,854)	200,000
Tustin CA United School Dist	0.21%	08/01/22	385,000	—	—	385,000	384,115	412	384,526
Prosperity Bank CD	0.20%	08/18/22	6,006,973	3,029	—	6,010,002	6,006,973	3,029	6,010,002
East West Bank CD	0.78%	08/18/22	5,004,490	9,741	—	5,014,231	5,004,490	9,741	5,014,231
East West Bank CD	0.32%	11/15/22	5,004,605	3,994	—	5,008,599	5,004,605	3,994	5,008,599
Adams County CO School Dist	0.28%	12/01/22	900,000	—	—	900,000	893,079	(1,269)	891,810
Lewis-Palmer CO School Dist	0.34%	12/01/22	125,000	—	—	125,000	124,116	(256)	123,860
NW WA Open Access Revenue	0.69%	12/01/22	300,000	—	—	300,000	298,323	(561)	297,762
Miamisburg OH School Dist	0.47%	12/01/22	102,348	—	(876)	101,473	101,565	(1,006)	100,559
Federal Home Loan Bank	0.40%	02/17/23	5,043,098	—	(12,142)	5,030,956	4,990,975	(32,085)	4,958,890
East West Bank CD	1.15%	02/20/23	5,006,621	14,375	—	5,020,996	5,006,621	14,375	5,020,996
Treasury Note	0.77%	02/28/23	4,970,620	8,005	—	4,978,624	4,933,595	(17,775)	4,915,820
Treasury Note	1.87%	04/30/23	—	5,036,055	—	5,036,055	—	4,994,725	4,994,725
Federal Farm Credit Bank	0.41%	05/23/23	4,997,860	466	—	4,998,326	4,913,950	(19,849)	4,894,100
Freddie Mac	2.32%	06/19/23	—	5,020,597	—	5,020,597	—	4,986,751	4,986,751
Federal Farm Credit Bank	0.55%	07/24/23	4,993,551	1,223	—	4,994,774	4,896,672	(10,221)	4,886,451
Treasury Note	0.39%	10/15/23	4,979,430	3,325	—	4,982,754	4,848,240	(25,000)	4,823,240
Federal Farm Credit Bank	0.68%	11/09/23	3,484,198	2,446	—	3,486,643	3,410,017	(23,788)	3,386,229
Treasury Note	1.17%	02/29/24	5,113,842	—	(14,799)	5,099,043	5,008,595	(52,345)	4,956,250
Treasury Note	1.68%	03/15/24	4,862,628	17,484	—	4,880,112	4,806,250	(28,515)	4,777,735
Federal Farm Credit Bank	3.45%	06/17/24	—	4,980,906	—	4,980,906	—	5,023,118	5,023,118
Fannie Mae	1.27%	07/02/24	5,052,696	—	(5,820)	5,046,876	4,935,100	(44,016)	4,891,084
<b>TOTAL / AVERAGE</b>	<b>1.06%</b>		<b>\$ 130,543,929</b>	<b>\$ 20,115,662</b>	<b>\$ (19,941,867)</b>	<b>\$ 130,717,724</b>	<b>\$ 129,777,816</b>	<b>\$ (114,321)</b>	<b>\$ 129,663,495</b>

## Economic Overview

6/30/2022

The Federal Open Market Committee (FOMC) raised the Fed Funds target range 0.75% to 1.50% - 1.75% June 15th (Effective Fed Funds are trading +/-1.60%). The FOMC begin actively reducing their balance sheet June 1. An additional 0.75% increase is anticipated July 27. First Quarter GDP (final) was -1.6%. June Non-Farm Payroll added 372k net new jobs while the Three Month Average NFP declined to 375k. Crude oil settled in at +/- \$105 per barrel. The Stock Markets continued sliding lower, but may be stabilizing. More domestic and international economic indicators softened, including housing data. A recession in the next 12 to 18 months is being openly discussed. Inflation remained well over the FOMC 2% target (Core PCE +/-4.7% and CPI exceeding 8%).



SECTION 04

# Strategic Plan Update

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City of Burlison  
Quarterly Report  
June 2022

# CITY OF BURLESON STRATEGIC PLAN *for fiscal year 2021-22*

<b>4</b> Strategic Focus Area	<b>21</b> Goal	<b>88</b> Work Plan Task
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*as of June 30, 2022*

# Operational Excellence

## WORK PLAN TASKS

### Goal 1

Progress 81%

**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.



#### Work Plan Task 1.1.1

Sep 21, 2021 - Apr 30, 2022

Some Disruption

Progress 75%

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)

The Request for Proposals (RFP) and selection process has been completed. Staff is evaluating the service cost versus projected use to ensure the viability of the clinics. If the clinic is viable, a final contract will be presented to city council for consideration in September 2022, with the clinic implementation scheduled for early 2023.

#### 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 allows them to sign up for job posting notifications. Staff continues to post and announce positions on the city's career 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)

Due to staff shortages in day-to-day operations, the apprenticeship program has been delayed.

#### 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 third quarter, the police department continues to look for ways to better engage with the community.

## Goal 2

Progress 67%

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



### Work Plan Task 1.2.1

Sep 21, 2021 - Jul 31, 2022

On Track

Progress 65%

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

Council is working on formalizing the appointment process. City secretary staff will begin working on amendments to the current ordinance.

### Work Plan Task 1.2.2

Sep 21, 2021 - Sep 30, 2022

On Track

Progress 70%

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 updated key performance indicators and measures, and have reviewed with city management. Initial data will be monitored the remainder of the year to determine if the goals or measures should be modified. Ongoing updates to the measures are anticipated, as business processes change and evolve.

### Work Plan Task 1.2.3

Sep 21, 2021 - Aug 31, 2022

Completed

Progress 100%

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)

The review time for residential permits is 5-10 business days; for a commercial permit, it is 10-20 business days, meeting the review time goal.

### Work Plan Task 1.2.4

Sep 21, 2021 - Aug 31, 2022

Completed

Progress 100%

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

Ongoing - Aug 31, 2023

On Track

Progress 0%

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

Progress 91%

**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
Completed	50.0	2

### 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. The survey was distributed in the spring of 2022 and results were presented to city council. Ninety-three percent (93%) of the residents surveyed, who had an opinion, rated the city of Burleson as an "excellent" or "good" place to live. Other areas in which the city received ratings of "excellent" or "good" include: as a place to raise children (88%), overall quality of services (87%), and as a place residents are proud to call home (85%).

### Work Plan Task 1.3.2

Sep 21, 2021 - Jul 31, 2022 **On Track** Progress 75%

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

City secretary staff is currently working on a Facebook Live Town Hall schedule.

### Work Plan Task 1.3.3

Ongoing - Mar 31, 2022 **On Track** Progress 90%

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 supervisors and managers. Planning for the next fiscal year training is underway with schedules to be finalized in the coming weeks.

### Work Plan Task 1.3.4

Ongoing - Nov 30, 2021 **Completed** Progress 100%

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

The system was developed and the merit matrix was utilized as a part of employee reviews for FY 21-22.

# Goal 4

Progress 75%

**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	50.0	2
● Completed	50.0	2

## Work Plan Task 1.4.1

Ongoing - Sep 30, 2022 On Track Progress 80%

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

Departmental budget overviews and supplemental requests have been presented to the city council. The city manager is finalizing the FY22-23 recommended budget, which will be presented to the city council on August 4.

## Work Plan Task 1.4.2

Ongoing - Sep 30, 2022 On Track Progress 20%

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 developing procedures for performance measurement processes and software to streamline departmental operation and rollout.

## Work Plan Task 1.4.3

Ongoing - Jun 30, 2022 Completed Progress 100%

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

Ongoing - Jul 31, 2022 Completed Progress 100%

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)

345 vendors have registered since the start of the calendar year, gaining 16% since the fourth quarter of 2020.

# Goal 5

Progress 67%

**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), and Councilmember Victoria Johnson has been made a member of the Executive Board. 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 75%

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 50%

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 57%

**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.



	%	#
On Track	66.67	2
Some Disruption	33.33	1

#### Work Plan Task 2.1.1

Sep 21, 2021 - Nov 30, 2023

On Track

Progress 70%

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)

Staff has the 60% schematic design completed and is working on 30% design of the project.

#### Work Plan Task 2.1.2

Sep 21, 2021 - Nov 30, 2021

On Track

Progress 50%

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)

Design is at 60%. Design is to be completed in the fourth quarter of FY 22 with construction beginning in the second quarter of FY 23. Staff will take over maintenance prior to construction.

#### Work Plan Task 2.1.3

Sep 21, 2021 - Sep 30, 2022

Some Disruption

Progress 50%

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)

Design is at 60%. Design is to be completed in the fourth quarter of FY 22 with construction beginning in the second quarter of FY 23.

# Goal 2

Progress 50%

## 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.



### 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 in the May 7 bond election and 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

Some Disruption

Progress 80%

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

The Mobility Plan is scheduled to appear before the city council for feedback in August 2022.

### Work Plan Task 2.2.3

Sep 21, 2021 - Jun 30, 2022

Completed

Progress 100%

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 has been completed.

### Work Plan Task 2.2.4

Ongoing - Dec 31, 2024

On Track

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

# Goal 3

Progress 69%



## 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

On Track

Progress 80%

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)

All outside walls have been constructed with insulation and metal roof framing has been installed. Estimated 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 continues to meet with the city of Fort Worth. A new wholesale agreement for max buildout capacity of 13MGD will be brought forward in the first quarter of FY23.

### 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 plans have been reviewed by city council and will need to be finalized after the impact fees are set. The Critical Infrastructure Partnership Advisory Council (CIPAC) must be created and fees set. The anticipated date is the fourth quarter of FY 22.

### 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. The consultant has compiled and analyzed library data and community feedback efforts. The results will be utilized in the second part of the feasibility study that will focus on library space needs and recommendations.

### Work Plan Task 2.3.5

Ongoing - Mar 31, 2023

On Track

Progress 50%

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)

Staff has engaged with MAA, a design firm, to reimagine the TOD District. Staff is currently evaluating next steps on key properties.

### Work Plan Task 2.3.6

Ongoing - Nov 30, 2022

Discontinued

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)

Due to the configuration of the walls/windows at Fire Station 16, the information technology department has decided not to change the location of the primary data center. With new construction projects coming underway staff will be locating both data centers to more secure locations in the future after the construction and topology changes have been completed.

# Goal 4

Progress 33%

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

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

## 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 presented to the 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 50%

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 city council's representative to the North Central Texas Council of Government was recently elected to the body's Executive Board. Staff is also working with regional transportation leaders to modify the bylaws of the Regional Transportation Council, so that the city can have the opportunity for direct representation on the committee.

# 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

Project is scheduled for design in FY 23 and construction in FY 24.

Sep 21, 2021 - Apr 30, 2022

Some Disruption

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

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.

Sep 21, 2021 - Dec 31, 2021

Some Disruption

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

Projects identified across the city are being designed.

Sep 21, 2021 - Sep 30, 2022

On Track

Progress 50%

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

Projects identified across the city are being designed.

Ongoing - Sep 30, 2022

On Track

Progress 50%

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 68%

**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.



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

### Work Plan Task 3.1.1

Sep 21, 2021 - Jun 30, 2022

Completed

Progress 100%

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

The splash pad opened at the beginning of June and remains open through labor day.

### Work Plan Task 3.1.2

Ongoing - Dec 31, 2022

On Track

Progress 50%

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)

The 90% plans have been reviewed and Freese and Nichols are finalizing the 100% plans for bidding.

### Work Plan Task 3.1.3

Ongoing - Dec 31, 2021

Completed

Progress 100%

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

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

### Work Plan Task 3.1.4

Ongoing - Dec 31, 2023

Some Disruption

Progress 25%

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

Public engagement for the design of Shannon Creek is beginning August 1, 2022.

### Work Plan Task 3.1.5

Ongoing - May 31, 2022

Some Disruption

Progress 80%

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

Cindy Park is currently under construction with an anticipated completion of Mid-August 2022.

### Work Plan Task 3.1.6

Ongoing - May 31, 2022

Some Disruption

Progress 50%

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

Claudia's Playground is delayed in production with construction anticipated to begin September 2022.

## Goal 2

Progress 94%



	%	#
On Track	25.0	1
Completed	75.0	3

**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.

### 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 Bureson's older adult population (Department: Community Services - Library)

### Work Plan Task 3.2.3

Ongoing - Jun 30, 2022

Completed

Progress 100%

Staff has used Skillshare to host a teen program for line drawing and offered a class for device assistance with library apps, etc. Created new infographics for library apps and created a new "Research" link in the catalog for digital resources.

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%

Presentation was submitted to state regulation board for accreditation approval on June 7, 2022 with an estimated three-month review period.

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 83%

**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	33.33	1
● Completed	66.67	2

## Work Plan Task 3.3.1

Ongoing - Oct 31, 2021

Completed

Progress 100%

Execute the plan to recruit a family-entertainment venue to Burlison 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

Completed

Progress 100%

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)

Economic development staff is working with development services on the annexation of the property. Once the roadway and sewer are installed, the site will increase in marketability for potential clients.

# Goal 4



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

## 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.

### Work Plan Task 3.4.1



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

Staff has completed its first draft of the initial changes to the zoning ordinance and is engaged with a private firm for professional services to peer-review the work.

### Work Plan Task 3.4.2



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

The Mobility Plan is scheduled to appear before the city council for feedback in August 2022. City council will consider formal adoption in conjunction with the update to the city's impact fee ordinance in the fall.

### Work Plan Task 3.4.3



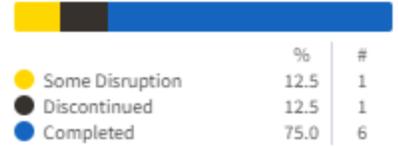
Develop a Façade Improvement Program to encourage improvements to commercial facades of aging buildings to revitalize areas and businesses throughout the community (Department: Development Services)

Next steps for the program will include coordination with Economic Development and establishing a policy and implementation for the program.

# 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 fall 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 Burlison 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 requested this task to be discontinued.

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 92%

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



## Work Plan Task 3.6.1

Ongoing - Jan 31, 2022

Completed

Progress 100%

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

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

## Work Plan Task 3.6.2

Ongoing - Aug 31, 2022

On Track

Progress 75%

Promoted library cards and Summer Reading Club at Academy at Nola Dunn and Crestmoor Park Apartments. Outreach programs included Earth Day at Mistletoe Hill, Book Bike Storytime at Bailey Lake, Teen Gaming Truck at Warren Park, Touch a Truck at the BRiCK and Storytime at Morgan's Ice Cream. Community events included City on a Hill.

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)

## Work Plan Task 3.6.3

Ongoing - May 31, 2022

Completed

Progress 100%

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.

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

# 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 87%

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

	%	#
Some Disruption	40.0	2
Discontinued	20.0	1
Completed	40.0	2

## Work Plan Task 4.2.1

Sep 21, 2021 - Apr 30, 2022

Some Disruption

Progress 78%

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

The timing to implement the power shift is still on track. Two recruits have been released to solo status and a third is projected to acquire solo status in the upcoming month.

## 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

Some Disruption

Progress 70%

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

Selection of the officer, the canine and the training is in process. The specialized vehicle is still 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

Progress 81%



	%	#
On Track	25.0	1
Completed	75.0	3

**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

Sep 21, 2021 - May 31, 2022 **Completed** **Progress 100%**

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) focused on drowning prevention and free swim lessons this quarter. There were two Junior Fire Academy courses for 5th graders completed in June. CPR / Stop the Bleed classes have continued monthly at Station 16. Visits to homeowners with new pools to share safety measures have begun.

### Work Plan Task 4.3.2

Ongoing - Mar 31, 2022 **Completed** **Progress 100%**

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

Ongoing - Sep 30, 2022 **On Track** **Progress 25%**

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

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

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)

IA Pro audit automation software has been purchased and implemented.

# 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 90%

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

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

## Work Plan Task 4.4.2

Sep 21, 2021 - Sep 30, 2022

On Track

Progress 75%

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

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

## Work Plan Task 4.4.3

Sep 21, 2021 - Sep 30, 2022

On Track

Progress 80%

Each officer will attend 16 hours of active shooter training in partnership with Joshua and Burleson ISD. The training will be completed in August before school begins.

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

## Work Plan Task 4.4.4

Sep 21, 2021 - Sep 30, 2022

On Track

Progress 75%

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

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

# Goal 5

Progress 97%



	%	#
● On Track	33.33	1
● Completed	66.67	2

**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%

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

Two fire department staff members have become CERT program managers. The Basic CERT class will begin on September 1 and run for five weeks. An additional church has been added to the city's memorandum of understanding to provide shelter and mass care support.

## Work Plan Task 4.5.2

Ongoing - Aug 31, 2022

Completed

Progress 100%

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

System has been installed and is operating

## Work Plan Task 4.5.3

Ongoing - Jan 31, 2022

Completed

Progress 100%

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

EOC is opening and functioning.

SECTION 05

# Capital Improvement Projects

---

City of Burleson  
Quarterly Report  
June 2022

## Neighborhood Street Rebuild:

King Street, Warren Street, Johnson Avenue

### Project includes:

Street rebuilds on:

- 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.

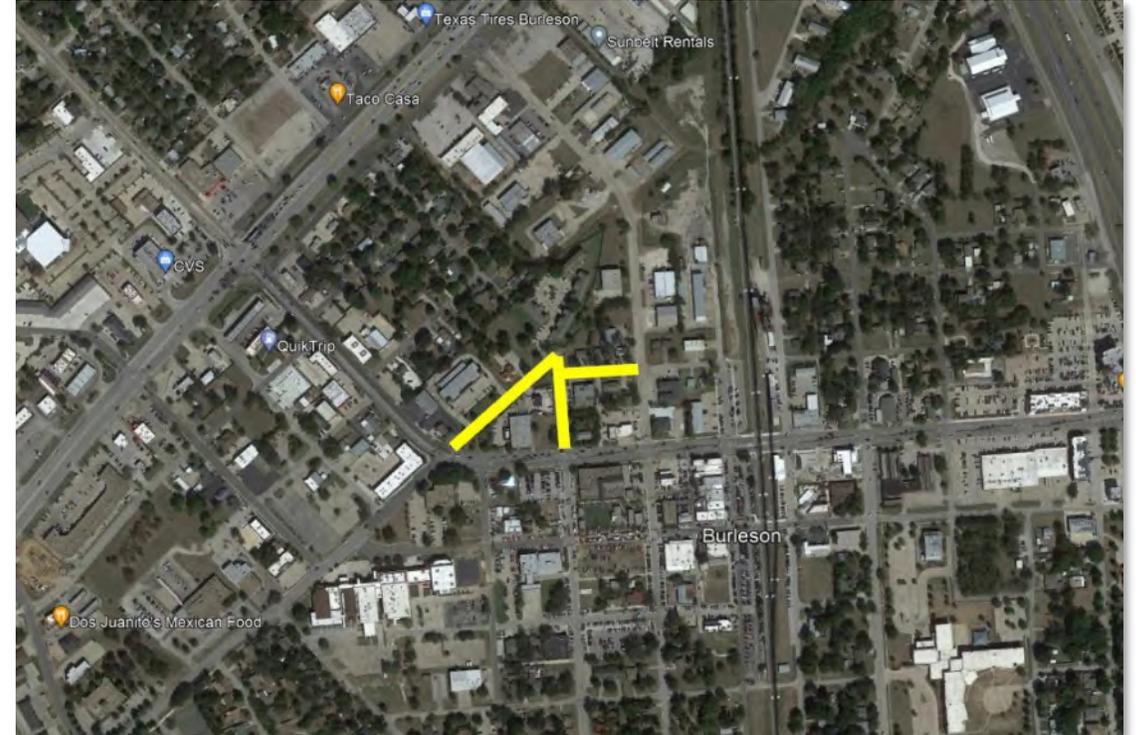
- Rudd St. and Cindy Ct. removed from scope and moved to other projects.

### Funding:

- \$1.2 million 2016 & 2018 street bonds

### Status:

- Franchise Utilities are being relocated prior to bidding



Project Status

Some Disruption

Project Progress

Progress 45%

Estimated Completion



January 2023

Construction Cost



1.2 Million

### Project includes:

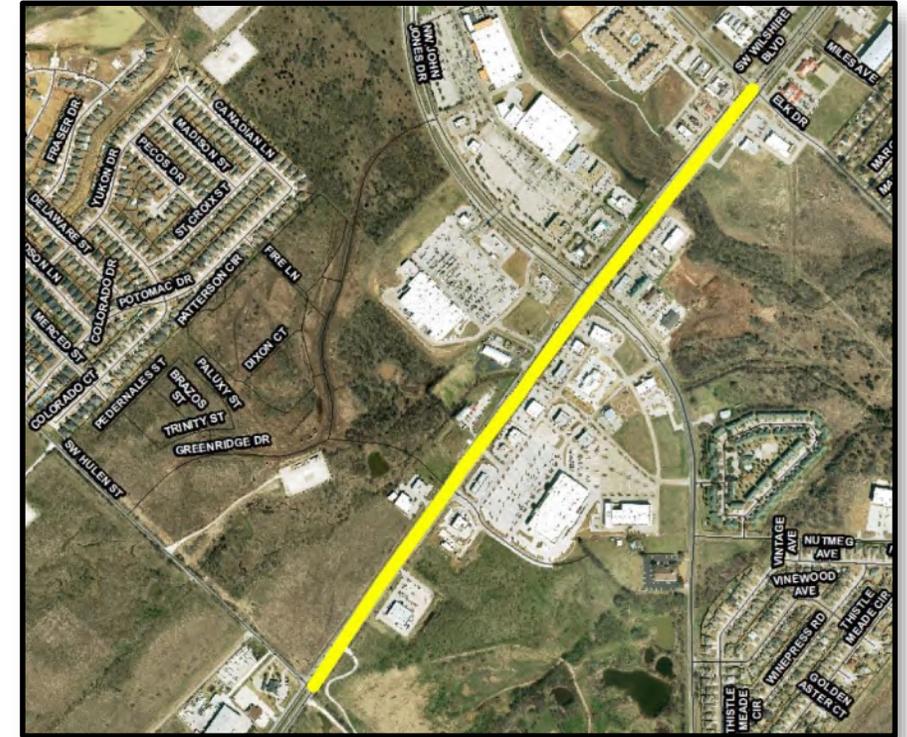
- Widening SH 174 (Wilshire Boulevard) from 4 to 6 lanes from Elk Drive to Hulen Street
- Widening will occur on the inside lanes
- Sidewalks where feasible

### 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 (90%) submitted to TxDOT
- 30% PS&E Plans for Bridge Section only submitted to TxDOT



Project Status

Some Disruption

Project Progress

Progress 50%

Estimated Completion



2025

Construction Cost



7 Million

**Project includes:**

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

**Funding:**

- \$5.2 million water bonds
- \$500 thousand non bond capital

**Status:**

- Brushy Mound ground storage tanks have been removed.
- Turkey Peak Tank complete.
- Turkey Peak Site- Awaiting Monopole Service Provider Agreements Finalization
- Created separate entry road and drainage flume project with separate contractor to expedite the project.



Project Status

Some Disruption

Project Progress

Progress 90%

Estimated Completion



Spring 2023

Construction Cost



5.7 Million

### Project includes:

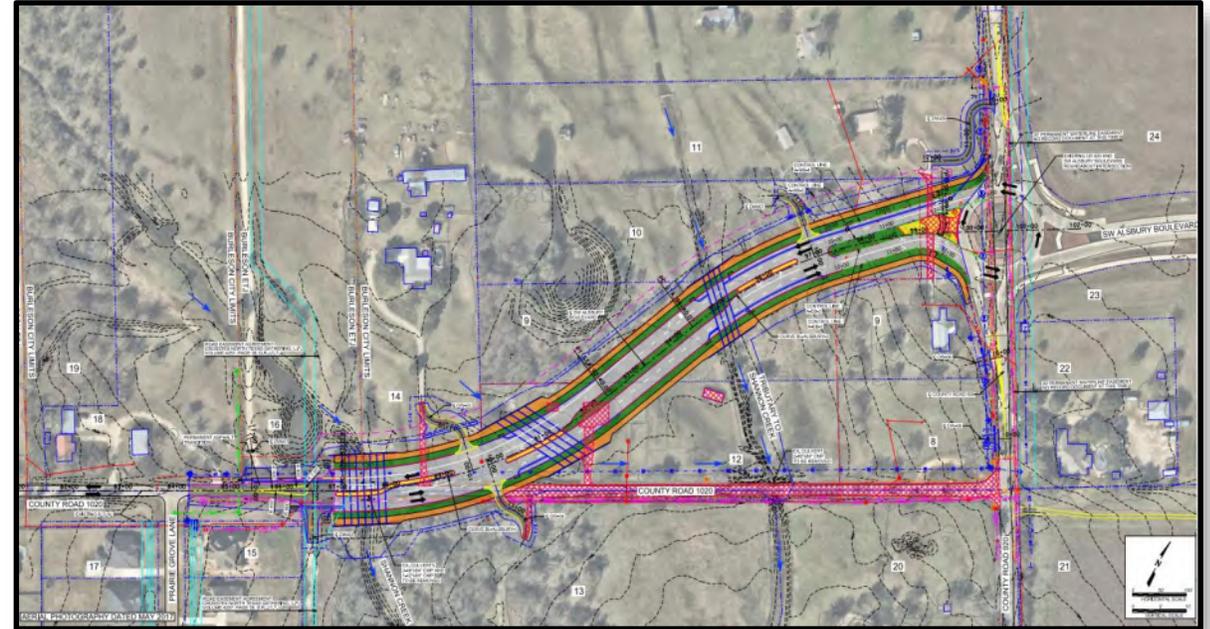
- Extension of Alsbury Boulevard from Hulen Street Roundabout to County Road 1020 (future Alsbury)
- This new section will be a 4-lane divided roadway with turn lanes and drainage improvements

### Funding:

- \$600 thousand city cash funds (Design)
- \$7.6 million city 2022 GO Bond funding (ROW & Construction)

### Status:

- Disruption occurred with original Federal funding and then return of AFA contribution
- Preliminary Design Plans (60%) in progress with Consultant



#### Project Status

Some Disruption

#### Project Progress

Progress 20%

#### Estimated Completion



2025

#### Construction Cost



8.2 Million

### Project includes:

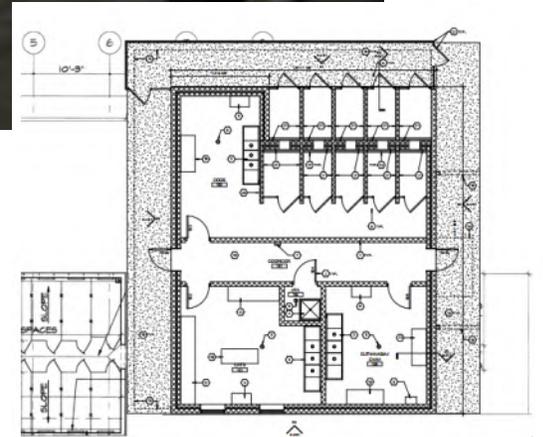
- Expansion of facility by approximately 1,250 sq. ft. to provide an isolation area for sick or injured animals.

### Funding:

- \$928 thousand 2019 CO Bonds

### Status:

- Construction Underway (interior walls, plumbing, electrical underway)



#### Project Status

On Track

#### Project Progress

Progress 80%

#### Estimated Completion



October 2022

#### Construction Cost



928,400

## Intersection Improvements

### Alsbury Boulevard & John Jones Drive (FM731)

#### Project includes:

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

#### Funding:

- \$2.5 million Streets & Drainage Bonds (Alsbury @ John Jones)

#### Status:

- 90% Design Plans Submitted to TxDOT in March 2022.
  - Traffic Division commented in August 2022.
  - City plans to hold project until City takes over traffic signals in order to simplify this project/ process and remain within budget.
- Coordinating with franchise utilities for relocation



#### Project Status

Some Disruption

#### Project Progress

Progress 40%

#### Estimated Completion



Winter 2023

#### Construction Cost



2.5 Million

## Project includes:

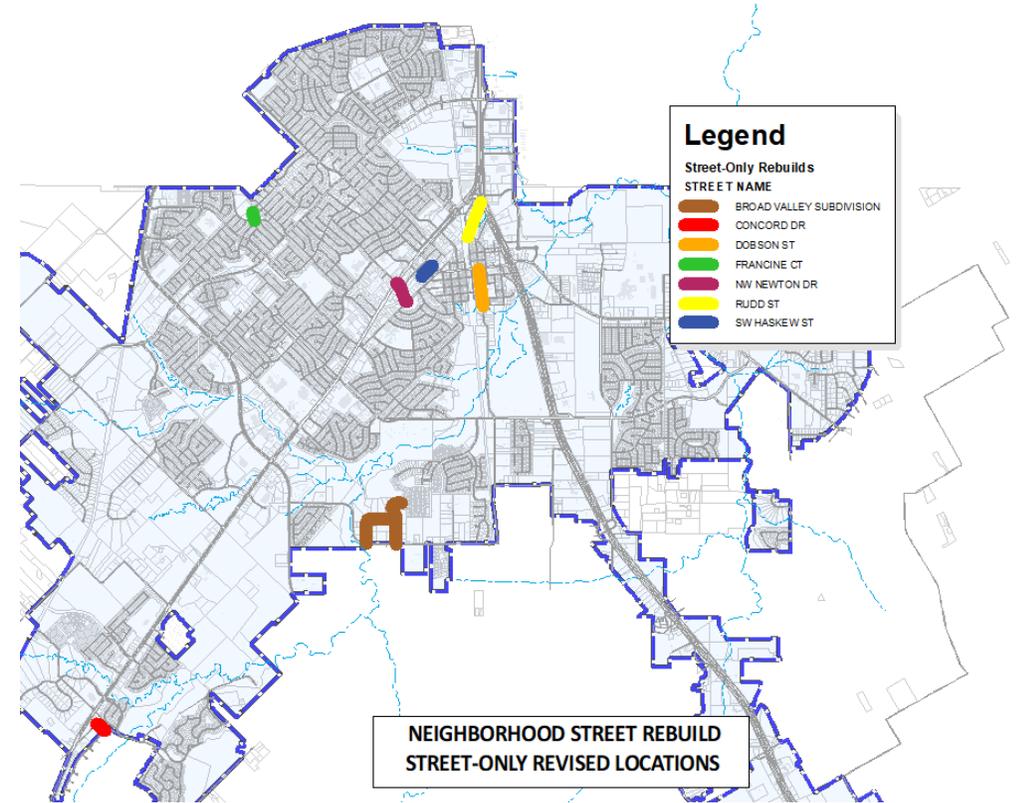
- Reconstruct existing streets
- Utilities are not located under pavement and/or have been verified to be in good condition and do not need replacement
- Addition of Rudd St. and Dobson St. prior to bidding. Dobson is the only street with partial pedestrian and utility improvements.

## Funding:

- \$1.9 million Street & Drainage Bonds
- \$130 thousand Water & Sewer Cash

## Status

- Construction Contract approved August 2022



### Project Status

On Track

### Project Progress

Progress 50%

### Estimated Completion



April 2023

### Construction Cost

\$ 2 Million

### Project includes:

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

### Funding:

- \$350 thousand water and sewer bonds

### Status:

- Construction Contract bid in July 2022 and to be approved mid August.



#### Project Status

On Track

#### Project Progress

Progress 15%

#### Estimated Completion



Spring 2023

#### Construction Cost



\$ 349,548

## Project includes:

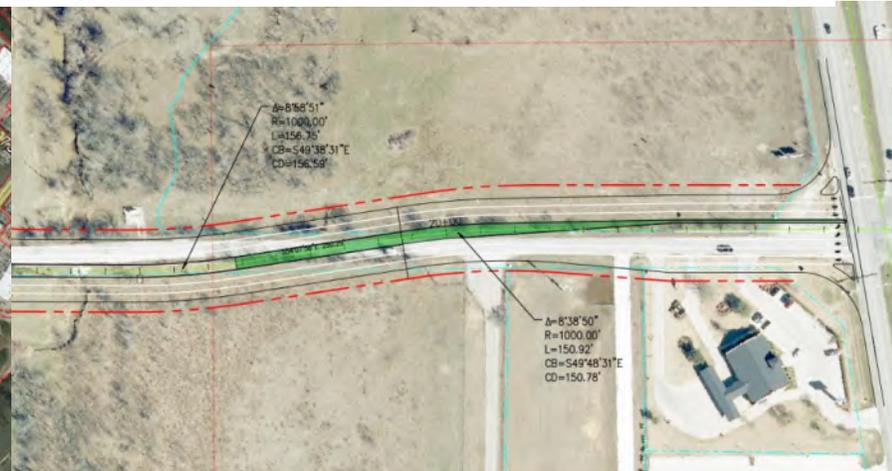
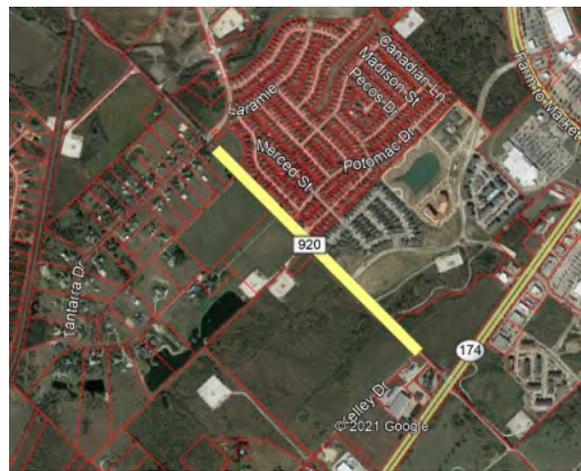
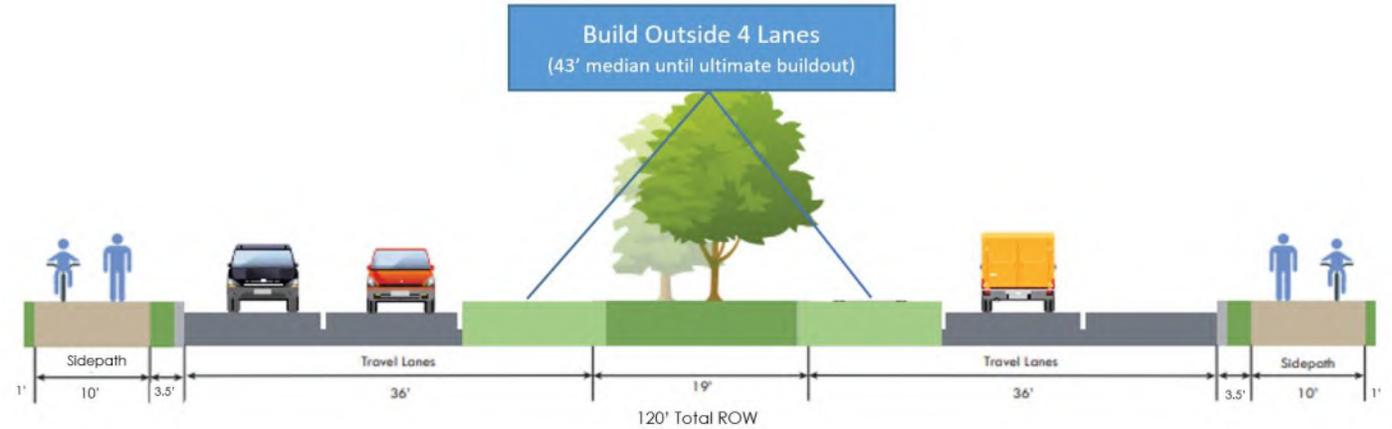
- Expanding the intersection to ultimate with 3 northbound lanes and 3 southbound lanes, dual left turn lanes and one dedicated right turn lane.
- Expand Hulen from 2 lanes to 4 lanes with right-of-way acquisition for ultimate 6 lane section(120'). Construct 4 lanes with large median and 10' shared use paths on each side.
- 16" waterline to also be constructed with this project

## Funding:

- \$1.6 million existing city funding
- \$9.4 million city 2022 GO Bond funding
- \$4 million NCTCOG Request
- \$3.7 million Water funds

## Status:

- Preparing proposal from design consultant.



### Project Status

On Track

### Project Progress

Progress 10%

### Estimated Completion



Winter 2026

### Construction Cost



18.7 Million

### Project includes:

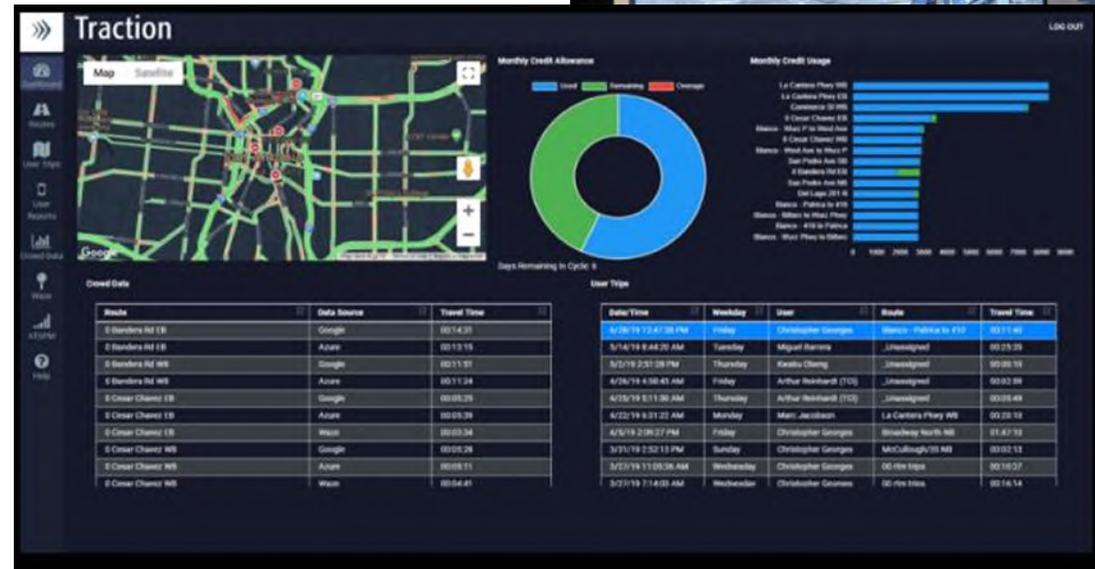
- Project will consist of Signal Infrastructure Upgrades, a Traffic Management Center and CCTV Cameras.

### Funding:

- \$650 thousand existing city funding
- \$2.1 million city 2022 GO Bond funding
- \$650 thousand NCTCOG Request

### Status:

- In review of 60% design plans



### Project Status

On Track

### Project Progress

Progress 25%

### Estimated Completion



Fall 2023

### Construction Cost

\$ 3.4 Million

## E. Renfro Waterline

E. Renfro, I-35 & Village Creek Pkwy.

### Project includes:

- Installation of additional water lines to loop this service area (near Village Creek Pkwy and within apartment complex).
- Replacement of a compromised section of 16" main water line along I-35 service road

### Funding:

- \$600 thousand water and sewer bonds

### Status:

- Construction to begin mid August.



#### Project Status

On Track

#### Project Progress

Progress 50%

#### Estimated Completion

Winter 2022

#### Construction Cost

\$ 593,949



# Parks Annex Building

725 SE John Jones Dr.

### Project includes:

- 12,000 sq. ft. 2-story building with office space, conference room, workshop area and parking facilities. The building has 3 bays to store parks equipment.

### Funding:

- \$4 million non-bond capital

### Status:

- Notice to Proceed for Construction issued July 2022.
- Plan to break ground in August 2022.



#### Project Status

Some Disruption

#### Project Progress

Progress 50%

#### Estimated Completion



Fall 2023

#### Construction Cost

\$ 4 Million

### Project includes:

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

### Funding:

- \$1.6 million CO Bond TIF
- \$1.6 million 4A Bond

### Status:

- Design contract amendment in progress.



### Project Status

On Track

### Project Progress

Progress 10%

### Estimated Completion



Summer 2024

### Construction Cost

\$ 3.2 Million

### Project includes:

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

### Funding:

- \$36 million GO Bond

### Status:

- In discussions with Williams Pipeline regarding relocation process of gas line bisecting property.
- Architect selection process underway.



#### Project Status

On Track

#### Project Progress

Progress 5%

#### Estimated Completion



Spring 2026

#### Construction Cost



36 Million

## Old Town Quiet Zone (Wayside Horn) CR714 & Dobson St.

### Project includes:

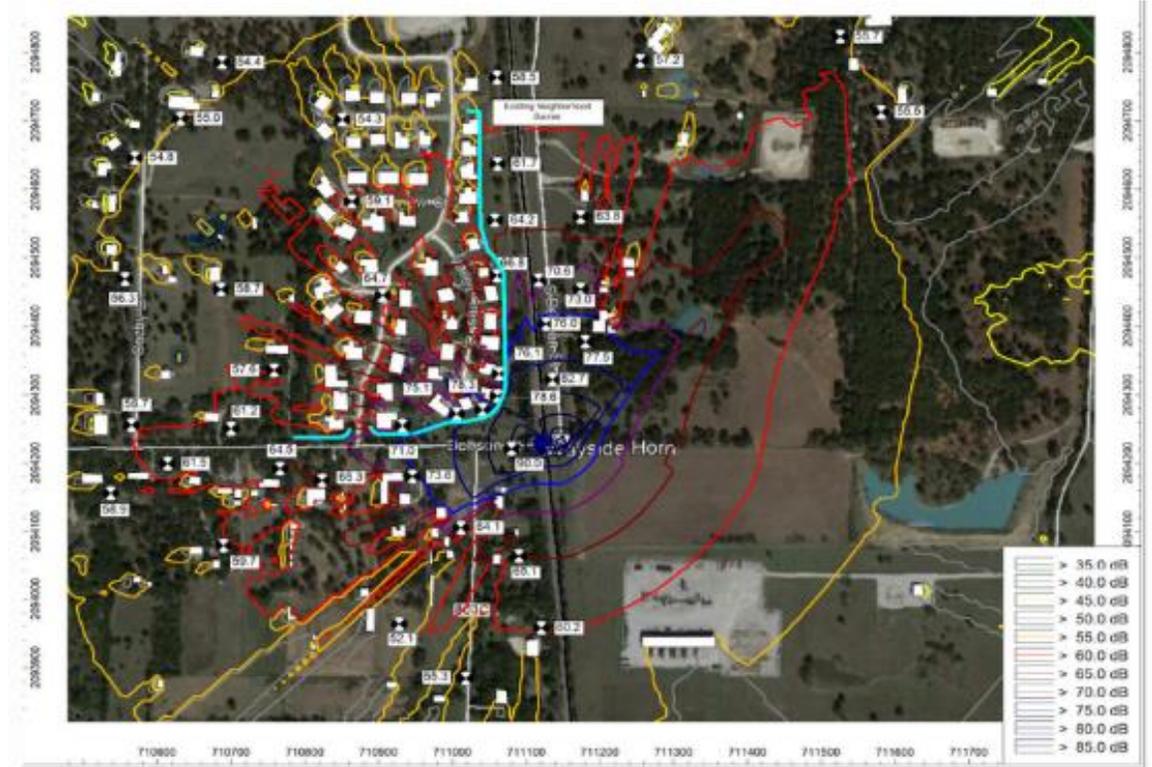
- Design and installation of Wayside Horns which will create a condition where trains will no longer use their own horns at this crossing.
- Wayside Horn replaces train horns with a focused audible sound for traffic approaching the crossing and minimizes the disturbance of adjacent neighborhood.

### Funding:

- \$120 thousand 2016 GO Bonds – Streets & Parks
- \$900 thousand 2016 COs- Streets
- \$250 thousand Non Bond Capital- Streets
- \$400 thousand Streets & Drainage Bond Fund

### Status:

- Design process underway for UPRR (Union Pacific Railroad) Permit.



Project Status

On Track

Project Progress

Progress 30%

Estimated Completion



Spring 2024

Construction Cost

\$ 1.6 Million

### Project includes:

- Establish a Quiet Zone at Lakewood Blvd and BNSF Railroad crossing.
- No Train Horn Signs will be added

### Funding:

- \$82 thousand General Budget

### Status:

- Notice of Establishment (NOE) in progress.
- Implementation anticipated in 60 days.



Project Status



Project Progress



Estimated Completion



Winter 2022

Construction Cost



## Wintercrest and Jayellen Sidewalk NW Jayellen Ave. & NW Wintercrest Rd.

### Project includes:

- Design and construction of 5' wide sidewalks along one side of the block between NW Jayellen Ave. and NW Wintercrest Rd.
- Re-construction of numerous driveways to meet ADA cross slopes for proposed sidewalk.

### Funding:

- \$450 thousand 2022 GO Bond

### Status:

- Design in progress with consultant.



#### Project Status

On Track

#### Project Progress

Progress 20%

#### Estimated Completion



Spring 2023

#### Construction Cost



446,946

## Cindy Ct. Paving & Drainage

NW Jayellen Ave. & NW Wintercrest Rd.

### Project includes:

- Result of splitting previous Rudd, King, Cindy Neighborhood Street Rebuild project.
- Project includes street rebuild and drainage improvements to improve the service life of the pavement.

### Funding:

- \$1 million Streets & Drainage Bond Funds

### Status:

- Design in progress with consultant.



#### Project Status

Some Disruption

#### Project Progress

Progress 30%

#### Estimated Completion



Spring 2023

#### Construction Cost



1 Million

## Alsbury Widening From Candler Dr. to Hulen St.

### Project includes:

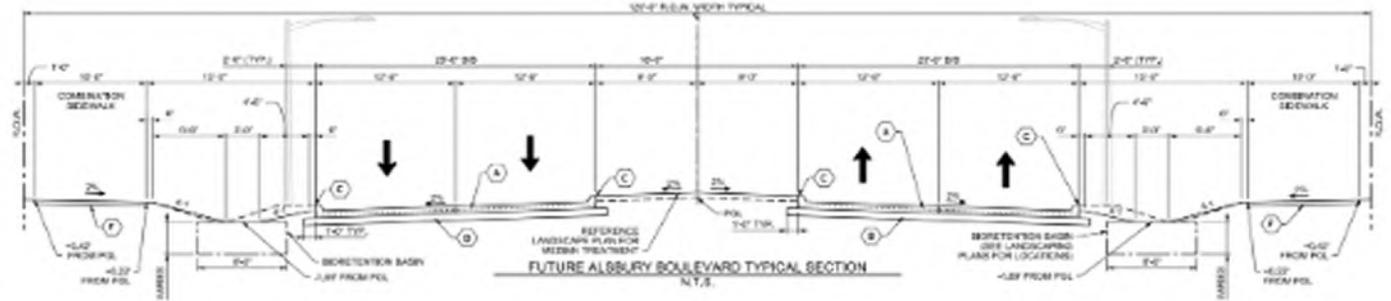
- Expand Alsbury from 2 lanes to 4 lanes and add a 10' shared use paths on the north side.
- 16" waterline stub out beneath BNSF railroad to be considered with this project.

### Funding:

- \$3.8 million city funding (combination of impact fees zone B, TIRZ #3 capacity, and the general fund)

### Status:

- Preparing proposal from design consultant.



Project Status

On Track

Project Progress

Progress 5%

Estimated Completion



Winter 2024

Construction Cost



3.8 Million

SECTION 06

# Park Capital Improvement Projects

---

City of Burleson  
Quarterly Report  
June 2022

# Project- Cemetery Expansion



- **Project Description**

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

- **Project Status**

- Currently under construction

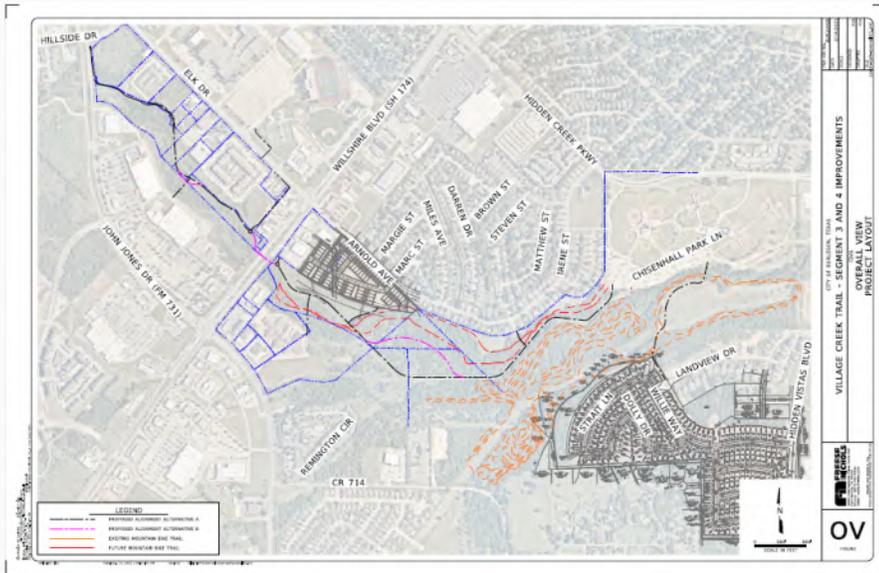
- **Budget/Funding Source**

- \$993,799- Cemetery Gas Well Royalties

- **Estimated Completion**

- September 2022

# Project- Village Creek Trails



- **Project Description**

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

- **Project Status**

- 90% design

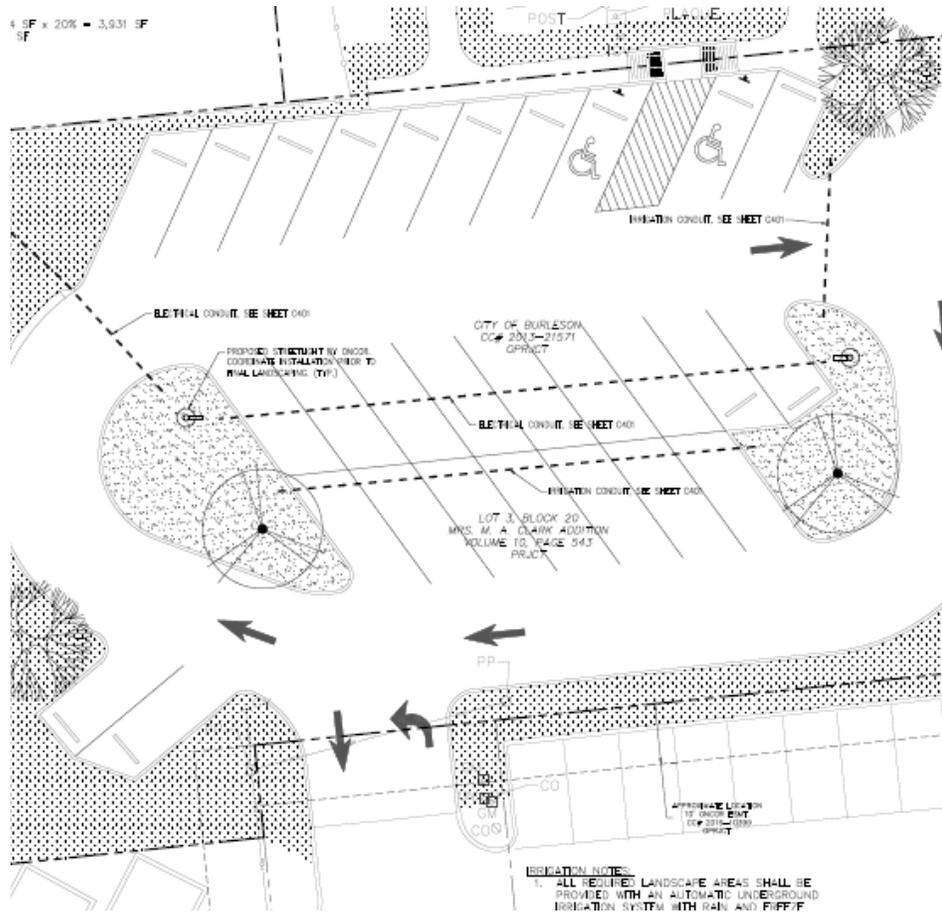
- **Budget/Funding Source**

- \$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- Clark Park Parking Lot



- **Project Description**

- Addition of parking lot

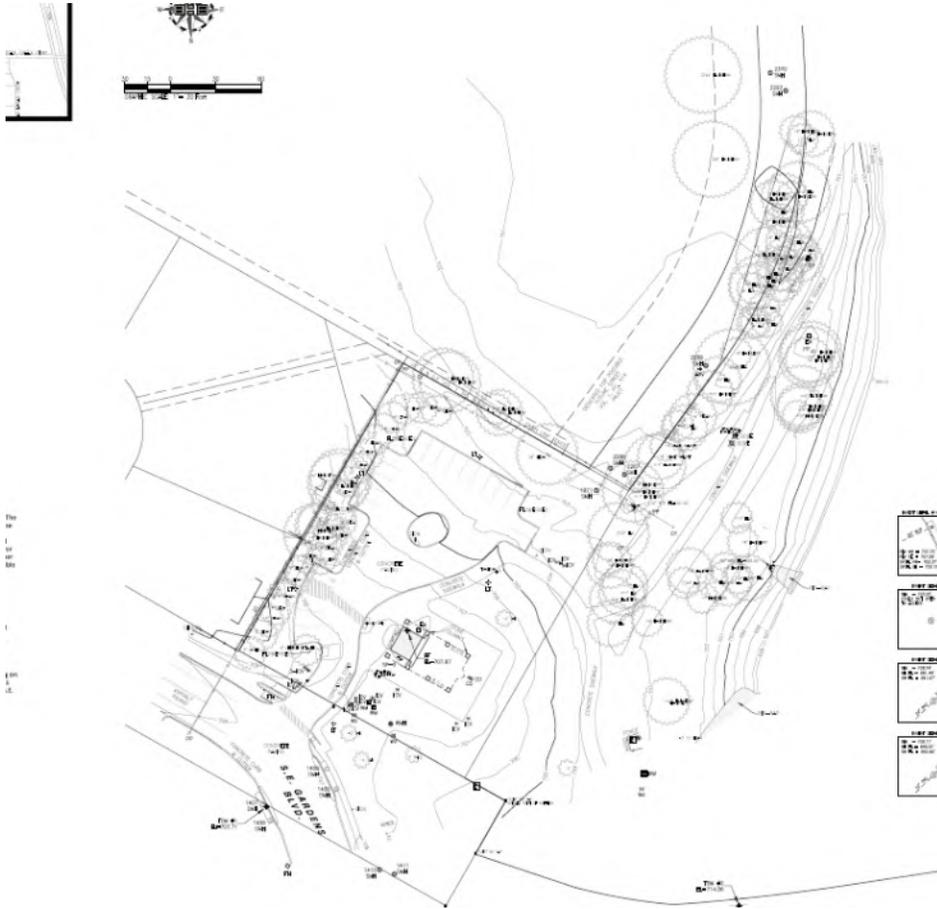
- **Project Status**

- CD's have been sent to developer
- Developer will bid

- **Estimated Completion**

- TBD

# 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

- In final design
- Replatting Bailey Lake Property

## ● Budget/Funding

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

## ● Estimated Completion

- 6 months from the completion of final design

# Project- Shannon Creek



- **Project Description**

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

- **Project Status**

- Survey and geotech complete
- First phase of design input complete August 19

- **Budget/Funding**

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

- **Estimated Completion**

- TBD

# Project- Park Annex



- **Project Description**

- Design and construction of a park annex facility at the service center

- **Project Status**

- Construction broke ground the week of August 8
- FF&E will be awarded in the future
- Additional site improvements will be considered as separate project

- **Budget/Funding**

\$4.5 Million

- **Estimated Completion**

- December 2022

# Project- Claudia's Playground



- **Project Description**

- Renovation of playground, furniture and landscaping

- **Project Status**

- In production, delayed until fall

- **Estimated Completion**

- October 2022

# Project- Cindy Park



- **Project Description**
  - Renovation of playground and landscaping
  - Additional project added to replace perimeter fence with cedar

- **Project Status**
  - Under Construction
- **Estimated Completion**
  - August 2022

# FY 2023 Project Updates

- **Bartlett Park Regrading**

- Currently completing grading and defining scope

- **Oak Valley, Elk Ridge, and Wakefield Park Upgrades**

- First round of public input complete.
- Final round scheduled for September
- Award October
- Construction TBD based off selected manufacturer

- **Hidden Creek Softball relocation and community park land acquisition**

- Multiple sites under review for consideration

- **Gateway Signage**

- Work session scheduled September 6 to review locations and potential cost

- **Oak Valley South Trail Extension**

- Public Works is assisting with design

- **Arabian Field Turf infield**

- Refining scope for just infield or full field replacement with synthetic turf
- RFP will be issued in early fall