



## **NOTICE OF MEETING OF THE GOVERNING BODY OF THE CITY OF BURNET**

Notice is hereby given that a **Regular Council Meeting** will be held by the governing body of the City of Burnet on the **25<sup>th</sup> day of January, 2022** at **6:00** p.m. in the Burnet Community Center, 401 East Jackson Street, Burnet, Tx.

This notice is posted pursuant to the Texas Government Code, Chapter §551-Open Meetings.

The following subjects will be discussed, to-wit:

### **CALL TO ORDER:**

### **ROLL CALL:**

### **INVOCATION:**

### **PLEDGE OF ALLEGIANCE:**

### **PLEDGE TO TEXAS FLAG:**

### **1. SPECIAL REPORTS/RECOGNITION:**

1.1) Burnet Police Department Quarterly Report: Chief Lee

1.2) First Quarter Financial Report: P. Langford

### **2. CONSENT AGENDA ITEMS:**

*(All of the following items on the Consent Agenda are considered to be self-explanatory by the Council and will be enacted with one motion. There will be no separate discussion of these items unless a Council Member, staff member or citizen requests removal of the item from the consent agenda for the purpose of discussion. For removal of an item, a request must be made to the Council when the Consent Agenda is opened for Council Action.)*

2.1) Approval of the January 11<sup>th</sup>, 2022 Regular City Council Meeting Minutes

### **3. PUBLIC HEARING:**

3.1) Public Hearing: The City Council of the City of Burnet will conduct a public hearing to receive public testimony and comments on the merits of a proposed "Preliminary Plat" for approximately 28.556 acres out of the H.M. Babcock Survey No. 1388, Abs. No. 1372, and the Samuel M. Bingham Survey, Abs. No. 86. The proposed "Preliminary Plat" will establish Headwaters of the San Gabriel, Phase Two, consisting of 26 residential lots: L. Kimbler

#### **4. ACTION ITEMS:**

4.1) Discuss and consider action: City Council shall receive information from the City Manager on the status of the COVID-19 pandemic's impact on the City and may discuss, give direction, or take action to implement, extend, modify, or terminate plans or programs in response to the pandemic: D. Vaughn

4.2) Discuss and consider action: SECOND AND FINAL READING OF AN ORDINANCE OF THE CITY COUNCIL OF BURNET, TEXAS, AMENDING ORDINANCE NO. 2021-01 AND THE OFFICIAL ZONING MAP OF THE CITY BY ASSIGNING THE PROPERTY DESCRIBED AS 900 COUNTY LANE (LEGAL DESCRIPTION: ABS A0672 EUGENIO PEREZ, TRACT INCLUDING OAK VISTA LOTS 60-67, 75.0 ACRES) WITH GOVERNMENT – DISTRICT "G" CLASSIFICATION; PROVIDING A REPEALER CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE: L. Kimbler

4.3) Discuss and consider action: SECOND AND FINAL READING OF AN ORDINANCE OF THE CITY COUNCIL OF BURNET, TEXAS, AMENDING ORDINANCE NO. 2021-01 AND THE OFFICIAL ZONING MAP OF THE CITY BY ASSIGNING THE PROPERTY DESCRIBED AS 800 ELLEN HALBERT DRIVE (Legal Description: ABS A0672 EUGENIO PEREZ, TRACT BEING PRISON SITE, 119.06 ACRES and ABS A0672 EUGENIO PEREZ, TRACT BEING PRISON SITE FROM OAK VISTA LOTS 45-52, 103.68 ACRES) WITH GOVERNMENT – DISTRICT "G" CLASSIFICATION; PROVIDING A REPEALER CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE: L. Kimbler

4.4) Discuss and consider action: A RESOLUTION OF THE CITY OF BURNET, TEXAS, ORDERING A GENERAL ELECTION TO BE HELD ON MAY 7, 2022, TO ELECT THREE CITY COUNCIL MEMBERS; ESTABLISHING THE ELECTION PROCEDURE; AND PROVIDING FOR RELATED MATTERS: K. Dix

*UNA RESOLUCIÓN DE LA CIUDAD DE BURNET, TEXAS, ORDENANDO UNA ELECCIÓN GENERAL A LLEVARSE A CABO EL 2 DE MAYO DE 2020, PARA ELEGIR EL TRES MIEMBROS DEL CONSEJO (CONCEJALES); ESTABLECIENDO LOS PROCEDIMIENTOS PARA LA ELECCIÓN; Y PROVEYENDO OTROS ASUNTOS RELACIONADOS.*

4.5) Discuss and consider action: FIRST READING OF AN ORDINANCE AMENDING THE CODE OF ORDINANCES, CHAPTER (ENTITLED "PARKS AND RECREATION") BY ADDING A NEW SECTION 74-10 PROHIBITING PARKING IN

CITY PARKS AFTER HOURS AND PROHIBITING PARKING IN RANDY LONGORIA PARK BY PERSONS NOT USING THE PARK; PROVIDING FOR PENALTY; PROVIDING CUMULATIVE, REPEALER AND SEVERABILITY CLAUSES; AND PROVIDING AN EFFECTIVE DATE: H. Erkan, Jr.

4.6) Discuss and consider action: A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF BURNET, TEXAS, APPROVING A VARIANCE TO THE CODE OF ORDINANCES, SECTION 98-42 - TRANSPORTATION IMPROVEMENTS AND THE TECHNICAL CONSTRUCTION STANDARDS, SECTION 290 - STREET LIGHTS FOR THE PROPOSED PRELIMINARY PLAT OF HEADWATERS OF THE SAN GABRIEL, PHASE TWO: L. Kimbler

4.7) Discuss and consider action: A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF BURNET, TEXAS, CONDITIONALLY APPROVING THE PRELIMINARY PLAT ESTABLISHING HEADWATERS OF THE SAN GABRIEL, PHASE TWO, CONSISTING OF 26 RESIDENTIAL LOTS ON APPROXIMATELY 28.556 ACRES OUT OF THE H.M. BABCOCK SURVEY NO. 1388, ABS. NO. 1372, AND THE SAMUEL M. BINGHAM SURVEY, ABS. NO. 86.: L. Kimbler

4.8) Discuss and consider action: A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF BURNET, TEXAS, DECLARING THE PERSONAL PROPERTY LEFT IN THE BEALLS BUILDING TO BE SURPLUS AND DIRECTING THE CITY MANAGER TO DISPOSE OF SUCH PERSONAL PROPERTY: D. Vaughn

4.9) Discuss and consider action: A RESOLUTION ADOPTING THE CITY OF BURNET, TX, INVESTMENT POLICY AND NAMING THE INVESTMENT OFFICERS: P. Langford

4.10) Discuss and consider action: FIRST READING OF AN ORDINANCE OF THE CITY COUNCIL OF BURNET, TEXAS, AMENDING CITY OF BURNET CODE OF ORDINANCES, CHAPTER 50 (ENTITLED "FLOOD DAMAGE PREVENTION" ) BY AMENDING SECTION 50-56 (ENTITLED ELEVATION AND LOT GRADING FOR STRUCTURES LOCATED IN ZONE X" ); PROVIDING FOR PENALTY; PROVIDING CUMULATIVE, REPEALER AND SEVERABILITY CLAUSES; PROVIDING FOR PUBLICATION; AND PROVIDING AN EFFECTIVE DATE: H. Erkan

4.11) Discuss and consider action: A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF BURNET, TEXAS AUTHORIZING THE CITY MANAGER TO GIVE NOTICE TO THE CREEKFALL SUBDIVISION PLAT APPLICANT OF THE CITY' S INTENT TO CONSIDER PARTICIPATION IN THE OVERSIZING OF WATER INFRASTRUCTURE: D. Vaughn

4.12) Discuss and consider action: A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF BURNET, TEXAS AUTHORIZING THE PAYMENT OF A FEE IN LIEU

OF TREE PRESERVATION/MITIGATION FOR DELAWARE SPRINGS SECTION  
24: D. Vaughn

4.13) Discuss and consider action: A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF BURNET, TEXAS AUTHORIZING ADOPTION OF A REVISED PAY SCALE FOR THE POLICE AND FIRE DEPARTMENTS AND WATER/WASTEWATER SERVICES; AND AUTHORIZE THE CITY MANAGER TO ADOPT RULES AND REGULATIONS FOR THE EFFICIENT IMPLEMENTATION OF THE SCALES: D. Vaughn

**5. REQUESTS FROM COUNCIL FOR FUTURE REPORTS:** In accordance with Resolution R2020-28 councilmembers may request the City Manager to prepare and present future report on matters of public interest.

**6. ADJOURN:**

Dated this the 21<sup>st</sup> day of January, 2022

**CITY OF BURNET  
CRISTA GOBLE BROMLEY, MAYOR**

I, the undersigned authority, do hereby certify that the above NOTICE OF MEETING of the governing body of the above named City, BURNET, is a true and correct copy of said NOTICE and that I posted a true and correct copy of said NOTICE on the bulletin board, in the City Hall of said City, BURNET, TEXAS, a place convenient and readily accessible to the general public at all times, and said NOTICE was posted on January 21, 2022 at or before 6 o'clock p.m. and remained posted continuously for at least 72 hours preceding the scheduled time of said Meeting.

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Kelly Dix, City Secretary

**NOTICE OF ASSISTANCE AT THE PUBLIC MEETINGS:**

*The City Council Chamber is wheelchair accessible. Persons with disabilities who plan to attend this meeting and who may need auxiliary aids or services, such as interpreters for persons who are deaf or hearing impaired, readers, or large print, are requested to contact the City Secretary's office (512.756.6093) at least two working days prior to the meeting. Requests for information may be faxed to the City Secretary at 512.756.8560.*

**RIGHT TO ENTER INTO EXECUTIVE SESSION:**

*The City Council for the City of Burnet reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by Texas Government Code Sections 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices) and 551.087 (Economic Development).*



# Council Report

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Burnet Police

01/25/2022



Where are we?

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Looking back at data can provide some insight on the progress of the department.

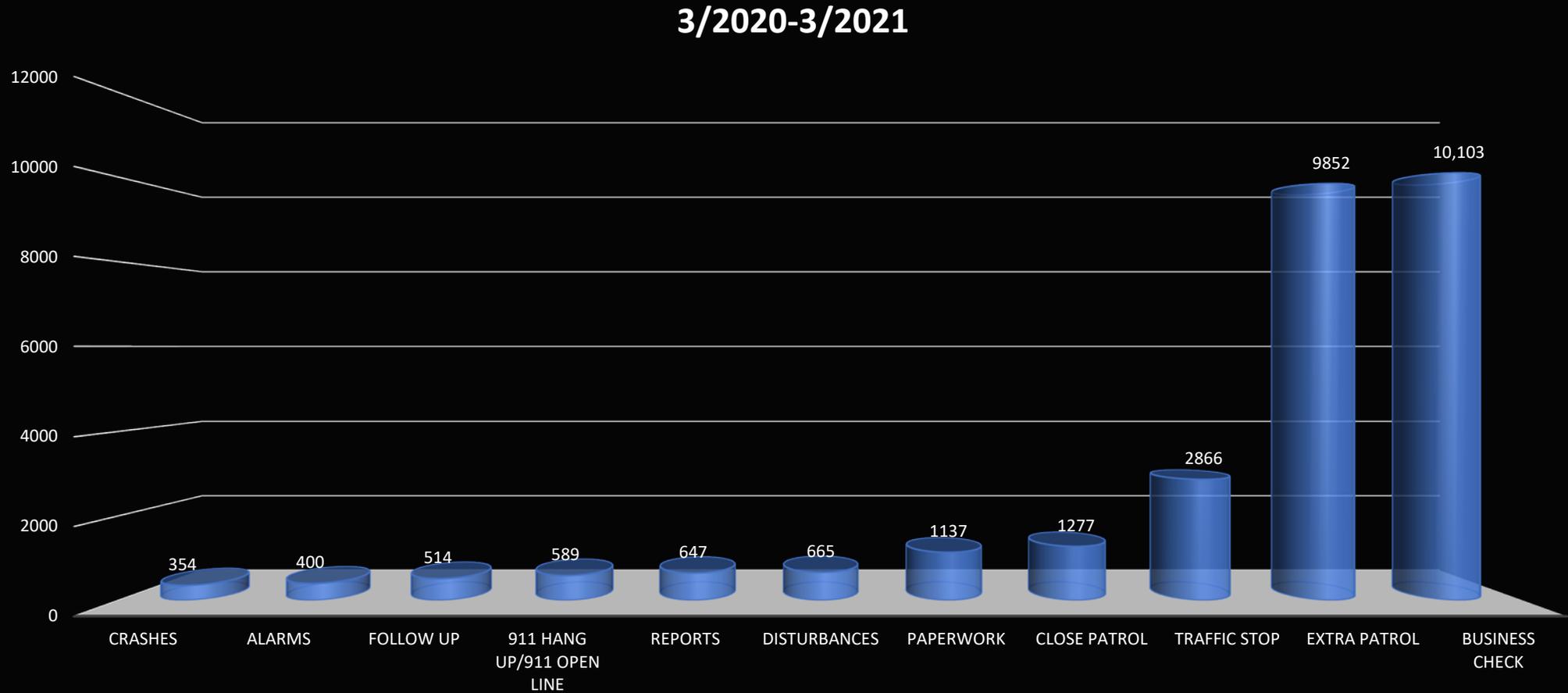
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Where are we going?

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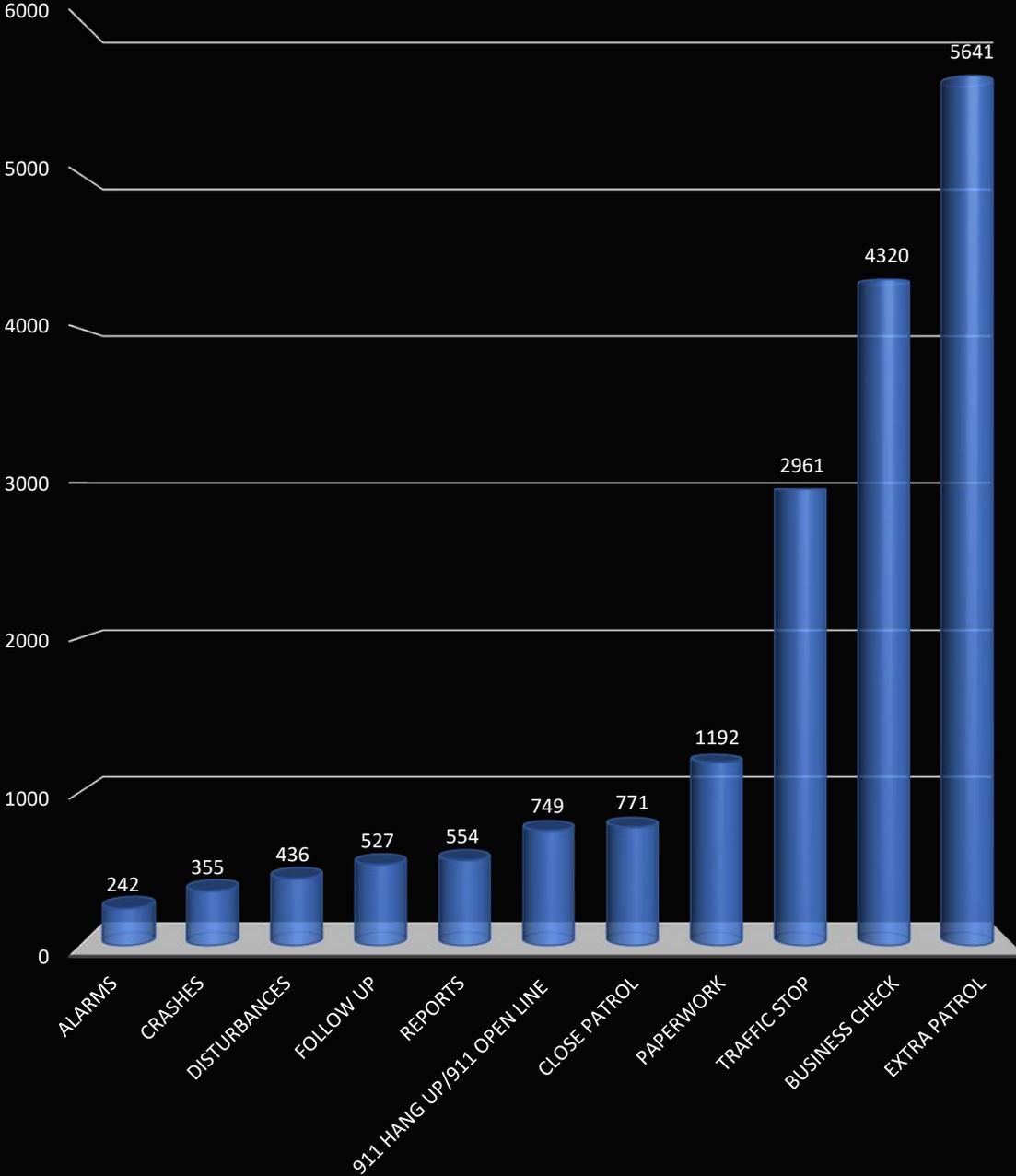
Statistical Data

# Most common calls 03/2020-03/2021



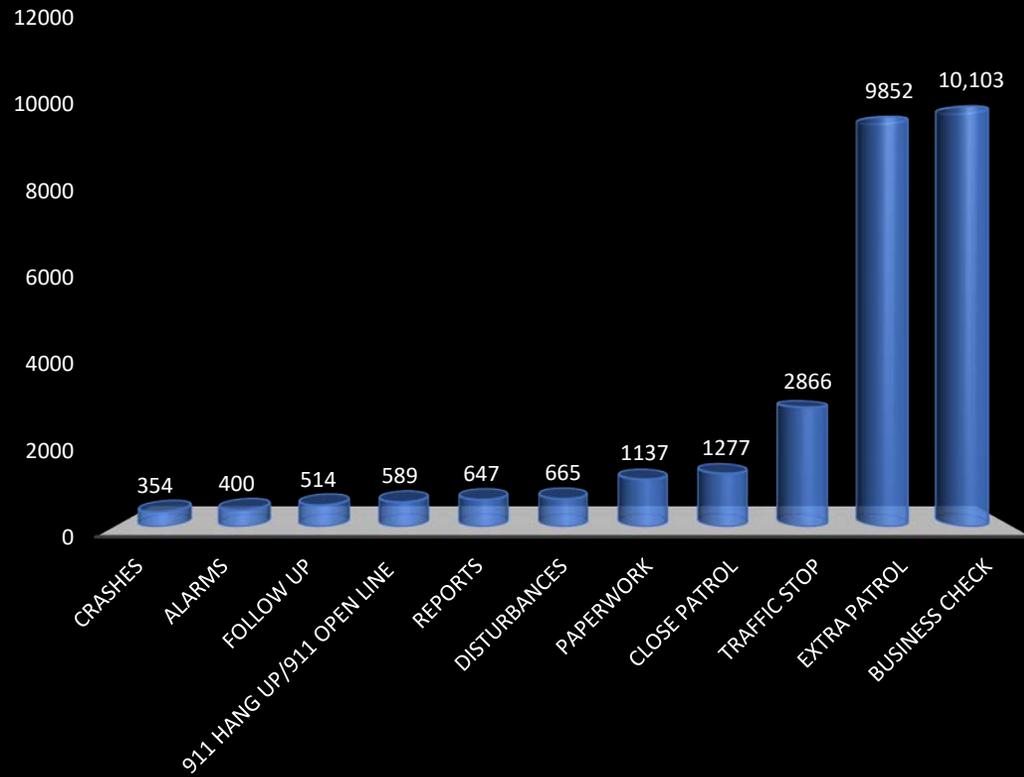
# Previous 9 months

- Allocated time among officers is 63.57%
- Unallocated time to be effective in community policing is 1/3 and we are right on target
- We have taken a deeper dive into the allocated time and believe there is room for improvement inside of the 70% box.
- We have some redundancy we are eliminating which will free up more time.
- Watchguard
- Brazos
- Criminal Histories

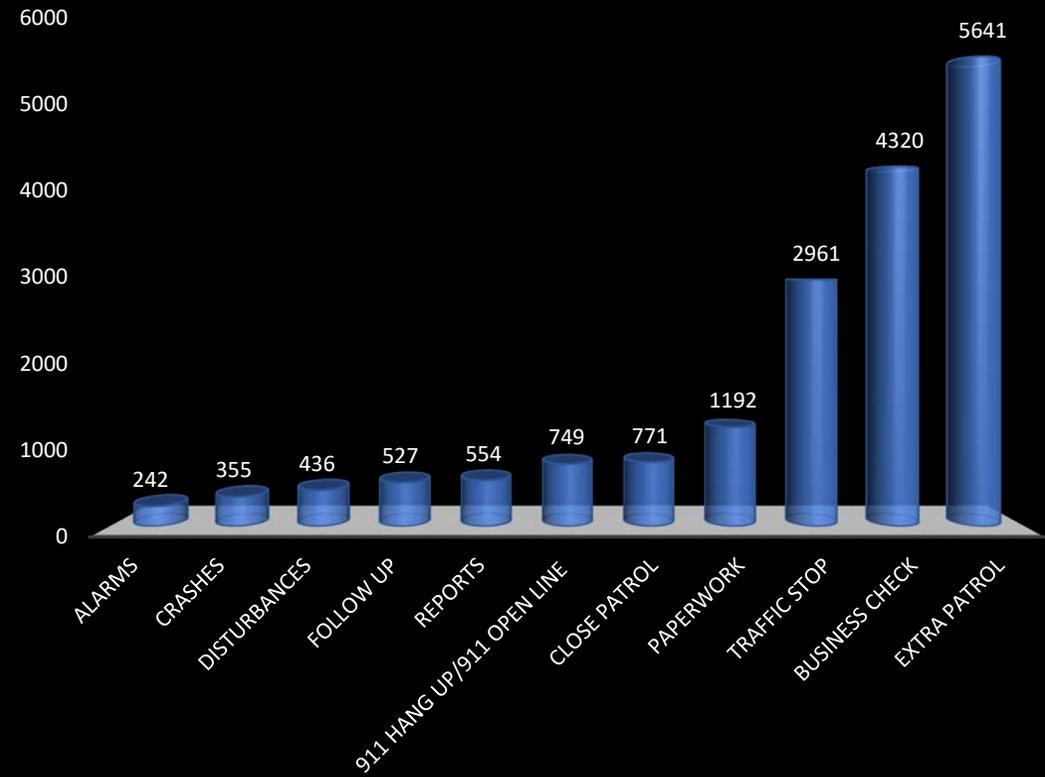


# Comparison

### 3/2020-3/2021

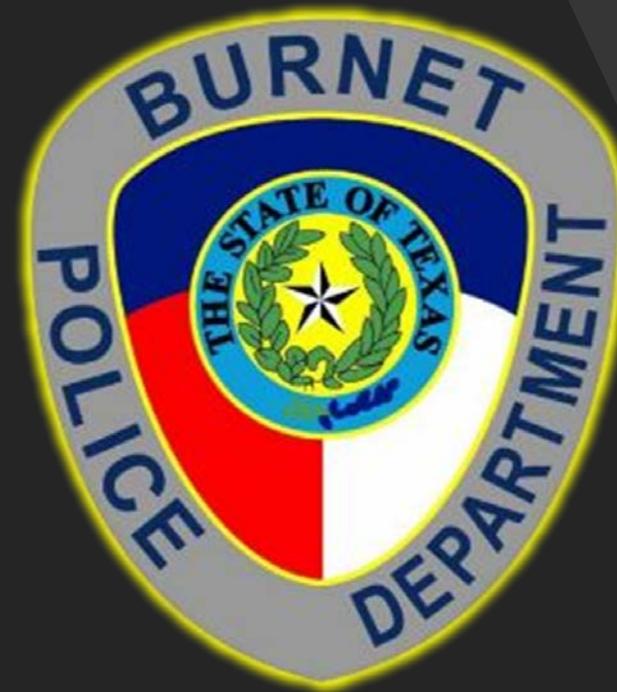


### 3/2021-12/2021



# Takeaways

- 911 hang up or open lines have increased 50% in comparison to the previous 12 months.
- Crashes are up 20% this year.
- Follow up, reports, and paperwork have all increased contributing to more allocated time with those areas being up 19%, 14%, and 24% respectively.
  - Focus of creating more well-rounded patrol officers by pushing investigations back to patrol.
- Traffic stops are up by 38%
  - This is with reduced staffing over the past three months.
- Time spent on each incident has also increased 14% which can be attributed to the follow up directive.
- Calls for service are trending at a 10% increase over the previous 12-month period.
- Officers allocated time is increasing based on new direction.



# Where are we going?

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- Future vision of the department
  - Becoming recognized as best practices through Texas Police Chiefs
  - Increase in community engagement with an emphasis on community policing efforts
  - Solidify the community policing philosophy in the department
  - Citizen Advisory Panel
  - Growth
    - Individually
    - Departmentally
  - Structure
  - Creating a Police Allocation Model to have another view of staffing needs.

# Goals and Objectives

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- Create an Advisory Panel
- Achieve an 80% allocated time for officers
- Implement community policing actions
- Community Policing Officer in the future
- Establish individual goals with officers on growth
- Preparing officers to take over leadership roles
- Training officers to perform at a higher level in all aspects of the position through an annual training plan and specific training paths
- Adding responsibility to supervisors and structuring the department for future growth
- Assessing the need for growth based on data and necessity to a full-time records position and an administrative assistant position
- Maintain pay equity for the department in comparison to the region within sworn and administrative staff

# Challenges

- Growth
  - Much like we have talked about for months it will continue to be a challenge as we move forward.
  - Gauging the community standard will be key in our success as a department.
  - Implementation of specific programs to address issues as they arise.
    - Drug task force
    - DWI
    - Traffic
    - Community policing position
      - Manage POA's expectations and conduit of information.

# Challenges



- Recruiting and retaining employees
  - Recruitment is difficult
  - Retention is paramount to build a philosophy around community policing
  - Maintain equitable pay with the region
  - Stand out in some aspect to attract candidates



# Challenges



- Staffing
  - Constant staffing model
  - Effective now to maintain a 24/7 response to calls for service
  - Not the best model
  - Police allocation model is more realistic as we grow, and the department experiences the need for more personnel.
- Embracing change
  - Organizational change is always difficult
  - Change must occur to move forward with the changes in the community
  - Morale
    - Facing a higher call volume with fewer people because of staffing and inability to take leave has been a challenge.

# Conclusion



We have a great staff who are embracing change as we have implemented it.



We are forecasting for the future to keep pace with growth.



Burnet is growing and we are committed to grow and adjust with the community while working with stakeholders to ensure proper growth.



Change is inevitable and we are learning that we must get outside of our comfort zone to meet some of the challenges we are facing.



We have great support from the community, council, city leadership and are looking to build on that support for continued success.

Questions?



# CITY OF BURNET

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## FINANCIAL REPORT

1st Quarter FY 2022

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*Bluebonnet Capital of Texas - Lakes, Hills, History*



## Table of Contents

**Summary.....1-2**

### **Financial Reports**

*General Fund.....3-6*

*Golf Course Fund.....7-8*

*Electric Fund.....9-10*

*Water and Wastewater Fund.....11-12*

*Airport Fund.....13-14*

*Other Funds .....15*

**Cash – Unrestricted and Restricted Balances Report.....16-17**

**Quarterly Cash Investment Report.....18**

**Capital Project Funding Report.....19-20**



CITY OF BURNET  
1ST QTR FY2022 FINANCIAL SUMMARY

FY 2022

## GENERAL FUND

The General Fund ended the first quarter with a profit of \$642,516 which is better than expected for this time mainly because of increasing revenue collections.

Property tax collections came in strong in December. In total they are tracking at 42% of budget and have increased by over \$718,000 compared to last year because of the timing of collections. Sales tax revenues have continued to trend upward. They have increased 15% over last year and are tracking about \$70,000 over budget. EMS transfer revenues have increased over last year and are tracking at about \$82,000 above budget. Transfers In from other funds have decreased slightly from last year and are tracking at 23% of budget which is typical for this time of year. Overall Revenues are tracking at 30% of budget.

The General Fund expenditures in total are on track for this time at 26% of budget.

## GOLF COURSE

The Golf Course ended the quarter with a profit of \$168,233 which is a \$70,523 improvement over this time last year.

Revenues are tracking higher than expected because the bulk of Annual Charges are received in October and because the Green Fee/Cart Rental revenues have continued to increase. The number of Green Fee Rounds played is running consistent with last year, but the Green Fee Revenue per Round has increased from \$31.46 to \$37.96. Compared to this time last year Green Fee/Cart Rental revenues have increased by about \$44,000.

Expenses in total are on track for this time at 26% of budget.

Overall, the Golf Course had an excellent first quarter.

## ELECTRIC FUND

The Electric fund ended the quarter with a loss of \$(39,667). Both revenues and expenses are on track with the budget for this time of year and YTD consumption is running consistent with last year.



CITY OF BURNET  
1ST QTR FY2022 FINANCIAL SUMMARY

FY 2022

### WATER/WASTEWATER

The Water/Wastewater fund ended the quarter with a profit of \$170,232. Both revenues and expenses are tracking very well with the budget for this time of year and compared to last year, consumption has decreased by about 6%.

### AIRPORT

The Airport Fund ended the quarter with a profit of \$50,337 and both revenues and expenses are tracking well with the budget for this time.

Compared to last year, Avgas gallons sold have increased by almost 31% and jet gallons sold have increased by 82%.

### UNRESTRICTED CASH RESERVES

Total unrestricted cash for the City as of December 31st was \$8,449,104.22. That is \$4,227,104 above our 90-day required reserve amount.

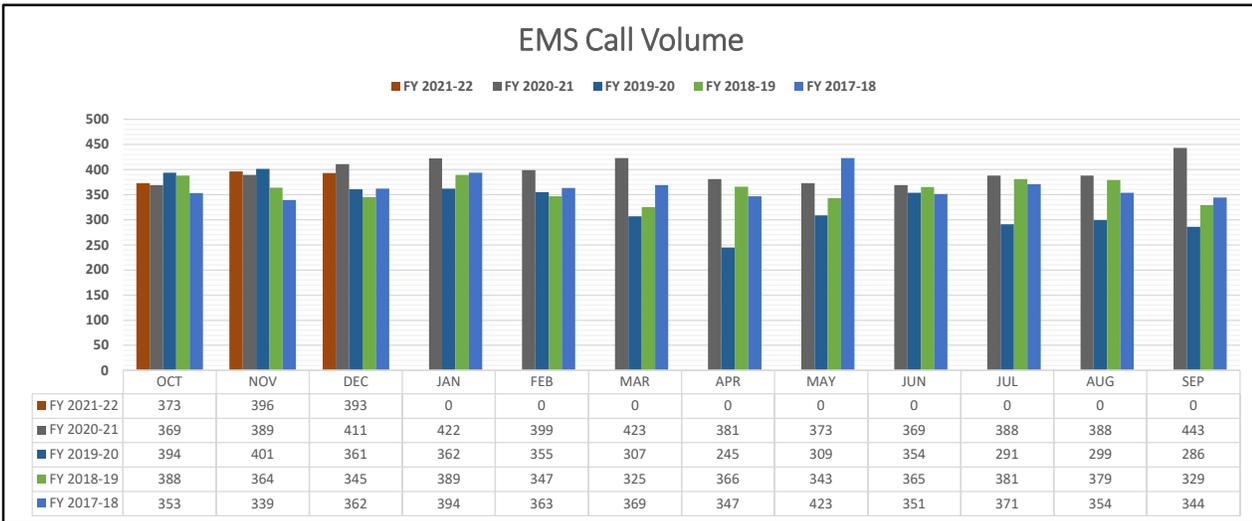
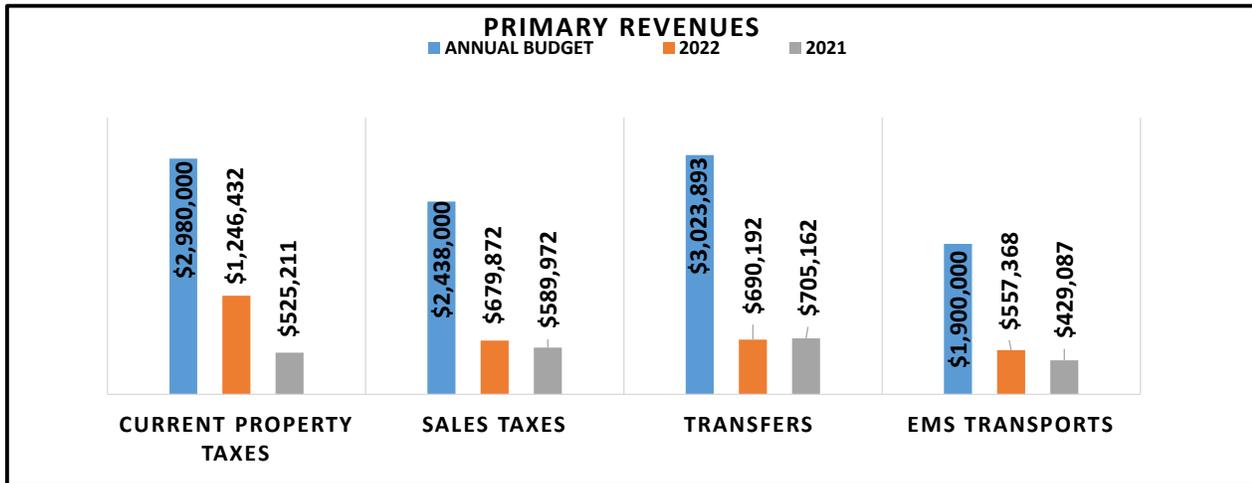
In addition to the unrestricted cash balance, the City has \$3,351,836 remaining in accounts restricted by council. Those accounts include the self-funded equipment reserve, capital equipment reserve, LCRA credit reserve, and the \$793,680 received from the American Rescue Plan.

# GENERAL FUND DASHBOARD

For the Quarter Ended December 31, 2021

## CURRENT RESULTS COMPARISON

	ANNUAL BUDGET		ACTUAL		PY BUDGET		ACTUAL		% OF BUDGET	
	BUDGET	FYTD Dec 2021	FYTD Dec 2021	% OF BUDGET	2020-2021	FYTD Dec 2020	FYTD Dec 2020	% OF BUDGET		
REV (net of cogs/tourn exp)	\$ 13,098,563	\$ 3,929,509	30%		\$ 11,834,714	\$ 2,947,223	25%			
EXPENSES	12,641,112	3,286,993	26%		11,488,859	3,065,059	27%			
PROFIT (LOSS)	\$ 457,451	\$ 642,516			\$ 345,855	\$ (117,836)				



	Transports	
FYTD 2022		1,162
FYTD 2021		1,169
Increase (Decrease)		<u>(7)</u>

City of Burnet, Texas  
 General Fund  
 Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual (Unaudited)  
 For the Quarter Ended December 31, 2021

	25% of year complete			PY BUDGET 2020-2021	PY ACTUAL FYTD Dec 2020	% OF BUDGET
	ANNUAL BUDGET 2021-2022	ACTUAL FYTD Dec 2021	% OF BUDGET			
<b>REVENUE</b>						
Ad valorem taxes	\$ 2,980,000	\$ 1,246,432	42%	\$ 2,820,000	\$ 525,211	19%
Sales taxes	2,438,000	679,872	28%	1,997,573	589,972	30%
Allocation Transfers	3,023,893	690,192	23%	2,936,301	705,162	24%
EMS Transports	1,900,000	557,368	29%	1,620,000	429,087	26%
Franchise and other taxes	155,000	27,455	18%	155,000	31,252	20%
Court Fines and Fees	130,000	33,445	26%	115,000	25,449	22%
Grants & Donations	10,200	8,762	86%	10,200	111,977	1098%
Licenses & Permits	132,200	41,717	32%	80,700	22,306	28%
Charges for Services	2,199,595	566,009	26%	1,960,640	441,578	23%
Other Revenue	129,675	78,258	60%	139,300	65,229	47%
Use of Fund Balance	2,028,500	282,220	14%	1,668,347	208,021	12%
<b>Total Revenue</b>	<b>\$ 15,127,063</b>	<b>\$ 4,211,729</b>	<b>28%</b>	<b>\$ 13,503,061</b>	<b>\$ 3,155,244</b>	<b>23%</b>
<i>Total Revenue less fund balance</i>	<i>\$ 13,098,563</i>	<i>\$ 3,929,509</i>	<i>30%</i>	<i>\$ 11,834,714</i>	<i>\$ 2,947,223</i>	<i>25%</i>
<b>EXPENDITURES</b>						
Personnel Services	8,251,268	2,087,855	25%	\$ 7,370,773	\$ 2,026,502	27%
Supplies & Materials	456,150	150,721	33%	427,850	92,076	22%
Repairs & Maint	507,200	125,321	25%	426,420	132,902	31%
Contractual Services	2,080,259	546,491	26%	1,959,812	495,233	25%
Other Designated Expenses	589,559	204,042	35%	560,930	158,202	28%
Transfers to Self-funded	486,909	121,726	25%	441,600	110,400	25%
Transfers to Golf Admin & Subsidy	269,767	50,837	19%	301,474	49,744	17%
Sub-total	\$ 12,641,112	\$ 3,286,993	26%	\$ 11,488,859	\$ 3,065,059	27%
<b>CAPITAL/OTHER EXP (USES OF FUND BAL)</b>						
Transfers - Capital/Other Uses of FB	2,028,500	282,220	14%	\$ 1,668,347	\$ 208,021	12%
	\$ 2,028,500	\$ 282,220	14%	\$ 1,668,347	\$ 208,021	12%
<b>Total Expenditures</b>	<b>\$ 14,669,612</b>	<b>\$ 3,569,213</b>	<b>24%</b>	<b>\$ 13,157,206</b>	<b>\$ 3,273,080</b>	<b>25%</b>
<i>Total Expenditures less Capital/Other</i>	<i>\$ 12,641,112</i>	<i>\$ 3,286,993</i>	<i>26%</i>	<i>\$ 11,488,859</i>	<i>\$ 3,065,059</i>	<i>27%</i>
<b>NET CHANGE IN FUND BALANCE</b>	<b>\$ 457,451</b>	<b>\$ 642,516</b>		<b>\$ 345,855</b>	<b>\$ (117,836)</b>	

**KEY VARIANCES - BUDGET vs ACTUAL (25% of Year Complete)**

**Revenues**

- The bulk of property taxes are collected in December and January of each year.
- Grant revenues are tracking higher than expected because we received \$7,864 from FEMA related to reimbursements from the 2018 flood that the City partnered with the County on.
- Other Revenues are tracking higher than expected because we received \$43,382 in delinquent field rental fees from the YMCA.
- Use of Fund Balance offsets Transfers to Capital/Other Exp, therefore the net impact of these adjustments is zero.

**Expenditures**

- See Expenditures by Department/Category for more detail.

City of Burnet, Texas  
 General Fund  
 Expenditures by Department/Category  
 For the Quarter Ended December 31, 2021

25% of year complete

	ANNUAL BUDGET 2021-2022	ACTUAL FYTD Dec 2021	% OF BUDGET	PY BUDGET 2020-2021	PY ACTUAL FYTD Dec 2020	% OF BUDGET
<b>Expenditures (Less transfers to capital/other)</b>						
<b>City Council</b>						
Supplies & Materials	\$ 1,000	\$ -	0%	\$ 1,200	\$ (10)	-1%
Repairs & Maint	1,000	274	27%	1,000	428	43%
Contractual Services	6,720	2,281	34%	6,620	2,665	40%
Other Designated Expenses	5,575	4,194	75%	7,000	185	3%
<b>Total Expenditures</b>	<b>14,295</b>	<b>6,749</b>	<b>47%</b>	<b>15,820</b>	<b>3,268</b>	<b>21%</b>
<b>General Administration</b>						
Personnel Services	1,168,369	290,813	25%	1,005,400	282,138	28%
Supplies & Materials	27,000	4,991	18%	36,000	5,714	16%
Repairs & Maint	80,000	21,862	27%	78,000	21,806	28%
Contractual Services	236,995	68,632	29%	231,341	69,593	30%
Other Designated Expenses	398,234	114,332	29%	375,730	99,267	26%
Transfers to Golf Admin & Subsidy	269,767	50,837	19%	301,474	49,744	17%
<b>Total Expenditures</b>	<b>2,180,365</b>	<b>551,465</b>	<b>25%</b>	<b>2,027,945</b>	<b>528,262</b>	<b>26%</b>
<b>Municipal Court</b>						
Personnel Services	70,974	15,216	21%	34,109	9,963	29%
Supplies & Materials	750	442	59%	750	145	19%
Repairs & Maint	8,500	-	0%	5,500	1,503	27%
Contractual Services	14,800	4,237	29%	15,050	3,616	24%
Other Designated Expenses	4,350	840	19%	4,350	841	19%
<b>Total Expenditures</b>	<b>99,374</b>	<b>20,734</b>	<b>21%</b>	<b>59,759</b>	<b>16,068</b>	<b>27%</b>
<b>Police/Animal Shelter/K-9</b>						
Personnel Services	2,179,249	486,084	22%	2,003,758	547,133	27%
Supplies & Materials	111,500	29,259	26%	96,500	23,073	24%
Repairs & Maint	116,800	16,777	14%	80,420	27,233	34%
Contractual Services	203,000	63,638	31%	192,819	50,156	26%
Other Designated Expenses	66,000	32,502	49%	73,750	15,787	21%
Transfers to Self-funded	196,567	49,142	25%	136,806	34,202	25%
<b>Total Expenditures</b>	<b>2,873,116</b>	<b>677,401</b>	<b>24%</b>	<b>2,584,053</b>	<b>697,584</b>	<b>27%</b>
<b>Fire/EMS</b>						
Personnel Services	3,263,222	927,414	28%	2,999,966	845,213	28%
Supplies & Materials	194,500	75,081	39%	175,300	41,122	23%
Repairs & Maint	144,000	60,004	42%	118,000	51,098	43%
Contractual Services	309,150	79,586	26%	269,260	61,213	23%
Other Designated Expenses	49,000	13,875	28%	45,700	24,077	53%
Transfers to Self-funded	254,786	63,696	25%	289,004	72,251	25%
<b>Total Expenditures</b>	<b>4,214,658</b>	<b>1,219,658</b>	<b>29%</b>	<b>3,897,230</b>	<b>1,094,974</b>	<b>28%</b>
<b>Streets</b>						
Personnel Services	698,233	164,999	24%	571,925	136,605	24%
Supplies & Materials	41,500	17,209	41%	47,500	6,305	13%
Repairs & Maint	77,400	10,218	13%	70,000	21,432	31%
Contractual Services	8,500	2,402	28%	7,000	2,151	31%
Other Designated Expenses	2,350	792	34%	2,350	94	4%
Transfers to Self-funded	9,021	2,255	25%	-	-	-
<b>Total Expenditures</b>	<b>837,004</b>	<b>197,875</b>	<b>24%</b>	<b>698,775</b>	<b>166,587</b>	<b>24%</b>
<b>City Shop</b>						
Personnel Services	76,326	21,420	28%	73,364	22,677	31%
Supplies & Materials	14,000	3,033	22%	14,000	3,007	21%
Repairs & Maint	13,000	1,005	8%	10,500	2,844	27%
Contractual Services	6,700	1,794	27%	6,700	1,737	26%
Other Designated Expenses	5,050	822	16%	5,050	947	19%
<b>Total Expenditures</b>	<b>115,076</b>	<b>28,073</b>	<b>24%</b>	<b>109,614</b>	<b>31,212</b>	<b>28%</b>
<b>Sanitation</b>						
Contractual Services	921,194	232,544	25%	881,822	219,097	25%
Other Designated Expenses	25,000	1,002	4%	20,000	6,632	33%
<b>Total Expenditures</b>	<b>946,194</b>	<b>233,546</b>	<b>25%</b>	<b>901,822</b>	<b>225,729</b>	<b>25%</b>

City of Burnet, Texas  
 General Fund  
 Expenditures by Department/Category  
 For the Quarter Ended December 31, 2021

	25% of year complete			PY BUDGET 2020-2021	PY ACTUAL FYTD Dec 2020	% OF BUDGET
	ANNUAL BUDGET 2021-2022	ACTUAL FYTD Dec 2021	% OF BUDGET			
<b>Expenditures (Less transfers to capital/other)</b>						
<b>Parks</b>						
Personnel Services	502,241	116,196	23%	415,027	108,398	26%
Supplies & Materials	62,500	20,022	32%	52,500	11,954	23%
Repairs & Maint	57,250	15,113	26%	52,750	6,339	12%
Contractual Services	133,700	21,037	16%	130,700	30,483	23%
Other Designated Expenses	6,000	981	16%	7,000	4,633	66%
Transfers to Self-funded	26,535	6,634	25%	15,790	3,947	25%
<b>Total Expenditures</b>	<b>788,226</b>	<b>179,982</b>	<b>23%</b>	<b>673,767</b>	<b>165,754</b>	<b>25%</b>
<b>Galloway Hammond</b>						
Repairs & Maint	5,000	-	0%	5,000	-	0%
Contractual Services	100,000	25,000	25%	100,000	25,000	25%
<b>Total Expenditures</b>	<b>105,000</b>	<b>25,000</b>	<b>24%</b>	<b>105,000</b>	<b>25,000</b>	<b>24%</b>
<b>Development Services</b>						
Personnel Services	292,654	65,105	22%	267,224	74,375	28%
Supplies & Materials	3,400	685	20%	4,100	766	19%
Repairs & Maint	4,250	70	2%	5,250	218	4%
Contractual Services	139,500	52,174	37%	118,500	29,522	25%
Other Designated Expenses	28,000	28,478	102%	20,000	5,739	29%
<b>Total Expenditures</b>	<b>467,804</b>	<b>146,512</b>	<b>31%</b>	<b>415,074</b>	<b>110,620</b>	<b>27%</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 12,641,112</b>	<b>\$ 3,286,993</b>	<b>26%</b>	<b>\$ 11,488,859</b>	<b>\$ 3,065,059</b>	<b>27%</b>

**KEY VARIANCES - BUDGET vs ACTUAL (25% of Year Complete)**

**Expenditures**

- Council Designated Expenses include "travel and training" for TML which was held in October.
- Police Other Designated Expenses are tracking higher than the average because of the timing of the purchase of non-capital equipment and travel and training. Ballistic vests were purchased in October and additional weapons were purchased in November. Officers attended several trainings and programs in October including Police Week (honoring Jose Meza), Sergeant Academy, FTO training, and Detective school.
- Fire/EMS Repairs and Maintenance are tracking higher than average mainly because they had to replace a Water Heater at Station 1 and they paid for their annual Fire reporting software maintenance in full in December.
- Street Supplies and Materials are tracking higher than average because of the purchase of new Traffic control signs in October and an increase in Fuel costs mainly from hauling base to Rhomberg and Cemetary.
- Development Services Other Designated Expenses include abatements which are tracking higher than expected due to a large clean up of a residence; and in addition, they include the purchase of a new plotter for the department.

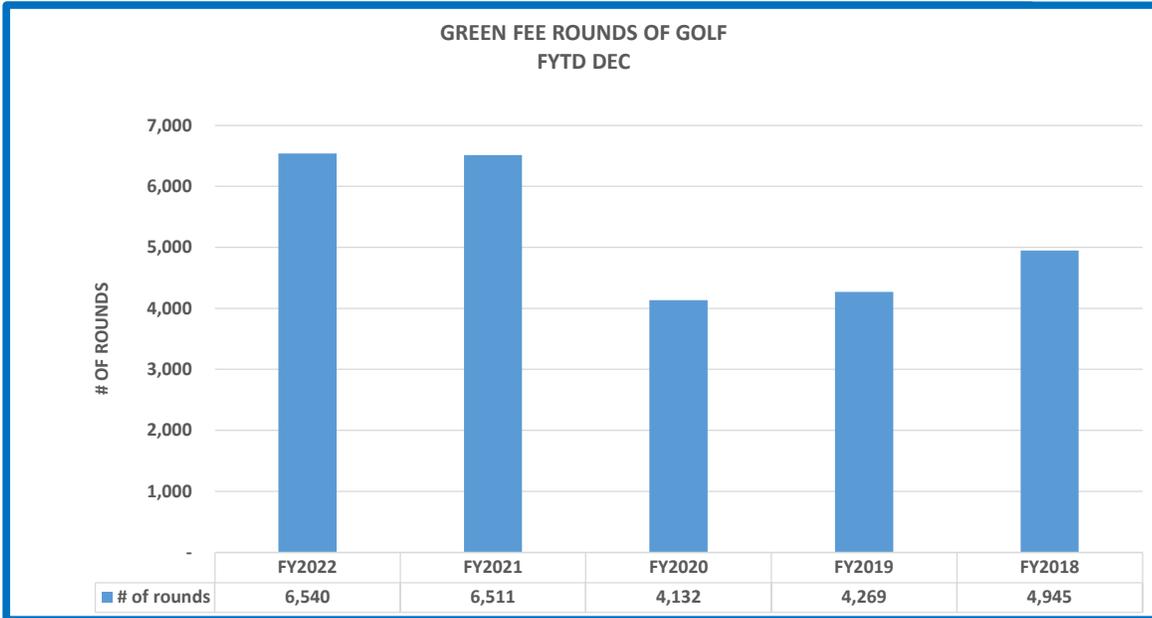
# GOLF COURSE FUND DASHBOARD

For the Quarter Ended December 31, 2021

## CURRENT RESULTS COMPARISON

	ANNUAL BUDGET	ACTUAL FYTD Dec 2021	% OF BUDGET	PY BUDGET 2020-2021	ACTUAL FYTD Dec 2020	% OF BUDGET
REV (net of cogs/tourn exp)	\$ 1,470,651	\$ 571,703	39%	\$ 1,325,684	\$ 553,892	42%
EXPENSES	1,562,218	403,470	26%	1,460,821	456,182	31%
PROFIT (LOSS)	\$ (91,567)	\$ 168,233		\$ (135,137)	\$ 97,710	

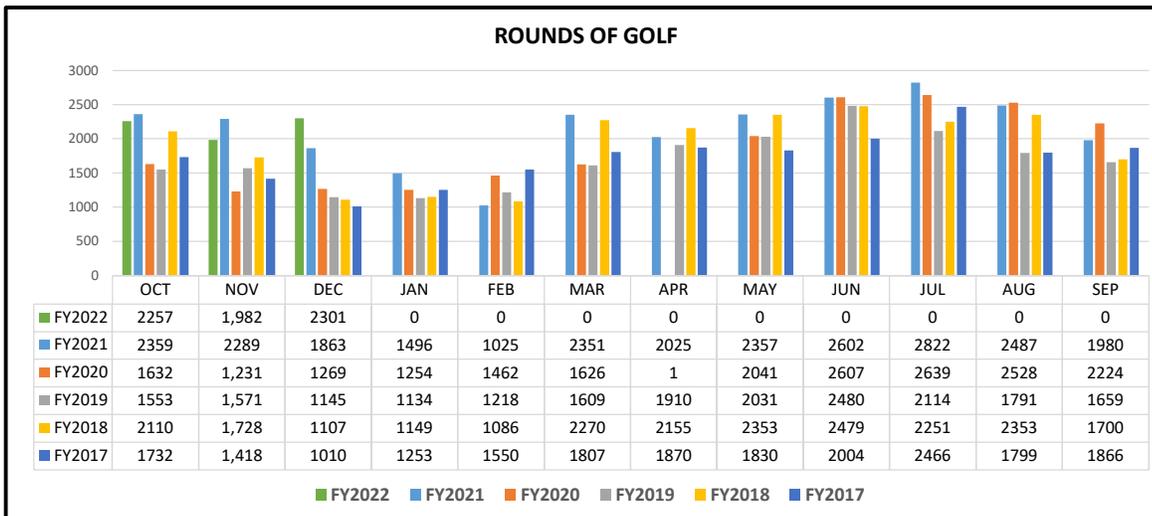
## TABLES/CHARTS



Rounds of Golf\*

	OCT - DEC
2021-2022	6,540
2020-2021	6,511
OVER (UNDER)	29
	0.45%

\*Does not include annual dues or tournament rounds played.



Notes:

April of 2020 golf course was closed for the month due to the Covid Pandemic.

Feb of 2021 golf course was closed for 11 days because of Severe Winter Storm.

City of Burnet, Texas  
 Golf Fund (Delaware Springs)  
 Revenues, Expenses, and Changes in Fund Net Position - Budget and Actual (Unaudited)  
 For the Quarter Ended December 31, 2021

	25% of year complete			PY BUDGET 2020-2021	PY ACTUAL FYTD Dec 2020	% OF BUDGET
	ANNUAL BUDGET 2021-2022	ACTUAL FYTD Dec 2021	% OF BUDGET			
<b>Revenues</b>						
Charges for Services:						
Green Fees/Cart Rentals	\$ 696,600	\$ 248,272	36%	\$ 559,000	\$ 204,825	37%
Annual Charges	224,000	168,356	75%	218,000	164,177	75%
Net Tournament Fees	112,000	32,317	29%	110,000	24,094	22%
Driving Range	53,000	15,469	29%	53,000	14,127	27%
Net Charges for Services	1,085,600	464,414	43%	940,000	407,223	43%
Pro Shop Merchandise Sales (Net)	48,750	18,118	37%	47,000	10,770	23%
Snack Bar Sales (Net)	129,600	36,457	28%	109,500	29,577	27%
Transfer from GF (Admin/Use of FB)	192,701	50,837	26%	219,684	103,091	47%
Other Revenue	14,000	1,877	13%	9,500	3,231	34%
<b>Total Revenues</b>	<b>1,470,651</b>	<b>571,703</b>	<b>39%</b>	<b>1,325,684</b>	<b>553,892</b>	<b>42%</b>
<b>Expenses</b>						
Personnel Services	924,829	250,469	27%	896,092	294,341	33%
Supplies & Materials	119,050	23,069	19%	107,300	36,451	34%
Repairs & Maint	82,500	13,145	16%	67,950	21,457	32%
Contractual Services	59,000	13,372	23%	61,500	13,190	21%
Other Designated Expenses	45,050	14,180	31%	43,750	12,525	29%
Transfers to Self-funded	153,588	38,397	25%	117,892	29,473	25%
Admin Allocation	178,201	50,837	29%	166,337	48,744	29%
<b>Total Expenses</b>	<b>1,562,218</b>	<b>403,470</b>	<b>26%</b>	<b>1,460,821</b>	<b>456,182</b>	<b>31%</b>
<b>Change in Net Position</b>	<b>(91,567)</b>	<b>168,233</b>		<b>(135,137)</b>	<b>97,710</b>	
Operating Subsidy from General Fund	91,567	-		135,137	-	
Net Position	-	168,233		-	97,710	
<b>Green Fee Rounds</b>	<b>21,500</b>	<b>6,540</b>			<b>6,511</b>	
<b>Green Fee Rev Per Round</b>	<b>\$ 32.40</b>	<b>\$ 37.96</b>			<b>\$ 31.46</b>	

**KEY VARIANCES - BUDGET vs ACTUAL (25% of Year Complete)**

**Revenues**

-The bulk of Annual Charges which include pre-paid green fees, trail fees, annual cart rental and storage are collected in October each year.

**Expenses**

-There were no significant expense variances.

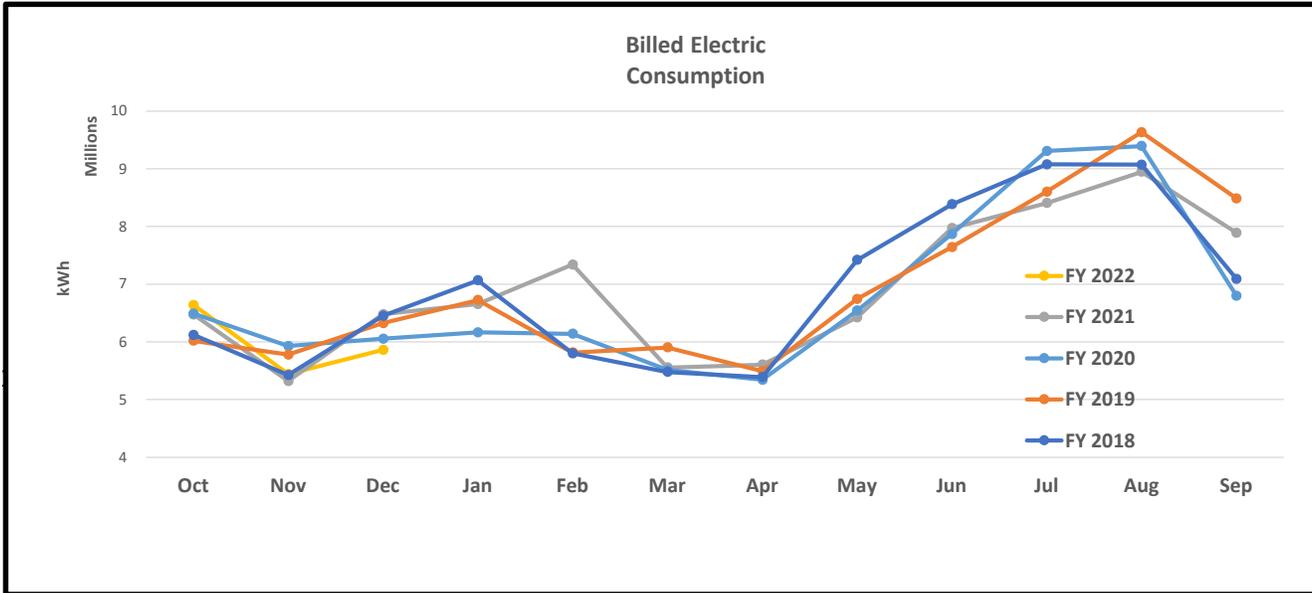
# ELECTRIC FUND DASHBOARD

For the Quarter Ended December 31, 2021

## CURRENT RESULTS COMPARISON

	ANNUAL BUDGET	ACTUAL FYTD Dec 2021	% OF BUDGET	PY BUDGET 2020-2021	ACTUAL FYTD Dec 2020	% OF BUDGET
REV (net of cogs/tourn exp)	\$ 4,034,144	\$ 872,808	22%	\$ 4,012,175	\$ 883,722	22%
EXPENSES	3,635,322	912,475	25%	3,625,824	881,335	24%
PROFIT (LOSS)	\$ 398,822	\$ (39,667)		\$ 386,351	\$ 2,387	

## TABLES/CHARTS



FYTD 2022	17,944,583
FYTD 2021	<u>18,274,693</u>
ytd variance	<u>(330,110)</u>
% variance	-1.81%

City of Burnet, Texas  
 Electric Fund  
 Revenues, Expenses, and Changes in Fund Net Position - Budget and Actual (Unaudited)  
 For the Quarter Ended December 31, 2021

	25% of year complete			PY BUDGET 2020-2021	PY ACTUAL FYTD Dec 2020	% OF BUDGET
	ANNUAL BUDGET 2021-2022	ACTUAL FYTD Dec 2021	% OF BUDGET			
<b>REVENUES</b>						
Electric Sales	\$ 9,000,000	\$ 2,057,624		\$ 8,816,400	\$ 1,964,063	
Less Cost of Power	5,166,000	1,229,949		4,959,225	1,112,546	
Net Electric Sales	3,834,000	827,675	22%	3,857,175	851,517	22%
Penalties	85,000	20,582	24%	85,000	19,754	23%
Pole Rental	47,000	-	0%	47,000	18	0%
Credit Card Convenience Fees	45,144	-	0%	-	-	
Other Revenue	23,000	24,552	107%	23,000	12,433	54%
Use of Fund Balance	230,000	20,110	9%	75,000	-	0%
<b>Total Revenue</b>	<b>\$ 4,264,144</b>	<b>\$ 892,918</b>	<b>21%</b>	<b>\$ 4,087,175</b>	<b>\$ 883,722</b>	<b>22%</b>
<i>Total Revenue less fund balance</i>	<i>\$ 4,034,144</i>	<i>\$ 872,808</i>	<i>22%</i>	<i>\$ 4,012,175</i>	<i>\$ 883,722</i>	<i>22%</i>
<b>EXPENSES</b>						
Personnel Services	1,000,827	255,481	26%	\$ 937,909	254,732	27%
Supplies & Materials	51,000	14,079	28%	44,000	9,525	22%
Repairs & Maint	180,000	62,373	35%	208,000	32,334	16%
Contractual Services	133,900	60,812	45%	137,700	57,417	42%
Other Designated Expenses	87,714	24,098	27%	91,810	25,192	27%
Capital Outlay	35,000	13,031	37%	35,000	2,888	8%
Transfers to Debt Service	49,350	12,338	25%	51,740	12,935	25%
Transfers to Self-funded	19,780	4,945	25%	32,999	8,250	25%
Return on Investment	1,639,441	358,892	22%	1,665,263	365,498	22%
Admin Allocation	409,541	99,507	24%	394,000	104,761	27%
Shop Allocation	28,769	6,921	24%	27,403	7,803	28%
Transfer to Capital	230,000	20,110	9%	75,000	-	0%
<b>Total Expenses</b>	<b>\$ 3,865,322</b>	<b>\$ 932,585</b>	<b>24%</b>	<b>\$ 3,700,824</b>	<b>\$ 881,335</b>	<b>24%</b>
<i>Total Expenses less xfers to capital</i>	<i>\$ 3,635,322</i>	<i>\$ 912,475</i>	<i>25%</i>	<i>\$ 3,625,824</i>	<i>\$ 881,335</i>	<i>24%</i>
<b>Change in Net Position</b>	<b>\$ 398,822</b>	<b>\$ (39,667)</b>		<b>\$ 386,351</b>	<b>\$ 2,387</b>	

**KEY VARIANCES - BUDGET vs ACTUAL (25% of Year Complete)**

**Revenues**

- Pole Rental Charges are typically invoiced in February and received in March.
- Credit Card Convenience fees were not implemented until January 1, 2022.
- Other Revenues are tracking higher than expected because of the connect fees received from new subdivision - PepperMill Phase III.
- Use of Fund Balance offsets Transfers to Capital/Other Exp, therefore the net impact of these adjustments is zero.

**Expenses**

- Contractual Services are tracking above 25% because they include the interlocal agreements with local nonprofits. The majority of one-time contributions to local nonprofits were paid in October and November.
- Capital Outlay includes purchase of Christmas Decorations. Full budget was spent in November to purchase new "Merry Christmas" sign and snowflake ornament lights.

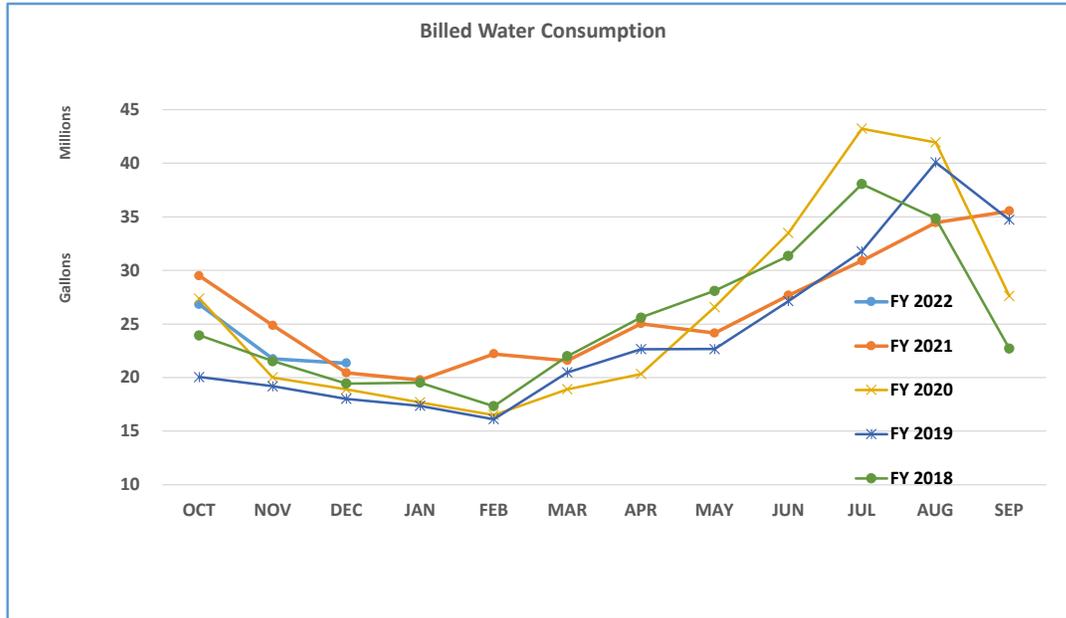
# WATER/WW FUND DASHBOARD

For the Quarter Ended December 31, 2021

## CURRENT RESULTS COMPARISON

	ANNUAL BUDGET	ACTUAL FYTD Dec 2021	% OF BUDGET	PY BUDGET 2020-2021	ACTUAL FYTD Dec 2020	% OF BUDGET
REV (net of cogs/tourn exp)	\$ 4,500,420	\$ 1,080,354	24%	\$ 4,265,500	\$ 1,078,222	25%
EXPENSES	4,039,275	910,122	23%	3,868,980	951,234	25%
PROFIT (LOSS)	\$ 461,145	\$ 170,232		\$ 396,520	\$ 126,987	

## TABLES/CHARTS



Billed Consumption in gallons:

FYTD 2022	69,912,426
FYTD 2021	74,777,652
Variance	<u>(4,865,226)</u>
% variance	-6.51%

City of Burnet, Texas  
 Water/Wastewater Fund  
 Revenues, Expenses, and Changes in Fund Net Position - Budget and Actual (Unaudited)  
 For the Quarter Ended December 31, 2021

	25% of year complete			PY BUDGET 2020-2021	PY ACTUAL FYTD Dec 2020	% OF BUDGET
	ANNUAL BUDGET 2021-2022	ACTUAL FYTD Dec 2021	% OF BUDGET			
<b>REVENUE</b>						
Water Sales	\$ 2,400,000	\$ 570,229	24%	\$ 2,300,000	\$ 586,142	25%
Wastewater Sales	1,920,000	475,780	25%	1,840,000	460,688	25%
Penalties	46,000	10,677	23%	46,000	11,352	25%
Water/Sewer Connects	30,000	21,075	70%	30,000	6,750	23%
Credit Card Convenience Fees	19,920	-	0%	-	-	
Other Revenue	9,500	2,593	27%	9,500	13,290	140%
Use Impact Fees	75,000	-	0%	40,000	-	0%
Use of Fund Balance	1,135,000	-	0%	35,000	12,012	34%
<b>Total Revenue</b>	<b>\$ 5,635,420</b>	<b>\$ 1,080,354</b>	<b>19%</b>	<b>\$ 4,300,500</b>	<b>\$ 1,090,234</b>	<b>25%</b>
<i>Total Revenue less fund balance</i>	<i>\$ 4,500,420</i>	<i>\$ 1,080,354</i>	<i>24%</i>	<i>\$ 4,265,500</i>	<i>\$ 1,078,222</i>	<i>25%</i>
<b>EXPENSES</b>						
Personnel Services	1,274,566	278,080	22%	\$ 1,104,176	292,389	26%
Supplies & Materials	171,750	30,591	18%	153,750	30,068	20%
Repairs & Maint	409,500	61,262	15%	416,500	79,882	19%
Contractual Services	317,500	81,715	26%	328,500	75,623	23%
Cost of Water	70,000	13,495	19%	70,000	20,780	30%
Other Designated Expenses	105,474	32,998	31%	127,942	25,046	20%
Transfers to Debt Service	944,764	236,354	25%	976,759	244,190	25%
Transfers to Self-funded	73,692	18,423		68,504	17,126	25%
In Lieu of Taxes	354,034	86,428	24%	338,040	86,273	26%
Admin Allocation	289,227	63,854	22%	257,405	72,055	28%
Shop Allocation	28,768	6,921	24%	27,404	7,803	28%
Transfer to Capital	1,135,000	-	0%	35,000	12,012	34%
<b>Total Expenses</b>	<b>\$ 5,174,275</b>	<b>\$ 910,122</b>	<b>18%</b>	<b>\$ 3,903,980</b>	<b>\$ 963,246</b>	<b>25%</b>
<i>Total Expenses less Transfers to Capital</i>	<i>\$ 4,039,275</i>	<i>\$ 910,122</i>	<i>23%</i>	<i>\$ 3,868,980</i>	<i>\$ 951,234</i>	<i>25%</i>
<b>Change in Net Position</b>	<b>\$ 461,145</b>	<b>\$ 170,232</b>		<b>\$ 396,520</b>	<b>\$ 126,987</b>	

**KEY VARIANCES - BUDGET vs ACTUAL (25% of Year Complete)**

Revenues

- Water/Sewer Connects are tracking higher than expected because of the fees received from new subdivision - PepperMill Phase III.
- Credit Card Convenience fees were not implemented until January 1, 2022.
- Use of Impact fees will be transferred mid-year after the majority of Impact fees have been collected.
- Use of Fund Balance offsets Transfers to Capital/Other Exp, therefore the net impact of these adjustments is zero.

Expenses

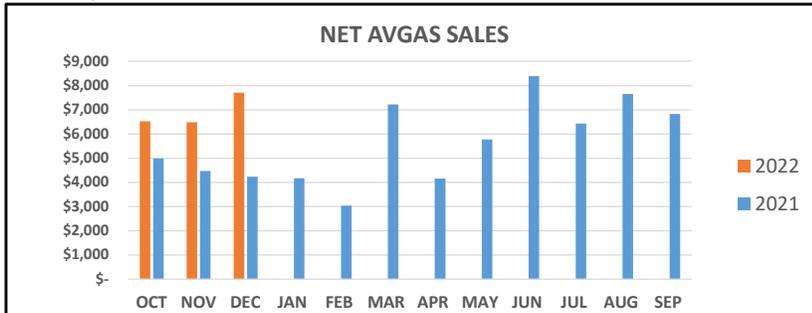
- There were no significant expense overages. Savings in Personnel Services are due to several vacancies.

# AIRPORT FUND DASHBOARD

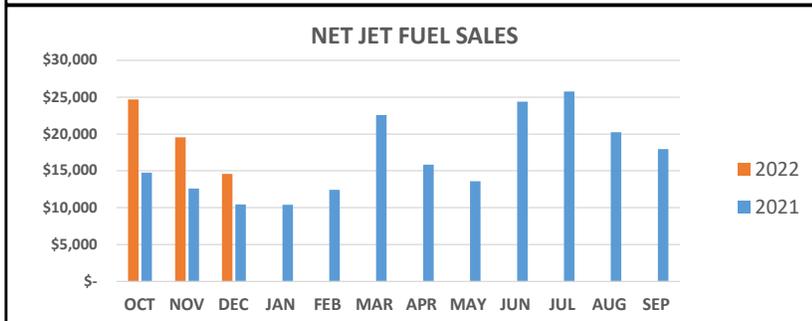
## CURRENT RESULTS COMPARISON

	ANNUAL BUDGET	ACTUAL FYTD Dec 2021	% OF BUDGET	PY BUDGET 2020-2021	ACTUAL FYTD Dec 2020	% OF BUDGET
REV (net of cogs/tourn exp)	\$ 428,729	\$ 129,473	30%	\$ 348,154	\$ 103,148	30%
EXPENSES	276,330	79,136	29%	254,295	68,453	27%
PROFIT (LOSS)	\$ 152,399	\$ 50,337		\$ 93,859	\$ 34,695	

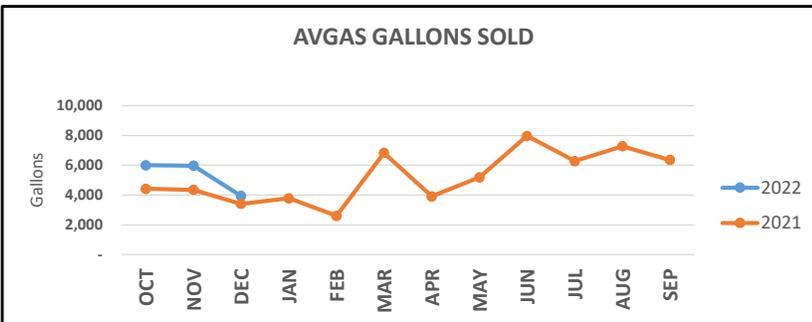
## TABLES/CHARTS



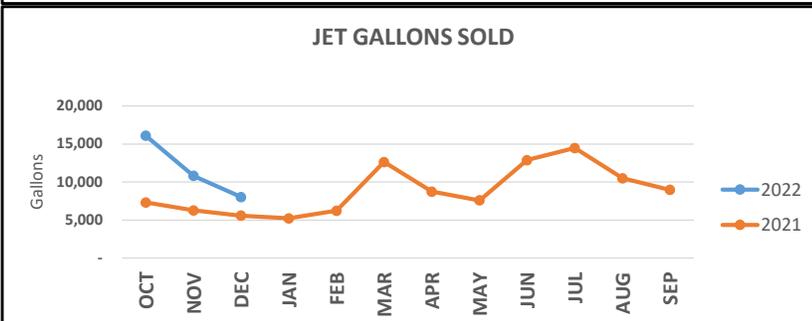
	FYTD 2022	FYTD 2021
AvSales	\$ 76,581.79	\$ 44,551.00
Av Purchases	55,855.46	30,840.00
Profit	\$ 20,726.33	\$ 13,711.00
%	27.06%	30.78%



	FYTD 2022	FYTD 2021
Jet Sales	\$ 151,734.26	\$ 67,592.00
Jet Purchases	92,933.77	29,774.00
Profit	\$ 58,800.49	\$ 37,818.00
%	38.75%	55.95%



Avgas Gallons Sold:	
FYTD 2022	15,918
FYTD 2021	12,191
Increase(decrease)	3,727
	30.57%



Jet Gallons Sold:	
FYTD 2022	34,950
FYTD 2021	19,167
Increase(decrease)	15,784
	82.35%

City of Burnet, Texas  
 Airport Fund  
 Revenues, Expenses, and Changes in Fund Net Position - Budget and Actual (Unaudited)  
 For the Quarter Ended December 31, 2021

	25% of year complete			PY BUDGET 2020-2021	PY ACTUAL FYTD Dec 2020	% OF BUDGET
	ANNUAL BUDGET 2021-2022	ACTUAL FYTD Dec 2021	% OF BUDGET			
<b>REVENUE</b>						
Av Gas Sales	\$ 233,000	\$ 76,582		\$ 170,500	\$ 44,551	
Av Gas Purchases	174,750	55,855		127,875	30,840	
Net Sales	58,250	20,726	36%	42,625	13,711	32%
Jet Gas Sales	367,000	151,734		210,000	67,592	
Jet Gas Purchases	201,850	92,934		115,500	29,774	
Net Sales	165,150	58,800	36%	94,500	37,818	40%
Penalties	450	350	78%	450	150	33%
All Hangar Lease	125,000	32,763	26%	125,000	32,305	26%
CAF Admissions	5,066	1,330	26%	5,066	1,266	25%
McBride Lease	45,893	11,492	25%	45,893	11,575	25%
Thru the Fence Lease	12,020	-	0%	12,020	2,592	22%
Airport Parking Permit	2,000	-	0%	2,000	(50)	-3%
Hanger Lease - Faulkner	14,400	3,600	25%	14,400	3,600	25%
Interest Earned	500	152	30%	5,700	181	3%
Other	-	260		500		
Use of Fund Balance	493,069	62,070	13%	200,000	7,955	4%
<b>Total Revenue</b>	<b>\$ 921,798</b>	<b>\$ 191,544</b>	<b>21%</b>	<b>\$ 548,154</b>	<b>\$ 111,103</b>	<b>20%</b>
<i>Total Revenue less fund balance</i>	<i>\$ 428,729</i>	<i>\$ 129,473</i>	<i>30%</i>	<i>\$ 348,154</i>	<i>\$ 103,148</i>	<i>30%</i>
<b>EXPENSES</b>						
Personnel Services	\$ 97,884	\$ 26,770	27%	\$ 92,879	\$ 26,594	29%
Supplies & Materials	4,000	458	11%	3,800	503	13%
Repairs & Maint	3,000	354	12%	3,000	87	3%
Contractual Services	64,400	15,789	25%	63,400	15,805	25%
Other Designated Expenses	38,600	11,788	31%	30,959	7,520	24%
Transfers to Debt Service	58,069	14,517	25%	-	-	
Admin Allocation	39,646	14,377	36%	31,457	10,744	34%
Av fuel truck lease	12,000	4,000	33%	12,000	3,000	25%
Jet fuel truck lease	16,800	5,600	33%	16,800	4,200	25%
Transfers to Capital/Other Expenses	435,000	47,553	11%	200,000	7,955	4%
<b>Total Expenses</b>	<b>\$ 769,399</b>	<b>\$ 141,206</b>	<b>18%</b>	<b>\$ 454,295</b>	<b>\$ 76,408</b>	<b>17%</b>
<i>Total Exp - xfers to capital and debt svc.</i>	<i>\$ 276,330</i>	<i>\$ 79,136</i>	<i>29%</i>	<i>\$ 254,295</i>	<i>\$ 68,453</i>	<i>27%</i>
<b>Change in Net Position</b>	<b>\$ 152,399</b>	<b>\$ 50,337</b>		<b>\$ 93,859</b>	<b>\$ 34,695</b>	

**KEY VARIANCES - BUDGET vs ACTUAL (25% of Year Complete)**

**Revenues**

- Sales revenues have increased because fuel gallons sold have increased 30% for avgas and 82% for jet fuel.
- Use of Fund Balance offsets Transfers to Capital/Other Exp, therefore the net impact of these adjustments is zero.

**Expenses**

- Overall expenses are tracking higher than average mainly because as revenues increase so do related expenses; in addition the fuel truck leases for January were prepaid in December.

City of Burnet, Texas  
Other Funds  
Revenues, Expenses, and Changes in Fund Net Position - Budget and Actual (Unaudited)  
For the Quarter Ended December 31, 2021

	ANNUAL BUDGET 2021-2022	ACTUAL FYTD Dec 2021	% OF BUDGET	PY BUDGET 2020-2021	PY ACTUAL FYTD Dec 2020	% OF BUDGET
<b>HOTEL/MOTEL FUND</b>						
Revenues	\$ 171,281	\$ 57,268	33.44%	\$ 111,000	\$ 34,223	30.83%
Expenses	147,465	22,607	15.33%	107,191	20,605	19.22%
Net Profit (Loss)	<u>\$ 23,816</u>	<u>\$ 34,662</u>		<u>\$ 3,809</u>	<u>\$ 13,618</u>	
<b>BEDC</b>						
Revenues	\$ 4,009,417	\$ 826,389	20.61%	\$ 1,422,858	\$ 234,906	16.51%
Expenses	3,795,481	702,841	18.52%	1,091,111	101,232	9.28%
Net Profit (Loss)	<u>\$ 213,936</u>	<u>\$ 123,548</u>		<u>\$ 331,747</u>	<u>\$ 133,674</u>	
<b>SELF FUNDED EQUIPMENT FUND</b>						
Revenues	\$ 1,020,800	\$ 183,608	17.99%	\$ 708,000	\$ 165,694	23.40%
Expenses	1,020,800	87,980	8.62%	708,000	211,404	29.86%
Net Profit (Loss)	<u>\$ -</u>	<u>\$ 95,629</u>		<u>\$ -</u>	<u>\$ (45,710)</u>	
<b>DEBT SERVICE FUND</b>						
Revenues	\$ 1,052,683	\$ 263,274	25.01%	\$ 1,029,098	\$ 257,388	25.01%
Expenses	1,052,183	950	0.09%	1,056,524	950	0.09%
Net Profit (Loss)	<u>\$ 500</u>	<u>\$ 262,324</u>		<u>\$ (27,426)</u>	<u>\$ 256,438</u>	
<b>INTEREST &amp; SINKING DEBT FUND</b>						
Revenues	\$ 490,178	\$ 219,740	44.83%	\$ 366,049	\$ 65,411	17.87%
Expenses	489,978	-	0.00%	366,049	-	0.00%
Net Profit (Loss)	<u>\$ 200</u>	<u>\$ 219,740</u>		<u>\$ -</u>	<u>\$ 65,411</u>	

City of Burnet, Texas  
Cash and Investment Accounts  
As of December 31, 2021

Acct #	Bank	Account Name	Account Type	Balance as of Dec 2021
<b>Unrestricted Accounts</b>				
984/2410	FSB	Operating Cash	Checking	\$ 4,416,974.70
		Add or Subtract Claim on Cash for Airport		(149,328.21)
2329	FSB	Golf Course Petty Cash	Checking	651.01
2535	FSB	Operating Reserve	M/M	-
2352	FSB	Delaware Springs-Credit Card Acct	Checking	-
2378	FSB	Airport - Credit Card Acct	Checking	-
2386	FSB	Utility - Credit Card Acct	Checking	-
2469	FSB	Court - Credit Card Acct	Checking	-
2711100002	TexPool	Operating Reserve	Investment	4,180,806.72
<b>Total Unrestricted</b>				<b>\$ 8,449,104.22</b>

<b>75 Day Reserve Requirement</b>	<b>3,518,000.00</b>
<b>Unrestricted Cash over 75 day reserve</b>	<b>\$ 4,931,104.22</b>
<b>90 Day Reserve Requirement</b>	<b>4,222,000.00</b>
<b>Unrestricted Cash over 90 day reserve</b>	<b>\$ 4,227,104.22</b>

**Restricted by Council**

2711100004	TexPool	Capital Reserve	Investment	\$ -
2711100011	TexPool	Capital Equipment Reserve	Investment	957,181.19
2711100012	TexPool	Capital - LCRA Credit	Investment	442,101.46
2188	FSB	Self Funded Equipment	M/M	494,405.97
2711100014	TexPool	Self Funded Equipment Reserve	Investment	664,393.60
2711100016	TexPool	CLFRF - Amercian Rescue Plan	Investment	793,753.70
<b>Total Restricted by Council Action</b>				<b>\$ 3,351,835.92</b>

City of Burnet, Texas  
Cash and Investment Accounts  
As of December 31, 2021

**Restricted by Purpose or Law**

Acct #	Bank	Account Name	Account Type	Balance as of Dec 2021
1453	FSB	Bond Reserve	M/M	\$ 690,701.42
2402	FSB	Hotel Motel	M/M	155,584.10
2711100005	TexPool	Hotel Motel	Investment	60,280.18
2451	FSB	Construction Account	Checking	-
2485	FSB	PD Seizure	M/M	119.87
2493	FSB	Municipal Court Special Revenue	M/M	61,054.21
2519	FSB	Impact Fees - Water	M/M	346,919.66
2543	FSB	Airport Reserve	M/M	-
		Add or Subtract Airport Claim on Cash		149,328.21
2711100009	TexPool	Airport Reserve	Investment	1,626,186.39
2568	FSB	Benevolent Fund	Checking	-
2576	FSB	Interest & Sinking Acct	M/M	292,728.12
2584	FSB	Impact Fees - Wastewater	M/M	76,136.54
2592	FSB	BEDC	Super NOW	791,790.65
2711100008	TexPool	BEDC Project Fund	Investment	-
2711100010	TexPool	BEDC	Investment	629,688.49
70516	FSB	BEDC Commercial Park Project	M/M	819,169.45
2634	FSB	Benefit Trust Account	M/M	-
2675	FSB	Police Department Explorer Program	M/M	6,687.77
2691	FSB	Fire Department Explorer Program	M/M	4,191.37
3012	FSB	Franchise Fee Account	Super NOW	115,388.59
3053	FSB	Parks Fund	M/M	18,282.45
58776	FSB	Fire Dept. Community Acct	M/M	10,515.39
2711100007	TexPool	TWDB	Investment	1,191.75
2711100006	TexPool	TWDB	Investment	1,046.41
		City of Burnet, Texas Combination Tax and Surplus Revenue Certificates of Obligation, Series 2010		
143033000	US Bank	Escrow Account	Investment	3,199.59
82-020-01-0	Bank of	City of Burnet 2012 TWDB Escrow	Investment	20,196.35
2711100013	TexPool	PD Bonds	Investment	-
2711100017	TexPool	2021 CO - City Hall	Investment	4,006,290.73
62315	FSB	BEDC Bond Fund	Checking	78,616.00
62364	FSB	BEDC Project Fund	Checking	-
<b>Total Restricted Cash</b>				<b>\$ 9,965,293.69</b>
<b>Total All Cash</b>				<b>\$ 21,766,233.83</b>

ACCOUNT NUMBER	INVESTMENT TYPE	DESCRIPT/LOC	MATURITY	BEGINNING BALANCES 09/01/2021	QUARTERLY ACTIVITY	INTEREST EARNINGS	ENDING BALANCE 12/31/2021	BEGINNING MARKET 01/01/2022	ENDING MARKET 03/31/2022	CHANGE IN MARKET VALUE	AVG YIELD
984 & 2410	OPERATING	FIRST STATE BANK	na	\$ 2,987,021.90	\$ 1,429,675.08	\$ 277.72	\$ 4,416,974.70	na	na	na	0.0003
1453	DEBT SERVICE	FIRST STATE BANK	na	427,501.26	263,134.51	65.65	690,701.42	na	na	na	0.0005
2188	SELF FUNDED ACCT	FIRST STATE BANK	na	398,769.54	95,581.78	54.65	494,405.97	na	na	na	0.0005
2329	GOLF COURSE PETTY CASH	FIRST STATE BANK	na	800.82	(149.81)	-	651.01	na	na	na	-
2402	HOTEL/MOTEL	FIRST STATE BANK	na	98,812.29	56,755.23	16.58	155,584.10	na	na	na	0.0005
2485	PD SEIZURE	FIRST STATE BANK	na	119.87	-	-	119.87	na	na	na	-
2493	COURT MONIES	FIRST STATE BANK	na	61,046.52	0.00	7.69	61,054.21	na	na	na	0.0005
2519	IMPACT FEES WATER	FIRST STATE BANK	na	306,396.60	40,484.39	38.67	346,919.66	na	na	na	0.0005
2576	I & S SINKING FUND	FIRST STATE BANK	na	72,987.76	219,728.23	12.13	292,728.12	na	na	na	0.0003
2584	IMPACT FEE W/W	FIRST STATE BANK	na	37,035.73	39,096.09	4.72	76,136.54	na	na	na	0.0003
2592	BEDC	FIRST STATE BANK	na	703,091.73	88,641.38	57.54	791,790.65	na	na	na	0.0003
2675	PD EXPLORER PROGRAM	FIRST STATE BANK	na	6,612.27	75.00	0.50	6,687.77	na	na	na	0.0003
2691	FD EXPLORER PROGRAM	FIRST STATE BANK	na	4,191.05	(0.00)	0.32	4,191.37	na	na	na	0.0003
3012	CABLE FRANCHISE FEES	FIRST STATE BANK	na	111,403.01	3,977.00	8.58	115,388.59	na	na	na	0.0003
3053	PARKS FUND	FIRST STATE BANK	na	18,280.14	0.00	2.31	18,282.45	na	na	na	0.0005
58776	FD COMMUNITY FUND	FIRST STATE BANK	na	10,515.39	-	-	10,515.39	na	na	na	-
62315	BEDC BOND FUND	FIRST STATE BANK	na	31,593.60	47,018.76	3.64	78,616.00	na	na	na	0.0003
70516	281 COMM PARK PROJECT	FIRST STATE BANK	na	1,040,790.19	(221,736.13)	115.39	819,169.45	na	na	na	0.0005
	<b>SUBTOTAL - FIRST STATE BANK</b>			<b>\$ 6,316,969.67</b>	<b>\$ 2,062,281.51</b>	<b>\$ 666.09</b>	<b>\$ 8,379,917.27</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0.0004</b>
2711100002	TEXPOOL - GF RESERVE	TEXPOOL	na	\$ 4,180,417.11	\$ 0.00	\$ 389.61	\$ 4,180,806.72	\$ 4,180,417.11	\$ 4,180,806.72	\$ 389.61	0.0004
2711100005	TEXPOOL - HOT	TEXPOOL	na	60,274.65	(0.00)	5.53	60,280.18	60,274.65	60,280.18	5.53	0.0004
2711100006	TEXPOOL - TWDB	TEXPOOL	na	1,046.41	-	-	1,046.41	1,046.41	1,046.41	-	-
2711100007	TEXPOOL - TWDB	TEXPOOL	na	1,191.75	-	-	1,191.75	1,191.75	1,191.75	-	-
2711100008	TEXPOOL - BEDC PROJECT FUND	TEXPOOL	na	-	-	-	-	-	-	-	#DIV/0!
2711100009	TEXPOOL - AIRPORT	TEXPOOL	na	1,626,034.78	0.01	151.60	1,626,186.39	1,626,034.78	1,626,186.39	151.61	0.0004
2711100010	TEXPOOL - BEDC RESERVE	TEXPOOL	na	629,629.81	(0.00)	58.68	629,688.49	629,629.81	629,688.49	58.68	0.0004
2711100011	TEXPOOL - CAPITAL EQUIPMENT RESERVE	TEXPOOL	na	683,403.52	273,692.00	85.67	957,181.19	683,403.52	957,181.19	273,777.67	0.0004
2711100012	TEXPOOL - ELECTRIC RESERVE	TEXPOOL	na	442,060.22	0.00	41.24	442,101.46	442,060.22	442,101.46	41.24	0.0004
2711100013	TEXPOOL - PD BOND PROCEEDS	TEXPOOL	na	-	-	-	-	-	-	-	#DIV/0!
2711100014	TEXPOOL - SELF FUNDED EQUIPMENT	TEXPOOL	na	664,331.68	(0.00)	61.92	664,393.60	664,331.68	664,393.60	61.92	0.0004
2711100017	TEXPOOL - 2021 CO - CITY HALL	TEXPOOL	na	4,005,917.48	-	\$ 373.25	4,006,290.73				0.0004
2711100016	TEXPOOL - CLFRF AMERICAN RESCUE PLAN	TEXPOOL	na	793,679.76	(0.00)	\$ 73.94	793,753.70				0.0004
	<b>SUBTOTAL - TEXPOOL</b>			<b>\$ 13,087,987.17</b>	<b>\$ 273,692.01</b>	<b>\$ 1,241.44</b>	<b>\$ 13,362,920.62</b>	<b>\$ 8,288,389.93</b>	<b>\$ 8,562,876.19</b>	<b>\$ 274,486.26</b>	<b>0.0004</b>
143033000	US BANK LOAN		na	\$ 3,199.47	\$ 0.00	\$ 0.12	\$ 3,199.59	\$ 3,199.47	\$ 3,199.59	\$ 0.12	0.0001
82-0220-01-0	BANK OF TEXAS - TWDB #2		na	20,195.39	(0.00)	0.96	20,196.35	20,195.39	20,196.35	0.96	0.0002
	<b>SUBTOTAL - OTHERS</b>			<b>\$ 23,394.86</b>	<b>\$ (0.00)</b>	<b>\$ 1.08</b>	<b>\$ 23,395.94</b>	<b>\$ 23,394.86</b>	<b>\$ 23,395.94</b>	<b>\$ 1.08</b>	<b>0.0002</b>
	<b>TOTALS</b>			<b>\$ 19,428,351.70</b>	<b>\$ 2,335,973.52</b>	<b>\$ 1,908.61</b>	<b>\$ 21,766,233.83</b>	<b>\$ 8,311,784.79</b>	<b>\$ 8,586,272.13</b>	<b>\$ 274,487.34</b>	<b>0.0004</b>
	PERFORMANCE MEASURES:										
					Benchmark	Actual					
					Avg Yield (Benchmark at 12/31/20)	0.1000%	0.0368%				
					Benchmark=90 day T-Bill Rate						
					WAM	Max 365					
					Diversification:						
					Other		0.11%				
					FSB		38.50%				
					TexPool	Max 100%	61.39%				

Collateral Adequacy - All funds are fully collateralized and/or insured.

Statement of Compliance - All investment transactions of the City meet the requirements set forth in Chapter 2256, Texas Govt. Code, as amended and are in compliance with the City's Investment Policy.

*Patricia Langford*  
 Patricia Langford, Finance Director

*Stefani Wright*  
 Stefani Wright, Senior Accountant

1-21-22  
 Date

City of Burnet, Texas  
Cash and Investment Accounts  
As of December 31, 2021

GENERAL CAPITAL PROJECT FUND						REMAINING BALANCE
DESCRIPTION			CURRENT BUDGET 2021-2022	FYTD DEC ACTUAL EXPENSES	% complete	FOR 2021-2022
<u>CAPITAL PROJECTS:</u>						
INCODE 10 UPGRADE	ADMIN	46-1111-58397	\$ 38,000	\$ 10,580	28%	\$ 27,420
CITY COMP PLAN/UTILITY MAPS	ADMIN	46-1111-58550	300,000	-	0%	300,000
SERVERS AND COMPUTERS	ADMIN	46-1111-58000	75,000	-	0%	75,000
American Rescue Funds	ADMIN	46-1111-58888	1,400,000	-	0%	1,400,000
NEW CITY HALL	ADMIN	46-1111-58810	5,000,000	33,975	1%	4,966,025
PD Tasers	POLICE	46-1600-58000	60,000	57,304	96%	2,696
PD Ticket Writers	POLICE	46-1600-58399	26,000	19,142	74%	6,858
REMODEL FD SUBSTATION	FIRE	46-1640-58489	100,000	38,735	39%	61,265
COVID EXPENSES	FIRE	46-1640-57030	50,000	600	1%	49,400
FIRE TRUCK	FIRE	46-1640-58000	650,000	-	0%	650,000
TASSPP ANNUAL FEE	FIRE	46-1640-54500	47,250	37,322	79%	-
STREETS	STREETS	46-1700-58700	400,000	101,531	25%	298,469
TRACKED SKID STEER - STREETS	STREETS	46-1700-58000	140,000	-	0%	140,000
LOADER - STREETS	STREETS	46-1700-58000	175,000	-	0%	175,000
DE-ICING EQUIP STREETS	STREETS	46-1700-58000	30,000	7,350	25%	22,650
PARK IMPROVEMENTS	PARKS	46-1800-58800	100,000	-	0%	100,000
COMMUNITY CENTER IMPROVEMENTS	PARKS	46-1800-58800	100,000	-	0%	100,000
DOWNTOWN RESTROOMS	PARKS	46-1800-58400	100,000	-	0%	100,000
GHRC IMPROVEMENTS	GHRC	46-1813-58478	50,000	-	0%	50,000
GHRC TEEN CENTER	GHRC	46-1813-58461	20,000	-	0%	20,000
<b>TOTAL</b>			<b>\$ 8,861,250</b>	<b>\$ 306,539</b>	<b>3%</b>	<b>\$ 8,544,783</b>

BALANCE TO BE FUNDED FROM:		
OPERATING RESERVES	OTHER SOURCES	TOTAL
\$ 27,420	\$ -	\$ 27,420
300,000		300,000
75,000		75,000
1,400,000		1,400,000
-	4,966,025	4,966,025
2,696		2,696
6,858		6,858
61,265		61,265
49,400		49,400
-	650,000	650,000
-		-
298,469		298,469
140,000		140,000
175,000		175,000
22,650		22,650
100,000		100,000
100,000		100,000
100,000		100,000
50,000		50,000
20,000		20,000
<b>\$ 2,928,758</b>	<b>\$ 5,616,025</b>	<b>\$ 8,544,783</b>

GOLF COURSE CAPITAL PROJECT FUND						REMAINING BALANCE
DESCRIPTION			CURRENT BUDGET 2021-2022	FYTD DEC ACTUAL EXPENSES	% complete	FOR 2021-2022
<u>CAPITAL PROJECTS:</u>						
CLUB HOUSE IMPROVEMENTS			\$ 250,000	\$ 46,978	19%	\$ 203,022
OTHER IMPROVEMENTS			370,000	-	0%	370,000
<b>TOTAL</b>			<b>\$ 620,000</b>	<b>\$ 46,978</b>	<b>0%</b>	<b>\$ 573,022</b>

BALANCE TO BE FUNDED FROM:		
OPERATING RESERVES	OTHER SOURCES	TOTAL
\$ 203,022	\$ -	\$ 203,022
-	370,000	370,000
<b>\$ 203,022</b>	<b>\$ 370,000</b>	<b>\$ 573,022</b>

ELECTRIC CAPITAL PROJECT FUND						REMAINING BALANCE
DESCRIPTION			CURRENT BUDGET 2021-2022	FYTD DEC ACTUAL EXPENSES	% complete	FOR 2021-2022
<u>CAPITAL PROJECTS:</u>						
SOFTWARE - ELSTER UPGRADES			\$ 55,000	\$ 8,572	16%	\$ 46,428
SCADA/RE closers			100,000	-	0%	100,000
DEVELOPMENT PROJECTS			150,000	11,538	8%	138,463
<b>TOTAL</b>			<b>\$ 305,000</b>	<b>\$ 20,110</b>	<b>0%</b>	<b>\$ 284,891</b>

BALANCE TO BE FUNDED FROM:		
OPERATING RESERVES	OTHER SOURCES	TOTAL
\$ 46,428	\$ -	\$ 46,428
100,000	-	100,000
63,463	75,000	138,463
<b>\$ 209,891</b>	<b>\$ 75,000</b>	<b>\$ 284,891</b>

W/WW CAPITAL PROJECT FUND						REMAINING BALANCE
DESCRIPTION			CURRENT BUDGET 2021-2022	FYTD DEC ACTUAL EXPENSES	% complete	FOR 2021-2022
<u>CAPITAL PROJECTS:</u>						
CAMERA TRUCK	45-4210-58000		\$ 225,000	-	0%	\$ 225,000
VAC TRUCK	45-4210-58000		450,000	-	0%	450,000
GENERATORS - WATER FUND BAL	45-4210-58000		200,000	-	0%	200,000
GENERATORS - WATER IMPACT FEES	45-4210-58000		300,000	-	0%	300,000
FACILITY UPGRADES FOR ZEBRA MUSSELS	45-4200-58400		50,000	-	0%	50,000
HWY 29 WATER LINE EXT	45-4210-58600		100,000	-	0%	100,000
VFW SEWER UPGRADE	45-4210-58800		30,000	-	0%	30,000
RANCH LIFT STATION UPGRADE	45-4210-58800		100,000	-	0%	100,000
RISK AND RESILIENCE STUDY	45-4200-58551		30,000	-	0%	30,000
WATER SYSTEM IMPROVEMENTS	45-4200-58880		10,000	-	0%	10,000
TRANSFER OUT WW IMPACT FEES	45-4210-59042		75,000	-	0%	75,000
<b>TOTAL</b>			<b>\$ 1,570,000</b>	<b>\$ -</b>	<b>0%</b>	<b>\$ 1,570,000</b>

BALANCE TO BE FUNDED FROM:		
OPERATING RESERVES	OTHER SOURCES	TOTAL
\$ 225,000	\$ -	\$ 225,000
450,000	-	450,000
200,000	-	200,000
-	300,000	300,000
-	50,000	50,000
100,000	-	100,000
30,000	-	30,000
100,000	-	100,000
30,000	-	30,000
-	10,000	10,000
-	75,000	75,000
<b>\$ 1,135,000</b>	<b>\$ 435,000</b>	<b>\$ 1,570,000</b>

City of Burnet, Texas  
Cash and Investment Accounts  
As of December 31, 2021

AIRPORT CAPITAL PROJECT FUND					
DESCRIPTION		CURRENT BUDGET 2021-2022	FYTD DEC ACTUAL EXPENSES	% complete	REMAINING BALANCE FOR 2021-2022
<b>CAPITAL PROJECTS:</b>					
RAMP GRANT	47-2310-53300	\$ 100,000	\$ 47,553.00	48%	\$ 52,447
C/O EQUIPMENT - JET TUG AND GPU	47-2300-58000	75,000	-	0%	75,000
CAPITAL OUTLAY	47-2300-58174	200,000	-	0%	200,000
C/O BLDG & FACILITY - JET HANGAR	47-2300-58400	1,000,000	-	0%	1,000,000
C/O LAND - DECEL LANE	47-2300-58500	90,000	-	0%	90,000
FUTURE PLAN	47-2300-58550	20,000	-	0%	20,000
		<u>1,485,000</u>	<u>47,553</u>	<u>3%</u>	<u>\$ 1,437,447</u>

BALANCE TO BE FUNDED FROM:		
OPERATING RESERVES	OTHER SOURCES	TOTAL
\$ -	\$ 52,447	\$ 52,447
-	75,000	75,000
-	200,000	200,000
-	1,000,000	1,000,000
-	90,000	90,000
-	20,000	20,000
<u>\$ -</u>	<u>\$ 1,437,447</u>	<u>\$ 1,437,447</u>

TOTAL CAPITAL/OTHER PROJECTS					
		CURRENT BUDGET 2021-2022	FYTD DEC ACTUAL EXPENSES	% complete	REMAINING BALANCE FOR 2021-2022
TOTAL CAPITAL/OTHER PROJECTS		\$ 12,841,250	\$ 421,179	3%	\$ 12,410,143
TRANSFER TO CAP EQUIP RESERVES		-	-	0%	-
TOTAL CAPITAL/OTHER		<u>\$ 12,841,250</u>	<u>\$ 421,179</u>	<u>3%</u>	<u>\$ 12,410,143</u>

BALANCE TO BE FUNDED FROM:		
OPERATING RESERVES	OTHER SOURCES	TOTAL
\$ 4,476,671	\$ 7,933,472	\$ 12,410,143
-	-	-
<u>\$ 4,476,671</u>	<u>\$ 7,933,472</u>	<u>\$ 12,410,143</u>

City of Burnet  
Financial Report  
Quarter Ended December 31, 2021

FY 2022

# General Fund

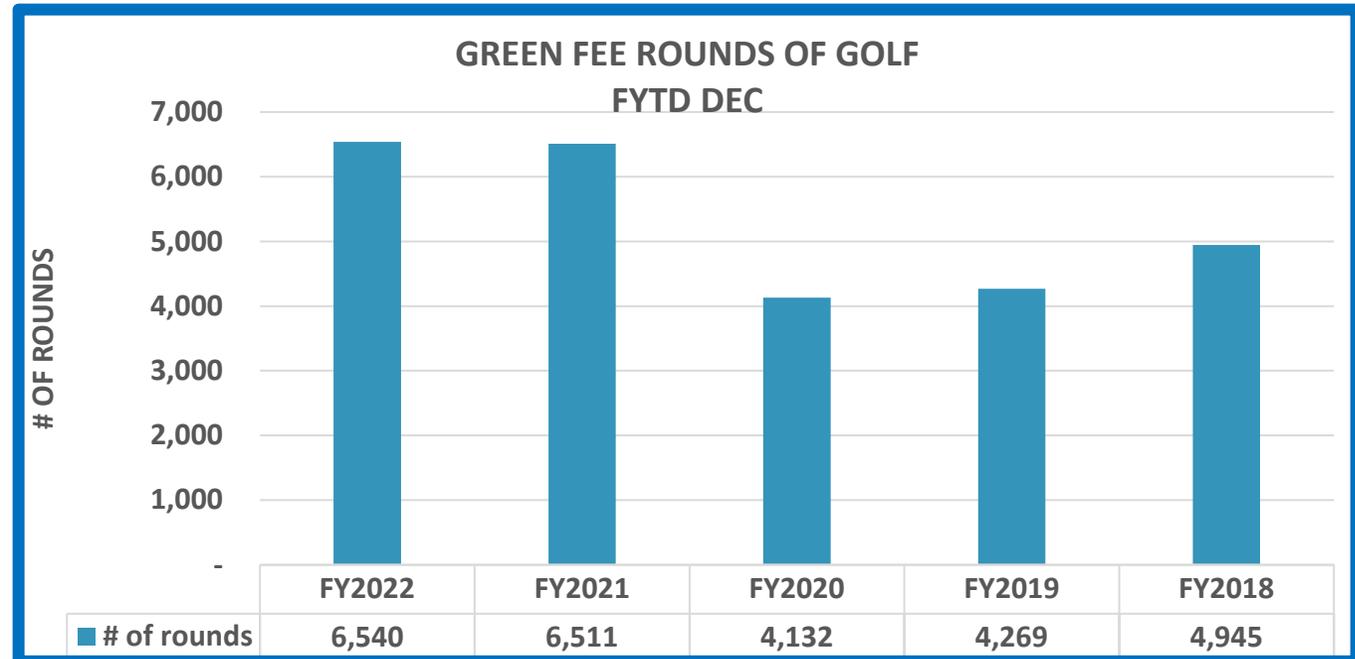
	Annual Budget	Actual FYTD Dec 2021	% of Budget
Revenues	\$13,098,563	\$3,929,509	30%
Expenses	12,641,112	3,286,993	26%
Profit(Loss)	\$ 457,451	\$ 642,516	

- Revenues – tracking above budget at 30%
  - *Property Tax Collections – 42%*  
*Increased \$721,221 over py due to timing of collections*
  - *Sales Tax Collections – 28%*  
*Increased \$89,900 over py*
  - *Transfers In – 23%*  
*Decreased \$14,970 over py*
  - *EMS Transport Revenues – 29%*  
*Increased \$128,280 over py*
- Expenses – on track for the period at 26%

# Golf Fund



	Annual Budget	Actual FYTD Dec 2021	% of Budget
Revenues	\$1,470,651	\$571,703	39%
Expenses	1,562,218	403,470	26%
Profit(Loss)	<b>\$(91,567)</b>	<b>\$168,233</b>	
Rev per Round	<b>\$32.40</b>	<b>\$37.96</b>	

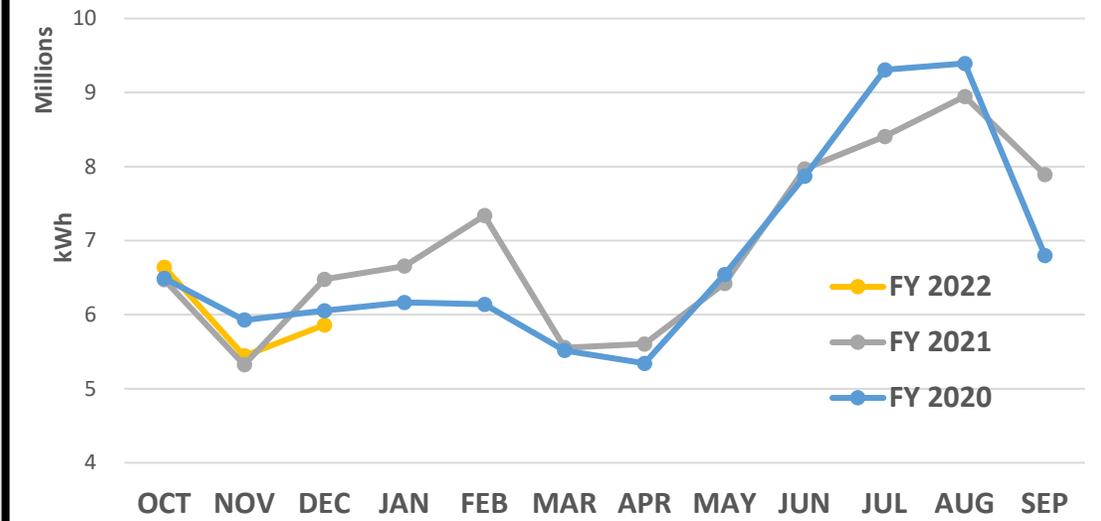


# Utility Funds

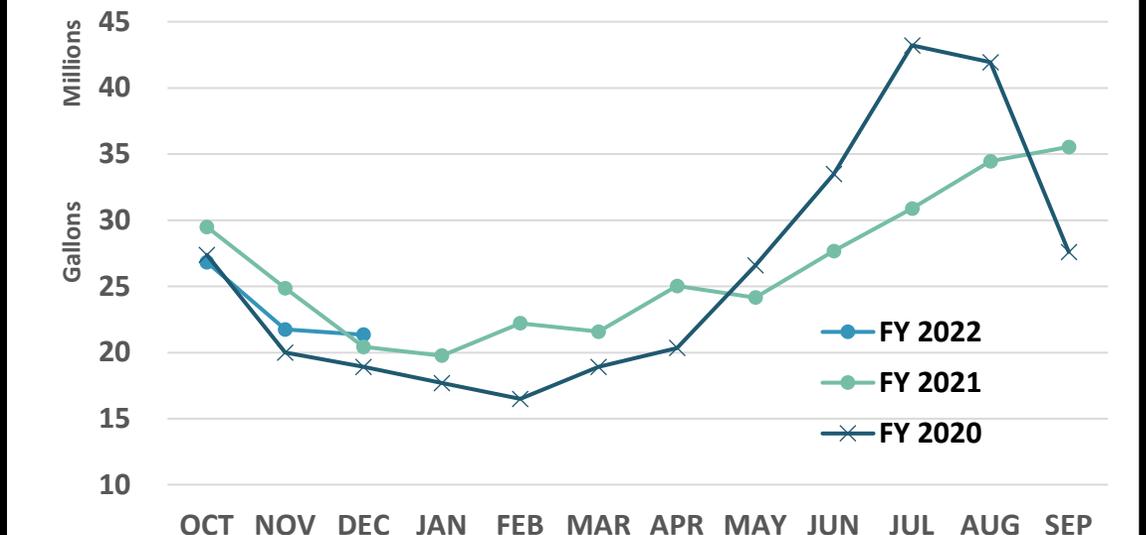
ELECTRIC FUND	Annual Budget	Actual FYTD Dec 2021	% of Budget
Revenues	\$4,034,144	\$872,808	22%
Expenses	3,635,322	912,475	25%
Profit(Loss)	<b>\$398,822</b>	<b>\$(39,667)</b>	

WATER FUND	Annual Budget	Actual FYTD Dec 2021	% of Budget
Revenues	\$4,500,420	\$1,080,354	24%
Expenses	4,039,275	910,122	23%
Profit(Loss)	<b>\$461,145</b>	<b>\$170,232</b>	

Billed Electric Consumption



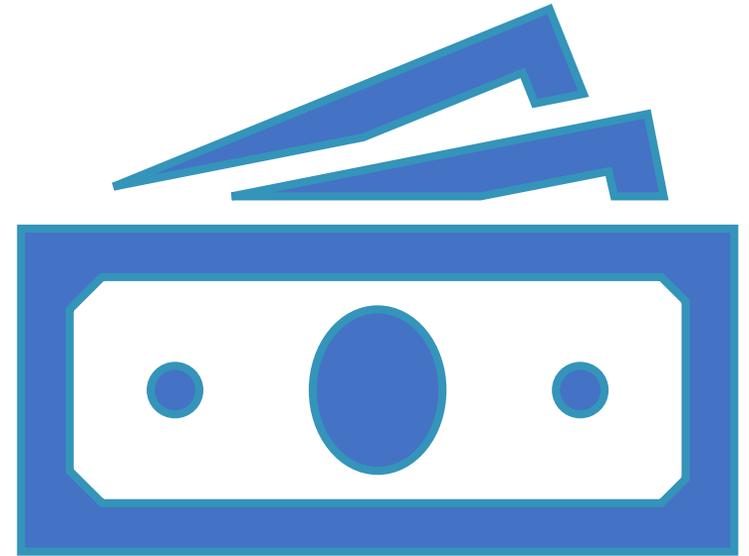
Billed Water Consumption



# Unrestricted Cash Balance

December 31, 2021

Unrestricted Cash	\$ 8,449,104
Less 90-day Reserve	<u>4,222,000</u>
Unrestricted Cash Over Reserve	<u>\$ 4,227,104</u>



Questions?



STATE OF TEXAS {}  
COUNTY OF BURNET {}  
CITY OF BURNET {}

On this the 11<sup>th</sup> day of January, 2022, the City Council of the City of Burnet convened in Regular Session, at 6:00 p.m. at the Burnet Community Center, 401 E. Jackson Street, Burnet, TX thereof with the following members present, to-wit:

Mayor Pro Tem Mary Jane Shanes  
Council Members Ricky Langley, Philip Thurman, Cindia Talamantez, Joyce Laudenschlager  
Absent Danny Lester, Mayor Crista Goble Bromley  
Asst. City Manager Habib Erkan  
City Secretary Kelly Dix

Guests: Adrienne Feild, Wade Langley, Christopher Ward, Tony Nash, Alan Burdell, Shawn Nelson, Jeff Patterson, Patricia Langford, Mark Miller, Jacob Thomas, Andrew Scott, Leslie Kimbler, Phil Reynolds

Call to Order: Mayor Pro Tem Shanes called the meeting to order at 6:00 p.m.

INVOCATION: Led by Mayor Pro Tem Mary Jane Shanes

PLEDGE OF ALLEGIANCE Led by Council Member Ricky Langley

PLEDGE TO TEXAS FLAG: Led by Council Member Ricky Langley

SPECIAL REPORTS/RECOGNITION: None.

CONSENT AGENDA ITEMS:

*(All of the following items on the Consent Agenda are considered to be self-explanatory by the Council and will be enacted with one motion. There will be no separate discussion of these items unless a Council Member, staff member or citizen requests removal of the item from the consent agenda for the purpose of discussion. For removal of an item, a request must be made to the Council when the Consent Agenda is opened for Council Action.)*

Approval of the January 4<sup>th</sup>, 2022 Special City Council Meeting Minutes: Council Member Philip Thurman moved to approve the consent agenda as presented. Council Member Cindia Talamantez seconded. The motion carried unanimously.

PUBLIC HEARINGS:

Public Hearing: The City Council of the City of Burnet, Texas shall hold a public hearing to receive testimony and comments from members of the public on the merits of a proposed amendment to the City of Burnet's Code of Ordinances Chapter 118 (Entitled "Zoning") Section 118-41 (Entitled "Light Commercial – District C-1"): H. Erkan: Mayor Pro Tem Shanes opened the public hearing and asked if anyone was interested in speaking, if so to approach the podium. There being no one wishing to speak, Mayor Pro Tem Shanes closed the public hearing.

Public Hearing: The City Council of the City of Burnet shall conduct a public hearing to receive public testimony and comments on the merits of a request to rezone property located at 900 County Lane (Legal Description: ABS A0672 EUGENIO PEREZ, TRACT INCLUDING OAK VISTA LOTS 60-67, 75.0 ACRES). The request is to rezone the property from its present designation of Medium Commercial – District "C-2" and to a designation of Government – District "G": L. Kimbler: Mayor Pro Tem Shanes opened the public hearing and asked if anyone was interested in speaking, if so to approach the podium. There being no one wishing to speak, Mayor Pro Tem Shanes closed the public hearing.

Public Hearing: The City Council of the City of Burnet shall conduct a public hearing to receive public testimony and comments on the merits of a request to rezone property located at 800 Ellen Halbert Drive (Legal Description: ABS A0672 EUGENIO PEREZ, TRACT BEING PRISON SITE, 119.06 ACRES and ABS A0672 EUGENIO PEREZ, TRACT BEING PRISON SITE FROM OAK VISTA LOTS 45-52 & PTS, 103.68 ACRES). The request is to rezone the property from its present designation of Medium Commercial – District "C-2" to a designation of Government – District "G". L. Kimbler: Mayor Pro Tem Shanes opened the public hearing and asked if anyone was interested in speaking, if so to approach the podium. There being no one wishing to speak, Mayor Pro Tem Shanes closed the public hearing.

Public Hearing: The City Council of the City of Burnet shall conduct a public hearing to receive testimony and comments from members of the public on the merits of a request to rezone property located 3202 South Water Street (Legal Description: S4540 FLIGHT LINE BOULEVARD SUBDIVISION LOT 1B .43 ACRES). The

request is to rezone the property from its present designation of Light Commercial – District “C-1” to a designation of Neighborhood Commercial – District “NC”: L. Kimbler: Mayor Pro Tem Shanes opened the public hearing and asked if anyone was interested in speaking, if so to approach the podium. There being no one wishing to speak, Mayor Pro Tem Shanes closed the public hearing.

ACTION ITEMS:

Discuss and consider action: City Council shall receive information from the City Manager on the status of the COVID-19 pandemic’s impact on the City and may discuss, give direction, or take action to implement, extend, modify, or terminate plans or programs in response to the pandemic: D. Vaughn: Fire Chief Mark Ingram updated all present on the current COVID-19 surge. Hospitalizations are up seventy percent in the past two weeks. The Fire Department has been conducting COVID testing and testing for both flues. Of the six hundred tested the positivity rate is at forty-five percent. There have been some tested from outside the county, but most are from Burnet County. Chief Ingram expressed his appreciation for the support provided by administration staff and the Public Works Department at the testing site.

Discuss and consider action: SECOND AND FINAL READING OF AN ORDINANCE OF THE CITY COUNCIL OF BURNET, TEXAS, AMENDING ORDINANCE NO. 2012-09 AND THE FUTURE LAND USE MAP OF THE CITY OF BURNET BY ASSIGNING A DESIGNATION OF “COMMERCIAL” FOR THE PROPERTY AT 1001 NORTH HILL STREET (LEGAL DESCRIPTION: BEING LOTS TEN, ELEVEN AND TWELVE, IN THE KINCHELOE ADDITION)”; PROVIDING A REPEALER CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE: L. Kimbler: Council Member Cindia Talamantez moved to approve and adopt Ordinance 2021-45 as presented. Council Member Joyce Laudenschlager seconded. The motion carried unanimously.

Discuss and consider action: SECOND AND FINAL READING OF AN ORDINANCE OF THE CITY COUNCIL OF BURNET, TEXAS, AMENDING ORDINANCE NO. 2021-01 AND THE OFFICIAL ZONING MAP OF THE CITY BY ASSIGNING THE PROPERTY DESCRIBED AS 1001 NORTH HILL STREET (LEGAL DESCRIPTION: BEING LOTS TEN, ELEVEN AND TWELVE, IN THE KINCHELOE ADDITION), WITH LIGHT COMMERCIAL DISTRICT “C-1” WITH A CONDITIONAL USE PERMIT FOR “CLINIC AND SAFETY SERVICES; PROVIDING A REPEALER CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE: L. Kimbler: Council Member Philip Thurman moved to approve and adopt Ordinance 2021-46 as presented. Council Member Ricky Langley seconded. The motion carried unanimously.

Discuss and consider action: SECOND AND FINAL READING OF AN ORDINANCE AMENDING CITY OF BURNET CODE OF ORDINANCES, CHAPTER 118 (ENTITLED “ZONING”) FOR THE PURPOSE OF CLARIFYING THAT RESIDENTIAL AND MULTIFAMILY USES ARE NOT ALLOWED IN LIGHT COMMERCIAL - DISTRICT “C-1; PROVIDING FOR PENALTY; PROVIDING CUMULATIVE, REPEALER AND SEVERABILITY CLAUSES; PROVIDING FOR PUBLICATION; AND PROVIDING AN EFFECTIVE DATE. H. Erkan: Mayor Pro Tem Mary Jane Shanes moved to approve and adopt Ordinance 2021-47 as presented. Council Member Ricky Langley seconded. The motion carried unanimously.

Discuss and consider action: Authorization to issue a purchase order for the acquisition of a Freightliner/Camel Sewer Combo Unit through the Texas Municipal League BuyBoard: A. Burdell: Council Member Philip Thurman moved to approval of the issuance of a purchase order for the purchase of a Freightliner/Camel Sewer Combo Unit through the Texas Municipal League BuyBoard as presented. Council Member Joyce Laudenschlager seconded. The motion carried unanimously.

Discuss and consider action: A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF BURNET, TEXAS ACCEPTING THE RELEASE OF A 0.101 ACRE ACCESS EASEMENT AND AUTHORIZING THE EXECUTION OF A 0.11 ACRE ACCESS EASEMENT AGREEMENT TO PROVIDE DELAWARE SPRINGS 27 ACCESS: H. Erkan: Council Member Cindia Talamantez moved to approve Resolution No. R2022-04 as presented. Council Member Philip Thurman seconded. The motion carried unanimously.

Discuss and consider action: A RESOLUTION OF THE CITY COUNCIL, OF THE CITY OF BURNET, TEXAS, AWARDING STATEMENT OF QUALIFICATIONS (RFQ 2021-02) FOR PROFESSIONAL SERVICE (ENGINEERING/ARCHITECTURAL/ SURVEYING) FOR THE TEXAS DEPARTMENT OF HOUSING AND COMMUNITY AFFAIRS (TDHCA) COMMUNITY DEVELOPMENT BLOCK GRANT-CORONAVIRUS (CDBG-CV) COMMUNITY RESILIENCY PROJECT (CRP): D. Vaughn: Council Member

Philip Thurman moved to approve Resolution No. R2022-02 as presented. Council Member Ricky Langley seconded. The motion carried unanimously.

Discuss and consider action: Appointments to the Burnet Police Department Community Advisory Board: B. Lee: Council Member Philip Thurman made a motion to appoint Council Member Cindia Talamantez, Mike O'Hagan, Earl Dunagan, Bill Drake, Greg Jenkins, Jeff Kneller, Dana Delgado, Glenn Labhart, and Martha Ramirez Underwood to the Burnet Police Department Community Advisory Board for a term of two years ending in June 2024. Council Member Joyce Laudenschlager seconded. The motion carried unanimously.

Discuss and consider action: Appointments to the Burnet Economic Development Corporation Board: K. Dix: Council Member Cindia Talamantez moved to re-appoint Cary Johnson, Wayne Brown, Mayor Crista Goble Bromley and City Manager David Vaughn to the Burnet Economic Development Corporation Board of Directors for the term expiring in June of 2023 as presented. Council Member Joyce Laudenschlager seconded. The motion carried unanimously.

Discuss and consider action: Appointment of a City Council Member to the Planning Advisory Committee (PAC) for the Burnet Municipal Airport – Kate Craddock Field Airport Layout Plan: A. Field: Council Member Philip Thurman made a motion to nominate Mayor Pro Tem Mary Jane Shanes to serve on the Planning Advisory Committee for the Burnet Municipal Airport. Council Member Cinda Talamantez seconded the motion. The motion carried unanimously.

Discuss and consider action: A RESOLUTION OF THE CITY COUNCIL OF BURNET CITY, TEXAS, AUTHORIZING THE SUBMISSION OF A COMMUNITY DEVELOPMENT BLOCK GRANT CARES ACT (CDBG-CV), TEXAS COMMUNITY RESILIENCY PROGRAM APPLICATION TO THE TEXAS DEPARTMENT OF HOUSING AND COMMUNITY AFFAIRS (TDHCA); AND AUTHORIZING THE CITY MAYOR OR CITY MANAGER TO ACT AS THE CITY'S EXECUTIVE OFFICER AND AUTHORIZED REPRESENTATIVE IN ALL MATTERS PERTAINING TO THE CITY'S PARTICIPATION IN THE COMMUNITY DEVELOPMENT BLOCK GRANT CARES ACT, TEXAS COMMUNITY RESILIENCY PROGRAM: D. Vaughn: Council Member Cindia Talamantez moved to approve Resolution No. R2022-03 as presented. Council Member Joyce Laudenschlager seconded. The motion carried unanimously.

Discuss and consider action: FIRST READING OF AN ORDINANCE OF THE CITY COUNCIL OF BURNET, TEXAS, AMENDING ORDINANCE NO. 2021-01 AND THE OFFICIAL ZONING MAP OF THE CITY BY ASSIGNING THE PROPERTY DESCRIBED AS 900 COUNTY LANE (LEGAL DESCRIPTION: ABS A0672 EUGENIO PEREZ, TRACT INCLUDING OAK VISTA LOTS 60-67, 75.0 ACRES) WITH GOVERNMENT – DISTRICT “G” CLASSIFICATION; PROVIDING A REPEALER CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE: L. Kimbler: Council Member Cindia Talamantez moved to approve the first reading of Ordinance No. 2022-02 as presented. Council Member Joyce Laudenschlager seconded. The motion carried unanimously.

Discuss and consider action: FIRST READING OF AN ORDINANCE OF THE CITY COUNCIL OF BURNET, TEXAS, AMENDING ORDINANCE NO. 2021-01 AND THE OFFICIAL ZONING MAP OF THE CITY BY ASSIGNING THE PROPERTY DESCRIBED AS 800 ELLEN HALBERT DRIVE (Legal Description: ABS A0672 EUGENIO PEREZ, TRACT BEING PRISON SITE, 119.06 ACRES and ABS A0672 EUGENIO PEREZ, TRACT BEING PRISON SITE FROM OAK VISTA LOTS 45-52, 103.68 ACRES) WITH GOVERNMENT – DISTRICT “G” CLASSIFICATION; PROVIDING A REPEALER CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE: L. Kimbler: Mayor Pro Tem Mary Jane Shanes moved to approve the first reading of Ordinance No. 2022-03 as presented. Council Member Philip Thurman seconded. The motion carried unanimously.

Discuss and consider action: FIRST READING OF AN ORDINANCE OF THE CITY COUNCIL OF BURNET, TEXAS, AMENDING ORDINANCE NO. 2021-01 AND THE OFFICIAL ZONING MAP OF THE CITY BY ASSIGNING THE PROPERTY DESCRIBED 3202 SOUTH WATER STREET (Legal Description: S4540 FLIGHT LINE BOULEVARD SUBDIVISION LOT 1B, .43 ACRES) WITH NEIGHBORHOOD COMMERCIAL – DISTRICT “NC” CLASSIFICATION; PROVIDING A REPEALER CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE: L. Kimbler: Council Member Philip Thurman moved to approve the first reading of Ordinance No. 2022-04 as presented. Council Member Ricky Langley seconded. The motion carried unanimously.

Discuss and consider action: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BURNET,

TEXAS, PRELIMINARILY ACCEPTING PUBLIC STREET, WATER, AND ELECTRICAL IMPROVEMENTS CONSTRUCTED WITHIN THE HONEY ROCK PHASE TWO SUBDIVISION; AND APPROVING CASH BOND TO ASSURE THE MAINTENANCE OF THE INFRASTRUCTURE IMPROVEMENTS: H. Erkan: Council Member Ricky Langley moved to approve Resolution No. R2022-07 as presented. Council Member Joyce Laudenschlager seconded. The motion carried unanimously.

Discuss and consider action: A RESOLUTION OF THE CITY COUNCIL OF BURNET, TEXAS ACCEPTING A PETITION FOR ANNEXATION OF 6.94 ACRES OF REAL PROPERTY LOCATED WEST OF THE CITY LIMITS AND SOUTH OF TEXAS HWY 29; AND AUTHORIZING THE INITIATION OF PROCEEDINGS TO ANNEX THE REAL PROPERTY: H. Erkan: Council Member Philip Thurman moved to approve Resolution No. R2022-06 as presented. Mayor Pro Tem Mary Jane Shanes seconded. The motion carried unanimously.

Discuss and consider action: A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF BURNET, TEXAS REGARDING THE DEVELOPMENT OF DELAWARE SPRINGS SECTION 19 PHASE 3 AND 4: D. Vaughn: City Secretary Kelly Dix informed all present that Council Member Ricky Langley had filed an Affidavit of Conflict of Interest and would be abstaining from the vote. Council Member Philip Thurman moved to approve Resolution R2022-08 as presented. Council Member Cindia Talamantez seconded. Mayor Pro Tem Mary Jane Shanes called for a roll vote. Council Member Thurman, Talamantez, Laudenschlager and Mayor Pro Tem Shanes voted in favor. Mayor Bromley and Council Member Lester were absent, Council Member Langley abstained. The motion carried with a vote of four in favor, two absent, and one abstention.

REQUESTS FROM COUNCIL FOR FUTURE REPORTS: In accordance with Resolution R2020-28 councilmembers may request the City Manager to prepare and present future report on matters of public interest: None.

ADJOURN: There being no further business a motion to adjourn was made by Council Member Cindia Talamantez at 7:06 p.m. Seconded by Council Member Joyce Laudenschlager. The motion carried unanimously.

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Crista Goble Bromley, Mayor

**ATTEST:**

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Kelly Dix, City Secretary



## Development Services

### ITEM 3.1

Leslie Kimbler  
Planner  
512-715-3215  
lkimbler@cityofburnet.com

### Agenda Item Brief

**Meeting Date:** January 25, 2022

**Public Hearing:** Public Hearing: The City Council of the City of Burnet will conduct a public hearing to receive public testimony and comments on the merits of a proposed "Preliminary Plat" for approximately 28.556 acres out of the H.M. Babcock Survey No. 1388, Abs. No. 1372, and the Samuel M. Bingham Survey, Abs. No. 86. The proposed "Preliminary Plat" will establish Headwaters of the San Gabriel, Phase Two, consisting of 26 residential lots: L. Kimbler

**Information:** The tract (Exhibit A) is located outside the city limits within the City's ETJ. The applicant is proposing to subdivide the tract to create a 26 lot single-family residential subdivision which will establish The Headwaters of the San Gabriel, Phase Two. (Exhibit B).

The new subdivision will create one new street with a dead-end cul-de-sac named Classic Dash. Classic Dash will gain access to County Road 333 from the private road First Down Dash. The proposed cul-de-sac length exceeds the allowable length in the City of Burnet's code of ordinances and the requested variance must be approved prior to the preliminary plat's approval.

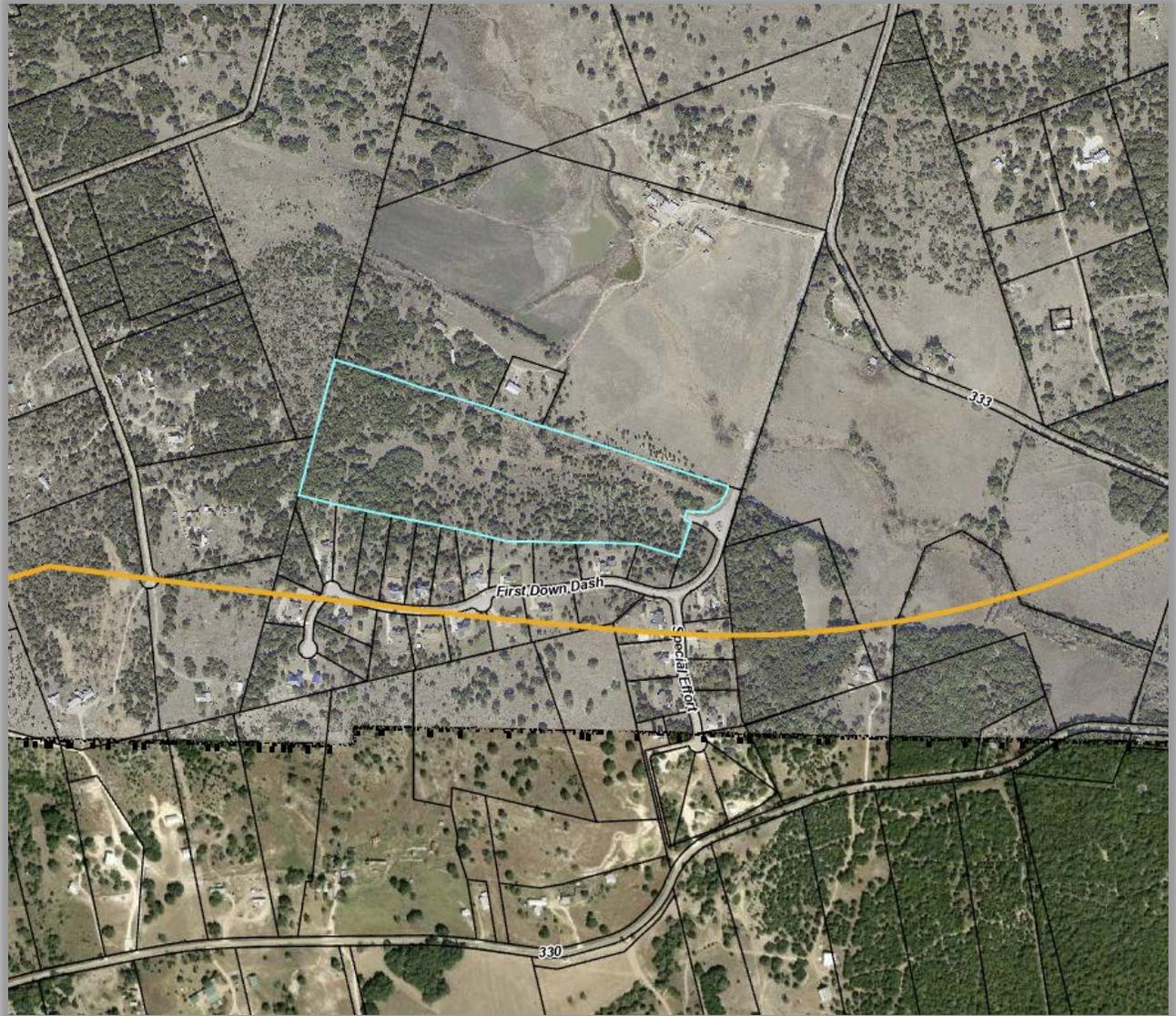
All the lots within the proposed subdivision will be approximately 1 acre in size. Each lot will be served by an On-Site Septic Facility; electric will be provided by Pedernales Electric Coop and water will be served by the City of Bertram. Currently, the City of Bertram is reviewing the water layout for the subdivision to ensure it meets their requirements.

**Staff Analysis:** City staff and city engineer have reviewed the plat in accordance with Sec. 98-22 (entitled "Preliminary Plats") and have found the plat does generally meet the requirements as outlined in the code; however, the applicant will need to secure an easement from the Headwaters of the San Gabriel, Phase One HOA to provide access into the proposed subdivision via a private easement. Additionally, since the water is being provided to the proposed subdivision from the City of Bertram, they will need to complete their review and approve the proposed utility layout prior to the acceptance of the final plat.

**P&Z Report:** P&Z conducted a scheduled public hearing on January 3, 2022 and recommended conditional approval of the Preliminary Plat of The

Headwaters of the San Gabriel, Phase Two, subject to the applicant securing the easement into the subdivision and final approval of the water layout from the City of Bertram.

**Exhibit "A"**  
**Tract**



**Exhibit "B"**  
**Plat**





## Public Hearing: Item 3.1

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The City Council of the City of Burnet will conduct a public hearing to receive public testimony and comments on the merits of a proposed “Preliminary Plat” for approximately 28.556 acres out of the H.M. Babcock Survey No. 1388, Abs. No. 1372, and the Samuel M. Bingham Survey, Abs. No. 86. The proposed “Preliminary Plat” will establish Headwaters of the San Gabriel, Phase Two, consisting of 26 residential lots



# Public Hearing

City staff and engineer have reviewed in accordance with Sec. 98-22; plat does generally meet the requirements as outlined in the code.

P&Z Recommended Conditional Approval subject applicant:

- Secure easement from Headwaters of the San Gabriel, Phase One
- Approval from City of Bertram for water layout



# Public Hearing

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**PUBLIC HEARING**



## Administration

## ITEM 4.1

David Vaughn  
City Manager  
512.715.3208  
dvaughn@cityofburnet.com

### Agenda Item Brief

<b>Meeting Date:</b>	January 25, 2022
<b>Agenda Item:</b>	Discuss and consider action: City Council shall receive information from the City Manager on the status of the COVID-19 pandemic's impact on the City and may discuss, give direction, or take action to implement, extend, modify or terminate plans or programs in response to the pandemic: D. Vaughn
<b>Background:</b>	
<b>Information:</b>	
<b>Fiscal Impact:</b>	
<b>Recommendation:</b>	To be determined by Council



## Development Services

## ITEM 4.2

Leslie Kimbler  
 Planner I  
 512-715-3206  
 lkimbler@cityofburnet.com

### Agenda Item Brief

**Meeting Date:** January 25, 2022

**Agenda Item:** Discuss and Consider: SECOND AND FINAL READING OF AN ORDINANCE OF THE CITY COUNCIL OF BURNET, TEXAS, AMENDING ORDINANCE NO. 2021-01 AND THE OFFICIAL ZONING MAP OF THE CITY BY ASSIGNING THE PROPERTY DESCRIBED AS 900 COUNTY LANE (LEGAL DESCRIPTION: ABS A0672 EUGENIO PEREZ, TRACT INCLUDING OAK VISTA LOTS 60-67, 75.0 ACRES) WITH GOVERNMENT – DISTRICT “G” CLASSIFICATION; PROVIDING A REPEALER CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE: L. Kimbler

**Background:** The subject property is a 75 acre site located past the Burnet Rodeo Fair Grounds and just west of the Ellen Halbert Substance Abuse Facility Prison (Exhibit A). The property is owned by Burnet County who operates the Burnet County Jail at this location. Burnet County bought the property from the Texas Department of Criminal Justice back in 2007.

**Information:** This request is a city initiated request to bring the property into compliance with the current zoning code. The requested District “G” (Government and Public Institutional District) is for properties “intended to provide appropriate areas for uses that provide important community services often requiring large amounts of land.” Permitted uses include facilities owned and operated by the federal government, the state, or local government entity.

There have been no changes to Ordinance 2022-02 since the first reading on January 11, 2022.

**Staff Analysis:** The Future Land Use Map designation for the area is Government. The requested Government – District “G” classification is appropriate in this area.

Properties adjacent to the subject property are zoned as follows:

	North	South	East	West
<b>Zoning</b>	ETJ	ETJ	C-2	ETJ
<b>FLUM</b>	Residential	Residential	Government	Residential
<b>Land Use</b>	Vacant	Single-Family housing	TDCJ SAF-Prison	Single-Family housing

**Public Notification:** A Notice of Public Hearing was published in the Burnet Bulletin on December 22, 2021, and written notices were mailed to one (1) surrounding property owners within 200 feet of the subject property within the city limits. There have been zero responses in favor and zero responses in opposition. At the Planning and Zoning Commission meeting, one citizen attended the meeting to hear more information on the request but did not speak in favor or opposition.

**Recommendation:** Staff recommends approval and adoption of Ordinance 2022-02 as presented.

## ORDINANCE NO. 2022-02

**AN ORDINANCE OF THE CITY COUNCIL OF BURNET, TEXAS, AMENDING ORDINANCE NO. 2021-01 AND THE OFFICIAL ZONING MAP OF THE CITY BY ASSIGNING THE PROPERTY DESCRIBED AS 900 COUNTY LANE (LEGAL DESCRIPTION: ABS A0672 EUGENIO PEREZ, TRACT INCLUDING OAK VISTA LOTS PTS OF 60-67, 75.0 ACRES) WITH GOVERNMENT- DISTRICT "G" CLASSIFICATION; PROVIDING A REPEALER CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE**

**WHEREAS**, the City Council, by the passage and approval of Ordinance No. 2021-001, affixed the zoning classifications for each and every property located within the city in accordance with the Official Zoning Map as approved with said ordinance; and

**WHEREAS**, the purpose of this Ordinance is to amend the Official Zoning Map by amending the zoning classification of the Real Property ("Property") described herein; and

**WHEREAS**, the Planning and Zoning Commission, after conducting a public hearing on the matter, deliberated the merits of the proposed amendment of zoning classification and has made a report and recommendation to City Council; and

**WHEREAS**, in passing and approving this ordinance it is legislatively found the Planning and Zoning Commission and City Council complied with all notice, hearing and meetings requirements set forth in Texas Local Government Chapter 211; Texas Government Code Chapter 551, the City Charter; and Chapter 118, of the Code of Ordinances; and

**WHEREAS**, it is further legislatively found that this proposed zoning reclassification of property does not require an amendment to the Future Land Use Plan; and

**WHEREAS**, City Council, after considering the testimony and comments of the public, reports and recommendations of City Staff and the Planning and Zoning Commission, and the deliberation of its members, by passage and approval of this Ordinance hereby determines the action taken herein is meritorious and beneficial to the public health, safety, and welfare.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BURNET, TEXAS, THAT:**

**Section one. Findings.** The foregoing recitals are hereby found to be true and correct and are hereby adopted and made a part hereof for all purposes as findings of fact.

**Section two. Property.** The Property that is the subject to this Zoning District Reclassification is 900 COUNTY LANE (LEGAL DESCRIPTION: ABS A0672 EUGENIO PEREZ, TRACT INCLUDING OAK VISTA LOTS 60-67, 75.0 ACRES) as shown on **Exhibit "A"** hereto.

**Section three Zoning District Reclassification.** GOVERNMENT – DISTRICT “G” Zoning District Classification is hereby assigned to the Property described in section two.

**Section four. Zoning Map Revision.** The City Secretary is hereby authorized and directed to revise the Official Zoning Map to reflect the change in Zoning District Classification approved by this Ordinance.

**Section five. Repealer.** Other ordinances or parts of ordinances in conflict herewith are hereby repealed only to the extent of such conflict.

**Section six. Severability.** This Ordinance is severable as provided in City Code Section 1-7 as same may be amended, recodified or otherwise revised.

**Section seven. Effective Date.** This ordinance is effective upon final passage and approval.

**PASSED** on First Reading the 11<sup>th</sup> day of January 2022.

**PASSED AND APPROVED** on this the 25<sup>th</sup> day of January 2022.

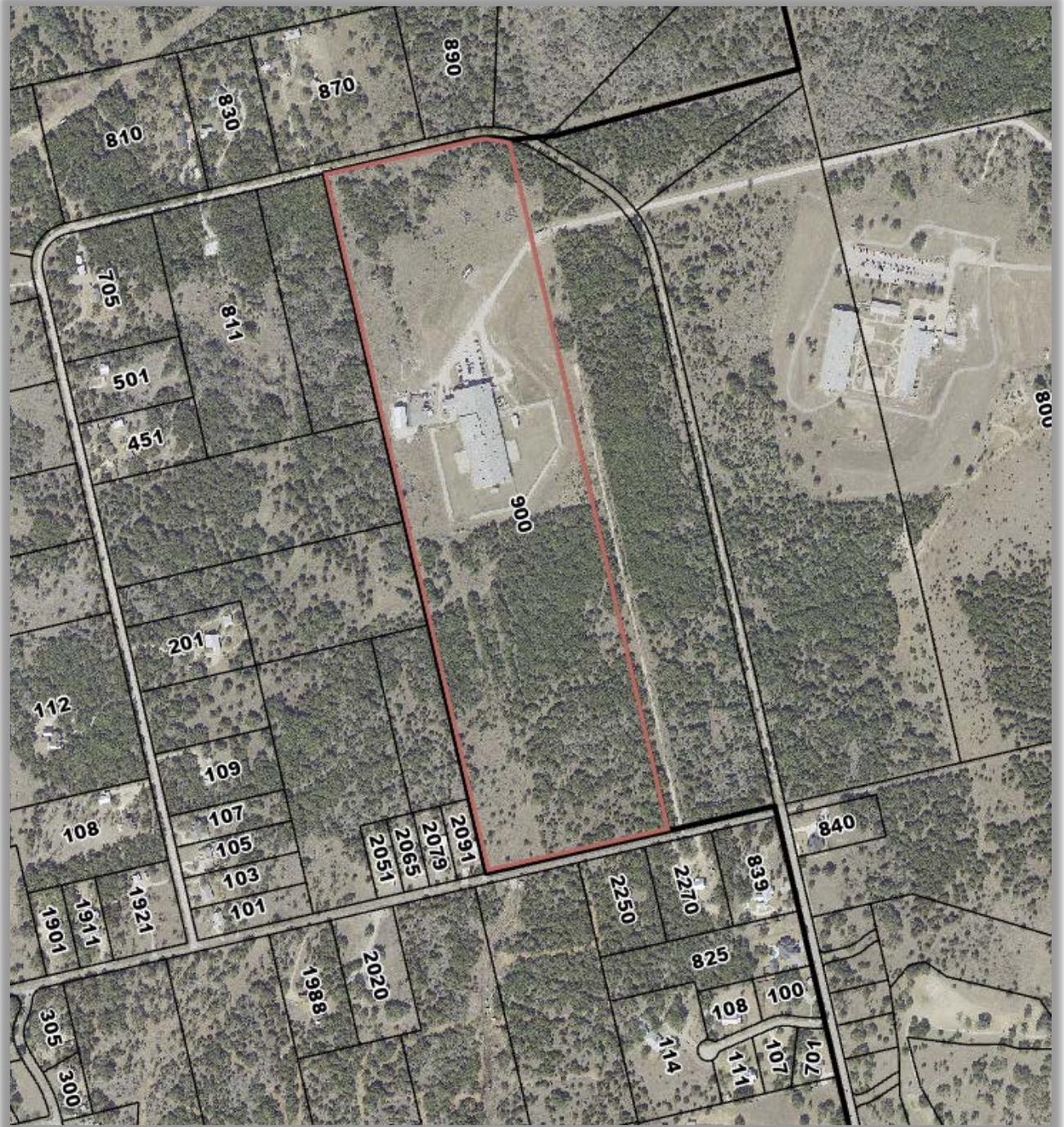
**CITY OF BURNET, TEXAS**

\_\_\_\_\_  
Crista Goble Bromley, Mayor

**ATTEST:**

\_\_\_\_\_  
Kelly Dix, City Secretary

Exhibit "A"  
Location Map



## Action Item 4.2

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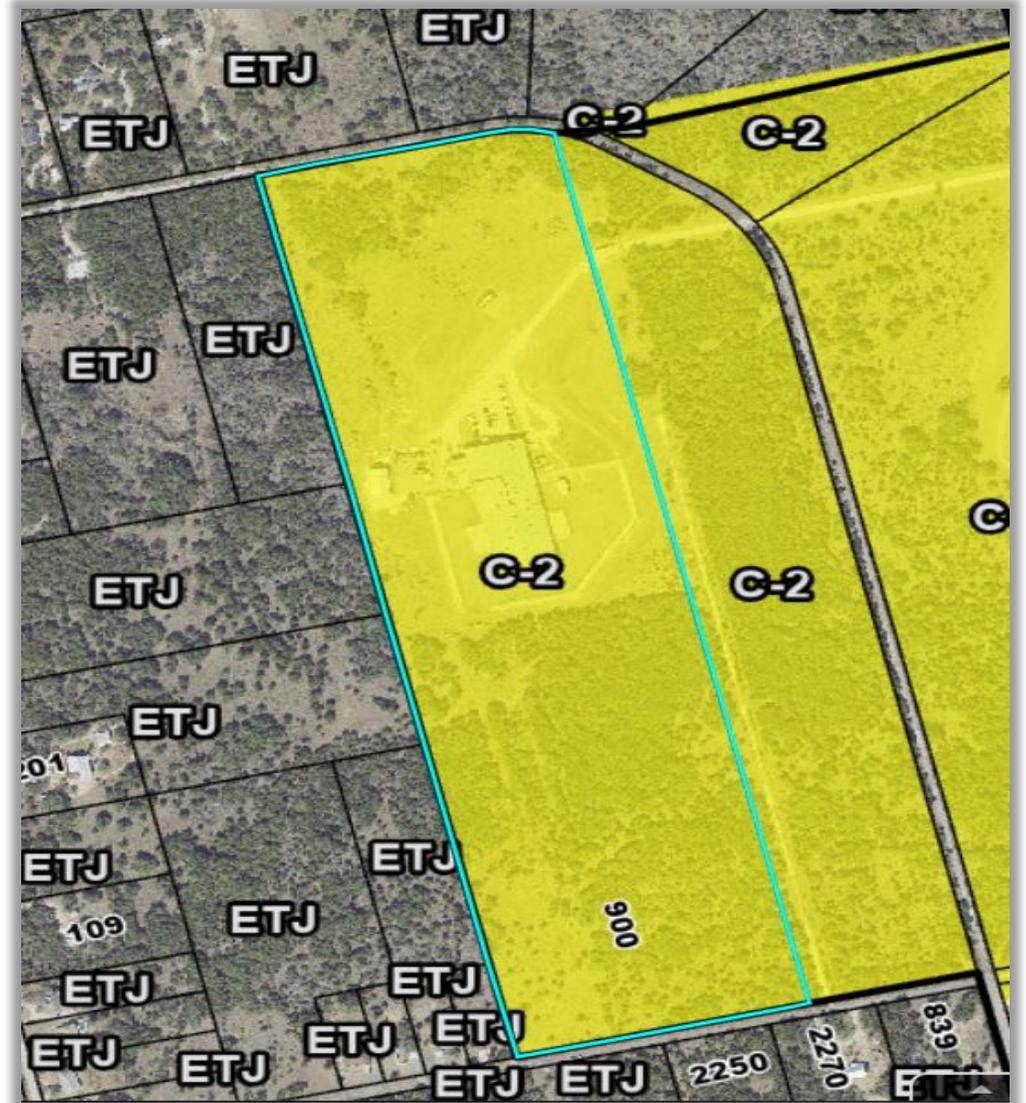
Discuss and Consider: SECOND AND FINAL READING OF AN ORDINANCE OF THE CITY COUNCIL OF BURNET, TEXAS, AMENDING ORDINANCE NO. 2021-01 AND THE OFFICIAL ZONING MAP OF THE CITY BY ASSIGNING THE PROPERTY DESCRIBED AS 900 COUNTY LANE (LEGAL DESCRIPTION: ABS A0672 EUGENIO PEREZ, TRACT INCLUDING OAK VISTA LOTS 60-67, 75.0 ACRES) WITH GOVERNMENT – DISTRICT “G” CLASSIFICATION; PROVIDING A REPEALER CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE

# Action Item

## Information:

- Current Zoning:  
Medium Commercial – District “C-2”
  
- Requested Zoning:  
Government – District “G”
  - 75 acres owned by Burnet Co.
  - Location of Burnet Co. Jail
  - City initiated rezone
  - District “G” (Government and Public Institutional District) allows for properties owned and operated by local government entity

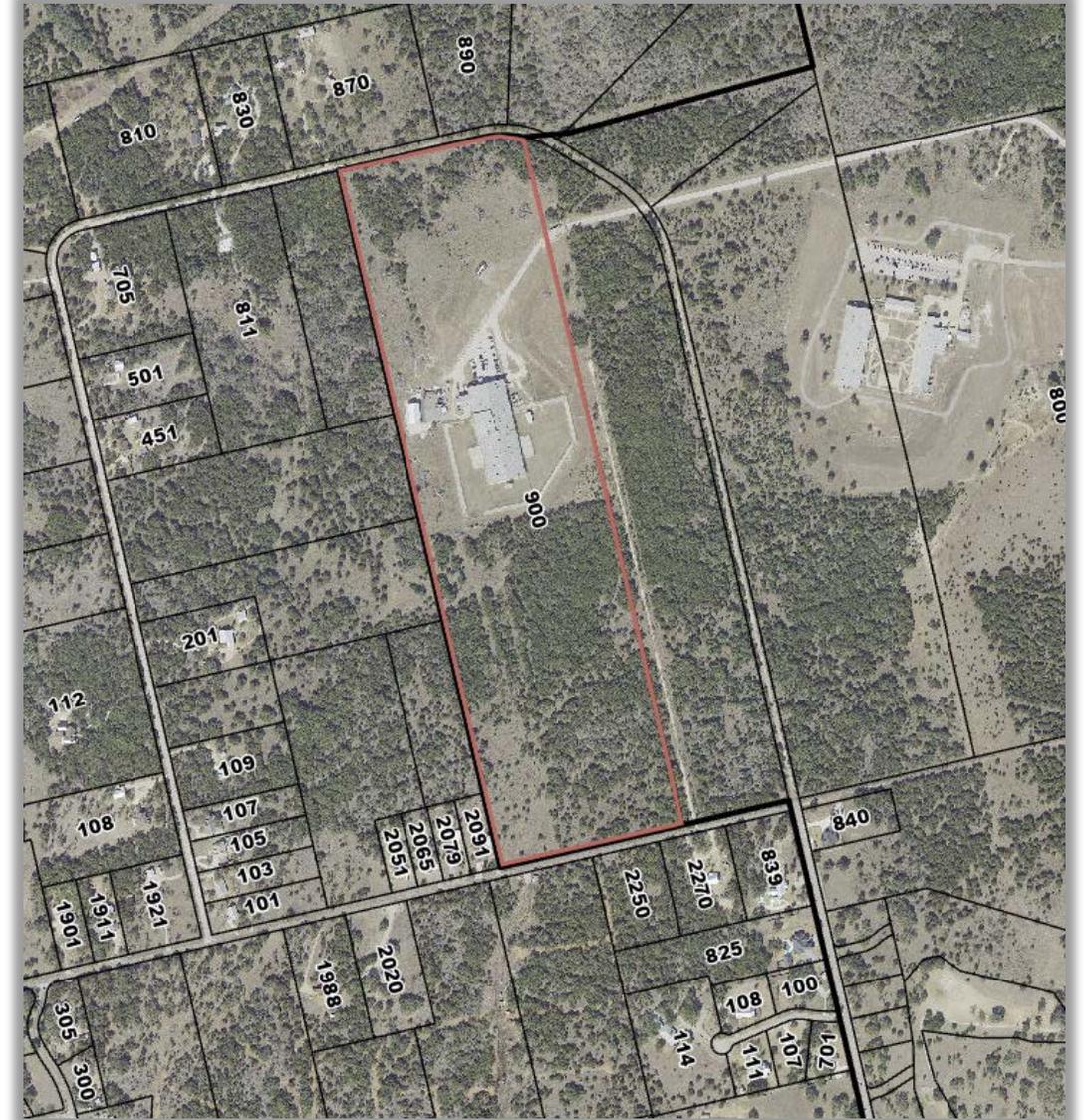
The Future Land Use Map designation for the area is Government. The proposed Government – District “G” zoning is appropriate for this area.



# Questions?

## Planning and Zoning Commission:

- P&Z recommended approval of the requested zone change on January 3<sup>rd</sup>, 2022





## Development Services

## ITEM 4.3

Leslie Kimbler  
Planner I  
512-715-3215  
lkimbler@cityofburnet.com

### Agenda Item Brief

**Meeting Date:** January 25, 2022

**Agenda Item:** Discuss and Consider: SECOND AND FINAL READING OF AN ORDINANCE OF THE CITY COUNCIL OF BURNET, TEXAS, AMENDING ORDINANCE NO. 2021-01 AND THE OFFICIAL ZONING MAP OF THE CITY BY ASSIGNING THE PROPERTY DESCRIBED AS 800 ELLEN HALBERT DRIVE (Legal Description: ABS A0672 EUGENIO PEREZ, TRACT BEING PRISON SITE, 119.06 ACRES and ABS A0672 EUGENIO PEREZ, TRACT BEING PRISON SITE FROM OAK VISTA LOTS 45-52, 103.68 ACRES) WITH GOVERNMENT – DISTRICT “G” CLASSIFICATION; PROVIDING A REPEALER CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE: L. Kimbler

**Background:** The subject property is approximately 123 acres located off of Houston Clinton Drive, past the Burnet Rodeo Fair Grounds at the end of Ellen Halbert Drive (Exhibit A). The property is owned by the Texas Department of Criminal Justice and is the site of the Ellen Halbert Substance Abuse Felony Punishment Facility. The women’s prison was established in 1995 and provides in-prison substance use treatment.

**Information:** This request is a city initiated request to bring the property into compliance with the current zoning code. The requested District “G” (Government and Public Institutional District) is for properties “intended to provide appropriate areas for uses that provide important community services often requiring large amounts of land.” Permitted uses include facilities owned and operated by the federal government, the state, or local government entity.

There have been no changes to Ordinance 2022-03 since the first reading on January 11, 2022.

**Staff Analysis:** The Future Land Use Map (Exhibit B) designation for the area is Government. The requested Government – District “G” classification is appropriate in this area.

Properties adjacent to the subject property are zoned as follows:

	North	South	East	West
<b>Zoning</b>	“I-1”	“R-1”	“C-2” & “I-2”	“C-2”
<b>FLUM</b>	Industrial	Residential	Government	Government

<b>Land Use</b>	Entegris property	1 SFR & Golf course property	Mixture of industrial businesses, Fair Grounds & Vacant	Burnet County Jail
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**Public Notification:** A Notice of Public Hearing was published in the Burnet Bulletin on December 22, 2021, and written notices were mailed to ten (10) surrounding property owners within 200 feet of the subject property. There have been zero responses in favor and zero responses in opposition.

**P&Z Report:** P&Z conducted a scheduled public hearing at its regularly scheduled meeting and recommended approval of the requested zone change on January 3, 2022.

**Recommendation:** Staff recommends approval of the first reading of Ordinance 2022-03 as presented.

## ORDINANCE NO. 2022-03

**AN ORDINANCE OF THE CITY COUNCIL OF BURNET, TEXAS, AMENDING ORDINANCE NO. 2021-01 AND THE OFFICIAL ZONING MAP OF THE CITY BY ASSIGNING THE PROPERTY DESCRIBED AS 800 ELLEN HALBERT DRIVE (Legal Description: ABS A0672 EUGENIO PEREZ, TRACT BEING PRISON SITE, 119.06 ACRES and ABS A0672 EUGENIO PEREZ, TRACT BEING PRISON SITE FROM OAK VISTA LOTS 45-52, 103.68 ACRES) WITH GOVERNMENT – DISTRICT “G” CLASSIFICATION; PROVIDING A REPEALER CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE**

**WHEREAS**, the City Council, by the passage and approval of Ordinance No. 2021-001, affixed the zoning classifications for each and every property located within the city in accordance with the Official Zoning Map as approved with said ordinance; and

**WHEREAS**, the purpose of this Ordinance is to amend the Official Zoning Map by amending the zoning classification of the Real Property (“Property”) described herein; and

**WHEREAS**, the Planning and Zoning Commission, after conducting a public hearing on the matter, deliberated the merits of the proposed amendment of zoning classification and has made a report and recommendation to City Council; and

**WHEREAS**, in passing and approving this ordinance it is legislatively found the Planning and Zoning Commission and City Council complied with all notice, hearing and meetings requirements set forth in Texas Local Government Chapter 211; Texas Government Code Chapter 551, the City Charter; and Chapter 118, of the Code of Ordinances; and

**WHEREAS**, it is further legislatively found that this proposed zoning reclassification of property does not require an amendment to the Future Land Use Plan; and

**WHEREAS**, City Council, after considering the testimony and comments of the public, reports and recommendations of City Staff and the Planning and Zoning Commission, and the deliberation of its members, by passage and approval of this Ordinance hereby determines the action taken herein is meritorious and beneficial to the public health, safety, and welfare.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BURNET, TEXAS, THAT:**

**Section one. Findings.** The foregoing recitals are hereby found to be true and correct and are hereby adopted and made a part hereof for all purposes as findings of fact.

**Section two. Property.** The Property that is the subject to this Zoning District Reclassification is 800 Ellen Halbert Drive (Legal Description: ABS A0672 EUGENIO PEREZ, TRACT BEING PRISON SITE, 119.06 ACRES and ABS A0672 EUGENIO PEREZ, TRACT BEING PRISON SITE FROM OAK VISTA LOTS 45-52, 103.68 ACRES) as shown on **Exhibit “A”** hereto.

**Section three Zoning District Reclassification.** GOVERNMENT – DISTRICT “G” Zoning District Classification is hereby assigned to the Property described in section two.

**Section four. Zoning Map Revision.** The City Secretary is hereby authorized and directed to revise the Official Zoning Map to reflect the change in Zoning District Classification approved by this Ordinance.

**Section five. Repealer.** Other ordinances or parts of ordinances in conflict herewith are hereby repealed only to the extent of such conflict.

**Section six. Severability.** This Ordinance is severable as provided in City Code Section 1-7 as same may be amended, recodified or otherwise revised.

**Section seven. Effective Date.** This ordinance is effective upon final passage and approval.

**PASSED** on First Reading the 11<sup>th</sup> day of January 2022

**PASSED AND APPROVED** on this the 25<sup>th</sup> day of January 2022

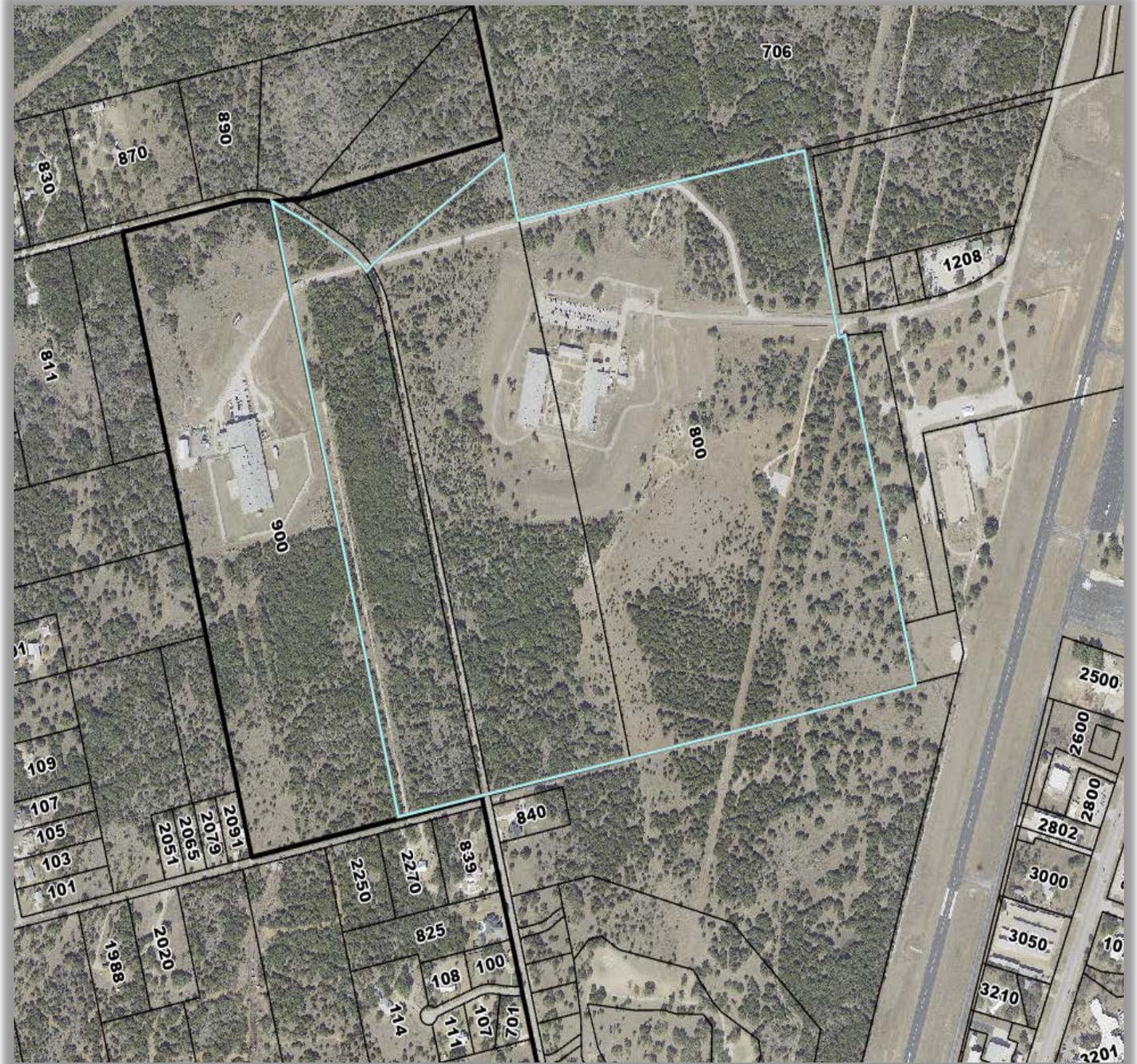
**CITY OF BURNET, TEXAS**

\_\_\_\_\_  
Crista Goble Bromley, Mayor

**ATTEST:**

\_\_\_\_\_  
Kelly Dix, City Secretary

Exhibit "A"  
Location Map



## Action Item 4.3

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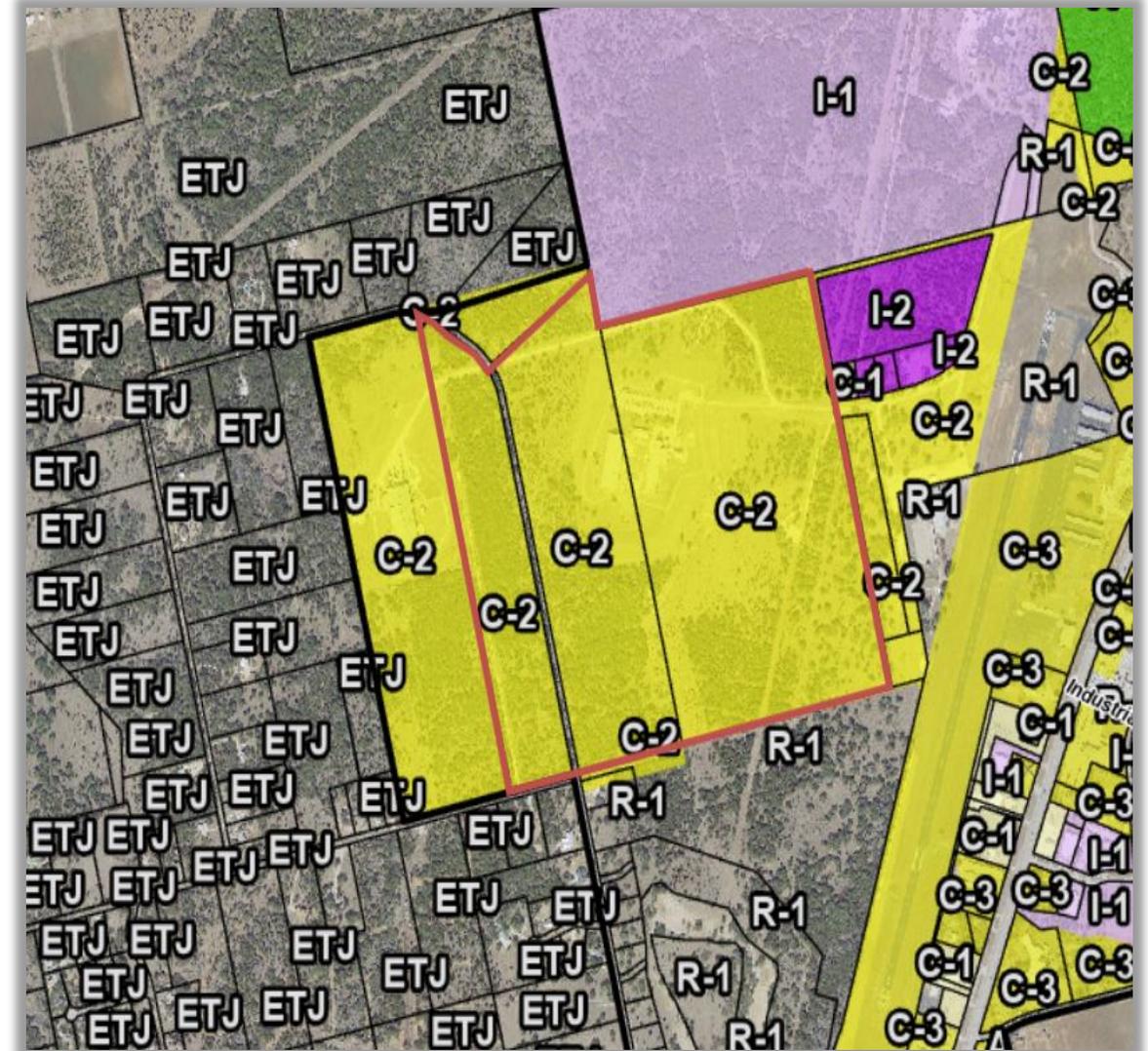
Discuss and Consider: SECOND AND FINAL READING OF AN ORDINANCE OF THE CITY COUNCIL OF BURNET, TEXAS, AMENDING ORDINANCE NO. 2021-01 AND THE OFFICIAL ZONING MAP OF THE CITY BY ASSIGNING THE PROPERTY DESCRIBED AS 800 ELLEN HALBERT DRIVE (Legal Description: ABS A0672 EUGENIO PEREZ, TRACT BEING PRISON SITE, 119.06 ACRES and ABS A0672 EUGENIO PEREZ, TRACT BEING PRISON SITE FROM OAK VISTA LOTS 45-52, 103.68 ACRES) WITH GOVERNMENT – DISTRICT “G” CLASSIFICATION; PROVIDING A REPEALER CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE: L. Kimbler

# Action Item

## Information:

- Current Zoning:  
Medium Commercial – District “C-2”
- Requested Zoning:  
Government – District “G”
  - Approx. 123 acres owned by TDCJ
  - Location of Ellen Halbert Substance Abuse Felony Punishment Facility
  - City initiated rezone
  - District “G” (Government and Public Institutional District) allows for properties owned and operated by local government entity

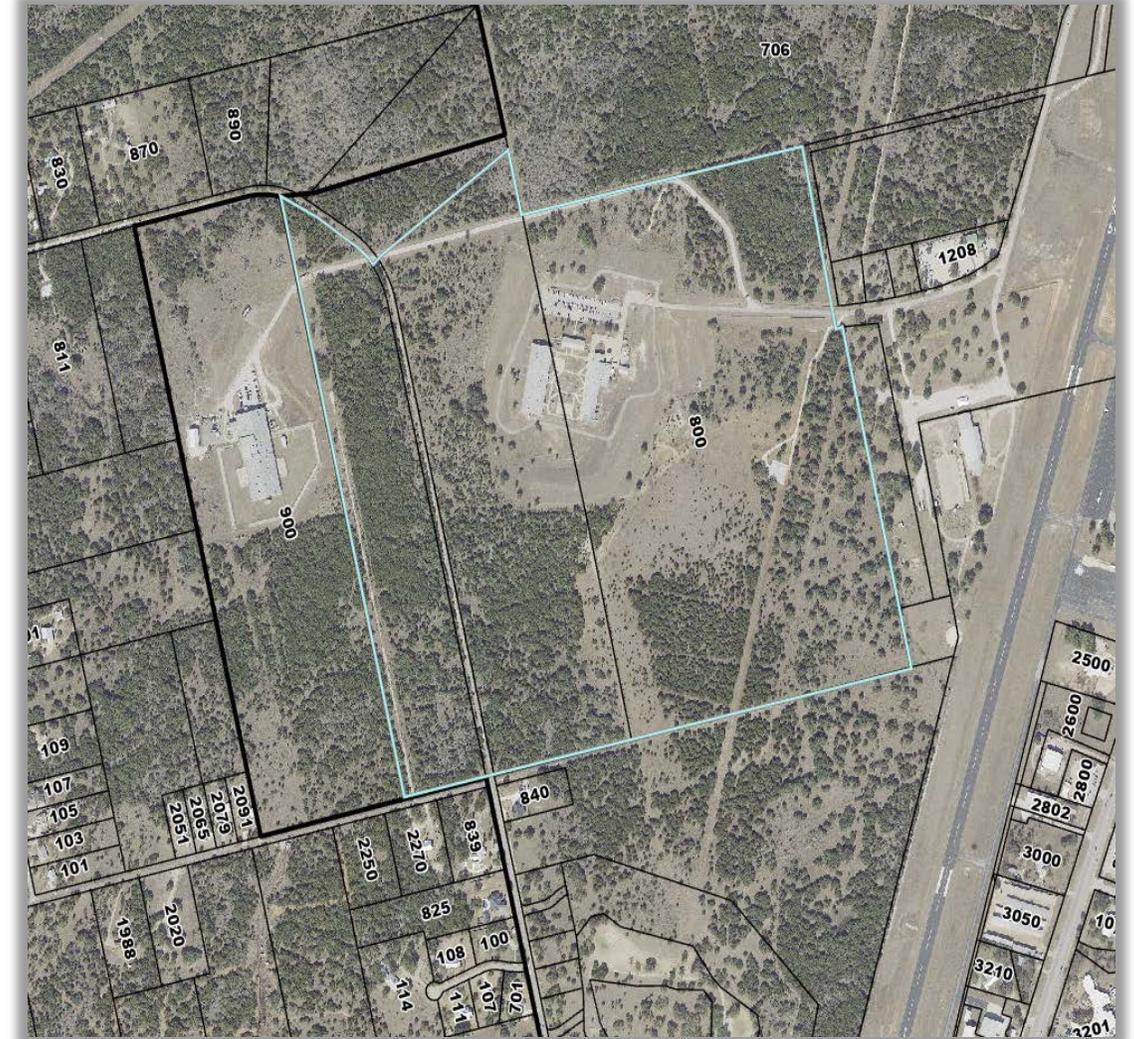
The Future Land Use Map designation for the area is Government. The proposed Government – District “G” zoning is appropriate for this area.



# Questions?

## Planning and Zoning Commission:

- P&Z recommended approval of the requested zone change on January 3<sup>rd</sup>, 2022





## City Secretary

## ITEM 4.4

Kelly Dix  
City Secretary  
(512)-756-6093 ext. 209  
kdix@cityofburnet.com

### Agenda Item Brief

**Meeting Date:** January 25, 2022

**Agenda Item:** Discuss and consider action: A RESOLUTION OF THE CITY OF BURNET, TEXAS, ORDERING A GENERAL ELECTION TO BE HELD ON MAY 7, 2022, TO ELECT THREE CITY COUNCIL MEMBERS; ESTABLISHING THE ELECTION PROCEDURE; AND PROVIDING FOR RELATED MATTERS: K. Dix  
*UNA RESOLUCIÓN DE LA CIUDAD DE BURNET, TEXAS, ORDENANDO UNA ELECCIÓN GENERAL A LLEVARSE A CABO EL 2 DE MAYO DE 2020, PARA ELEGIR EL TRES MIEMBROS DEL CONSEJO (CONCEJALES); ESTABLECIENDO LOS PROCEDIMIENTOS PARA LA ELECCIÓN; Y PROVEYENDO OTROS ASUNTOS RELACIONADOS.*

**Background:** Council Member Danny Lester has completed his third term on Council and is ineligible for re-election. Council Member Philip Thurman is completing his first term and is eligible to run. Council Member Mary Jane Shanes is completing her second term and is eligible for re-election.

**Information:** A General Election will be held on May 7, 2022, to fill the vacancies. This election will be held in compliance with the laws established by the Texas Election Code and the State of Texas.

**Fiscal Impact:** The total estimated election expense is expected not to exceed \$2,000.

**Recommendation:** Staff recommends approval of Resolution No. R2022-09 ordering a General Election to be held on May 7, 2022, to elect three Council Members for the City of Burnet as presented.

## RESOLUTION R2020-09

**A RESOLUTION OF THE CITY OF BURNET, TEXAS, ORDERING A GENERAL ELECTION TO BE HELD ON MAY 7, 2022, TO ELECT THREE CITY COUNCIL MEMBERS; ESTABLISHING THE ELECTION PROCEDURE; AND PROVIDING FOR RELATED MATTERS.**

**UNA RESOLUCIÓN DE LA CIUDAD DE BURNET, TEXAS, ORDENANDO UNA ELECCIÓN GENERAL A LLEVARSE A CABO EL 7 DE MAYO DE 2022, PARA ELEGIR TRES MIEMBROS DEL CONSEJO (CONCEJALES); ESTABLECIENDO LOS PROCEDIMIENTOS PARA LA ELECCIÓN; Y PROVEYENDO OTROS ASUNTOS RELACIONADOS.**

**WHEREAS**, on May 7, 2022 there shall be elected the following officials for this City: three City Council Members;

**POR CUANTO**, el 7 de mayo de 2022 se elegirán los siguientes oficiales para esta Ciudad: Alcalde y tres Miembros del Consejo (Concejales) de la Ciudad.

**WHEREAS**, the Texas Election Code is applicable to said election and this resolution establishes procedures consistent with the Code, and designates the voting place for the election; and

**POR CUANTO**, el Código Electoral de Texas aplica para dicha elección, y esta resolución establece los procedimientos conformes con el Código, y designa el lugar de votación para la elección; y

**WHEREAS**, the City of Burnet, Texas (hereinafter the "City") has made provision to contract with Burnet County to conduct the City's general election, pursuant to *Chapter 31, Tex. Elec. Code, and Chapter 791, Tex. Gov't Code* (the "Election Agreement" or "contract"), jointly with Burnet Independent School District and any other political subdivisions that hold elections on the same day in all or part of the same territory of the City, as authorized in *Chapter 271, Tex. Elec. Code*;

**POR CUANTO**, la Ciudad de Burnet, Texas (más adelante identificado como la "Ciudad"), ha provisto contratar con el Condado de Burnet para conducir la elección general, según el *Capítulo 31, Código Electoral de Texas, y el Capítulo 791, Código Gubernamental de Texas* (el "Contrato de Elección" o "contrato"), conjuntamente con el Distrito Escolar Independiente de Burnet y cualquier otras subdivisiones políticas que celebran elecciones el mismo día en todo o en parte del mismo territorio de la Ciudad, según lo autoriza el *Capítulo 271, Código Electoral de Texas*;

**NOW, THEREFORE, BE IT RESOLVED AND ORDERED BY THE CITY COUNCIL OF THE CITY OF BURNET, TEXAS**

**AHORA, POR LO TANTO, QUEDE RESUELTO Y ORDENADO POR EL CONSEJO DE LA CIUDAD DE BURNET, TEXAS:**

**SECTION 1. General Election.** The General Election of the City shall be held on Saturday, May 7, 2022, to elect three City Council Members, to serve a term of two (2) years each. Candidates at the election for the above offices shall file their application to become

candidates with the City Secretary of the City of Burnet, at City Hall, 1001 W. Buchanan, Ste. 4, Burnet, Texas 78611, between 8:00 a.m. on January 19, 2020 and 5:00 p.m. on February 18, 2022. All applications for candidacy shall be on a form as prescribed by the *Tex. Elec. Code*. The order in which the names of the candidates for each office are to be printed on the ballot shall be determined by a drawing conducted by the City Secretary.

**SECCIÓN 1. Elección General.** La Elección General de la Ciudad se llevará a cabo el sábado, 7 de mayo de 2022, para elegir tres Miembros del Consejo (Concejales) de la Ciudad, para servir un término de dos (2) años cada uno. Los candidatos en la elección para los puestos antes mencionados deberán someter su solicitud para candidatos a la Secretaria de la Ciudad, en la Casa Municipal (Alcaldía), 1001 W. Buchanan, Salón (Suite) 4, Burnet, Texas 78611, entre las 8:00 a.m. el 19 de enero de 2022 y las 5:00 p.m. el 18 de febrero de 2022. Todas las solicitudes para candidatura deberán estar en una forma prescrita por el *Código Electoral de Texas*. El orden en el cual los nombres de los candidatos para cada puesto será impreso en la boleta se determinará por un sorteo a conducirse por la Secretaria de la Ciudad.

**SECTION 2.** Notice of the election shall be given and the election shall be held in compliance with the provisions of the *Tex. Elec. Code* in all respects. The ballots for the election shall comply with the *Tex. Elec. Code* and be in the form provided by the City to the Burnet County Clerk for use on the voting devices and ballots used by Burnet County.

**SECCIÓN 2.** El aviso de la elección será dado y la elección será celebrada conforme a las provisiones del *Código Electoral de Texas* en todos los aspectos. Las boletas para la elección serán conformes al *Código Electoral de Texas* y deberán ser en la forma provista por la Ciudad al Secretario del Condado de Burnet para ser usadas en los equipos de votación y las boletas usadas por el Condado de Burnet.

**SECTION 3.** The Burnet County Clerk and his/her employees and appointees, and the election judges, alternate judges and clerks properly appointed for the election, shall hold and conduct the election in the manner provided by contract with the City and the law governing the holding of general elections by home rule cities of the State of Texas; and the official ballots, together with such other election materials as are required by the *Tex. Elec. Code*, shall be prepared in both the English and Spanish languages and shall contain such provisions, markings and language as is required by law.

**SECCIÓN 3.** El Secretario del Condado de Burnet y sus empleados y nombrados asistentes, y los jueces electorales, jueces alternos, y escribientes debidamente nombrados para la elección, celebrarán y conducirán la elección de la manera provista por el contrato con la Ciudad y por la ley que gobierna el conducir elecciones por ciudades autónomas del Estado de Texas; y las boletas oficiales, junto con todos materiales electorales requeridos por el *Código Electoral de Texas*, serán preparados en ambos inglés y español y deberán tener tales provisiones, marcas, y lenguaje según lo requiere la ley.

**SECTION 4.** Early voting, both by personal appearance and by mail, will be conducted by the Burnet County Clerk, who is designated and appointed as the Early Voting Clerk, in accordance with the *Texas Election Code*. Early voting by personal appearance shall be conducted at the times, places, and locations authorized by state law and the Burnet

County Clerk. Early voting shall commence on Monday, April 25<sup>th</sup>, 2022 and continue through Tuesday, May 3, 2022. Early voting shall also be held at any time and location authorized by the Burnet County Clerk.

**SECCIÓN 4.** La votación adelantada/temprana, en persona y por correo, se conducirá por el Secretario del Condado de Burnet, quien es designado y nombrado como el Escribiente de la Votación Adelantada/temprana, de acuerdo con el *Código Electoral de Texas*. La votación adelantada/temprana en persona se conducirá durante las horas, los lugares, y locales autorizados por la ley estatal y por el Secretario del Condado de Burnet. La votación adelantada/temprana comenzará el lunes, 25 de Abril de 2022, y continuará hasta el martes, 3 de mayo de 2022.

**SECTION 5.** The polling place for each such election precinct shall be the polling place established by Burnet County for such election precincts in Burnet County and voting by residents of the City. The polls shall remain open on the day of the election from 7:00 a.m. to 7:00 p.m. The returns for precincts in Burnet County will be provided by precinct and the Burnet County Clerk shall tabulate and provide the election returns for the election.

**SECCIÓN 5.** Los recintos electorales para la elección serán los recintos electorales establecidos por el Condado de Burnet, proveyendo de que cada uno tenga e incluya el area geográfica que está dentro de la ciudad. El lugar de votación para dicho recinto electoral será el lugar de votación establecido por el Condado de Burnet para dichos recintos electorales en el Condado de Burnet y para votar por residentes de la Ciudad. Los lugares de votación se mantendrán abiertos el día de la elección desde las 7:00 a.m. hasta las 7:00 p.m. Los resultados por recintos en el Condado de Burnet serán provistos por recinto, y el Secretario del Condado de Burnet deberá tabular y proveer los resultados electorales para la elección.

**SECTION 6.** The City Secretary, or designee, is instructed to aid the Burnet County Clerk in the acquisition and furnishing of all election supplies and materials necessary to conduct the election as provided by the Election Agreement. The City Secretary is further authorized to give or cause to be given notices required for the election, and to take such other and further action as is required to conduct the election in compliance with the *Tex. Elec. Code* and *City Charter*, provided that, pursuant to the Election Agreement between Burnet County and the City, the Burnet County Clerk shall have the duty and be responsible for organizing and conducting the election in compliance with the *Tex. Elec. Code*; and for providing all services specified to be provided in the Election Agreement. The Burnet County Clerk shall give the notices required by the *Tex. Elec. Code* to be given for the election not required to be given by the City under the Election Agreement.

**SECCIÓN 6.** La Secretaria de la Ciudad, o su designado, queda por este medio instruída a proveer ayuda al Secretario del Condado de Burnet en la adquisición y provisión de todos los materiales y provisiones necesarios para conducir la elección, según lo provee el Contrato de Elección. La Secretaria de la Ciudad está además autorizada a dar o a causar que se den los avisos requeridos para la elección, y a tomar cualquier otra acción adicional según se requiera para conducir la elección conforme con el *Código Electoral de Texas* y la *Carta Constitucional*, proveyendo que, de acuerdo con el Contrato de Elección entre el Condado de Burnet y la Ciudad, el Secretario del Condado de Burnet tendrá la obligación y será responsable de organizar y conducir la elección cumpliendo

con el *Código Electoral de Texas*; y de proveer todos los servicios especificados a ser provistos en el Contrato de Elección. El Secretario del Condado de Burnet dará los avisos requeridos por el *Código Electoral de Texas* a ser dados para la elección que no seab requeridos a darse por la Ciudad bajo el Contrato de Elección.

**SECTION 7.** The presiding judges, alternate presiding judges and clerks for the election shall be selected and appointed by Burnet County and its appointees in compliance with the requirements of state law, and such judges and clerks so selected by Burnet County and its appointees are hereby designated and appointed by the city council as the election officers, judges and clerks, respectively, for the holding of said general election. The presiding judges, alternate presiding judges and clerks shall perform the functions and duties of their respective positions that are provided by state law. The city council will further confirm and appoint the election judges and alternate election judges that are appointed by Burnet County for the election.

**SECCIÓN 7.** Los jueces presidentes, jueces presidentes alternos, y escribientes para la elección serán seleccionados y nombrados por el Condado de Burnet y sus funcionarios de acuerdo con los requisitos de la ley estatal, y dichos jueces y escribientes seleccionados por el Condado de Burnet y sus funcionarios quedan por este medio designados y nombrados por el consejo de la ciudad como los oficiales electorales, jueces y escribientes, respectivamente, para llevar a cabo dicha elección general. Los jueces presidentes, jueces presidentes alternos, y escribientes deberán desempeñar las funciones y deberes de sus respectivas posiciones según lo provee la ley estatal. El consejo de la ciudad confirmará y nombrará los jueces electorales y jueces electorales alternos que sean nombrados por el Condado de Burnet para la elección.

**SECTION 8.** Notice of the election shall be given by posting a notice containing a substantial copy of this resolution on the bulletin board used for posting notice of meetings of the governing body at the City Hall and at the aforesaid election day polling places not later than the twenty-first (21st) day before the election, and by publishing said Notice of Election at least one time, not earlier than thirty (30) days no later than ten (10) days prior to said election, in a newspaper of general circulation in the City. The notice that is posted, and the notice that is published in a newspaper of general circulation within the city, will be written in both English and Spanish.

**SECCIÓN 8.** El aviso de la elección se dará fijando un aviso que contenga una copia substancial de esta resolución en el tablón de edictos que se usa para dar aviso de reuniones del cuerpo gubernamental en la Casa Municipal (Alcaldía) y en los antedichos lugares de votación el día de la elección no más tarde del vigésimo-primer (21) día antes de la elección, y publicando dicho Aviso de la Elección por lo menos una vez, no antes de treinta (30) días ni más tarde de diez (10) días antes de dicha elección, en un periódico de circulación general en la Ciudad. El aviso que se fije, y el aviso que se publique en el periódico de circulación general en la ciudad, será escrito en ambos inglés y español.

**SECTION 9.** The election shall be held and conducted by the Burnet County Clerk in compliance with state law and the Election Agreement. And, this Resolution shall be in force and effect from and after its passage on the date shown below.

**SECCIÓN 9.** La elección se llevará a cabo y se conducirá por el Secretario del Condado de Burnet de acuerdo con la ley estatal y el Contrato de Elección. Y, esta Resolución estará vigente y tomará efecto desde y luego de haberse pasado en la fecha mostrada abajo.

**SECTION 10.** It is hereby officially found and determined that this meeting was open to the public, and public notice of the time, place and purpose of said meeting was given, all as required by the Open Meetings Act, *Chapter 551, Texas Government Code*.

**SECCIÓN 10.** Queda por este medio establecido y determinado oficialmente que esta reunión se condujo abierta al público, y que se dio aviso público de la hora, el lugar, y el propósito de dicha reunión, todo como lo requiere la Ley de Reuniones Abiertas (Open Meetings Act), *Capítulo 551 del Código Gubernamental de Texas*.

**AND, IT IS SO RESOLVED.  
Y ASI SE HA RESUELTO.**

**PASSED AND APPROVED** this 25<sup>th</sup> day of January, 2022.

**PASADO Y APROBADO** este día 25<sup>th</sup> de Enero, 2022.

**CITY OF BURNET, TEXAS  
CIUDAD DE BURNET, TEXAS**

---

Crista Goble Bromley, Mayor  
Crista Goble Bromley, Alcalde

**ATTEST:  
ATESTIGUAR:**

---

Kelly Dix, City Secretary  
Kelly Dix, Secretaria de la Ciudad

## ORDER OF ELECTION FOR MUNICIPALITIES

An election is hereby ordered to be held on **May 7, 2022** for the purpose of:  
**General Election to elect three Council Members.**

Early voting by personal appearance will be conducted each weekday at:  
**AgrLife Auditorium, located at 607 N. Vandever Street, Burnet, Texas and the  
Marble Falls Courthouse S. Annex, located at 810 Steve Pkwy., Marble Falls, TX  
78654.**

<b>April 25, 2022</b>	<b>8am-5pm</b>
<b>April 26, 2022</b>	<b>8am-5pm</b>
<b>April 27, 2022</b>	<b>8am-5pm</b>
<b>April 28, 2022</b>	<b>7am-7pm</b>
<b>April 29, 2022</b>	<b>8am-5pm</b>
<b>May 2, 2022</b>	<b>7am-7pm</b>
<b>May 3, 2022</b>	<b>8am-5pm</b>

Applications for ballot by mail shall be mailed to:

**Douglas Ferguson**  
**Elections Administrator, Burnet County**  
**220 South Pierce Street**  
**Burnet, TX 78611**

Applications for ballots by mail and federal Post Card Applications must be received no  
later than the close of business on: **April 26, 2022**

*Issued this the 25<sup>th</sup> day of January, 2022.*

\_\_\_\_\_  
Crista Goble Bromley, Mayor

\_\_\_\_\_  
Danny Lester, Council Member

\_\_\_\_\_  
Joyce Laudenschlager, Council Member

\_\_\_\_\_  
Mary Jane Shanes, Council Member

\_\_\_\_\_  
Philip Thurman, Council Member

\_\_\_\_\_  
Ricky Langley, Council Member

\_\_\_\_\_  
Cindia Talamantez, Council Member

*Instruction Note: A copy of this election order must be delivered to the County Clerk/Elections Administrator and Voter Registrar  
not later than 60 days before election day.*

## ORDEN DE ELECCION PARA MUNICIPIOS

*Por la presente se ordena que se llevará a cabo una elección el:*  
**UNA ELECCIÓN GENERAL A LLEVARSE A CABO EL 2 DE MAYO DE 2020,  
PARA ELEGIR TRES MIEMBROS DEL CONSEJO (CONCEJALES).**

*La votación adelantada en persona se llevará a cabo de lunes a viernes en:*

**Auditorio AgrLife, ubicado en 607 N. Vandever Street, Burnet, Texas y de Marble Falls Palacio de Justicia S. Anexo, ubicado en 810 Steve Pkwy., Marble Falls, TX 78654.**

<b>25 de abril de 2022</b>	<b>8am-5pm</b>
<b>26 de abril de 2022</b>	<b>8am-5pm</b>
<b>27 de abril de 2022</b>	<b>8am-5pm</b>
<b>28 de abril de 2022</b>	<b>7am-7pm</b>
<b>29 de abril de 2022</b>	<b>8am-5pm</b>
<b>2 de mayo de 2022</b>	<b>7am-7pm</b>
<b>3 de mayo de 2022</b>	<b>8am-5pm</b>

*Las solicitudes para boletas que se votarán en ausencia por correo deberán enviarse a:*

**Doug Ferguson  
Elections Administrator, Burnet County  
220 South Pierce Street  
Burnet, TX 78611**

*Las solicitudes de boletas por correo y tarjetas postales federales deben recibirse a más tardar al cierre de los negocios el: **26 de abril de 2022***

*Emitida este día 25 de enero de 2022.*

\_\_\_\_\_  
Crista Goble Bromley, del Alcalde

\_\_\_\_\_  
Danny Lester, Persona del Concilio

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Joyce Laudenschlager, Persona del Concilio

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Mary Jane Shanes, Persona del Concilio

\_\_\_\_\_  
Philip Thurman, Persona del Concilio

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Ricky Langely, Persona del Concilio

\_\_\_\_\_  
Cindia Talamantez, Persona del Concilio

*Nota de instrucción: Se deberá entregar una copia de esta orden de elección al/a la Secretario(a) del Condado/Administrador(a) de Elecciones y el/la Registrador(a) de Votantes a más tardar 60 días antes del día de elección.*



## Development Services

## ITEM 4.5

Habib Erkan Jr.  
Assistant City Manager  
512-715-3201  
herkan@cityofburnet.com

### Agenda Item Brief

- Meeting Date** January 25, 2022
- Agenda Item:** Discuss and consider action: FIRST READING OF AN ORDINANCE AMENDING THE CODE OF ORDINANCES, CHAPTER (ENTITLED "PARKS AND RECREATION") BY ADDING A NEW SECTION 74-10 PROHIBITING PARKING IN CITY PARKS AFTER HOURS AND PROHIBITING PARKING IN RANDY LONGORIA PARK BY PERSONS NOT USING THE PARK ; PROVIDING FOR PENALTY; PROVIDING CUMULATIVE, REPEALER AND SEVERABILITY CLAUSES; AND PROVIDING AN EFFECTIVE DATE: H. Erkan, Jr.
- Background:** City parks operate between the hours of 6:00 a.m. and 10:00 p.m. Occasionally there have been incidents of afterhours loitering and criminal activity. Additionally, complaints have been lodged that persons not using Randy Longoria Park are using the parking lot to park or store vehicles.
- Information:** This ordinance prohibits parking motor vehicles in any city park between the hours of 10:00 p.m. and 6:00 a.m. In addition the ordinance prohibits person not using Randy Longoria Park from parking in the park's parking lot.
- Fiscal Impact:** There will be a small cost associated with the procurement and installation of no parking signs.
- Recommendation:** Approve the first reading of Ordinance No. 2022-05, as presented.

**ORDINANCE NO. 2022-05**

**AN ORDINANCE OF THE CITY COUNCIL OF BURNET, TEXAS AMENDING THE CODE OF ORDINANCES, CHAPTER (ENTITLED "PARKS AND RECREATION") BY ADDING A NEW SECTION 74-10 PROHIBITING PARKING IN CITY PARKS AFTER HOURS AND PROHIBITING PARKING IN RANDY LONGORIA PARK BY PERSONS NOT USING THE PARK; PROVIDING FOR PENALTY; PROVIDING CUMULATIVE, REPEALER AND SEVERABILITY CLAUSES; PROVIDING FOR PUBLICATION; AND PROVIDING AN EFFECTIVE DATE**

**Whereas**, City Council is authorized to make rules and regulations to regulate the use of City Parks pursuant to its inherent powers as the governing body of a home rule municipality and the laws and constitution of the state; and

**Whereas**, City Council is authorized to make rules and regulations to regulate the use of City Parks pursuant to its inherent powers as the governing body of a home rule municipality and the laws and constitution of the state; and

**Whereas**, City Council deems it appropriate to prohibit after hours parking in City Park parking lots as a deterrent to loitering and criminal activity; and

**Whereas**, City Council has received complaints that neighbors are using the Randy Longoria parking lot for parking and storing vehicles to such extent that at times there is not adequate parking to serve park patrons; and

**Whereas**, after investigation of the complaints, City Council deems it appropriate to limit the use of Randy Longoria Park parking lot to citizens visiting the park to assure adequate parking for Randy Longoria Park patrons; and

**Whereas**, City Council finds, determines, and declares that the meeting at which this Ordinance is adopted was conducted in compliance with the Texas Open Meeting Act; and

**Whereas**, City Council finds, determines, and declares the City Secretary has caused the caption of this ordinance, with a summary to be published in compliance with City Charter Section 3.14.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BURNET, TEXAS:**

**Section One. Code Amendment.** City Code Chapter 74 (entitled "*Parks and Recreation*") Article I (entitled "General") is hereby amended by adding a new Section 74-10 (entitled "*Parking*") to read as follows:

**Sec. 74-10. - Parking**

- (a) *Parking.* City Park parking lots are established and maintain for the convenience of City Park patrons. Therefore, the parking of vehicles within a City Park shall be subject to each of the regulations that follow:
  - (1) It shall be unlawful to cause a vehicle to be parked within a City Park, except in a designated parking area.
  - (2) It shall be unlawful to cause a vehicle to be parked within a City Park after park hours of operation.
  - (3) It shall be unlawful to cause a vehicle to be parked within Randy Longoria Park and then leave the premises of the City Park.
  
- (b) *Signs.* The City Manager shall cause signs to be placed at each entrance of City Parks warning that vehicles parked between the hours of 10:00 p.m. to 6:00 a.m.; and vehicles park at Randy Longoria Park in violation of subsection (a) (3) shall be subject to a fine not to exceed \$200.00 for each day of violation.
  
- (c) *Criminal Penalty.* Violation of subsections (c) and (d) of this Section, is a misdemeanor subject to criminal penalties as prescribed in City Code Section 1-6.

**Section Two. Findings.** The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Ordinance for all purposes and are adopted as a part of the judgment and findings of the Council.

**Section three. Penalty.** A violation of this ordinance is unlawful and subject to City Code of Ordinances Sec. 1-6 (entitled "*general penalty*").

**Section four. Cumulative.** This ordinance shall be cumulative of all provisions of all ordinances and codes, or parts thereof, except where the provisions of this Ordinance are in direct conflict with the provisions of such Ordinances, in which event Section 5, (entitled "Repealer") shall be controlling.

**Section five. Repealer.** All ordinances and codes, or parts thereof, which are in conflict or inconsistent with any provision of this Ordinance are hereby repealed to the extent of such conflict, and the provisions of this Ordinance shall be and remain controlling as to the matters resolved herein.

**Section six. Severability.** If any provision of this Ordinance or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this Ordinance and the application of such provision to other persons and circumstances shall nevertheless be valid, and the City hereby declares that this Ordinance would have been enacted without such invalid provision.

**Section eight. Publication.** The publishers of the City Code are authorized to amend said Code to reflect the changes adopted herein and to correct typographical errors and to format and number paragraphs to conform to the existing Code.

**Section nine. Effective Date.** This Ordinance shall be effective upon the date of final adoption hereof.

**Passed, and Approved** on first reading on the 25<sup>th</sup> day of January, 2022.

**Passed, Approved and Adopted** on the 8<sup>th</sup> day of February, 2022.

**CITY OF BURNET**

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Crista Goble Bromley, Mayor

**ATTEST:**

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Kelly Dix, City Secretary



## Development Services

## ITEM 4.6

Leslie Kimbler  
Planner  
512-715-3215  
lkimbler@cityofburnet.com

### Agenda Item Brief

**Meeting Date:** January 25, 2022

**Action Item:** Discuss and consider action: A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF BURNET, TEXAS, APPROVING A VARIANCE TO THE CODE OF ORDINANCES, SECTION 98-42 – TRANSPORTATION IMPROVEMENTS AND THE TECHNICAL CONSTRUCTION STANDARDS, SECTION 290 – STREET LIGHTS FOR THE PROPOSED PRELIMINARY PLAT OF HEADWATERS OF THE SAN GABRIEL, PHASE TWO: L. Kimbler

**Background:** The proposed Preliminary Plat of Headwaters of the San Gabriel, Phase Two is a single-family residential subdivision on 28.556 acres of property located in the City's ETJ off County Road 333. The proposed subdivision will create 26 one-acre residential lots.

The subdivision will gain access from a private road, named First Down Dash, via the proposed new road Classic Dash. Classic Dash is a proposed dead-end cul-de-sac with an approximate length of 1991 linear feet.

**Information:** The first requested variance pertains to the requirements outlined in Code of Ordinances Sec. 98-42(b)(8), which states: "In general, culs-de-sac shall not exceed 600 feet in length and shall have a turnaround of not less than 96 feet in diameter in residential areas, and not less than 100 feet in diameter in commercial and industrial areas and be in compliance with the city's adopted fire code."

The second requested variance is to the City of Burnet's Technical Construction Standards, Section 292, which would require large lot subdivisions to install a streetlight at the main entrance to the subdivision.

The City of Burnet Code of Ordinances Sec. 98-82 states the following regarding variances to the subdivision standards:

“In granting approval of a request for variance, the Commission and Council shall conclude that the variance is not contrary to the public interest and, due to special conditions, a literal enforcement of this chapter would result in unnecessary hardship, and so that the variance observes the spirit of this chapter and concludes that substantial justice is done. The Commission and Council shall meet these requirements by making findings that:

- a. The public convenience and welfare will be substantially served;
- b. The appropriate use of surrounding property will not be substantially or permanently impaired or diminished;
- c. The applicant has not created the hardship from which relief is sought;
- d. The variance will not confer upon the applicant a special right or privilege not commonly shared or available to the owners of similar and surrounding property;
- e. The hardship from which relief is sought is not solely of an economic nature;
- f. The variance is not contrary to the public interest;
- g. Due to special conditions, the literal enforcement of this chapter would result in an unnecessary hardship; and
- h. In granting the variance the spirit of the ordinance is observed and substantial justice is done.”

**Staff Analysis:** Staff has coordinated with the City of Burnet Fire Chief who stated that the fire department does support the requested variances. Staff has also evaluated the variance requests and has determined that, due to the limited access onto the property, the development of Phase One, the existing layout of the property, and the rural nature of surrounding properties, the requested variances would meet the criterion of the code.

**P&Z Report:** P&Z recommended approval of the requested variances at its regularly scheduled meeting on January 3, 2022.

**Recommendation:** Staff recommends approval of resolution R2022-10 as presented.

## RESOLUTION NO. R2022-10

### A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF BURNET, TEXAS, APPROVING A VARIANCE TO THE CODE OF ORDINANCES, SECTION 98-42 – TRANSPORTATION IMPROVEMENTS AND THE TECHNICAL CONSTRUCTION STANDARDS, SECTION 290 – STREET LIGHTS FOR THE PROPOSED PRELIMINARY PLAT OF HEADWATERS OF THE SAN GABRIEL, PHASE TWO

**Whereas**, Code of Ordinances, Section 98-42, imposes lengths for culs-de-sac within the Subdivision; and

**Whereas**, Technical Construction Standards Section 290, imposes streetlight construction requirements within the Subdivision; and

**Whereas**, the City of Burnet Fire Chief and Fire Marshal have reviewed the requested variances and are in support; and

**Whereas**, the subdivision has limited access and is landlocked on three sides; and

**Whereas**, the applicant has petitioned for a variance to stay consistent with the existing development of the Headwaters of the San Gabriel, Phase One; and

**Whereas**, the Planning and Zoning Commission has recommended the variance be granted:

**NOW, THEREFORE, BE IT RESOLVED BY CITY COUNCIL OF THE CITY OF BURNET, TEXAS, THAT:**

**Section one. Recitals.** The recitals to this Resolution are incorporated herein for all purposes.

**Section two. Findings.** As required by City Code Sec. 98-82 City Council finds:

- Granting the variance is not contrary to the public interest: **as streetlights are not installed in Headwaters of San Gabriel, Phase One and the subdivision is in a rural, gated area with limited traffic and access to the property.**
- The literal enforcement of this chapter would result in unnecessary hardship: **as the installation of streetlights would interfere with neighboring property owners', the property is landlocked only allowing one entrance onto the property and the additional length of the culs-de-sac allows for better use of the land.**
- The variance observes the spirit of the chapter and concludes that substantial justice is done: **By granting this variance, the spirit of the code is observed, ad substantial justice is done**

**Section three. Approval.** The variance request is hereby approved and granted.

**Section four. Open Meetings.** It is hereby officially found and determined that the meeting at which this resolution was passed was open to the public and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act.

**Section five. Effective Date.** This resolution shall take effect immediately upon its passage, and approval as prescribed by law.

**PASSED AND APPROVED** this the 25<sup>TH</sup> day January 2022.

**CITY OF BURNET, TEXAS**

**ATTEST:**

\_\_\_\_\_  
Crista Goble Bromley, Mayor

\_\_\_\_\_  
Kelly Dix, City Secretary

## **Action Item:**

Discuss and consider action: **A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF BURNET, TEXAS, APPROVING A VARIANCE TO THE CODE OF ORDINANCES, SECTION 98-42 – TRANSPORTATION IMPROVEMENTS AND THE TECHNICAL CONSTRUCTION STANDARDS, SECTION 290 – STREET LIGHTS FOR THE PROPOSED PRELIMINARY PLAT OF HEADWATERS OF THE SAN GABRIEL, PHASE TWO**

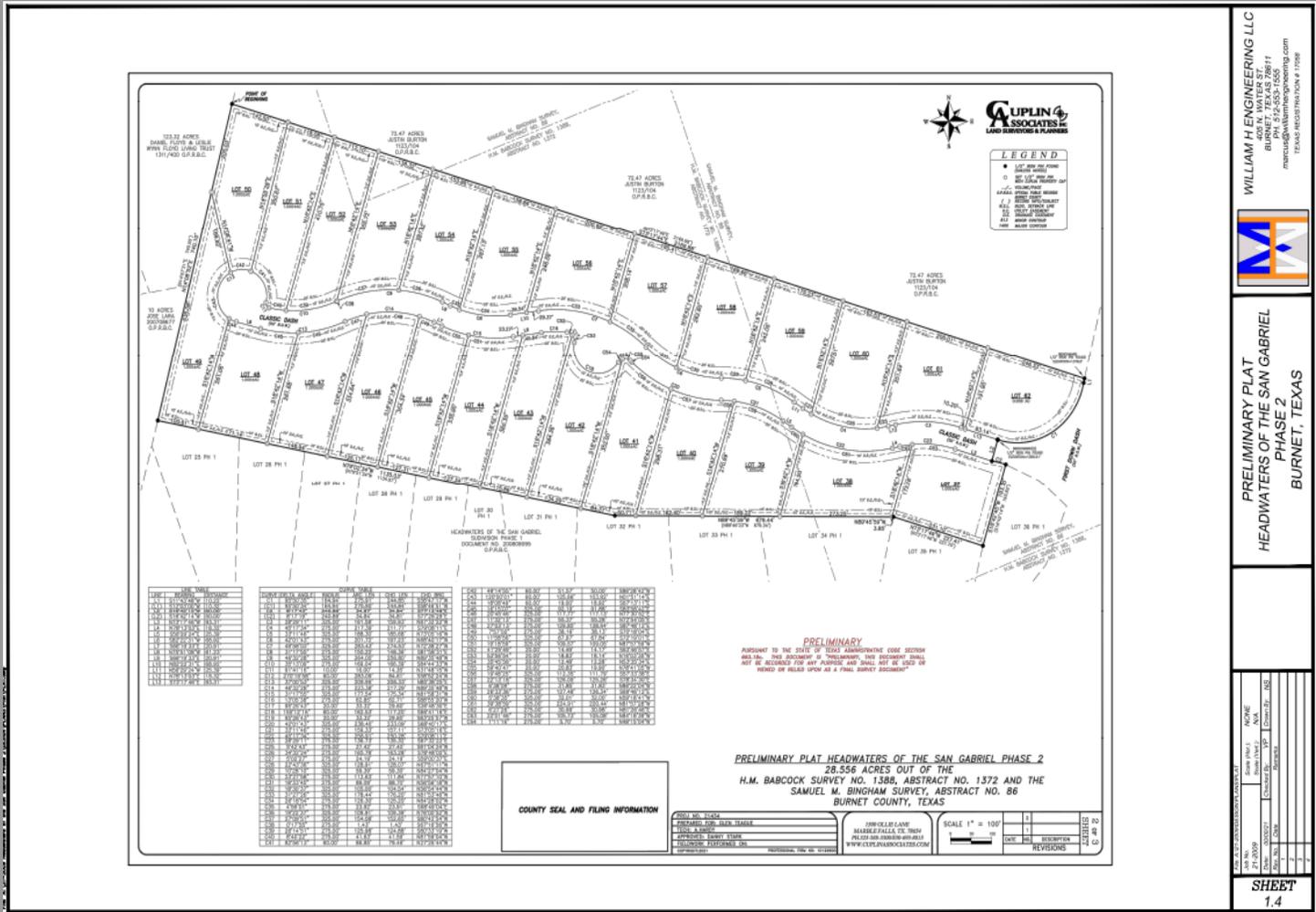
# Action Item

## The Headwaters of the San Gabriel, Phase Two

- 28.556 acres
- 26 single-family residential lots
- Dead-end cul-de-sac named "Classic Dash"

Sec. 292 – City of Burnet’s Technical Construction Standards require a streetlight at the main entrance to the new subdivision

Sec. 98-42(b)(8) – Culs-de-sac shall not exceed 600 ft. in length



# Action Item

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## Sec. 98-82 Criteria for granting a variance

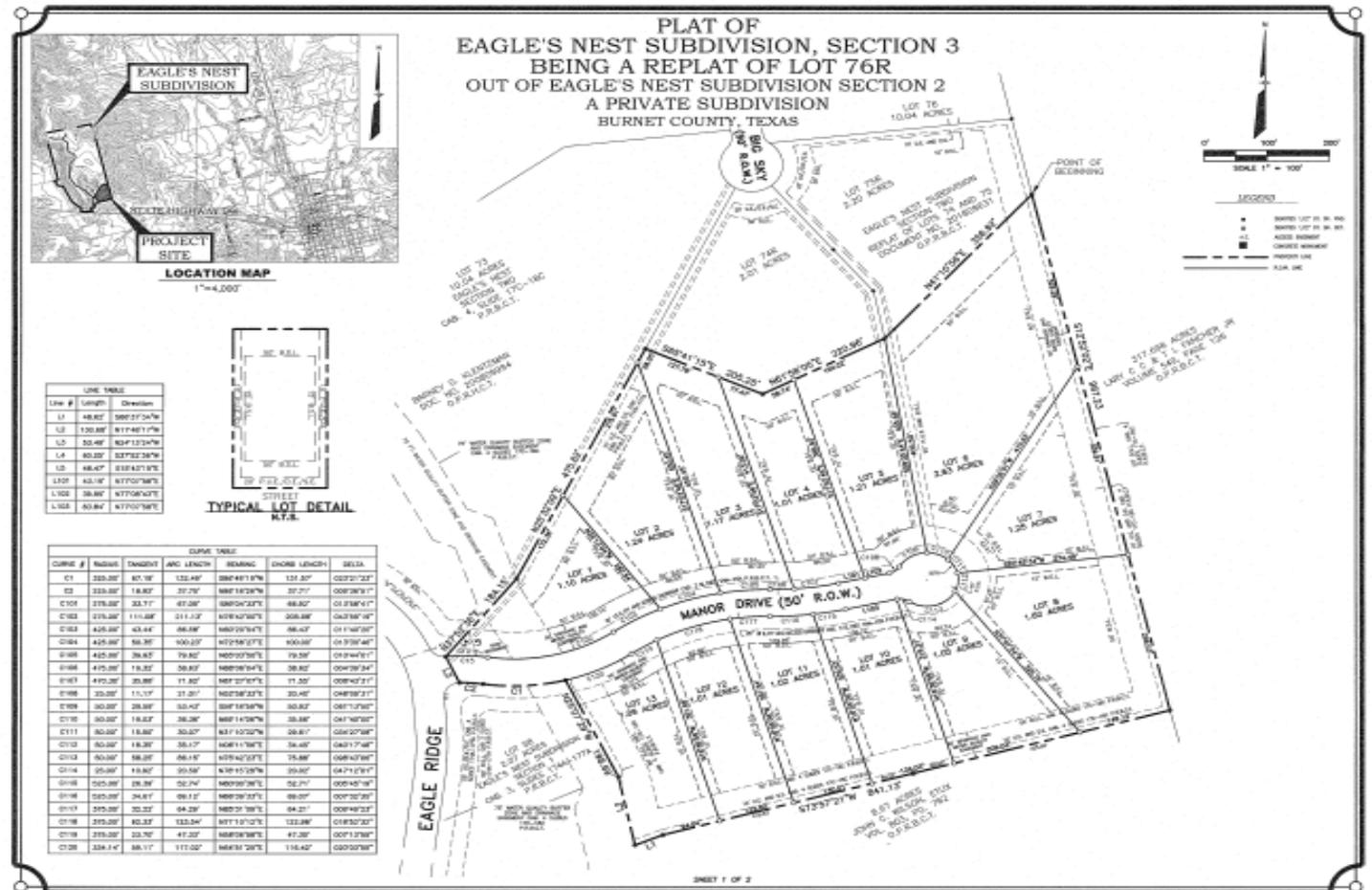
- Variance is not contrary to the public interest.
- Due to special conditions, a literal enforcement of this chapter would result in unnecessary hardship.
- The variance observes the spirit of this chapter and concludes that substantial justice is done.
- City of Burnet Fire Chief “OK” with street design and no streetlight
- Limited access onto the property
- Consistent with Phase One development
- Rural surrounding properties

# Questions?

P&Z recommends approval of the applicant's request for a variance to the to the Technical Construction Standards, Sec.292 – Street Lights

and Code of Ord. Sec. 98-42 – Transportation Improvements.

Staff recommends approval of Resolution R2022-10





## Development Services

## ITEM 4.7

Leslie Kimbler  
Planner  
512-715-3215  
lkimbler@cityofburnet.com

### Agenda Item Brief

**Meeting Date:** January 25, 2022

**Action Item:** Discuss and consider action: A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF BURNET, TEXAS, CONDITIONALLY APPROVING THE PRELIMINARY PLAT ESTABLISHING HEADWATERS OF THE SAN GABRIEL, PHASE TWO, CONSISTING OF 26 RESIDENTIAL LOTS ON APPROXIMATELY 28.556 ACRES OUT OF THE H.M. BABCOCK SURVEY NO. 1388, ABS. NO. 1372, AND THE SAMUEL M. BINGHAM SURVEY, ABS. NO. 86.: L. Kimbler

**Information:** The tract is located outside the city limits within the City's ETJ. The applicant is proposing to subdivide the tract to create a 26-lot single-family residential subdivision which will establish The Headwaters of the San Gabriel, Phase Two.

The new subdivision will create one new street with a dead-end cul-de-sac named Classic Dash. Classic Dash will gain access to County Road 333 from the private road First Down Dash. The proposed cul-de-sac length exceeds the allowable length in the City of Burnet's code of ordinances and the requested variance must be approved prior to the preliminary plat's approval.

All the lots within the proposed subdivision will be approximately 1 acre in size. Each lot will be served by an On-Site Septic Facility; electric will be provided by Pedernales Electric Coop and water will be served by the City of Bertram. Currently, the City of Bertram is reviewing the water layout for the subdivision to ensure it meets their requirements.

**Staff Analysis:** City staff and city engineer have reviewed the plat in accordance with Sec. 98-22 (entitled "Preliminary Plats") and have found the plat does generally meet the requirements as outlined in the code; however, the applicant will need to secure an easement from the Headwaters of the San Gabriel, Phase One HOA to provide access into the proposed subdivision via a private easement. Additionally, since the water is being provided to the proposed subdivision from the City of Bertram, they will need to complete their review and approve the proposed utility layout prior to the acceptance of the final plat.

**P&Z Report:** P&Z conducted a scheduled public hearing on January 3, 2022, and recommended conditional approval of the Preliminary Plat, The

Headwaters of the San Gabriel, Phase Two, subject to the applicant securing the easement into the subdivision and final approval of the water layout from the City of Bertram.

**Recommendation:** Staff recommends approval of resolution R2022-11.

**RESOLUTION NO. R2022-11**

**A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF BURNET, TEXAS, CONDITIONALLY APPROVING THE PRELIMINARY PLAT ESTABLISHING HEADWATERS OF THE SAN GABRIEL, PHASE TWO, CONSISTING OF 26 RESIDENTIAL LOTS ON APPROXIMATELY 28.556 ACRES OUT OF THE H.M. BABCOCK SURVEY NO. 1388, ABS. NO. 1372, AND THE SAMUEL M. BINGHAM SURVEY, ABS. NO. 86.**

**Whereas**, the Planning and Zoning Commission conducted a public hearing on this application on January 3, 2022; and

**Whereas**, the Planning and Zoning Commission conditionally recommended approval of the application on January 3, 2022; and

**Whereas**, City Council conducted a public hearing on this application on January 25, 2022;

**NOW, THEREFORE, BE IT RESOLVED BY CITY COUNCIL OF THE CITY OF BURNET, TEXAS, THAT:**

**Section 1. Findings.** That the recitals to this Resolution are incorporated herein for all purposes.

**Section 2. Conditional Approval.** The Preliminary Plat Establishing the Headwaters of the San Gabriel is hereby conditionally approved; subject to the condition recommended by the Planning and Zoning Commission as follow:

- Applicant is to secure a legal easement into the subdivision
- Final approval of the water layout from the City of Bertram

**Section 3. Open Meetings.** It is hereby officially found and determined that the meeting at which this resolution was passed was open to the public and that public notice of the time, place and purpose of said meeting was given as required by the Open Meetings Act.

**Section 4. Effective Date.** That this resolution shall take effect immediately upon its passage, and approval as prescribed by law.

**PASSED AND APPROVED** this the 25<sup>h</sup> day of January, 20212

**CITY OF BURNET, TEXAS**

**ATTEST:**

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Crista Goble Bromley, Mayor

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Kelly Dix, City Secretary



## Administration

## ITEM 4.8

David Vaughn  
City Manager  
512-715-3208  
Dvaughn@cityofburnet.com

### Agenda Item Brief

- Meeting Date:** January 25, 2022
- Agenda Item:** Discuss and consider action: A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF BURNET, TEXAS, DECLARING THE PERSONAL PROPERTY LEFT IN THE BEALLS BUILDING TO BE SURPLUS AND DIRECTING THE CITY MANAGER TO DISPOSE OF SUCH PERSONAL PROPERTY: D. Vaughn
- Background:** The City owns the Bealls Building located at 118 E Polk St, Burnet, TX 78611. The building contains retail display cabinets and other personal property left after the prior occupants vacated the building. The personal property is of no use to the city.
- Information:** This resolution authorizes and directs the City Manager to offer the personal property for sale in a manner consistent with State law and the Constitution of the State of Texas; and to dispose of all personal property that is unsellable. All personal property that is unsellable will be disposed of.
- Fiscal Impact** The sale of the personal property should generate a small amount of money that will be deposited in the general fund.
- Recommendation:** Approve and adopt Resolution R2022-05 as presented.

**RESOLUTION NO. R2022-05**

**A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF BURNET, TEXAS, DECLARING THE PERSONAL PROPERTY LEFT IN THE BEALLS BUILDING TO BE SURPLUS AND DIRECTING THE CITY MANAGER TO DISPOSE OF SUCH PERSONAL PROPERTY**

**Whereas**, the City owns the Bealls Building located at 118 E Polk St, Burnet, TX 78611; and

**Whereas**, the building contains retail display cabinets and other personal property left after the prior occupants vacated the building; and

**Whereas**, the personal property is of no use or value to the city:

**NOW, THEREFORE, BE IT RESOLVED BY CITY COUNCIL OF THE CITY OF BURNET, TEXAS, THAT:**

**Section one. Findings.** The recitals to this Resolution are hereby adopted and incorporated herein for all purposes.

**Section two. Authorization.** The city manager is hereby authorized and directed to offer the personal property for sale in a manner consistent with State law and the Constitution of the State of Texas; and to dispose of all personal property that is unsellable.

**Section three. Open Meetings.** It is hereby officially found and determined that the meeting at which this resolution was passed was open to the public and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act.

**Section four. Effective Date.** That this resolution shall take effect immediately upon its passage, and approval as prescribed by law.

**PASSED AND APPROVED** this the 25<sup>th</sup> day of January, 2022.

**CITY OF BURNET, TEXAS**

\_\_\_\_\_  
Crista Goble Bromley, Mayor

**ATTEST:**

\_\_\_\_\_  
Kelly Dix, City Secretary



## Finance Department

## ITEM 4.9

Patricia Langford  
Director of Finance  
(512) 715-3205  
plangford@cityofburnet.com

### Agenda Item Brief

- Meeting Date:** January 25, 2022
- Agenda Item:** Discuss and consider action: A RESOLUTION ADOPTING THE CITY OF BURNET, TX, INVESTMENT POLICY AND NAMING THE INVESTMENT OFFICERS: P. Langford
- Background:** Chapter 2256 of the Government Code, commonly known as “The Public Funds Investment Act,” requires that the governing body adopt a written investment policy and that they review its investment policy not less than annually.
- Information:** Staff reviewed the current policy for compliance with “The Public Funds Investment Act” and no significant changes were made.
- Fiscal Impact:** None
- Recommendation:** Staff recommends approval of resolution number R2022-12 adopting an investment policy for the City of Burnet as presented.

**RESOLUTION NO. R2022-12**

**A RESOLUTION ADOPTING THE CITY OF BURNET, TX, INVESTMENT POLICY AND NAMING THE FINANCE DIRECTOR AND SENIOR ACCOUNTANT AS THE INVESTMENT OFFICERS.**

**WHEREAS**, Chapter 2256 of the Government Code, commonly known as the “Public Funds Investment Act, “ requires the city to adopt an investment policy by rule, order, ordinance, or resolution; and

**WHEREAS**, the Public Funds Investment Act requires the investment officers of the city to attend investment training; and

**WHEREAS**, the City of Burnet approves the investment training course sponsored by the Texas Municipal League; and

**WHEREAS**, the investment officers of the city, have attended an investment training course sponsored by the Texas Municipal League as required by the Public Funds Investment Act; and

**WHEREAS**, the attached investment policy and incorporated strategy comply with the Public Funds Investment Act and authorize the investment of city funds in safe and prudent investments.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BURNET, TEXAS:**

That the City of Burnet has complied with the requirements of the Public Funds Investment Act, and the Investment Policy, attached hereto as “Exhibit A,” is hereby adopted as the investment policy of the city effective January 25, 2022.

**PASSED, ADOPTED AND APPROVED** by the City Council of the City of Burnet this the 25<sup>th</sup> day of January 2022.

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Crista Goble Bromley, Mayor

ATTEST:

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Kelly Dix, City Secretary

## **“Exhibit A”**

### **CITY OF BURNET INVESTMENT POLICY**

The investment policy of the City is to invest public funds in a manner which will provide the highest investment return with the maximum security while meeting the daily cash flow demands of the City and conforming with all state and local statutes governing the investment of public funds.

#### **SCOPE**

The investment policy applies to investment activities of all funds of the City and all funds under the control of the City.

Funds covered by this policy are as follows:

All funds

#### **OBJECTIVES**

The primary objectives, in priority order, of the City’s investment activities are:

1. **Safety.** Safety of principal is the primary objective of the investment transaction. Investments shall be made in a manner that seeks to ensure the preservation of capital in the overall portfolio.
2. **Liquidity.** The City’s investment portfolio shall remain sufficiently liquid to enable the City to meet all operating requirements, which might be reasonably anticipated.
3. **Return on investment.** The City’s investment portfolio will be designed with the objective of attaining a rate of return commensurate with the City’s investment risk restraints and the cash flow operating requirements.
4. **Diversification.** Diversification may be required in order that potential losses on individual securities do not exceed the income generated from the remainder of the portfolio.

#### **STANDARD OF CARE**

Investments will be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived.

#### **DELEGATION OF AUTHORITY**

Authority to manage the City’s investment program is derived from state statutes and City resolutions. The Investment Officers for the City of Burnet shall invest and reinvest funds of the City in accordance with the City’s investment policy. The Investment Officers shall be responsible for all transactions undertaken and shall establish a system of controls to

regulate subordinate officials. The Investment Officers currently designated by the City Manager are Patricia Langford, Director of Finance and Stefani Wright, Senior Accountant.

## **INVESTMENT TRAINING**

It is the City's policy to provide training required by the Public Funds Act, Sec. 2256.008 of the Government Code for the City's Investment Officers. The Investment Officers shall attend at least one training session within twelve months after taking office or assuming duties. In addition, they shall participate in an investment training session not less than once in a two year period consisting of not less than 8 hours of instruction. Training includes education in investment controls, security risks, strategy risks and compliance with the Public Funds Investment Act.

## **ETHICS AND CONFLICTS OF INTEREST**

An Investment Officer who has a personal business relationship with an entity seeking to sell an investment to the City will file a statement disclosing that personal business interest. An Investment Officer who is related within the second degree by affinity or consanguinity, as determined under Chapter 573, to an individual seeking to sell an investment to the City shall file a statement disclosing that relationship. These statements must be filed with the Texas Ethics Commission and the City Council.

## **COLLATERALIZATION**

All funds must be insured by the FDIC or FSLIC or by collateral pledged to the extent of the fair market value of any amount not insured. To the extent not insured by the FDIC or FSLIC, City funds must be secured by direct obligations of the United States backed by the full faith and credit of the government or by governmental securities or obligations issued by the State of Texas, its agencies or political subdivisions. Collateral will be held by an independent third party, and a safekeeping receipt will be supplied to the City. The City's bank depository will provide the City with a report on the collateral pledged, and a City representative will have the right to inspect the pledged collateral at any time. Collateral may be substituted; however, the City must approve any substitution of collateral in writing.

## **INVESTMENT POLICY DISCLOSURE**

A written copy of the City's investment policy shall be presented to any person seeking to sell to the City an authorized investment. The registered principal of the business organization seeking to sell an authorized investment shall execute a written instrument substantially to the effect that the registered principal has received and thoroughly reviewed the Investment Policy of the City and acknowledged that the organization has implemented reasonable procedures and controls in an effort to preclude imprudent investment activities arising out of investment transactions conducted between the City and the organization. The Investment Officers of the City may not buy any securities from a person who has not delivered to the City a written document providing the above information.

## **AUTHORIZED INVESTMENTS**

Investments described below are some of those authorized by the Public Funds Investment Act and considered suitable for investment of City funds:

1. Obligations of the United States or guaranteed by the United States. The City may invest in funds in obligation of the United States or its agencies and instrumentalities.
2. Certificates of Deposit. The City is authorized to invest its funds in certificates of deposit or other interest bearing accounts of any bank or savings and loan association domiciled in the State of Texas. All certificates of deposit must be fully insured or collateralized. Certificates of deposit should mature one to twenty-four months after purchase with maturity dates falling one to six months apart.
3. Public Funds Investment Pools. The City is authorized to invest in public fund investment pools which strive to maintain a stable \$1.00 net asset value and maintain either a "AAA" or "AA" rating from a nationally recognized rating agency.

## **INVESTMENT STRATEGIES**

Investment strategies are developed to attain the investment objectives of the City.

## **GENERAL FUND AND ENTERPRISE FUNDS**

The investment objectives of the City are as follows:

1. Safety of Principal
2. Liquidity. Availability of funds to meet the monthly operating expenditures of the City in accordance with budgeted expenditures and availability of funds to meet unexpected expenditures.

To attain these objectives, investments should be short term that can be liquidated to assure adequate cash flows as necessary. The weighted average maturity should be 180 days or less.

## **CAPITAL PROJECTS FUND**

The investment objectives of the capital projects fund are as follows:

1. Safety of Principal
2. Availability of funds to meet construction needs of the City.

To attain these objectives, investment maturities should be structured to mature no later than the date funds will be needed for project payments.

## **DEBT SERVICE FUNDS**

Investment objectives of the debt service funds are as follows:

1. Safety of Principal
2. Liquidity
3. Yield

Since payment of debt is one of the highest priorities of the City, safety of principal should be of the highest priority when selecting an investment. To ensure safety, investments should consist of United States Treasury notes and bills, public fund investment pools,

and certificates of deposit. The investment should have a weighted average maturity of 365 days or less and should be structured to insure that the necessary amounts to retire debt on each date will mature 5 days before said due date.

## **INVESTMENT REPORTS**

No less than quarterly, the Investment Officers shall prepare and submit to the City Council a quarterly written investment report. The report must describe in detail the investment position of the City on the date of the report, state the book value and fair market value of each separately invested asset at the beginning and end of the reporting period by the type of asset and fund type invested. State the maturity date of each separately invested asset at the beginning and end of the reporting period by the type of asset and fund type invested. State the fund for which each individual investment was acquired and state the compliance of the investment portfolio of the City as it relates to the investment policies and investment strategies expressed in the City's Investment Policy and the Public Funds Investment Act.

## **COMPLIANCE AUDIT**

The City, in conjunction with its annual financial audit, shall perform a compliance audit of management controls on investments and adherence to the City's Investment Policy.



## Development Services

## ITEM 4.10

Habib Erkan Jr.  
Assistant City Manager  
512-715-3201  
herkan@cityofburnet.com

### Agenda Item Brief

**Meeting Date:** January 25, 2022

**Agenda Item:** Discuss and consider action: FIRST READING OF AN ORDINANCE OF THE CITY COUNCIL OF BURNET, TEXAS, AMENDING CITY OF BURNET CODE OF ORDINANCES, CHAPTER 50 (ENTITLED "FLOOD DAMAGE PREVENTION") BY AMENDING SECTION 50-56 (ENTITLED ELEVATION AND LOT GRADING FOR STRUCTURES LOCATED IN ZONE X"); PROVIDING FOR PENALTY; PROVIDING CUMULATIVE, REPEALER AND SEVERABILITY CLAUSES; PROVIDING FOR PUBLICATION; AND PROVIDING AN EFFECTIVE DATE: H. Erkan

**Background:** City Code Chapter 50 was adopted by Council to, inter alia, to protect new and existing development from the risks of storm water damage. To assist with meeting this objective, Council adopted Sec. 50-56 to provide standards for finished floor elevations on individual lots. This ordinance amends Sec. 50-56.

**Information:** The drafting of this ordinance was a collaborative effort of the city engineer and the Technical Advisory Forum. The Forum members and City Engineer recommend the adoption of this ordinance. The Planning and Zoning Commission considered this ordinance at a special called meeting held on January 5; and also recommends approval.

**Fiscal Impact:** No fiscal impact is anticipated.

**Recommendation:** Approve the first reading of Ordinance No. 2022-06 as presented.

**ORDINANCE NO. 2022-06**

**AN ORDINANCE OF THE CITY COUNCIL OF BURNET, TEXAS, AMENDING CITY OF BURNET CODE OF ORDINANCES, CHAPTER 50 (ENTITLED "FLOOD DAMAGE PREVENTION") BY AMENDING SECTION 50-56 (ENTITLED ELEVATION AND LOT GRADING FOR STRUCTURES LOCATED IN ZONE X"); PROVIDING FOR PENALTY; PROVIDING CUMULATIVE, REPEALER AND SEVERABILITY CLAUSES; PROVIDING FOR PUBLICATION; AND PROVIDING AN EFFECTIVE DATE**

**WHEREAS**, City Council, by adoption of City Code Chapter 50, established a regulatory scheme to protect existing and new development from the dangers of storm water diversion and impoundment; and

**WHEREAS**, Sec. 50-56. Therein regulates the elevation and lot grading standards for structures located in Zone X.; and

**WHEREAS**, the City's technical advisory forum have recommended amendments to Sec. 50-56, that will provide additional regulatory protections in a manner that will reduce the time and costs associated with compliance; and

**WHEREAS**, the City Engineer and the Planning and Zoning Commission recommends approval of this amendment; and

**WHEREAS**, City Council, finds, determines, and declares that publication of notice of this Ordinance, as required by Section 3.14 of the City Charter and the laws of the State of Texas, was made by the City Secretary within the period prescribed by Section 3.14; and.

**WHEREAS**, City Council, finds, determines, and declares that the meeting at which this Ordinance is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this Ordinance, was given as required by Chapter 551 of the Texas Government Code.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BURNET, TEXAS, THAT:**

**Section one. Amendment.** The Code of Ordinances, Chapter 50 (entitled "flood damage prevention") Section 50-56 (entitled "elevation and lot grading standards for structures located in Zone X") is hereby amended by adding the language that is underlined (underlined) and deleting the language that is stricken (~~stricken~~) as follows:

**Sec. 50-56. Elevation and lot grading standards for structures located in Zone X.**

- (a) All walls and foundations of structures shall be provided with protective slopes to assure immediate drainage and diversion of surface water away from these structures and off the site, said drainage and diversion to be provided as follows:

- (1) The lowest finished floor elevation (inclusive of garages, enclosed porches, etc.) of all structures shall be elevated not less than six inches above highest adjacent, finished grade including topsoil and sod. At the time of setting the foundation formwork, which may be prior to final grade including topsoil and sod, the lowest finished floor elevation shall be elevated no less than twelve inches (12") above the highest adjacent grade.
  - a. Lots, as measured from highest adjacent grade, shall provide a minimum fall of at least six inches away from structures in ten feet, except where length is as restricted by side lot lines or other major considerations. The horizontal length of such slopes may be reduced as necessary at building corners and side yards; provided however, the minimum fall of six inches (6") shall be maintained at any length less than ten feet (10').
  - b. In cases where highest elevation adjacent to a building pad is determined to be lower than top of curb or edge of paving, whichever is higher, of any adjacent right-of-way, fall, as measured from highest adjacent grade shall be increased to a minimum of twelve inches (12") in twenty feet (20'). The horizontal length of such slopes may be reduced as necessary at building corners, side yards, and other major considerations; provided however, the minimum fall of twelve inches (12") shall be maintain at any length less than twenty feet (20').
  - c. No more than two (2) average residential lots may drain onto another lot, unless a drainage easement is dedicated to contain stormwater runoff.

(b) Exceptions.

- (1) Lowest finished floor is elevated at least one foot above the calculated depth of flooding based on a flood elevation study prepared by a registered professional engineer and documented by a registered professional land surveyor, and approved by the City Engineer; or
- (2) Structure is being erected on a building pad prepared in accordance with an approved subdivision ~~drainage plan~~ Master Drainage Plan, detailed Lot Grading Plan, and approved subdivision infrastructure plan. The detailed Lot Grading Plan shall provide minimum finished floor elevations for each structure on each lot based on elevating the slab twelve inches (12") above the highest adjacent grade of the foundation pad area. The Lot Grading Plan shall also identify the typical FHA or HUD lot grading types.
- (3) If an applicant proposes to set finished floor elevation of a structure at an elevation lower than the minimum elevation shown on the approved detailed Lot Grading Plan, matching the Master Drainage Plan, the applicant shall submit a detailed lot specific grading plan, prepared by a registered professional engineer, to adjust the elevation as proposed. The detailed lot specific grading plan shall, at a minimum, depict structure finished floor elevation and sufficient lot grading control elevations to determine if the structure will not be properly elevated above the adjacent grade. The lot specific grading plan shall be submitted to the City, before, or at the time of building permit application and must be approved by the City before a building permit may be issued.

**Section two. Findings.** The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Ordinance for all purposes and are adopted as a part of the judgment and findings of the Council.

**Section three. Penalty.** A violation of this ordinance is unlawful and subject to City Code of Ordinances Sec. 1-6 (entitled “general penalty”).

**Section four. Cumulative.** This ordinance shall be cumulative of all provisions of all ordinances and codes, or parts thereof, except where the provisions of this Ordinance are in direct conflict with the provisions of such Ordinances, in which event Section 5, (entitled “Repealer”) shall be controlling.

**Section five. Repealer.** All ordinances and codes, or parts thereof, which are in conflict or inconsistent with any provision of this Ordinance are hereby repealed to the extent of such conflict, and the provisions of this Ordinance shall be and remain controlling as to the matters resolved herein.

**Section six. Severability.** If any provision of this Ordinance or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this Ordinance and the application of such provision to other persons and circumstances shall nevertheless be valid, and the City hereby declares that this Ordinance would have been enacted without such invalid provision.

**Section seven. Publication.** The publishers of the City Code are authorized to amend said Code to reflect the changes adopted herein and to correct typographical errors and to format and number paragraphs to conform to the existing Code.

**Section eight. Effective Date.** This Ordinance shall be effective upon the date of final adoption hereof.

**Passed on first reading** on the 25<sup>th</sup> day of January 2022

**Passed, Approved and Adopted** on the 8<sup>th</sup> day of February, 2022

**CITY OF BURNET**

\_\_\_\_\_  
Crista Goble Bromley, Mayor

**ATTEST:**

\_\_\_\_\_  
Kelly Dix, City Secretary



## Administration

## ITEM 4.11

David Vaughn  
City Manager  
512-715-3208  
herkan@cityofburnet.com

### Agenda Item Brief

**Meeting Date:**

January 25, 2022

**Agenda Item:**

Discuss and consider action: A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF BURNET, TEXAS AUTHORIZING THE CITY MANAGER TO GIVE NOTICE TO THE CREEKFALL SUBDIVISION PLAT APPLICANT OF THE CITY'S INTENT TO CONSIDER PARTICIPATION IN THE OVERSIZING OF WATER INFRASTRUCTURE: D. Vaughn

**Background:**

Creekfall Subdivision is proposed residential development located within the city's corporate limits. Construction of water and wastewater facilities will be at the sole costs of the developer and the facilities will be dedicated to the public after completion. However, the City's participation in the costs of oversizing of these facilities in this instance would allow for future development.

**Information:**

City Code Section 98-44(d) authorizes the City to participate in the costs of oversizing of such infrastructure when it is beneficial to future growth. This resolution authorizes the City Manager to send notice to the developer of the City's intent to consider oversizing. Within 30 days of such notice the developer shall provide pricing for such oversizing. This resolution authorizes the City Manager to negotiate a final cost estimate and thereafter place the matter on a future Council agenda for final action.

**Fiscal Impact**

The fiscal impact of oversizing shall be known upon receipt of the final cost estimate.

**Recommendation:**

Approve Resolution No. R2022-13 as presented.

## RESOLUTION NO. R2022-13

### A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF BURNET, TEXAS AUTHORIZING THE CITY MANAGER TO GIVE NOTICE TO THE CREEKFALL SUBDIVISION PLAT APPLICANT OF THE CITY'S INTENT TO CONSIDER PARTICIPATION IN THE OVERSIZING OF WATER INFRASTRUCTURE

**Whereas**, the Creekfall Subdivision is proposed residential development located within the city's corporate limits; and

**Whereas**, the development of the subdivision includes the construction of water and wastewater facilities that will be dedicated to the public after completion; and

**Whereas**, the City Code requires a developer to pay for the costs of constructing such facilities; and

**Whereas**, City Code Section 98-44(d) authorizes the city to participate in the costs of oversizing of such infrastructure when it is beneficial to future growth; and

**Whereas**, city council acknowledges that due to inflationary costs due to COVID-19 supply chain disruption and other factors the pricing stated in table 98-44(a) is not accurate; and

**Whereas**, city council finds, depending on costs, it may be appropriate to participate in oversizing infrastructure to be constructed for the Creekfall Subdivision .

**NOW, THEREFORE, BE IT RESOLVED BY CITY COUNCIL OF THE CITY OF BURNET, TEXAS, THAT:**

**Section one. Findings.** The recitals to this Resolution are incorporated herein for all purposes.

**Section two. Authorization.** The city manager is hereby authorized to send the Creekfall Subdivision plat applicant notice of the city's intent to consider the oversizing of water and wastewater infrastructure and request the applicant provide an oversizing cost estimate within thirty days of receipt of the request. Upon receipt of the cost estimate the City Manager shall present same to this council who will then determine whether facility oversizing shall be required. To the extent the city manager determines appropriate he may negotiate the pricing shown on the applicant's cost estimate prior to presentation to this council.

**Section three. Open Meetings.** It is hereby officially found and determined that the meeting at which this resolution was passed was open to the public and that public notice of the time, place and purpose of said meeting was given as required by the Open Meetings Act.

**Section four. Effective date.** This resolution shall take effect immediately upon its passage, and approval as prescribed by law.

**PASSED AND APPROVED** this the 25<sup>th</sup> day of January, 2022.

**CITY OF BURNET, TEXAS**

**ATTEST:**

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Crista Goble Bromley, Mayor

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Kelly Dix, City Secretary



# CreekFall Water Line Oversizing





## Administration

## ITEM 4.12

David Vaughn  
City Manager  
512-715-3208  
herkan@cityofburnet.com

### Agenda Item Brief

**Meeting Date:**

January 25, 2022

**Agenda Item:**

Discuss and consider action: A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF BURNET, TEXAS AUTHORIZING THE PAYMENT OF A FEE IN LIEU OF TREE PRESERVATION/MITIGATION FOR DELAWARE SPRINGS SECTION 24. D. Vaughn

**Background:**

City Code Section 98-22 requires a subdivision plat applicant to in the development of his or her project to preserve trees within the subdivision that are eight caliper inches or larger ("significant trees"). Alternatively, the Code Section allows the developer to mitigate the removal of significant trees by planting trees at a ratio of one caliper inch per each caliper inch removed, except in cases of significant trees being eighteen caliper inches the ratio is two caliper inches for each caliper inch removed. In the development of Delaware Springs Section 24, 116 caliper inches of significant trees less than eighteen caliper inches, and 45 caliper inches of significant trees eighteen caliper inches or greater, have been removed.

**Information:**

The applicant represents it is impractical to plant mitigation trees and requested to pay fee in lieu of mitigation. Although the Code does not address payment of a fee in lieu, there is precedence (Pepper Mill Sections 1&2) for accepting a fee in lieu of mitigation at the rate of \$100.00 per caliper inches for the removal of significant trees less than eighteen caliper inches and \$200.00 per caliper inches for significant trees eighteen caliper inches or greater.

**Fiscal Impact**

The fee in lieu of payment would be \$20,600.

**Recommendation:**

Approve Resolution No. R2022-14 as presented.

## RESOLUTION NO. R2022-14

### A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF BURNET, TEXAS AUTHORIZING THE PAYMENT OF A FEE IN LIEU OF TREE PRESERVATION/MITIGATION FOR DELAWARE SPRINGS SECTION 24

**Whereas**, City Code Section 98-22 requires a subdivision plat applicant in the development of his or her project to preserve trees within the subdivision that are eight caliper inches or larger (“significant trees”); and

**Whereas**, alternatively the Code Section allows the developer to mitigate the removal of significant trees by planting trees at a ratio of one caliper inch per each caliper inch removed, except in cases of significant trees being eighteen caliper inches the ratio is two caliper inches for each caliper inch removed;

**Whereas**, Delaware Springs Section 24 is a single family subdivision under development within the city of Burnet; and

**Whereas**, as part of the preliminary plat application the applicant provided a tree survey; and

**Whereas**, the applicant has removed 116 caliper inches of significant trees less than eighteen caliper inches, and 45 caliper inches of significant trees eighteen caliper inches or greater; and

**Whereas**, the applicant represents it is impractical to plant mitigation trees and requested to pay fee in lieu of mitigation; and

**Whereas**, there is precedence (Pepper Mill Sections 1&2) for accepting a fee in lieu of mitigation at the rate of \$100.00 per caliper inches for the removal of significant trees less than eighteen caliper inches and \$200.00 per caliper inches for significant trees eighteen caliper inches or greater.

**NOW, THEREFORE, BE IT RESOLVED BY CITY COUNCIL OF THE CITY OF BURNET, TEXAS, THAT:**

**Section one. Findings.** The recitals to this Resolution are incorporated herein for all purposes.

**Section two. Authorization.** The City Manager is hereby authorized to accept payment in the amount of \$20,600.00 from the applicant as a fee-in-lieu of the tree mitigation required for the recordation of the subdivision plat of Delaware Springs Section 24; and apply such funds for the enhancement of vegetation on the City owned properties. The City Manager is further authorized to execute such instruments and take such actions as may reasonably be necessary to facilitate the purpose of this resolution. However,

nothing in this resolution shall prevent the applicant from opting to mitigate the removed trees as authorized by the City Code rather than paying the fee-in-lieu or to fulfill his obligation under the City Code by a combination of mitigation and payment of fee-in-lieu.

**Section three. Open Meetings.** It is hereby officially found and determined that the meeting at which this resolution was passed was open to the public and that public notice of the time, place and purpose of said meeting was given as required by the Open Meetings Act.

**Section four. Effective date.** This resolution shall take effect immediately upon its passage, and approval as prescribed by law.

**PASSED AND APPROVED** this the 25<sup>th</sup> day of January, 2022.

**CITY OF BURNET, TEXAS**

**ATTEST:**

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Crista Goble Bromley, Mayor

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Kelly Dix, City Secretary



## Administration

## ITEM 4.13

David Vaughn  
City Manager  
512-715-3208  
herkan@cityofburnet.com

### Agenda Item Brief

**Meeting Date:** January 25, 2022

**Agenda Item:** Discuss and consider action: A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF BURNET, TEXAS AUTHORIZING ADOPTION OF A REVISED PAY SCALE FOR THE POLICE AND FIRE DEPARTMENTS AND WATER/WASTEWATER SERVICES; AND AUTHORIZE THE CITY MANAGER TO ADOPT RULES AND REGULATIONS FOR THE EFFICIENT IMPLEMENTATION OF THE SCALES: D. Vaughn

**Background:** Due the COVID-19 pandemic, and other factors inflation is at a nearly 40-year high. This caused volatility in the labor market and made it difficult to recruit and retain police, fire, and water/wastewater personnel.

**Information:** This resolution authorizes the adoption of a new pay scale for police department, fire department or water/wastewater services personnel. Further it authorizes the City Manager to adopt rules and regulations for the efficient implementation of the pay scales.

**Fiscal Impact** If adopted, the fiscal impact to the General Fund is expected to be approximately \$300,000 annually and approximately \$80,000 per year in the Water/Wastewater Fund.

**Recommendation:** Approve Resolution No. R2022-15 as presented.

## RESOLUTION NO. R2022-15

**A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF BURNET, TEXAS AUTHORIZING ADOPTION OF A REVISED PAY SCALE FOR THE POLICE AND FIRE DEPARTMENTS AND WATER/WASTEWATER SERVICES; AND AUTHORIZE THE CITY MANAGER TO ADOPT RULES AND REGULATIONS FOR THE EFFICIENT IMPLEMENTATION OF THE SCALES.**

**Whereas**, due to the COVID-19 pandemic, and other factors inflation is at a nearly 40 year high; and

**Whereas**, such factors have caused volatility in the labor market and made it difficult to recruit and retain police, fire and water/wastewater personnel; and

**Whereas**, the Police Department and Fire Departments have conducted a salary survey of surrounding entities to determine what adjustments to the existing pay scale are necessary to keep the City competitive; and

**Whereas**, City Council deems it advisable to adopt a new pay scale to address these recruitment and retention concerns; as well as pay equity concerns; and

**Whereas**, the City Council desires have the City Manager develop rules and regulations for the fair and efficient implementation of the scales.

**NOW, THEREFORE, BE IT RESOLVED BY CITY COUNCIL OF THE CITY OF BURNET, TEXAS, THAT:**

**Section one. Findings.** The recitals to this Resolution are incorporated herein for all purposes.

**Section two. Adoption.** The pay scales attached hereto is hereby adopted and shall become effective on January 29, 2022; and shall apply to the police department, fire department and water/wastewater services personnel.

**Section three. Authorization.** The City Manager is hereby authorized to develop rules and regulations for the fair and equitable implementation of the pay scales.

**Section three. Open Meetings.** It is hereby officially found and determined that the meeting at which this resolution was passed was open to the public and that public notice of the time, place and purpose of said meeting was given as required by the Open Meetings Act.

**Section four. Effective date.** This resolution shall take effect immediately upon its passage, and approval as prescribed by law.

**PASSED AND APPROVED** this the 25<sup>th</sup> day of January, 2022.

**CITY OF BURNET, TEXAS**

**ATTEST:**

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Crista Goble Bromley, Mayor

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Kelly Dix, City Secretary

# Fire Department Proposed Pay Scale

## FF/EMT

Step	Base	1	2	3	4	5	6	7
Experience Requirement	0	1-3 years	4-6 years	7-9 years	10-12 years	13-15 years	16-18 years	19+ years
Hours Worked	3508	3508	3508	3508	3508	3508	3508	3508
Hourly Amount	\$13.55	\$13.96	\$14.36	\$14.77	\$15.18	\$15.58	\$15.99	\$16.40
Annual Base Amount	\$47,533	\$48,959	\$50,385	\$51,811	\$53,237	\$54,663	\$56,089	\$57,515
Longevity	\$475	\$490	\$504	\$518	\$532	\$547	\$561	\$575
Total Annual Amount	\$48,009	\$49,449	\$50,889	\$52,330	\$53,770	\$55,210	\$56,650	\$58,091

## FF/Paramedic

Step	Base	1	2	3	4	5	6	7
Experience Requirement	0	1-3 years	4-6 years	7-9 years	10-12 years	13-15 years	16-18 years	19+ years
Hours Worked	3508	3508	3508	3508	3508	3508	3508	3508
Patrol Hourly Amount	\$19.20	\$19.78	\$20.35	\$20.93	\$21.50	\$22.08	\$22.66	\$23.23
Annual Base Amount	\$67,354	\$69,374	\$71,395	\$73,415	\$75,436	\$77,457	\$79,477	\$81,498
Longevity	\$674	\$694	\$714	\$734	\$754	\$775	\$795	\$815
Total Annual Amount	\$68,027	\$70,068	\$72,109	\$74,150	\$76,190	\$78,231	\$80,272	\$82,313

## Paramedic

Step	Base	1	2	3	4	5	6	7
Experience Requirement	0	1-3 years	4-6 years	7-9 years	10-12 years	13-15 years	16-18 years	19+ years
Hours Worked	3508	3508	3508	3508	3508	3508	3508	3508
Hourly Amount	\$17.79	\$18.32	\$18.86	\$19.39	\$19.92	\$20.46	\$20.99	\$21.53
Annual Base Amount	\$62,407	\$64,280	\$66,152	\$68,024	\$69,896	\$71,768	\$73,641	\$75,513
Longevity	\$624	\$643	\$662	\$680	\$699	\$718	\$736	\$755
Total Annual Amount	\$63,031	\$64,922	\$66,813	\$68,704	\$70,595	\$72,486	\$74,377	\$76,268

# Fire Department Proposed Pay Scale

## Stipends

	Step	Base	1	2	3	4	5	6	7
	Experience Requirement Annual Hours	0	1-3 years	4-6 years	7-9 years	10-12 years	13-15 years	16-18 years	19+ years
Fire FTO	1000 3508	\$0.29	\$0.29	\$0.30	\$0.31	\$0.32	\$0.33	\$0.34	\$0.34
EMS FTO	1500 3508	\$0.43	\$0.44	\$0.45	\$0.47	\$0.48	\$0.49	\$0.50	\$0.52
Engineer	3000 3508	\$0.86	\$0.88	\$0.91	\$0.93	\$0.96	\$0.98	\$1.01	\$1.03
LT	5000 3508	\$1.43	\$1.47	\$1.51	\$1.55	\$1.60	\$1.64	\$1.68	\$1.72
Captain	- \$10,000 - : 3508	\$2.29	\$2.86	\$3.43	\$3.53	\$3.64	\$3.75	\$3.86	\$3.98
Deputy Chief	15000 3508	\$4.28	\$4.40	\$4.53	\$4.66	\$4.79	\$4.92	\$5.05	\$5.17

Prior service time with other entities will be credited at 50% for entry into the pay scale. Partial years of service will be rounded down.

Paramedics with Burnet Fire who become a FF/Paramedic will get credited at the same rate as prior service for entry into the scale.

Promotion to a new position starts the stipend at the base and increase with experience through the steps.

The base stipend for Captain will be \$8,000 for year 1, \$10,000 for year 2, and \$12,000 after the third year adjusting with the scale.

EMT's moving to paramedic will begin at the base salary for paramedic.

Years of service will be calculated as of October 1st of the then current fiscal year.

Any COLA approved by the City Council will adjust the base pay and the scale will move accordingly.

The City Manager may authorize pay higher than the minimums provided for herein for merit or other public purposes when it is deemed to be in the best interest of the City.

Pay Scale is subject to annual appropriations by the City Council

# Fire Department Proposed Pay Scale

Pay Group	Pay Basis	Range Minimum	Range Midpoint	Range Maximum	Job Titles
#	Hourly	36.00	43.20	50.40	Fire Marshal
	Bi-Weekly	2,880.00	3,456.00	4,032.00	
	Annually	74,880.00	89,856.00	104,832.00	
#	Hourly	42.52	51.02	59.53	EMS Deputy Chief
	Bi-Weekly	3,401.60	4,081.92	4,762.24	
	Annually	88,441.60	106,129.92	123,818.24	

Pay Group # will be assigned upon completion of the City Wide Scale

# Proposed Police Pay Scale

## Patrol Officer/SRO Scale

Step	Base	1	2	3	4	5	6	7
Certification Requirement	Basic	Basic	Intermediate	Advanced	Advanced	Advanced	Master	Master
Experience Requirement	0	1-3 years	4-6 years	7-9 years	10-12 years	13-15 years	16-18 years	19+ years
Hours Worked	2392	2392	2392	2392	2392	2392	2392	2392
Patrol Hourly Amount	\$24.31	\$25.04	\$25.77	\$26.50	\$27.23	\$27.96	\$28.69	\$29.42
Annual Base Amount	\$58,150	\$59,894	\$61,638	\$63,383	\$65,127	\$66,872	\$68,616	\$70,361
Longevity	\$581	\$599	\$616	\$634	\$651	\$669	\$686	\$704
Total Annual Amount	\$58,731	\$60,493	\$62,255	\$64,017	\$65,779	\$67,541	\$69,303	\$71,065
SRO Hours Worked	2080	2080	2080	2080	2080	2080	2080	2080
SRO Hourly Amount	\$27.96	\$28.80	\$29.63	\$30.47	\$31.31	\$32.15	\$32.99	\$33.83

## Patrol Corporal

Step	Base	1	2	3	4	5	6	7
Certification Requirement	Intermediate	Intermediate	Advanced	Advanced	Advanced	Master	Master	Master
Experience Requirement	0	1-3 years	4-6 years	7-9 years	10-12 years	13-15 years	16-18 years	19+ years
Hours Worked	2392	2392	2392	2392	2392	2392	2392	2392
Patrol Hourly Amount	\$27.96	\$28.80	\$29.64	\$30.48	\$31.32	\$32.15	\$32.99	\$33.83
Annual Base Amount	\$66,880	\$68,887	\$70,893	\$72,900	\$74,906	\$76,912	\$78,919	\$80,925
Longevity	\$669	\$689	\$709	\$729	\$749	\$769	\$789	\$809
Total Annual Amount	\$67,549	\$69,576	\$71,602	\$73,629	\$75,655	\$77,681	\$79,708	\$81,734

## Patrol Sgt. Scale

Step	Base	1	2	3	4	5	6	7
Certification Requirement	Intermediate	Advanced	Advanced	Advanced	Master	Master	Master	Master
Experience Requirement	0	1-3 years	4-6 years	7-9 years	10-12 years	13-15 years	16-18 years	19+ years
Hours Worked	2392	2392	2392	2392	2392	2392	2392	2392
Hourly Amount	\$32.15	\$33.11	\$34.08	\$35.04	\$36.01	\$36.97	\$37.94	\$38.90
Annual Base Amount	\$76,903	\$79,210	\$81,517	\$83,824	\$86,131	\$88,438	\$90,745	\$93,052
Longevity	\$769	\$792	\$815	\$838	\$861	\$884	\$907	\$931
Total Annual Amount	\$77,672	\$80,002	\$82,332	\$84,662	\$86,992	\$89,323	\$91,653	\$93,983

## Investigator Scale

# Proposed Police Pay Scale

Step	Base	1	2	3	4	5	6	7
Certification Requirement	Intermediate	Intermediate	Advanced	Advanced	Advanced	Master	Master	Master
Experience Requirement	0	1-3 years	4-6 years	7-9 years	10-12 years	13-15 years	16-18 years	19+ years
Hours Worked	2080	2080	2080	2080	2080	2080	2080	2080
Hourly Amount	\$31.00	\$31.93	\$32.86	\$33.79	\$34.72	\$35.65	\$36.58	\$37.51
Annual Base Amount	\$64,480	\$66,414	\$68,349	\$70,283	\$72,218	\$74,152	\$76,086	\$78,021
Longevity	\$645	\$664	\$683	\$703	\$722	\$742	\$761	\$780
Total Annual Amount	\$65,125	\$67,079	\$69,032	\$70,986	\$72,940	\$74,894	\$76,847	\$78,801

## SRO/Investigator Sgt.

Step	Base	1	2	3	4	5	6	7
Certification Requirement	Intermediate	Advanced	Advanced	Advanced	Master	Master	Master	Master
Experience Requirement	0	1-3 years	4-6 years	7-9 years	10-12 years	13-15 years	16-18 years	19+ years
Hours Worked	2080	2080	2080	2080	2080	2080	2080	2080
Hourly Amount	\$35.65	\$36.72	\$37.79	\$38.86	\$39.93	\$41.00	\$42.07	\$43.14
Annual Base Amount	\$74,152	\$76,377	\$78,601	\$80,826	\$83,050	\$85,275	\$87,499	\$89,724
Longevity	\$742	\$764	\$786	\$808	\$831	\$853	\$875	\$897
Total Annual Amount	\$74,894	\$77,140	\$79,387	\$81,634	\$83,881	\$86,128	\$88,374	\$90,621

FTO	0	1-3 years	4-6 years	7-9 years	10-12 years	13-15 years	16-18 years	19+ years
\$1,500      2392	\$0.63	\$0.65	\$0.66	\$0.68	\$0.70	\$0.72	\$0.74	\$0.76

Prior service time with other entities will be credited at 50% for entry into the pay scale. Partial years of service will be rounded down.

Promotion to a new position starts at the base pay. Prior years of service at a lower position/scale do not transfer forward.

Patrol officers will be eligible for FTO pay. Promoted ranks will be required to train new officers as part of their duties.

Years of service will be calculated as of October 1st of the then current fiscal year.

Any COLA approved by the City Council will adjust the base pay and the scale will move accordingly.

The City Manager may authorize pay higher than the minimums provided for herein for merit or other public purposes when it is deemed to be in the best interest of the City.

Pay Scale is subject to annual appropriations by the City Council

Night Shift Differential Pay may be amended annually within the budget as approved by the City Council. (Currently \$1 per hour)

Certification levels are required at each step as indicated on the scale. If certification is not obtained by October 1st of the current fiscal year, progress in the scale will stop until certification is gained.

# Proposed Police Pay Scale

Pay Group	Pay Basis	Range			Job Titles
		Minimum	Range Midpoint	Range Maximum	
#	Hourly	21.64	25.97	30.30	Administrative Assistant - Police
	Bi-Weekly	1,731.20	2,077.44	2,423.68	Evidence Tech
	Annually	45,011.20	54,013.44	63,015.68	Code Enforcement Officer #3
#	Hourly	38.47	46.16	53.86	Leutenant
	Bi-Weekly	3,077.60	3,693.12	4,308.64	
	Annually	80,017.60	96,021.12	112,024.64	
#	Hourly	42.52	51.02	59.53	Captain
	Bi-Weekly	3,401.60	4,081.92	4,762.24	
	Annually	88,441.60	106,129.92	123,818.24	

Pay Group # will be assigned upon completion of the City Wide Scale