



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 **22nd day of March 2022** at **6:00** p.m. in the City of Burnet Council Chambers located at 2402 S. Water Street (Hwy 281 South, Burnet Municipal Airport) 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:

PLEDGES (US & TEXAS):

1. SPECIAL REPORTS/RECOGNITION:

- 1.1) Denim Day Proclamation: Highland Lakes Family Crisis Center
- 1.2) Quarterly Street Department Report: M. Miller
- 1.3) February 2022 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 March 8, 2022, Regular City Council Meeting Minutes

3. PUBLIC HEARINGS/ACTION: None.

4. ACTION ITEMS:

4.1) 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 OFFICIAL FUTURE LAND USE MAP OF THE CITY BY ASSIGNING THE PROPERTY DESCRIBED AS 200 BURNET HILLS DRIVE (LEGAL DESCRIPTION: BEING A 0.190 ACRE TRACT OUT OF THE MISS SARAH ANN GUEST SURVEY NO. 1503, ABSTRACT NO. 1525) TO A DESIGNATION OF "RESIDENTIAL"; PROVIDING A REPEALER CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE: L. Kimbler

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 200 BURNET HILLS DRIVE (Legal Description: BEING A 0.190 ACRE TRACT OUT OF THE MISS SARAH ANN GUEST SURVEY NO. 1503, ABSTRACT NO. 1525) WITH MANUFACTURED HOME-DISTRICT "M-1" 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. 2012-09 AND THE FUTURE LAND USE MAP OF THE CITY OF BURNET BY ASSIGNING A DESIGNATION OF "RESIDENTIAL" FOR THE PROPERTY AT 1402 N WATER STREET (LEGAL DESCRIPTION: LOT 2, BLOCK 10, OAKS ADDITION); PROVIDING A REPEALER CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE: L Kimbler

4.4) 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 1402 NORTH WATER STREET (Legal Description: LOT 2, BLOCK 10, OAKS ADDITION) WITH MULTI-FAMILY RESIDENTIAL – DISTRICT "R-3" CLASSIFICATION; PROVIDING A REPEALER CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE: L Kimbler

4.5) 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 "RESIDENTIAL" FOR THE

PROPERTY AT 1404 N WATER STREET (LEGAL DESCRIPTION: LOT 3 & 4, BLOCK 10, OAKS ADDITION); PROVIDING A REPEALER CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE: L Kimbler

4.6) 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 1404 N WATER STREET (Legal Description: LOT 3 & 4, BLOCK 10, OAKS ADDITION) WITH MULTI-FAMILY RESIDENTIAL – DISTRICT “R-3” CLASSIFICATION; PROVIDING A REPEALER CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE: L Kimbler

4.7) 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 GENERALLY DESCRIBED AS THE NORTHWEST CORNER OF EAST JOHNSON AND NORTH RHOMBERG STREETS (Legal Description: 0.37-ACRE TRACT OUT OF THE JOHN HAMILTON SURVEY NO. 1, BEING A PORTION OF LOT 2, BLOCK 37 OF THE PETER KERR PORTION) WITH DUPLEX-DISTRICT “R-2” CLASSIFICATION; PROVIDING A REPEALER CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE: L. Kimbler

4.8 Discuss and consider action: Approve Consulting Services Agreement between City of Burnet, Texas and Hyas Group, LLC for Deferred Compensation Consulting Services: K. Sames

4.9 Discuss and consider action: Approve and authorize City Manager to enter a contract with LCRA to perform a 5-year Engineering System Study: A. Scott

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 18th day of March 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 March 18, 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.

Kelly Dix, City Secretary

NOTICE OF ASSISTANCE AT THE PUBLIC MEETINGS:

The City of Burnet Council Chambers 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).



Proclamation

OF THE MAYOR AND CITY COUNCIL FOR THE
CITY OF BURNET

Whereas, the month of April is national Sexual Assault Awareness Month calling attention to the fact that sexual assault and harassment is widespread and harms our community; and

Whereas, every two minutes, someone in America, is sexually assaulted and approximately 1 in 5 women, and 1 in 33 men, are raped during their lifetime and, about 75% of harassment victims experience retaliation when they reported it; and

Whereas, the Denim Day movement is a worldwide effort that started as a grassroots protest against an Italian Supreme Court decision, in which a sexual assault conviction was overturned because the victim was wearing tight jeans at the time of the attack; and

Whereas, Denim Day encourages everyone to stand in solidarity with Survivors of sexual violence, and speak up when they hear comments that blame victims or make light of sexual harassment and assault; and

Whereas, together when we change how we think and talk about the issue, we can create a culture of respect, equality and safety for our citizens; and

Whereas, with proper education on the matter and comprehensive prevention projects, sexual violence and its unfair and traumatizing effects are preventable; and

Whereas, The City of Burnet strongly supports the Highland Lakes Family Crisis Center and their efforts to heal victims, educate and train the community, and stop sexual violence before its starts,

Now, therefore, be it proclaimed, that I, Crista Goble Bromley, Mayor of the City of Burnet on behalf of the City Council, of the City of Burnet, Texas, do hereby proclaim Wednesday, April 27, 2022 as

Denim Day

and urges the community members to wear jeans on Denim Day to help spread awareness about the physical and emotional trauma that accompanies sexual assault, and to show our support to survivors in our community.

In witness thereof, I hereunto set my hand and caused the seal of the City of Burnet to be affixed this 22nd day of March 2022.

Crista Goble Bromley



Streets: New Equipment and staffing (21/22 budget)

\$30K



De-Icing Equipment

Purchased 11/21
Salt dog 1.5 cy
Flink 2.5 cy
Storage & Salt
Used 2 times this winter

\$155,239.12



Skid steer loader and equipment

Ordered 2/22
Expected delivery
July/August 2022

\$175,133.16



Wheel Loader

Ordered 2/22
Expected delivery
May/June 2022



Street Dept Staffing

2 additional maintenance employees (positions filled) focus: signs, crack sealing, patching, drainage conveyances, pre-contract maintenance

Slide from the 2021 Council Workshop



**Total Cost:
\$TBD**

Annual Street Replacement and Maintenance Program

Annual Street Replacement Program

Completed 21/22

- Silver
- Live Oak
- South Rhomberg
- Cemetery

Under Construction 21/22

- Woodlands Subdivision
- Lamar
- Houston/Clinton

Silver at Live Oak



South Rhomberg / Cemetery



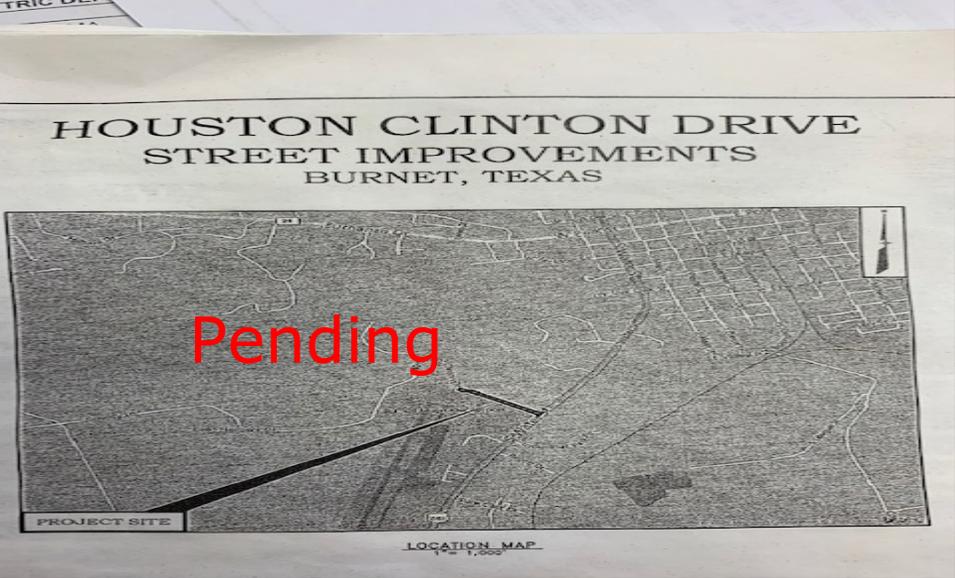
Live Oak Street
Street/drainage



Completed
21/22

S. Rhomberg Drainage





Pending

Houston Clinton Drive

- Reconstruction
- drainage redesign / construction
- Intersection improvements



Under construction
Estimate completion
5-2022

Woodlands

Completed: Applewood Dr.

Under construction:

Janet Dr., Cottonwood, Spicewood, Beechwood



Pending

Future Roads

Engineered / Geo Tech

Shady Oak

Stapp

Sheppard

Surecast

Bluebonnet

White

North Rhomberg

Delaware Springs

No Engineering

East Elm

East Cactus

South McNiel

Harvey

Streets is working with our new Engineer to refine/streamline Capital Project process:

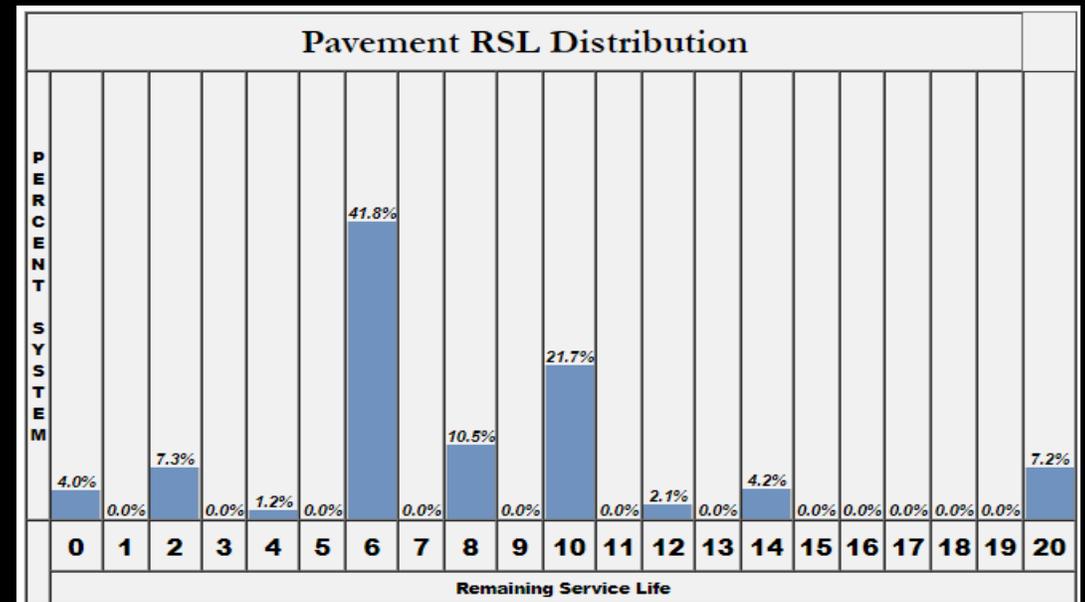
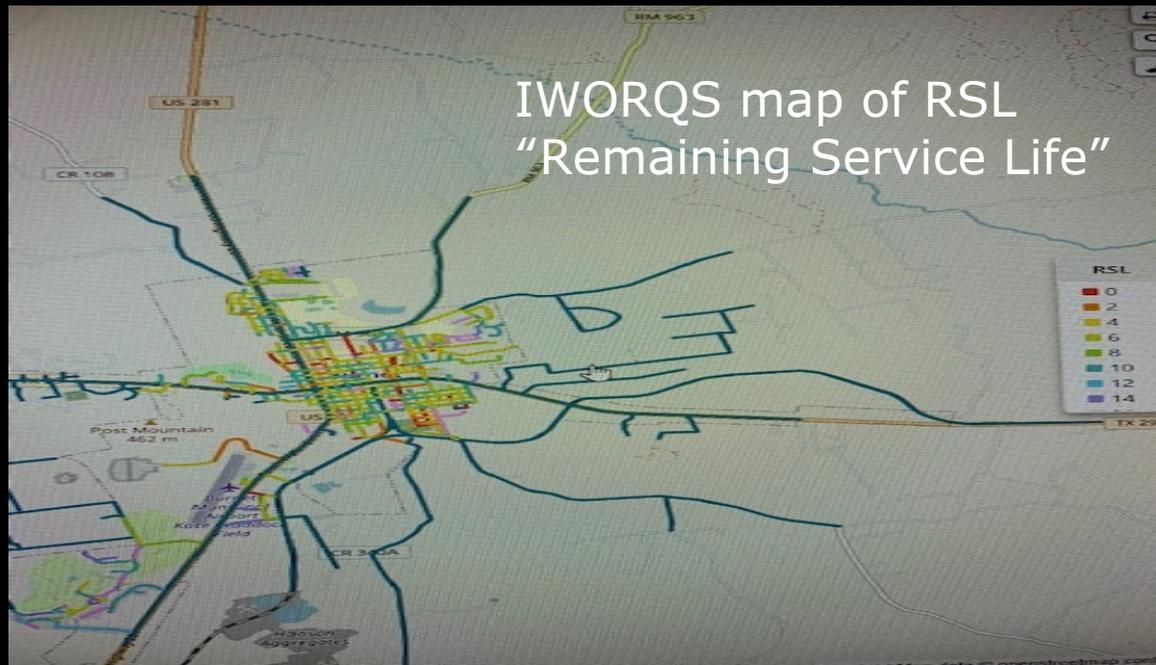
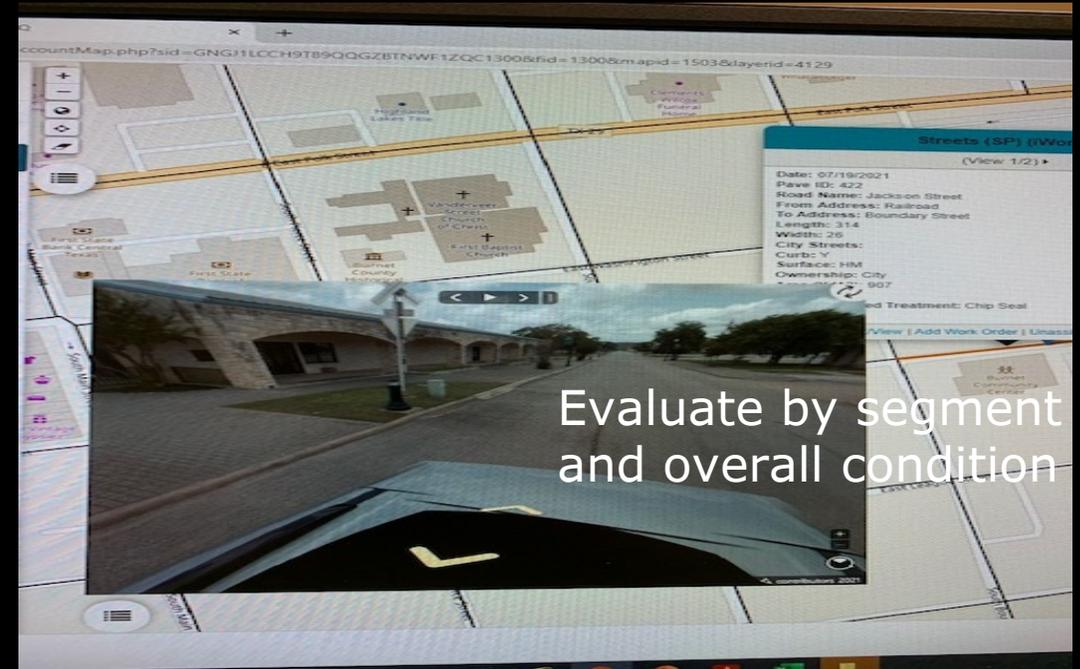
- Ensure quality workmanship
- Identify utility conflicts (City and Franchise)

Maintenance Program

- **Evaluate** pavements
- **Adopt** pavement processes
- **Assign** preventative and rehabilitation processes to streets
- **Develop** a 1 and 5-year Capital Maintenance program based on Council direction

Evaluate Pavements

- Iworq RSL
- Pavement RSL distribution
- Pavement view



The Average RSL for network is: 8.16

Adopt pavement processes



Cutler process / hot in place recycling



High performance sealers and/or rejuvenators



High performance chip seals



Mill and Fill overlays / Thin overlays

Assign Processes to Streets



Example: Fox Crossing
"High Performance Chip Seal"

Considerations for assigning processes and developing Capital plan

- Condition of Curbs
- Condition of Utilities
- RSL
- Classification
- ADT (average daily traffic)
- Equitable dispersion
- Budget
- Utilization of In-house and Contracted services



Future Considerations for program evolution



Paver for patching and overlays

www.shutterstock.com · 1538765294



Double drum roller for asphalt patching and overlays

www.shutterstock.com · 251507695

Pneumatic roller for paving, better ride quality and higher densities



Crack seal unit to protect base and subgrade from water

Parks , Facilities and Grounds Improvements



Parks Improvements



New Shade for Quad Playscape (quote to remove and replace \$5,055.86) currently scheduling



Two replacement zero turn mowers (bids acquired)



New Swing set for Wallace Riddell (Order placed)



Mulching all playscapes YMCA, Randy Longoria, Hamilton Creek, Highland Oaks, Wallace Riddell Estimated completion 4-22



Future Considerations

- YMCA and Wallace Riddell Playscapes are 20+ years old and in need of replacement (acquiring estimates)
- RV Park restrooms in need of insulation repair / maintenance (acquiring estimates)



Wash Me Please !

Power wash Community Center,
Meeting Center, sidewalks and
Power ports on square



Paint Me Please!

Replace front
windows, repair
trim and paint
meeting center

Community Center



Discussions have begun with Architect Chad Pierce for developing a project scope for the Community Center's bathroom and Kitchen improvements as well as a Downtown Public Restroom.



Total Cost: TBD



Kitchen and Bathroom Renovation



April, 1, 2022

LCRA Steps Forward

LCRA volunteers
and City Staff will
Paint steel poles
and dug-outs on
Upper ball fields
south of YMCA

Maintenance focus this quarter (Spring)

- Field Maintenance (mowing, striping, ballfield care)
- Turf maintenance (fertilizer / herbicide)
- High weeds and grass (sidewalks, trails, waterways)
- Aesthetics in downtown
- Wallace Riddell and Haley Nelson (walking trail improvements)

Parks Dept Staffing



Two new employees were approved as part of the 21/22 budget. One position has been filled and the other is to be posted in April.

Both Departments would like to thank Council for the budgeted additional staff and funding in 2022.

Questions?



Bluebonnet Airshow

Gave out Bluebonnet Festival and Burnet brochures

Bluebonnet Festival

Booths filled. Working through waiting list as cancellations are received.

Registration open for all events.

Final committee meeting next week. Logistics meeting with the City the week after that.

Poster, brochure, and flyer being distributed.

Coffee & Conversation

BCISD Athletics Director presenting.

Restarting this monthly event after pausing after November.

Ribbon Cutting at Old Jail – April 22 @ 10am

Coordinated effort with Blair at the County.



CITY OF BURNET

FINANCIAL REPORT
FYTD FEBRUARY 2022

Bluebonnet Capital of Texas - Lakes, Hills, History



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GENERAL FUND

The General Fund is showing a year-to-date profit of \$2,062,056 which is better than expected for this time mainly because of strong revenue collections.

The General Fund's primary revenues include:

- **Property tax collections** – tracking ahead of our target budget for this time at 96% and have increased by almost \$236,000 compared to last year.
- **Sales tax collections** - have continued to trend upward. They have increased by over 15% or over \$148,000 compared to last year and are tracking above our target budget by almost \$135,000.
- **EMS transport collections** - have increased by almost \$165,000 compared to last year and are tracking above our target budget by almost \$83,000.
- **Transfers In from other funds** - on track with our budget target for this time at 38% and have increased by almost \$14,000 compared to last year.

The General Fund expenditures in total are on track for this time at 41% of budget.

GOLF COURSE

The Golf Course is showing a year-to-date profit of \$126,111 which is a \$61,307 improvement over this time last year.

Revenues are tracking higher than expected mainly because Green Fee/Cart Rental revenues have continued to increase. The number of Green Fee Rounds played is consistent with last year, but the Green Fee "Revenue per Round" has increased from \$31.85 to \$37.69. Compared to this time last year Green Fee/Cart Rental revenues have increased by almost \$56,000.

Expenses in total are on track for this time at 41% of budget.

ELECTRIC FUND

The Electric fund is showing a year-to-profit of \$94,044. Both revenues and expenses are on track with the budget for this time of year and year-to-date consumption is running consistent with last year.



CITY OF BURNET
FYTD FEBRUARY FINANCIAL SUMMARY

FY 2022

WATER/WASTEWATER

The Water/Wastewater fund is showing a year-to-date profit of \$276,617.

In total revenues are on track with the budget for this time. Water sales and consumption have decreased slightly from last year, but Wastewater sales have increased.

Expenses in total are tracking below budget for this time and that is mainly because of savings in personnel costs.

AIRPORT

The Airport Fund is showing a year-to-date profit of \$84,321 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 29% and jet gallons sold have increased by 78%.

UNRESTRICTED CASH RESERVES

Total unrestricted cash for the City as of February 28th was \$8,977,519. That is \$4,755,519 above our 90-day required reserve amount.

In addition to the unrestricted cash balance, the City has \$3,469,618 remaining in accounts that are "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.

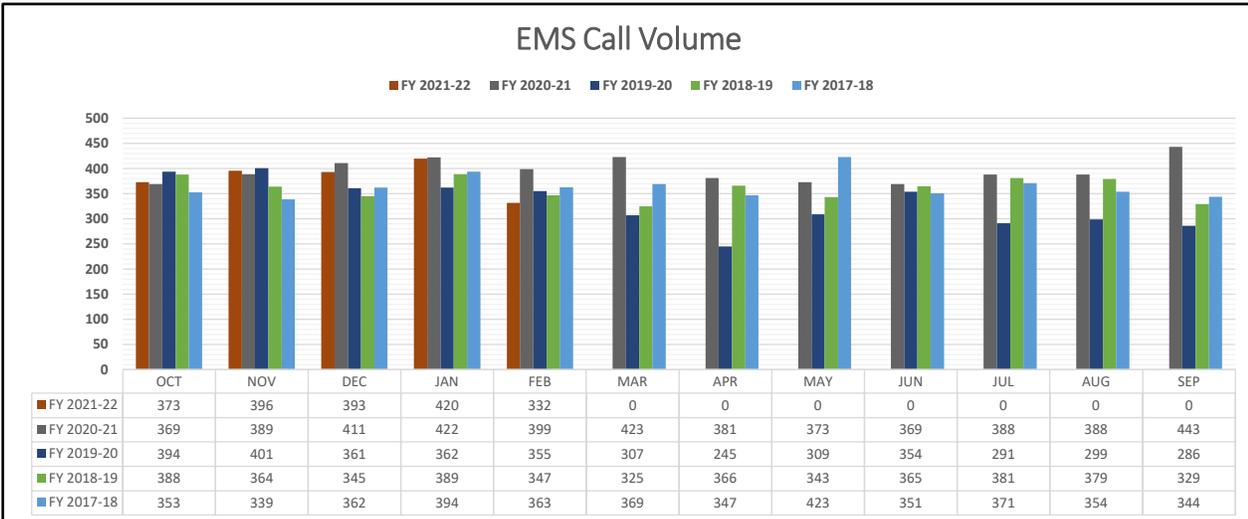
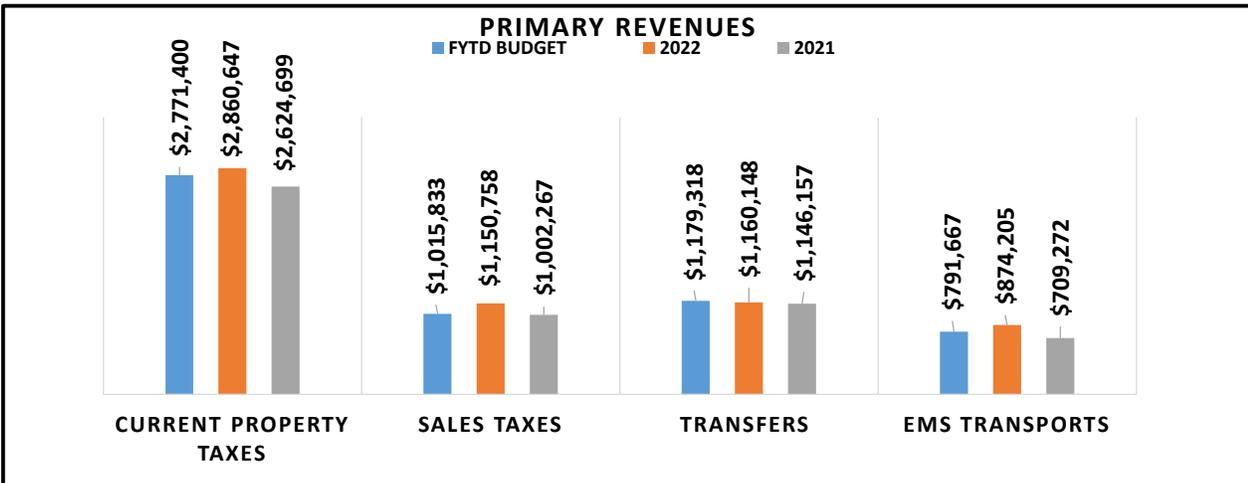
As of February 28, 2022, the City has \$2,612,724 remaining in capital projects to be funded from the unrestricted cash reserves.

GENERAL FUND DASHBOARD

FYTD February 2022

CURRENT RESULTS COMPARISON

	ANNUAL BUDGET		ACTUAL FYTD Feb 2022		% OF BUDGET		PY BUDGET 2020 -2021		ACTUAL FYTD Feb 2021		% OF BUDGET	
REV (net of cogs/tourn exp)	\$	13,098,563	\$	7,258,261		55%	\$	11,834,714	\$	6,656,107		56%
EXPENSES		12,641,112		5,196,205		41%		11,488,859		4,825,399		42%
PROFIT (LOSS)	\$	457,451	\$	2,062,056			\$	345,855	\$	1,830,708		



	Transports
FYTD 2022	1,914
FYTD 2021	1,990
Increase (Decrease)	<u>(76)</u>

City of Burnet, Texas
 General Fund
 Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual (Unaudited)
 FYTD February 2022

41.66% of year complete

	41.66% of year complete			PY BUDGET		
	ANNUAL BUDGET 2021-2022	ACTUAL FYTD Feb 2022	% OF BUDGET	2020 -2021	PY ACTUAL FYTD Feb 2021	% OF BUDGET
REVENUE						
Ad valorem taxes	\$ 2,980,000	\$ 2,860,647	96%	\$ 2,820,000	\$ 2,624,699	93%
Sales taxes	2,438,000	1,150,758	47%	1,997,573	1,002,267	50%
Allocation Transfers	3,023,893	1,160,148	38%	2,936,301	1,146,157	39%
EMS Transports	1,900,000	874,205	46%	1,620,000	709,272	44%
Franchise and other taxes	155,000	113,924	73%	155,000	109,345	71%
Court Fines and Fees	130,000	49,503	38%	115,000	40,660	35%
Grants & Donations	10,200	9,336	92%	10,200	113,700	1115%
Licenses & Permits	132,200	76,502	58%	80,700	32,994	41%
Charges for Services	2,199,595	851,579	39%	1,960,640	794,887	41%
Other Revenue	129,675	111,659	86%	139,300	82,125	59%
Use of Fund Balance	2,028,500	563,669	28%	1,668,347	333,484	20%
Total Revenue	\$ 15,127,063	\$ 7,821,930	52%	\$ 13,503,061	\$ 6,989,592	52%
<i>Total Revenue less fund balance</i>	<i>\$ 13,098,563</i>	<i>\$ 7,258,261</i>	<i>55%</i>	<i>\$ 11,834,714</i>	<i>\$ 6,656,107</i>	<i>56%</i>
EXPENDITURES						
Personnel Services	\$ 8,255,768	\$ 3,297,776	40%	\$ 7,370,773	\$ 3,134,722	43%
Supplies & Materials	456,150	211,297	46%	427,850	158,094	37%
Repairs & Maint	507,200	182,380	36%	426,420	183,626	43%
Contractual Services	2,075,759	907,117	44%	1,959,812	843,288	43%
Other Designated Expenses	589,559	310,524	53%	560,930	258,396	46%
Transfers to Self-funded	486,909	202,878	42%	441,600	184,000	42%
Capital Outlay	-	11,765	-	-	-	-
Transfers to Golf Admin & Subsidy	269,767	72,468	27%	301,474	63,274	21%
Sub-total	<u>\$ 12,641,112</u>	<u>\$ 5,196,205</u>	<u>41%</u>	<u>\$ 11,488,859</u>	<u>\$ 4,825,399</u>	<u>42%</u>
CAPITAL/OTHER EXP (USES OF FUND BAL)						
Transfers - Capital/Other Uses of FB	2,028,500	563,669	28%	\$ 1,668,347	\$ 333,484	20%
	<u>\$ 2,028,500</u>	<u>\$ 563,669</u>	<u>28%</u>	<u>\$ 1,668,347</u>	<u>\$ 333,484</u>	<u>20%</u>
Total Expenditures	\$ 14,669,612	\$ 5,759,874	39%	\$ 13,157,206	\$ 5,158,884	39%
<i>Total Expenditures less Capital/Other</i>	<i>\$ 12,641,112</i>	<i>\$ 5,196,205</i>	<i>41%</i>	<i>\$ 11,488,859</i>	<i>\$ 4,825,399</i>	<i>42%</i>
NET CHANGE IN FUND BALANCE	\$ 457,451	\$ 2,062,056		\$ 345,855	\$ 1,830,708	

KEY VARIANCES - BUDGET vs ACTUAL (41.66% 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
 FYTD February 2022

41.66% of year complete

	ANNUAL BUDGET 2021-2022			ACTUAL FYTD Feb 2022	% OF BUDGET	PY BUDGET 2020 -2021	PY ACTUAL FYTD Feb 2021	% OF BUDGET		
Expenditures (Less transfers to capital/other)										
City Council										
Supplies & Materials	\$	1,000	\$	355	35%	\$	1,200	\$	32	3%
Repairs & Maint		1,000		274	27%		1,000		428	43%
Contractual Services		6,720		2,650	39%		6,620		3,569	54%
Other Designated Expenses		5,575		7,825	140%		7,000		294	4%
Total Expenditures		14,295		11,104	78%		15,820		4,323	27%
General Administration										
Personnel Services		1,168,369		456,991	39%		1,005,400		434,489	43%
Supplies & Materials		27,000		10,117	37%		36,000		9,676	27%
Repairs & Maint		80,000		28,651	36%		78,000		28,131	36%
Contractual Services		236,995		113,070	48%		231,341		106,212	46%
Other Designated Expenses		398,234		200,721	50%		375,730		171,864	46%
Transfers to Golf Admin & Subsidy		269,767		72,468	27%		301,474		63,274	21%
Total Expenditures		2,180,365		882,017	40%		2,027,945		813,646	40%
Municipal Court										
Personnel Services		70,974		30,971	44%		34,109		15,297	45%
Supplies & Materials		750		496	66%		750		145	19%
Repairs & Maint		8,500		51	1%		5,500		1,770	32%
Contractual Services		14,800		6,649	45%		15,050		6,063	40%
Other Designated Expenses		4,350		1,835	42%		4,350		1,407	32%
Total Expenditures		99,374		40,001	40%		59,759		24,682	41%
Police/Animal Shelter/K-9										
Personnel Services		2,181,749		870,237	40%		2,003,758		844,151	42%
Supplies & Materials		111,500		43,374	39%		96,500		37,142	38%
Repairs & Maint		116,800		30,294	26%		80,420		40,514	50%
Contractual Services		200,500		94,148	47%		192,819		88,459	46%
Other Designated Expenses		74,000		64,021	87%		73,750		29,319	40%
Transfers to Self-funded		196,567		81,903	42%		136,806		57,003	42%
Total Expenditures		2,881,116		1,183,977	41%		2,584,053		1,096,586	42%
Fire/EMS										
Personnel Services		3,263,222		1,354,996	42%		2,999,966		1,316,962	44%
Supplies & Materials		194,500		94,417	49%		175,300		77,677	44%
Repairs & Maint		144,000		72,472	50%		118,000		60,175	51%
Contractual Services		309,150		122,376	40%		269,260		117,909	44%
Other Designated Expenses		49,000		22,908	47%		45,700		29,320	64%
Transfers to Self-funded		254,786		106,161	42%		289,004		120,418	42%
Total Expenditures		4,214,658		1,773,330	42%		3,897,230		1,722,460	44%
Streets										
Personnel Services		698,233		264,987	38%		571,925		210,921	37%
Supplies & Materials		41,500		30,084	72%		47,500		10,005	21%
Repairs & Maint		77,400		17,951	23%		70,000		25,004	36%
Contractual Services		8,500		2,978	35%		7,000		4,953	71%
Other Designated Expenses		2,350		1,171	50%		2,350		94	4%
Transfers to Self-funded		9,021		3,758	42%		-		-	-
Total Expenditures		837,004		320,931	38%		698,775		250,978	36%
City Shop										
Personnel Services		76,326		33,188	43%		73,364		33,664	46%
Supplies & Materials		14,000		4,110	29%		14,000		4,410	31%
Repairs & Maint		13,000		3,842	30%		10,500		3,578	34%
Contractual Services		6,700		2,770	41%		6,700		2,758	41%
Other Designated Expenses		5,050		1,413	28%		5,050		2,695	53%
Total Expenditures		115,076		45,324	39%		109,614		47,105	43%
Sanitation										
Contractual Services		921,194		385,980	42%		881,822		368,248	42%
Other Designated Expenses		25,000		646	3%		20,000		9,552	48%
Total Expenditures		946,194		386,626	41%		901,822		377,799	42%

City of Burnet, Texas
 General Fund
 Expenditures by Department/Category
 FYTD February 2022

41.66% of year complete

	41.66% of year complete			PY BUDGET 2020 -2021	PY ACTUAL FYTD Feb 2021	% OF BUDGET
	ANNUAL BUDGET 2021-2022	ACTUAL FYTD Feb 2022	% OF BUDGET			
Expenditures (Less transfers to capital/other)						
Parks						
Personnel Services	502,241	187,007	37%	415,027	168,780	41%
Supplies & Materials	62,500	26,122	42%	52,500	17,720	34%
Repairs & Maint	57,250	26,434	46%	52,750	23,808	45%
Contractual Services	133,700	33,743	25%	130,700	51,678	40%
Other Designated Expenses	6,000	1,657	28%	7,000	4,933	70%
Transfers to Self-funded	26,535	11,056	42%	15,790	6,579	42%
Total Expenditures	788,226	286,020	36%	673,767	273,498	41%
Galloway Hammond						
Repairs & Maint	5,000	-	0%	5,000	-	0%
Contractual Services	100,000	41,667	42%	100,000	41,667	42%
Total Expenditures	105,000	41,667	40%	105,000	41,667	40%
Development Services						
Personnel Services	294,654	99,398	34%	267,224	110,459	41%
Supplies & Materials	3,400	2,222	65%	4,100	1,288	31%
Repairs & Maint	4,250	2,411	57%	5,250	218	4%
Contractual Services	137,500	101,085	74%	118,500	51,772	44%
Other Designated Expenses	20,000	8,326	42%	20,000	8,919	45%
Capital Outlay	-	11,765	#DIV/0!	-	-	#DIV/0!
Total Expenditures	459,804	225,207	49%	415,074	172,656	42%
TOTAL EXPENDITURES	\$ 12,641,112	\$ 5,196,205	41%	\$ 11,488,859	\$ 4,825,399	42%

KEY VARIANCES - BUDGET vs ACTUAL (41.66% of Year Complete)

- Expenditures
- Council Designated Expenses include "travel and training" in the amount of \$3,850 for TML which was held in October, and it includes purchases of small capital equipment (camera equipment for council meetings) in the amount of \$3,199 which was not budgeted.
 - Admin other designated expenses are tracking higher than the average because of the timing of the Christmas Party expenses which are typically paid in full by January and because of the purchase of laptops for staff in January in the amount of \$10,825.
 - 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. In addition, Code Enforcement was moved from Development Svcs to PD and abatement expenses are tracking higher than expected because of a large clean up at a residence.
 - Fire/EMS Repairs and Maintenance are tracking higher than average mainly because they had to replace a Water Heater at Station 1, they paid for annual Fire reporting software maintenance in full in December, and had repairs to Engine1, 2, and 3.
 - Street Supplies and Materials are tracking higher than average because of the purchase of new Traffic control signs in October, an increase in Fuel costs mainly from hauling base to Rhomberg and Cemetery, and the purchase of salt supplies in January for icy roads.
 - Development Services Contractual Services are tracking higher than expected because of increases in inspections and engineering services for development activity.
 - Development Services Capital Outlay Expense is for the purchase of a new plotter needed for the department.

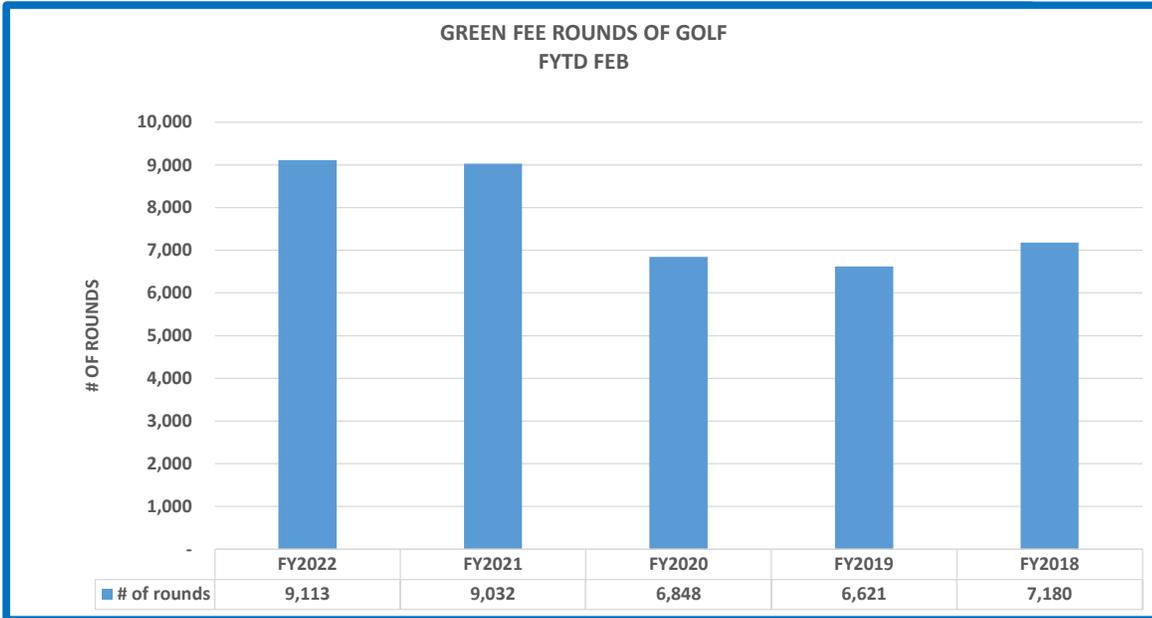
GOLF COURSE FUND DASHBOARD

FYTD February 2022

CURRENT RESULTS COMPARISON

	ANNUAL BUDGET	ACTUAL FYTD Feb 2022	% OF BUDGET	PY BUDGET 2020-2021	ACTUAL FYTD Feb 2021	% OF BUDGET
REV (net of cogs/tourn exp)	\$ 1,470,651	\$ 769,446	52%	\$ 1,325,684	\$ 690,113	52%
EXPENSES	1,562,218	643,335	41%	1,460,821	625,310	43%
PROFIT (LOSS)	\$ (91,567)	\$ 126,111		\$ (135,137)	\$ 64,804	

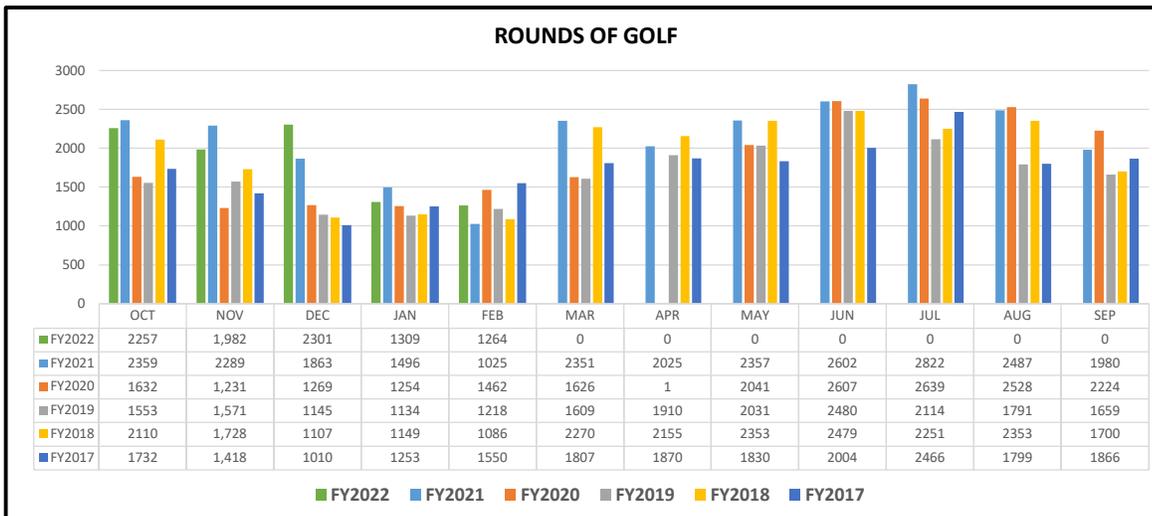
TABLES/CHARTS



Rounds of Golf*

OCT - FEB	
2021-2022	9,113
2020-2021	9,032
OVER (UNDER)	81
	0.90%

*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)
 FYTD February 2022

41.66% of year complete

	41.66% of year complete			PY BUDGET		
	ANNUAL BUDGET 2021-2022	ACTUAL FYTD Feb 2022	% OF BUDGET	2020-2021	PY ACTUAL FYTD Feb 2021	% OF BUDGET
Revenues						
Charges for Services:						
Green Fees/Cart Rentals	\$ 696,600	\$ 343,476	49%	\$ 559,000	\$ 287,714	51%
Annual Charges	224,000	181,637	81%	218,000	176,025	81%
Net Tournament Fees	112,000	49,202	44%	110,000	29,328	27%
Driving Range	53,000	21,850	41%	53,000	20,898	39%
Net Charges for Services	1,085,600	596,165	55%	940,000	513,964	55%
Pro Shop Merchandise Sales (Net)	48,750	25,691	53%	47,000	14,956	32%
Snack Bar Sales (Net)	129,600	51,198	40%	109,500	39,253	36%
Transfer from GF (Admin/Use of FB)	192,701	84,292	44%	219,684	117,621	54%
Other Revenue	14,000	12,098	86%	9,500	4,319	45%
Total Revenues	1,470,651	769,446	52%	1,325,684	690,113	52%
Expenses						
Personnel Services	924,829	395,517	43%	896,092	394,192	44%
Supplies & Materials	119,050	38,834	33%	107,300	46,724	44%
Repairs & Maint	82,500	24,109	29%	67,950	29,951	44%
Contractual Services	59,000	28,073	48%	61,500	21,998	36%
Other Designated Expenses	45,050	20,339	45%	43,750	20,050	46%
Transfers to Self-funded	153,588	63,995	42%	117,892	49,122	42%
Admin Allocation	178,201	72,468	41%	166,337	63,274	38%
Total Expenses	1,562,218	643,335	41%	1,460,821	625,310	43%
Change in Net Position	(91,567)	126,111		(135,137)	64,804	
Operating Subsidy from General Fund	91,567	-		135,137	-	
Net Position	-	126,111		-	64,804	
Green Fee Rounds	21,500	9,113			9,032	
Green Fee Rev Per Round	\$ 32.40	\$ 37.69			\$ 31.85	

KEY VARIANCES - BUDGET vs ACTUAL (41.66% 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.
- Other revenues include GHIN fees \$5,425, credit card convenience fees \$2,995, club repairs of \$2,927, pavilion rental of \$225 and misc revenues of \$525.
- Transfer from GF is used to offset the admin allocation and includes an additional transfer from fund balance to cover the final payouts to retirees. In the current year the transfer for payouts was \$11,824; in the py the transfer was \$54,347.

Expenses

- No significant variances noted.

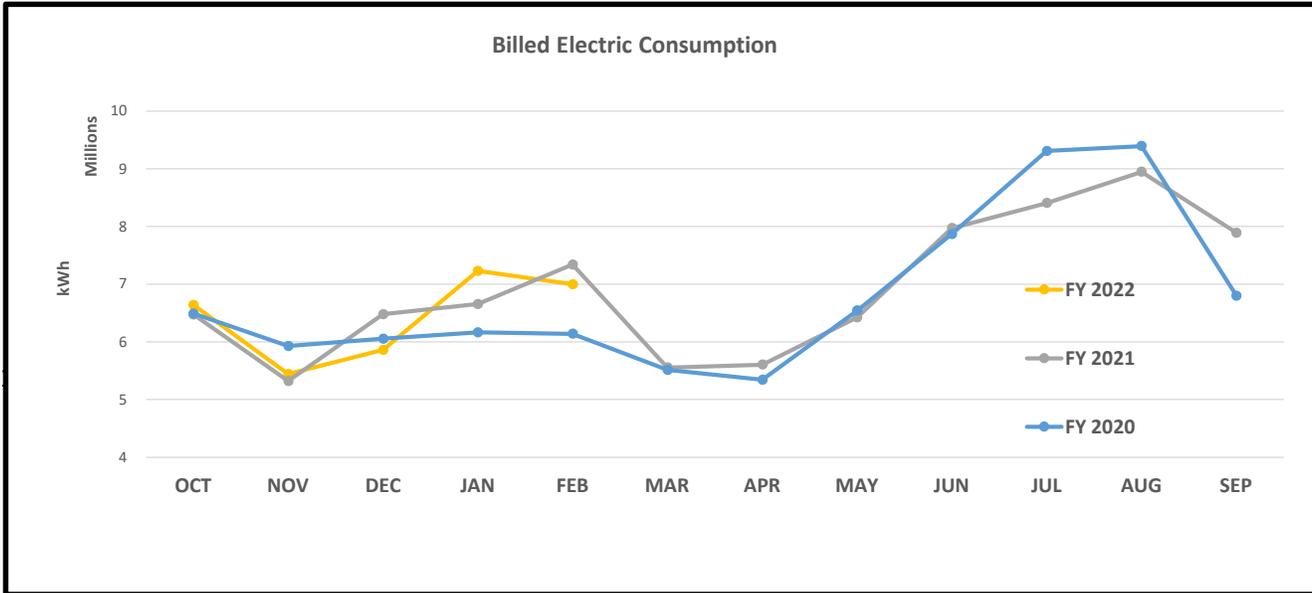
ELECTRIC FUND DASHBOARD

FYTD February 2022

CURRENT RESULTS COMPARISON

	ANNUAL BUDGET	ACTUAL FYTD Feb 2022	% OF BUDGET	PY BUDGET 2020-2021	ACTUAL FYTD Feb 2021	% OF BUDGET
REV (net of cogs/tourn exp)	\$ 4,034,144	\$ 1,552,683	38%	\$ 4,012,175	\$ 1,540,643	38%
EXPENSES	3,635,322	1,458,639	40%	3,625,824	1,415,779	39%
PROFIT (LOSS)	\$ 398,822	\$ 94,044		\$ 386,351	\$ 124,864	

TABLES/CHARTS



FYTD 2022	32,172,878
FYTD 2021	<u>32,270,137</u>
ytd variance	<u>(97,259)</u>
% variance	-0.30%

City of Burnet, Texas
 Electric Fund
 Revenues, Expenses, and Changes in Fund Net Position - Budget and Actual (Unaudited)
 FYTD February 2022

41.66% of year complete

	ANNUAL BUDGET 2021-2022			ACTUAL FYTD Feb 2022			% OF BUDGET			PY BUDGET 2020-2021		PY ACTUAL FYTD Feb 2021		% OF BUDGET	
REVENUES															
Electric Sales	\$	9,000,000	\$	3,620,097			\$	8,816,400	\$	3,433,229					
Less Cost of Power		5,166,000		2,147,062				4,959,225		1,937,621					
Net Electric Sales		3,834,000		1,473,035		38%		3,857,175		1,495,608		39%			
Penalties		85,000		36,284		43%		85,000		28,122		33%			
Pole Rental		47,000		-		0%		47,000		32		0%			
Credit Card Convenience Fees		45,144		8,876		20%		-		-					
Other Revenue		23,000		34,487		150%		23,000		16,882		73%			
Use of Fund Balance		230,000		24,461		11%		75,000		7,353		10%			
Total Revenue	\$	4,264,144	\$	1,577,144		37%	\$	4,087,175	\$	1,547,996		38%			
<i>Total Revenue less fund balance</i>	<i>\$</i>	<i>4,034,144</i>	<i>\$</i>	<i>1,552,683</i>		<i>38%</i>	<i>\$</i>	<i>4,012,175</i>	<i>\$</i>	<i>1,540,643</i>		<i>38%</i>			
EXPENSES															
Personnel Services		1,000,827		373,067		37%	\$	937,909		391,806		42%			
Supplies & Materials		51,000		23,632		46%		44,000		16,055		36%			
Repairs & Maint		180,000		86,109		48%		208,000		56,539		27%			
Contractual Services		133,900		81,334		61%		137,700		71,456		52%			
Other Designated Expenses		87,714		32,463		37%		91,810		31,449		34%			
Capital Outlay		35,000		18,384		53%		35,000		3,252		9%			
Transfers to Debt Service		49,350		20,563		42%		51,740		21,558		42%			
Transfers to Self-funded		19,780		8,242		42%		32,999		13,750		42%			
Return on Investment		1,639,441		643,458		39%		1,665,263		645,407		39%			
Admin Allocation		409,541		160,084		39%		394,000		152,731		39%			
Shop Allocation		28,769		11,304		39%		27,403		11,776		43%			
Transfer to Capital		230,000		24,461		11%		75,000		7,353		10%			
Total Expenses	\$	3,865,322	\$	1,483,100		38%	\$	3,700,824	\$	1,423,133		38%			
<i>Total Expenses less xfers to capital</i>	<i>\$</i>	<i>3,635,322</i>	<i>\$</i>	<i>1,458,639</i>		<i>40%</i>	<i>\$</i>	<i>3,625,824</i>	<i>\$</i>	<i>1,415,779</i>		<i>39%</i>			
Change in Net Position	\$	398,822	\$	94,044			\$	386,351	\$	124,864					

KEY VARIANCES - BUDGET vs ACTUAL (41.66% 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

- Repairs and Maint are tracking slightly higher than average because of inventory corrections made in October.
- Contractual Services are tracking above the straight lined average of 42% because they include the interlocal agreements with local nonprofits. The majority of one-time contributions to local nonprofits were paid in October and November. In addition, expenses for staff development meetings with Cuatro Consulting are tracking slightly higher than budget.
- Capital Outlay includes purchase of Christmas Decorations. Balance was spent in November to purchase new "Merry Christmas" sign and snowflake ornament lights.

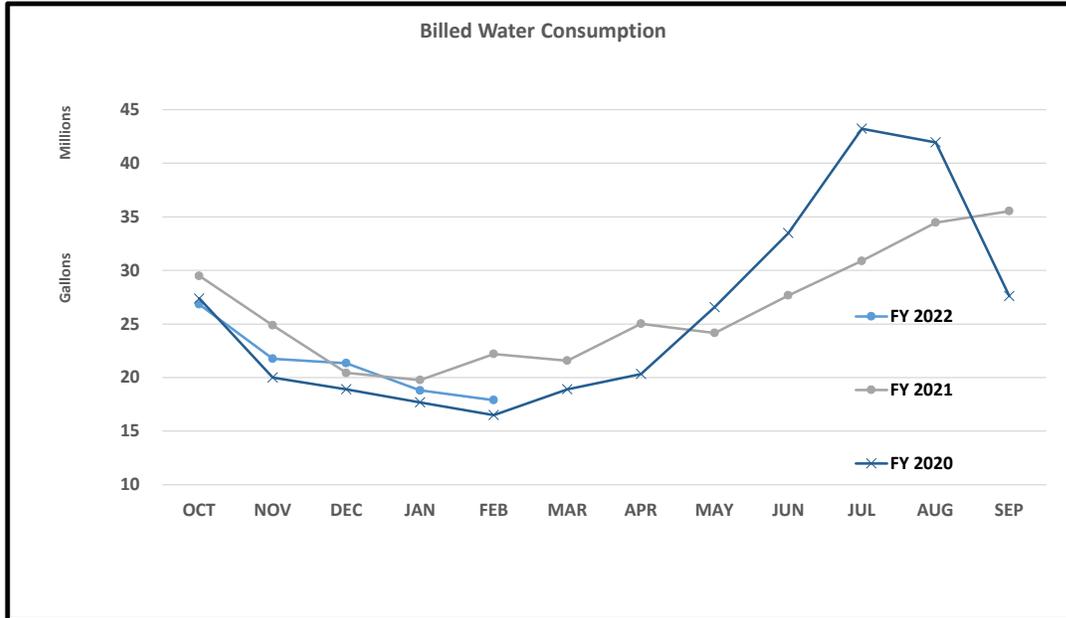
WATER/WW FUND DASHBOARD

FYTD February 2022

CURRENT RESULTS COMPARISON

	ANNUAL BUDGET	ACTUAL FYTD Feb 2022	% OF BUDGET	PY BUDGET 2020-2021	ACTUAL FYTD Feb 2021	% OF BUDGET
REV (net of cogs/tourn exp)	\$ 4,500,420	\$ 1,756,198	39%	\$ 4,265,500	\$ 1,750,556	41%
EXPENSES	4,039,275	1,479,581	37%	3,868,980	1,579,613	41%
PROFIT (LOSS)	\$ 461,145	\$ 276,617		\$ 396,520	\$ 170,943	

TABLES/CHARTS



Billed Consumption in gallons:

FYTD 2022	106,598,335
FYTD 2021	116,752,741
Variance	<u>(10,154,406)</u>
% variance	-8.70%

City of Burnet, Texas
 Water/Wastewater Fund
 Revenues, Expenses, and Changes in Fund Net Position - Budget and Actual (Unaudited)
 FYTD February 2022

	41.66% of year complete					
	ANNUAL BUDGET 2021-2022	ACTUAL FYTD Feb 2022	% OF BUDGET	PY BUDGET 2020-2021	PY ACTUAL FYTD Feb 2021	% OF BUDGET
REVENUE						
Water Sales	\$ 2,400,000	\$ 907,378	38%	\$ 2,300,000	\$ 945,924	41%
Wastewater Sales	1,920,000	791,577	41%	1,840,000	766,909	42%
Penalties	46,000	18,582	40%	46,000	15,345	33%
Water/Sewer Connects	30,000	29,175	97%	30,000	8,325	28%
Credit Card Convenience Fees	19,920	4,780	24%	-	-	
Other Revenue	9,500	4,706	50%	9,500	14,054	148%
Use Impact Fees	75,000	-	0%	40,000	-	0%
Use of Fund Balance	1,135,000	233,817	21%	35,000	13,464	38%
Total Revenue	\$ 5,635,420	\$ 1,990,014	35%	\$ 4,300,500	\$ 1,764,020	41%
<i>Total Revenue less fund balance</i>	<i>\$ 4,500,420</i>	<i>\$ 1,756,198</i>	<i>39%</i>	<i>\$ 4,265,500</i>	<i>\$ 1,750,556</i>	<i>41%</i>
EXPENSES						
Personnel Services	1,274,566	418,574	33%	\$ 1,104,176	454,947	41%
Supplies & Materials	171,750	58,583	34%	153,750	73,467	48%
Repairs & Maint	409,500	115,613	28%	416,500	171,565	41%
Contractual Services	317,500	134,378	42%	328,500	123,562	38%
Cost of Water	70,000	23,843	34%	70,000	30,710	44%
Other Designated Expenses	105,474	50,518	48%	127,942	34,024	27%
Transfers to Debt Service	944,764	393,923	42%	976,759	406,983	42%
Transfers to Self-funded	73,692	30,705	42%	68,504	28,543	42%
In Lieu of Taxes	354,034	140,292	40%	338,040	140,045	41%
Admin Allocation	289,227	96,435	33%	257,405	103,991	40%
Shop Allocation	28,768	11,304	39%	27,404	11,776	43%
Capital Outlay	-	5,414		-	-	0%
Transfer to Capital	1,135,000	233,817	21%	35,000	13,464	38%
Total Expenses	\$ 5,174,275	\$ 1,713,397	33%	\$ 3,903,980	\$ 1,593,077	41%
<i>Total Expenses less Transfers to Capital</i>	<i>\$ 4,039,275</i>	<i>\$ 1,479,581</i>	<i>37%</i>	<i>\$ 3,868,980</i>	<i>\$ 1,579,613</i>	<i>41%</i>
Change in Net Position	\$ 461,145	\$ 276,617		\$ 396,520	\$ 170,943	

KEY VARIANCES - BUDGET vs ACTUAL (41.66% 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

- Personnel Services are tracking under budget because the department had several vacancies from October - February.
- Capital Outlay includes the purchase and installation of new ac/heater in the amount \$5,414 for the Eagle's Nest pump station.

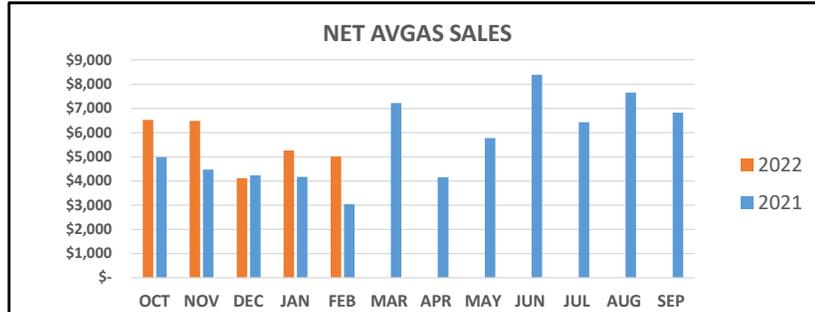
AIRPORT FUND DASHBOARD

FYTD February 2022

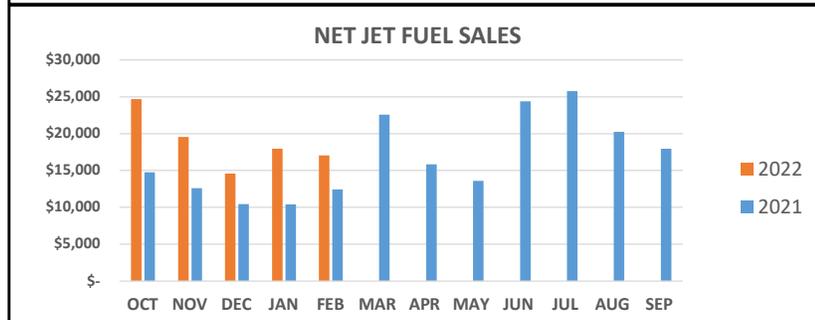
CURRENT RESULTS COMPARISON

	ANNUAL BUDGET	ACTUAL FYTD Feb 2022	% OF BUDGET	PY BUDGET 2020-2021	ACTUAL FYTD Feb 2021	% OF BUDGET
REV (net of cogs/tourn exp)	\$ 428,729	\$ 202,890	47%	\$ 348,154	\$ 162,963	47%
EXPENSES	276,330	118,569	43%	254,295	105,221	41%
PROFIT (LOSS)	\$ 152,399	\$ 84,321		\$ 93,859	\$ 57,742	

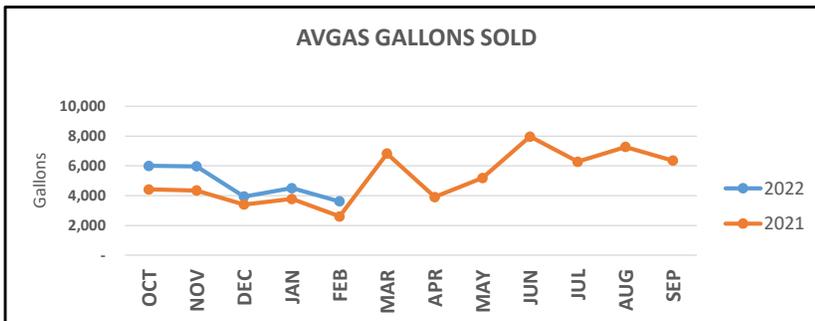
TABLES/CHARTS



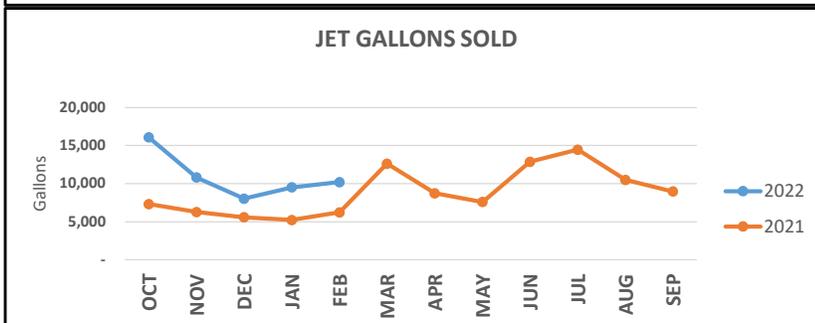
	FYTD 2022	FYTD 2021
Av Sales	\$ 117,122	\$ 68,802
Av Purchases	89,717	47,870
Profit	\$ 27,404	\$ 20,931
%	23.40%	30.42%



	FYTD 2022	FYTD 2021
Jet Sales	\$ 242,379	\$ 110,273
Jet Purchases	148,583	49,641
Profit	\$ 93,796	\$ 60,632
%	38.70%	54.98%



Avgas Gallons Sold:	
FYTD 2022	24,054
FYTD 2021	18,584
Increase(decrease)	5,470
	29.43%



Jet Gallons Sold:	
FYTD 2022	54,659
FYTD 2021	30,625
Increase(decrease)	24,034
	78.48%

City of Burnet, Texas
 Airport Fund
 Revenues, Expenses, and Changes in Fund Net Position - Budget and Actual (Unaudited)
 FYTD February 2022

	41.66% of year complete					
	ANNUAL BUDGET 2021-2022	ACTUAL FYTD Feb 2022	% OF BUDGET	PY BUDGET 2020-2021	PY ACTUAL FYTD Feb 2021	% OF BUDGET
REVENUE						
Av Gas Sales	\$ 233,000	\$ 117,122		\$ 170,500	\$ 68,802	
Av Gas Purchases	174,750	89,717		127,875	47,870	
Net Sales	58,250	27,404	47%	42,625	20,931	49%
Jet Gas Sales	367,000	242,379		210,000	110,273	
Jet Gas Purchases	201,850	148,583		115,500	49,641	
Net Sales	165,150	93,796	57%	94,500	60,632	64%
Penalties	450	425	94%	450	150	33%
All Hangar Lease	125,000	54,503	44%	125,000	53,508	43%
CAF Admissions	5,066	2,216	44%	5,066	2,111	42%
McBride Lease	45,893	19,153	42%	45,893	15,405	34%
Thru the Fence Lease	12,020	-	0%	12,020	2,592	22%
Airport Parking Permit	2,000	-	0%	2,000	1,390	70%
Hanger Lease - Faulkner	14,400	4,800	33%	14,400	6,000	42%
Interest Earned	500	282	56%	5,700	244	4%
Other	-	310		500		
Use of Fund Balance	493,069	86,636	18%	200,000	21,949	11%
Total Revenue	\$ 921,798	\$ 289,526	31%	\$ 548,154	\$ 184,912	34%
<i>Total Revenue less fund balance</i>	<i>\$ 428,729</i>	<i>\$ 202,890</i>	<i>47%</i>	<i>\$ 348,154</i>	<i>\$ 162,963</i>	<i>47%</i>
EXPENSES						
Personnel Services	\$ 97,884	\$ 41,239	42%	\$ 92,879	\$ 40,992	44%
Supplies & Materials	4,000	749	19%	3,800	770	20%
Repairs & Maint	3,000	354	12%	3,000	358	12%
Contractual Services	64,400	27,235	42%	63,400	26,599	42%
Other Designated Expenses	38,600	15,787	41%	30,959	9,700	31%
Transfers to Debt Service	58,069	24,195	42%	-	-	
Admin Allocation	39,646	21,205	53%	31,457	14,801	47%
Av fuel truck lease	12,000	5,000	42%	12,000	5,000	42%
Jet fuel truck lease	16,800	7,000	42%	16,800	7,000	42%
Transfers to Capital	435,000	62,441	14%	200,000	21,949	11%
Total Expenses	\$ 769,399	\$ 205,205	27%	\$ 454,295	\$ 127,169	28%
<i>Total Exp - xfers to capital and debt svc.</i>	<i>\$ 276,330</i>	<i>\$ 118,569</i>	<i>43%</i>	<i>\$ 254,295</i>	<i>\$ 105,221</i>	<i>41%</i>
Change in Net Position	\$ 152,399	\$ 84,321		\$ 93,859	\$ 57,742	

KEY VARIANCES - BUDGET vs ACTUAL (41.66% of Year Complete)

Revenues

- Sales revenues have increased mainly because gallons of fuel sold have increased 29% for av gas and 78% for jet fuel.
- Use of Fund Balance offsets Transfers to Capital and Debt Svc, therefore the net impact of these adjustments is zero.

Expenses

- Overall expenses are tracking slightly higher than average mainly because as revenues increase so do related expenses.

City of Burnet, Texas
Other Funds
Revenues, Expenses, and Changes in Fund Net Position - Budget and Actual (Unaudited)
FYTD February 2022

	ANNUAL BUDGET 2021-2022	ACTUAL FYTD Feb 2022	% OF BUDGET	PY BUDGET 2020-2021	PY ACTUAL FYTD Feb 2021	% OF BUDGET
HOTEL/MOTEL FUND						
Revenues	\$ 171,281	\$ 93,056	54.33%	\$ 111,000	\$ 69,884	62.96%
Expenses	147,465	33,638	22.81%	107,191	30,460	28.42%
Net Profit (Loss)	<u>\$ 23,816</u>	<u>\$ 59,418</u>		<u>\$ 3,809</u>	<u>\$ 39,423</u>	
BEDC						
Revenues	\$ 4,009,417	\$ 1,180,776	29.45%	\$ 1,368,858	\$ 384,624	28.10%
Expenses	3,795,481	1,009,394	26.59%	1,091,111	153,635	14.08%
Net Profit (Loss)	<u>\$ 213,936</u>	<u>\$ 171,382</u>		<u>\$ 277,747</u>	<u>\$ 230,990</u>	
SELF FUNDED EQUIPMENT FUND						
Revenues	\$ 1,020,800	\$ 325,771	31.91%	\$ 708,000	\$ 276,023	38.99%
Expenses	1,020,800	108,783	10.66%	708,000	215,404	30.42%
Net Profit (Loss)	<u>\$ -</u>	<u>\$ 216,988</u>		<u>\$ -</u>	<u>\$ 60,619</u>	
DEBT SERVICE FUND						
Revenues	\$ 1,052,683	\$ 438,771	41.68%	\$ 1,029,098	\$ 428,907	41.68%
Expenses	1,052,183	794,353	75.50%	1,028,499	758,860	73.78%
Net Profit (Loss)	<u>\$ 500</u>	<u>\$ (355,583)</u>		<u>\$ 599</u>	<u>\$ (329,953)</u>	
INTEREST & SINKING DEBT FUND						
Revenues	\$ 490,178	\$ 502,915	102.60%	\$ 366,049	\$ 320,101	87.45%
Expenses	489,978	97,038	19.80%	366,049	206,346	56.37%
Net Profit (Loss)	<u>\$ 200</u>	<u>\$ 405,878</u>		<u>\$ -</u>	<u>\$ 113,755</u>	

City of Burnet, Texas
Cash and Investment Accounts
FYTD February 2022

Acct #	Bank	Account Name	Account Type	Balance as of Feb 2022
Unrestricted Accounts				
984/2410	FSB	Operating Cash	Checking	\$ 5,647,717.59
		Add or Subtract Claim on Cash for Airport		(851,751.90)
2329	FSB	Golf Course Petty Cash	Checking	410.68
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	4,181,142.79
Total Unrestricted				\$ 8,977,519.16

75 Day Reserve Requirement	3,518,000.00
Unrestricted Cash over 75 day reserve	\$ 5,459,519.16
90 Day Reserve Requirement	4,222,000.00
Unrestricted Cash over 90 day reserve	\$ 4,755,519.16

Restricted by Council

2711100004	TexPool	Capital Reserve	Investment	\$ -
2711100011	TexPool	Capital Equipment Reserve	Investment	957,258.11
2711100012	TexPool	Capital - LCRA Credit	Investment	442,136.99
2188	FSB	Self Funded Equipment	M/M	611,958.61
2711100014	TexPool	Self Funded Equipment Reserve	Investment	664,447.01
2711100016	TexPool	CLFRF - American Rescue Plan	Investment	793,817.48
Total Restricted by Council Action				\$ 3,469,618.20

City of Burnet, Texas
Cash and Investment Accounts
FYTD February 2022

Restricted by Purpose or Law

Acct #	Bank	Account Name	Account Type	Balance as of Feb 2022
1453	FSB	Bond Reserve	M/M	\$ 72,794.89
2402	FSB	Hotel Motel	M/M	190,901.12
2711100005	TexPool	Hotel Motel	Investment	60,285.11
2451	FSB	Construction Account	Checking	-
2485	FSB	PD Seizure	M/M	119.87
2493	FSB	Municipal Court Special Revenue	M/M	63,436.21
2519	FSB	Impact Fees - Water	M/M	367,911.41
2543	FSB	Airport Reserve	M/M	-
		Add or Subtract Airport Claim on Cash		851,751.90
2711100009	TexPool	Airport Reserve	Investment	1,626,317.06
2568	FSB	Benevolent Fund	Checking	-
2576	FSB	Interest & Sinking Acct	M/M	478,659.69
2584	FSB	Impact Fees - Wastewater	M/M	90,218.98
2592	FSB	BEDC	Super NOW	856,957.07
2711100008	TexPool	BEDC Project Fund	Investment	-
2711100010	TexPool	BEDC	Investment	629,739.03
70516	FSB	BEDC Commercial Park Project	M/M	312,055.10
2634	FSB	Benefit Trust Account	M/M	-
2675	FSB	Police Department Explorer Program	M/M	6,956.10
2691	FSB	Fire Department Explorer Program	M/M	4,191.58
3012	FSB	Franchise Fee Account	Super NOW	119,452.25
3053	FSB	Parks Fund	M/M	18,283.93
58776	FSB	Fire Dept. Community Acct	M/M	12,015.39
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	3,199.65
82-020-01-0	Bank of	City of Burnet 2012 TWDB Escrow	Investment	20,196.93
2711100013	TexPool	PD Bonds	Investment	-
2711100017	TexPool	2021 CO - City Hall	Investment	4,006,612.79
62026	FSB	Escrow Honey Rock Phase #2	M/M	16,208.89
62315	FSB	BEDC Bond Fund	Checking	70,927.47
62364	FSB	BEDC Project Fund	Checking	-
Total Restricted Cash				\$ 9,881,430.58
Total All Cash				\$ 22,328,567.94

City of Burnet, Texas
 Capital Projects
 FYTD February 2022

GENERAL CAPITAL PROJECT FUND						
DESCRIPTION			CURRENT BUDGET 2021-2022	FYTD FEB ACTUAL EXPENSES	% complete	REMAINING BALANCE FOR 2021-2022
CAPITAL PROJECTS:						
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	931	0%	299,069
SERVERS AND COMPUTERS	ADMIN	46-1111-58000	75,000	-	0%	75,000
NEW CITY HALL	ADMIN	46-1111-58810	5,000,000	49,209	1%	4,950,791
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	97,094	194%	-
FIRE TRUCK	FIRE	46-1640-58000	650,000	5,727	1%	644,273
TASSPP ANNUAL FEE	FIRE	46-1640-54500	47,250	37,322	79%	-
STREETS	STREETS	46-1700-58700	400,000	250,450	63%	149,550
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	20,921	70%	9,079
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
TOTAL			\$ 7,461,250	\$ 587,414	8%	\$ 6,911,002

BALANCE TO BE FUNDED FROM:		
OPERATING RESERVES	OTHER SOURCES	TOTAL
\$ 27,420	\$ -	\$ 27,420
299,069	-	299,069
75,000	-	75,000
-	4,950,791	4,950,791
2,696	-	2,696
6,858	-	6,858
61,265	-	61,265
-	-	-
-	644,273	644,273
-	-	-
149,550	-	149,550
140,000	-	140,000
175,000	-	175,000
9,079	-	9,079
100,000	-	100,000
100,000	-	100,000
100,000	-	100,000
50,000	-	50,000
20,000	-	20,000
\$ 1,315,937	\$ 5,595,064	\$ 6,911,002

GOLF COURSE CAPITAL PROJECT FUND						
DESCRIPTION			CURRENT BUDGET 2021-2022	FYTD FEB ACTUAL EXPENSES	% complete	REMAINING BALANCE FOR 2021-2022
CAPITAL PROJECTS:						
CLUB HOUSE IMPROVEMENTS			\$ 250,000	\$ 58,689	23%	\$ 191,311
OTHER IMPROVEMENTS			370,000	-	0%	370,000
TOTAL			\$ 620,000	\$ 58,689	0%	\$ 561,311

BALANCE TO BE FUNDED FROM:		
OPERATING RESERVES	OTHER SOURCES	TOTAL
\$ 191,311	\$ -	\$ 191,311
-	370,000	370,000
\$ 191,311	\$ 370,000	\$ 561,311

ELECTRIC CAPITAL PROJECT FUND						
DESCRIPTION			CURRENT BUDGET 2021-2022	FYTD FEB ACTUAL EXPENSES	% complete	REMAINING BALANCE FOR 2021-2022
CAPITAL PROJECTS:						
SOFTWARE - ELSTER UPGRADES			\$ 55,000	\$ 8,572	16%	\$ 46,428
SCADA/RE Closers			100,000	-	0%	100,000
DEVELOPMENT PROJECTS			150,000	15,889	11%	134,111
TOTAL			\$ 305,000	\$ 24,461	0%	\$ 280,539

BALANCE TO BE FUNDED FROM:		
OPERATING RESERVES	OTHER SOURCES	TOTAL
\$ 46,428	\$ -	\$ 46,428
100,000	-	100,000
59,111	75,000	134,111
\$ 205,539	\$ 75,000	\$ 280,539

W/WW CAPITAL PROJECT FUND						
DESCRIPTION			CURRENT BUDGET 2021-2022	FYTD FEB ACTUAL EXPENSES	% complete	REMAINING BALANCE FOR 2021-2022
CAPITAL PROJECTS:						
CAMERA TRUCK		45-4210-58000	\$ 225,000	226,500	101%	\$ -
VAC TRUCK		45-4210-58000	450,000	-	0%	450,000
GENERATORS - WATER FUND BAL		45-4210-58000	200,000	7,317	4%	192,683
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	2,747	3%	97,253
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
TOTAL			\$ 1,570,000	\$ 236,564	15%	\$ 1,334,936

BALANCE TO BE FUNDED FROM:		
OPERATING RESERVES	OTHER SOURCES	TOTAL
\$ -	\$ -	\$ -
450,000	-	450,000
192,683	-	192,683
-	300,000	300,000
-	50,000	50,000
97,253	-	97,253
30,000	-	30,000
100,000	-	100,000
30,000	-	30,000
-	10,000	10,000
-	75,000	75,000
\$ 899,936	\$ 435,000	\$ 1,334,936

City of Burnet, Texas
 Capital Projects
 FYTD February 2022

AIRPORT CAPITAL PROJECT FUND					
DESCRIPTION		CURRENT BUDGET 2021-2022	FYTD FEB ACTUAL EXPENSES	% complete	REMAINING BALANCE FOR 2021-2022
CAPITAL PROJECTS:					
RAMP GRANT	47-2310-53300	\$ 100,000	\$ 60,244.90	60%	\$ 39,755
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	2,196	0%	997,804
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>62,441</u>	<u>4%</u>	<u>\$ 1,422,559</u>

BALANCE TO BE FUNDED FROM:		
OPERATING RESERVES	OTHER SOURCES	TOTAL
\$ -	\$ 39,755	\$ 39,755
-	75,000	75,000
-	200,000	200,000
-	997,804	997,804
-	90,000	90,000
-	20,000	20,000
<u>\$ -</u>	<u>\$ 1,422,559</u>	<u>\$ 1,422,559</u>

TOTAL CAPITAL/OTHER PROJECTS					
		CURRENT BUDGET 2021-2022	FYTD FEB ACTUAL EXPENSES	% complete	REMAINING BALANCE FOR 2021-2022
TOTAL CAPITAL/OTHER PROJECTS		\$ 11,441,250	\$ 969,568	8%	\$ 10,510,347
TRANSFER TO CAP EQUIP RESERVES		-	-	0%	-
TOTAL CAPITAL/OTHER		<u>\$ 11,441,250</u>	<u>\$ 969,568</u>	<u>8%</u>	<u>\$ 10,510,347</u>

BALANCE TO BE FUNDED FROM:		
OPERATING RESERVES	OTHER SOURCES	TOTAL
\$ 2,612,724	\$ 7,897,623	\$ 10,510,347
-	-	-
<u>\$ 2,612,724</u>	<u>\$ 7,897,623</u>	<u>\$ 10,510,347</u>

City of Burnet

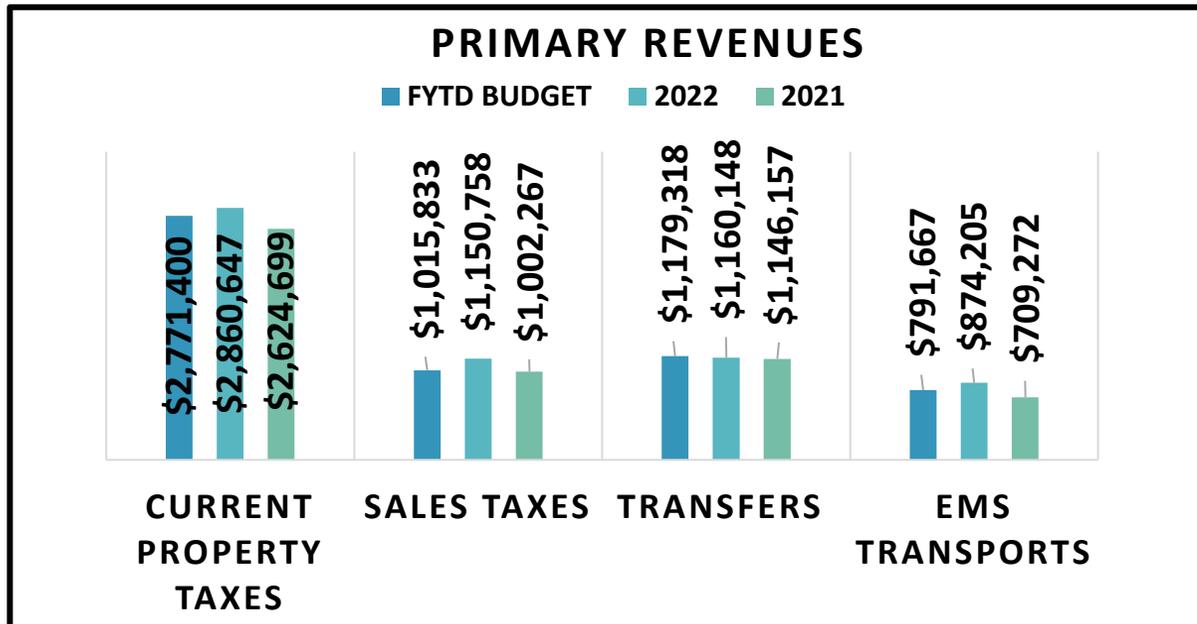
Financial Report

YTD February 28, 2022

FY 2022

General Fund

	Annual Budget	Actual FYTD Feb 2022	% of Budget
Revenues	\$13,098,563	\$7,258,261	55%
Expenses	12,641,112	5,196,205	41%
Profit(Loss)	\$457,451	\$2,062,056	

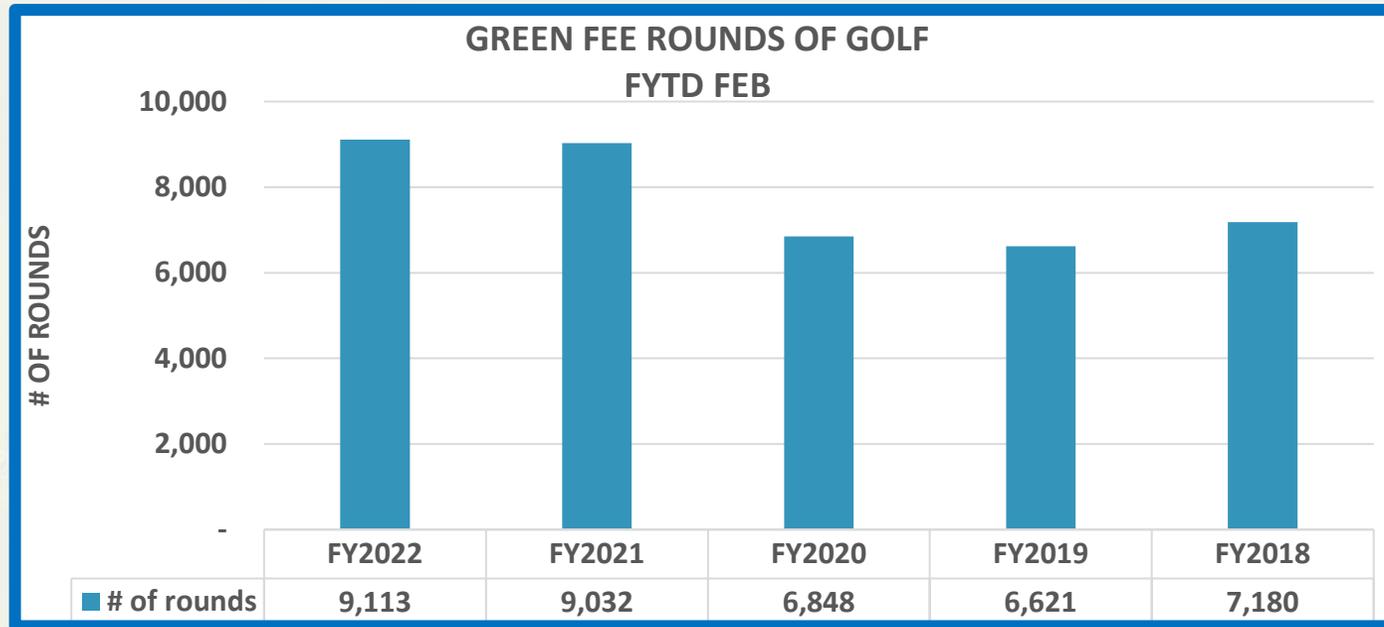


- Revenues – tracking above budget at 55%
 - *Property Tax Collections*
Equal to 96% of budget: Increased \$236,000 over prior year
 - *Sales Tax Collections*
Increased \$148,000 over prior year, above budget by \$135,000
 - *Transfers In*
Increased \$14,000 over prior year, on track with budget
 - *EMS Transport Revenues*
Increased \$165,000 over prior year, above budget by \$83,000

- Expenses – on track for the period at 41%

Golf Fund

	Annual Budget	Actual FYTD Feb 2022	% of Budget
Revenues	\$1,470,651	\$769,446	52%
Expenses	1,562,218	643,335	41%
Profit(Loss)	\$(91,567)	\$126,111	



CY Rev per Round \$37.69

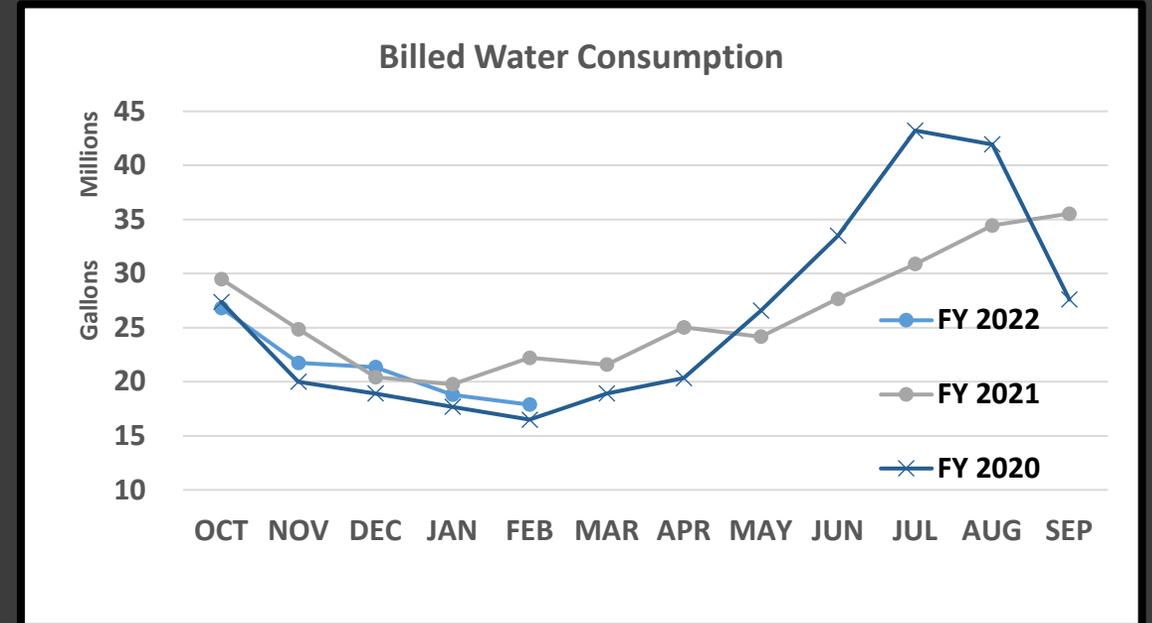
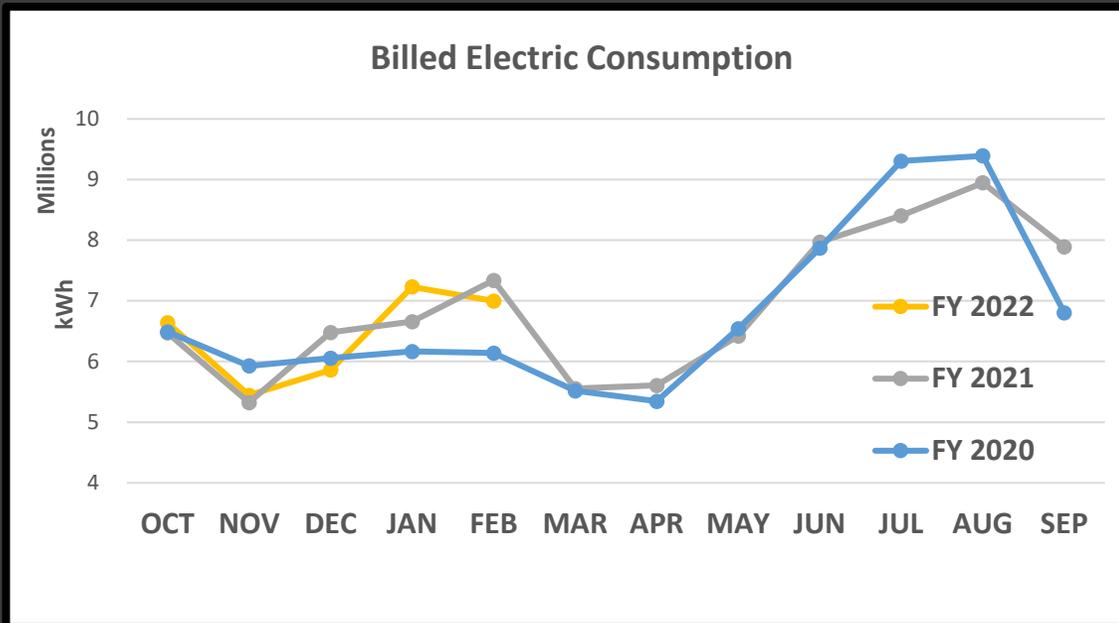
PY Rev per Round \$31.85



Utility Funds

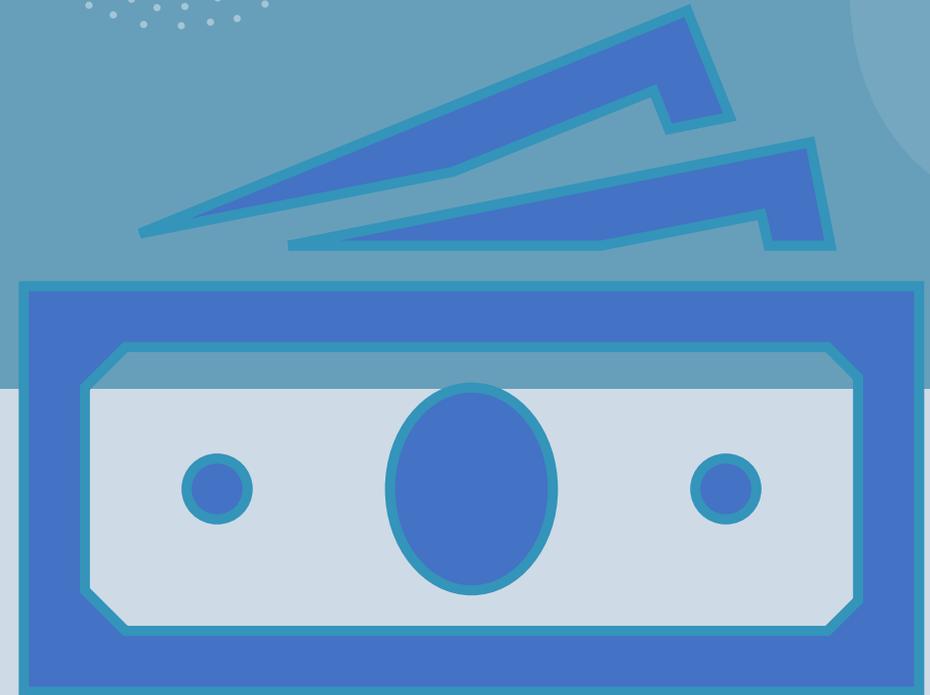
ELECTRIC FUND	Annual Budget	Actual FYTD Feb 2022	% of Budget
Revenues	\$4,034,144	\$1,552,683	38%
Expenses	3,635,322	1,458,639	40%
Profit(Loss)	\$398,822	\$94,044	

WATER FUND	Annual Budget	Actual FYTD Feb 2022	% of Budget
Revenues	\$4,500,420	\$1,756,198	39%
Expenses	4,039,275	1,479,581	37%
Profit(Loss)	\$461,145	\$276,617	



Unrestricted Cash Balance

February 28, 2022



Unrestricted Cash	\$ 8,977,519
Less 90-day Reserve	<u>4,222,000</u>
Unrestricted Cash Over Reserve	<u>\$ 4,755,519</u>

Note: \$2,613,000 remaining to be spent from unrestricted cash reserves for capital projects this year.

Questions?



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

On this the 8th day of March, 2022, the City Council of the City of Burnet convened in Regular Session, at 6:00 p.m. the City of Burnet Council Chambers located at 2402 S. Water Street (Hwy 281 South, Burnet Municipal Airport) Burnet, Tx. thereof with the following members present, to-wit:

Mayor Crista Goble Bromley
Council Members Ricky Langley, Philip Thurman, Cindia Talamantez, Joyce Laudenschlager, Mary Jane Shanes
Absent Danny Lester
City Manager David Vaughn
City Secretary Kelly Dix

Guests: Adrienne Feild, Habib Erkan, Kelli Sames, Mark Ingram, Alan Burdell, Tony Nash, Mark Miller, Patricia Langford, Andrew Scott, Leslie Kimbler, Phil Reynolds, Gary Dillard, Marco Cruz, Carrie Berry, Sunny Hall, Alexis and Aaron Rivera, Joseph Theriot

Call to Order: Mayor Bromley called the meeting to order at 6:00 p.m.

INVOCATION: Led by Mayor Crista Goble Bromley

PLEDGES (US & TEXAS): Led by Council Member Ricky Langley

SPECIAL REPORTS/RECOGNITION:

March for Meals Proclamation: Dori Yeater, OWBC: Mayor Crista Goble Bromley presented to all present a proclamation proclaiming the month of March to be observed as Meals on Wheels Awareness Month and celebrating the fiftieth year of existence of the national Older Americans Act Nutrition Program. Marco Cruz, Executive Director of Opportunities for Williamson and Burnet Counties (OWBC) was presented the proclamation by the Mayor. Also present were Cary Berrie, OWBC Director of Meals on Wheels for Williamson and Burnet Counties, and Sunny Hall, OWBC Burnet County Site Director.

Development Services Monthly Report: Leslie Kimbler, Planner, presented the Development Services Quarterly update report to include a review of residential and commercial permits that have been issued for the month of February 2022.

Quarterly Water/Wastewater Report: A. Burdell: Alan Burdell, Water/Wastewater Operations Manager reviewed the 2022 First Quarter report for the Water and Wastewater Department to include, vehicle purchases, the Emergency Preparedness plan submission to TCEQ, Water and Wastewater system improvements that include, the Buchanan Drive sewer line extension, East Tank Pumpstation, Wofford Street lines, Eastside Commercial Park, Creekfall Subdivision waterline upsize, the twelve inch water main from Mormon Mill, the Eagles Nest pumpstation and storage tank, and the Delaware Creek lift station. Mr. Burdell also provided an update on the Zebra Mussel issues and staffing for the Water and Wastewater Departments.

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 February 22nd, 2022 City Council Workshop Meeting Minutes

Approval of the February 22nd, 2022 Regular City Council Meeting Minutes: Council Member Joyce Laudenschlager moved to approve the consent agenda as presented. Council Member Cindia Talamantez seconded. The motion carried unanimously.

PUBLIC HEARINGS/ACTION:

Public Hearing and Consideration of the following: Preliminary Plat Applications, Adoption and Amendments of the Zoning Ordinance, Future Land Use Plan and Zoning Classifications presented by Habib Erkan Jr., Assistant City Manager and Leslie Kimbler, City Planner:

FIRST READING OF AN ORDINANCE OF THE CITY COUNCIL OF BURNET, TEXAS, AMENDING ORDINANCE NO. 2012-09 AND THE OFFICIAL FUTURE LAND USE MAP OF THE CITY BY ASSIGNING THE PROPERTY DESCRIBED AS 200 BURNET HILLS DRIVE (LEGAL DESCRIPTION: BEING A 0.190 ACRE TRACT OUT OF THE MISS SARAH ANN GUEST SURVEY NO. 1503, ABSTRACT NO. 1525) TO A DESIGNATION OF “RESIDENTIAL”; PROVIDING A REPEALER CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE: L. Kimbler:

Staff Presentation: Ms. Kimbler presented the item to Council to conduct the public hearing, discuss and take action on the first reading of Ordinance 2022-19.

Public Hearing: Mayor Bromley opened the public hearing at 6:28 p.m. and asked if anyone was interested in speaking, if so to approach the podium. There being no one wishing to speak, Mayor Bromley closed the public hearing.

Consideration and action: Council Member Joyce Laudenschlager moved to approve the first reading of Ordinance No. 2022-19 as presented. Council Member Philip Thurman seconded. The motion carried unanimously.

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 200 BURNET HILLS DRIVE (Legal Description: BEING A 0.190 ACRE TRACT OUT OF THE MISS SARAH ANN GUEST SURVEY NO. 1503, ABSTRACT NO. 1525) WITH MANUFACTURED HOME-DISTRICT “M-1” CLASSIFICATION; PROVIDING A REPEALER CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE: L. Kimbler:

Staff Presentation: Ms. Kimbler presented the item to Council to conduct the public hearing, discuss and take action on the first reading of Ordinance 2022-20.

Public Hearing: Mayor Bromley opened the public hearing at 6:31 p.m. and asked if anyone was interested in speaking, if so to approach the podium. There being no one wishing to speak, Mayor Bromley closed the public hearing.

Consideration and action: Council Member Mary Jane Shanes moved to approve the first reading of Ordinance No. 2022-20 as presented. Council Member Cindia Talamantez seconded. The motion carried unanimously.

FIRST 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 “RESIDENTIAL” FOR THE PROPERTY AT 1402 N WATER STREET (LEGAL DESCRIPTION: LOT 2, BLOCK 10, OAKS ADDITION); PROVIDING A REPEALER CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE: L Kimbler:

Staff Presentation: Ms. Kimbler presented the item to Council to conduct the public hearing, discuss and take action on the first reading of Ordinance 2022-21.

Public Hearing: Mayor Bromley opened the public hearing at 6:33 p.m. and asked if anyone was interested in speaking, if so to approach the podium. Jeff Davis approached the podium. Mr. Davis stated he was concerned with runoff and the height of the building as his home backs up to the property. City Manager David Vaughn addressed Mr. Davis’s concern and explained that the engineering plans would need to prove no negative impact on the surrounding properties prior to approval. Alexis Rivera, owner of the property, approached the podium and informed all present that the formal plan for the development of the property has not been determined. There being no one else wishing to speak, Mayor Bromley closed the public hearing at 6:39.

Consideration and action: Council Member Ricky Langley moved to approve the first reading of Ordinance No. 2022-21 as presented. Council Member Cindia Talamantez seconded. The motion carried unanimously.

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 1402 NORTH WATER STREET (Legal Description: LOT 2, BLOCK 10, OAKS ADDITION) WITH MULTI-FAMILY RESIDENTIAL – DISTRICT “R-3” CLASSIFICATION; PROVIDING A REPEALER CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE: L Kimbler:

Staff Presentation: Ms. Kimbler presented the item to Council to conduct the public hearing, discuss and take action on the first reading of Ordinance 2022-22.

Public Hearing: Mayor Bromley opened the public hearing at 6:40 p.m. and asked if anyone was interested in

speaking, if so to approach the podium. There being no one wishing to speak, Mayor Bromley closed the public hearing.

Consideration and action: Council Member Mary Jane Shanes moved to approve the first reading of Ordinance No. 2022-22 as presented. Council Member Joyce Laudenschlager seconded. The motion carried unanimously.

FIRST 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 “RESIDENTIAL” FOR THE PROPERTY AT 1404 N WATER STREET (LEGAL DESCRIPTION: LOT 3 & 4, BLOCK 10, OAKS ADDITION); PROVIDING A REPEALER CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE: L

Kimbler:

Staff Presentation: Ms. Kimbler presented the item to Council to conduct the public hearing, discuss and take action on the first reading of Ordinance 2022-23.

Public Hearing: Mayor Bromley opened the public hearing at 6:42 p.m. and asked if anyone was interested in speaking, if so to approach the podium. There being no one wishing to speak, Mayor Bromley closed the public hearing.

Consideration and action: Council Member Ricky Langley moved to approve the first reading of Ordinance No. 2022-23 as presented. Council Member Mary Jane Shanes seconded. The motion carried unanimously.

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 1404 N WATER STREET (Legal Description: LOT 3 & 4, BLOCK 10, OAKS ADDITION) WITH MULTI-FAMILY RESIDENTIAL – DISTRICT “R-3” CLASSIFICATION; PROVIDING A REPEALER CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE

DATE: L Kimbler:

Staff Presentation: Ms. Kimbler presented the item to Council to conduct the public hearing, discuss and take action on the first reading of Ordinance 2022-24.

Public Hearing: Mayor Bromley opened the public hearing at 6:44 p.m. and asked if anyone was interested in speaking, if so to approach the podium. There being no one wishing to speak, Mayor Bromley closed the public hearing.

Consideration and action: Council Member Joyce Laudenschlager moved to approve the first reading of Ordinance No. 2022-24 as presented. Council Member Cindia Talamantez seconded. The motion carried unanimously.

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 GENERALLY DESCRIBED AS THE NORTHWEST CORNER OF EAST JOHNSON AND NORTH RHOMBERG STREETS (Legal Description: 0.37-ACRE TRACT OUT OF THE JOHN HAMILTON SURVEY NO. 1, BEING A PORTION OF LOT 2, BLOCK 37 OF THE PETER KERR PORTION) WITH DUPLEX-DISTRICT “R-2” CLASSIFICATION; PROVIDING A REPEALER CLAUSE; PROVIDING A

SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE: L. Kimbler

Staff Presentation: Ms. Kimbler presented the item to Council to conduct the public hearing, discuss and take action on the first reading of Ordinance 2022-25.

Public Hearing: Mayor Bromley opened the public hearing at 6:49 p.m. and asked if anyone was interested in speaking, if so to approach the podium. There being no one wishing to speak, Mayor Bromley closed the public hearing.

Consideration and action: Council Member Joyce Laudenschlager moved to approve the first reading of Ordinance No. 2022-25 as presented. Council Member Mary Jane Shanes seconded. The motion carried unanimously.

The City of Burnet City Council shall conduct a public hearing to receive public testimony and comments on the merits of a proposed “Preliminary Plat” for approximately 60.53 acres out of Sarah Ann Guest Survey No. 1503, Abs. No. 1525. The proposed “Preliminary Plat” will establish Creekfall Subdivision, Phase Three, consisting of 180 residential lots: L. Kimbler: Mayor Bromley opened the public hearing at 6:52 p.m. and asked if anyone was interested in speaking, if so to approach the podium. There being no one wishing to speak, Mayor Bromley closed the public hearing.

The City of Burnet City Council shall conduct a public hearing to receive public testimony and comments on the merits of a proposed “Preliminary Plat” for approximately 11.58 acres out of Sarah Ann Guest Survey No. 1503, Abs. No. 1525. The proposed “Preliminary Plat” will establish Westfall Village Subdivision, Phase Three, consisting of 45 residential lots: L. Kimbler: Mayor Bromley opened the public hearing at 6:56 p.m. and asked if anyone was interested in speaking, if so to approach the podium. There being no one wishing to speak, Mayor Bromley closed the 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 proposed “Preliminary Plat” for approximately 326.63 acres out of Abs. A0398 Susano Hernandez, Tract Pt. of 6, 14.87 Acres; Abs. A1018 Francisco Ybarbo, 140.95 Acres; Abs. A0398 Susano Hernandez, Tract & Abs. 1018 Francisco Ybarbo, 17.34 Acres; Abs. A1018 Francisco Ybarbo, 150.47 Acres. The proposed “Preliminary Plat” will establish Honey Rock Subdivision, consisting of 299 single-family residential lots, two multi-family lots and two commercial lots: L. Kimbler: Mayor Bromley opened the public hearing at 6:59 p.m. and asked if anyone was interested in speaking, if so to approach the podium. There being no one wishing to speak, Mayor Bromley closed the public hearing.

ACTION ITEMS:

Discuss and consider action: Consideration and action to allow the Shipley Ranch Subdivision to be served by alternative water supply and alternative wastewater services: H. Erkan: Council Member Philip Thurman made a motion to approve and allow the Shipley Ranch Subdivision to be served by alternative water supply and alternative wastewater services with the stipulation of one house on one lot. Council Member Ricky Langley seconded. The motion carried unanimously.

Discuss and consider action: A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF BURNET, TEXAS, CONDITIONALLY APPROVING THE PRELIMINARY PLAT ESTABLISHING CREEKFALL SUBDIVISION, PHASE THREE AND FOUR, CONSISTING OF APPROXIMATELY 116 RESIDENTIAL LOTS ON 55.77 ACRES OUT OF THE SARAH ANN GUEST SURVEY NO. 1503, ABS. NO. 1525: L. Kimbler: Council Member Mary Jane Shanes moved to approve Resolution No. R2022-26 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, APPROVING A VARIANCE TO THE CODE OF ORDINANCES, SECTION 98-48 – BLOCKS AND LOTS FOR THE PROPOSED PRELIMINARY PLAT OF WESTFALL VILLAGES, PHASE THREE: L. Kimbler: Council Member Philip Thurman moved to approve Resolution No. R2022-21 as presented. Council Member Cindia Talamantez seconded. Mayor Crista Goble Bromley informed all present that Council Member Ricky Langley had filed an Affidavit of Conflict of Interest with the City Secretary and recused himself from the vote. Council Members Thurman, Shanes, Talamantez, Laudenschlager and Mayor Bromley all voted in favor. Council Member Langley abstained, and Council Member Lester was absent. The motion carried with five in favor, one abstention and one absence.

Discuss and consider action: A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF BURNET, TEXAS, CONDITIONALLY APPROVING THE PRELIMINARY PLAT ESTABLISHING WESTFALL VILLAGE, PHASE 3, CONSISTING OF APPROXIMATELY 45 RESIDENTIAL LOTS ON APPROXIMATELY 11.58 ACRES OUT OF THE SARAH ANN GUEST SURVEY NO. 1503, ABS. NO. 1525.: L. Kimbler: Council Member Cindia Talamantez moved to approve Resolution No. R2022-27 as presented. Council Member Joyce Laudenschlager seconded. Mayor Crista Goble Bromley informed all present that Council Member Ricky Langley had filed an Affidavit of Conflict of Interest with the City Secretary and recused himself from the vote. Council Members Thurman, Shanes, Talamantez, Laudenschlager and Mayor Bromley all voted in favor. Council Member Langley abstained, and Council Member Lester was absent. The motion carried with five in favor, one abstention and one absence.

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 98-22 PRELIMINARY PLAT FOR THE PROPOSED PRELIMINARY PLAT OF HONEY ROCK SUBDIVISION: L Kimbler: Council Member Joyce Laudenschlager moved to approve Resolution No. R2022-28 as presented. Council Member Mary Jane Shanes seconded. The motion carried unanimously.

Discuss and consider action: A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF BURNET, TEXAS, CONDITIONALLY APPROVING THE PRELIMINARY PLAT ESTABLISHING HONEY ROCK SUBDIVISION CONSISTING OF APPROXIMATELY 299 SINGLE-FAMILY RESIDENTIAL LOTS, TWO MULTI-FAMILY RESIDENTIAL LOTS, AND TWO COMMERCIAL LOTS ON APPROXIMATELY 326.63 ACRES OUT OF ABS A0398 SUSANO HERNANDEZ, TRACT PT OF 6, 14.87 ACRES, ABS A1018 FRANCISCO YBARBO, 140.95 ACRES, ABS A0398 SUSANO HERNANDEZ, TRACT AND ABS 1018 F YBARABO, 17.64 ACRES, ABS A1018 FRANCISCO YBARBO, 150.47 ACRES: L. Kimbler: Council Member Mary Jane Shanes moved to approve Resolution No. R2022-29 as presented. Council Member Joyce Laudenschlager seconded. The motion carried unanimously.

Discuss and consider action: Approval and authorization for the City Manager to approve Freedom Flyers LLC/Cowden Ward Jr. to relocate airport access gate to airport property: A. Field: Council Member Joyce Laudenschlager approved and authorized the City Manager to relocate the airport access gate owned by the Freedom Flyers LLC/Cowden Ward, Jr. to airport property as presented. Council Member Mary Jane Shanes seconded. The motion carried unanimously.

Discuss and consider action: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BURNET, TEXAS, CANCELLING THE MAY 7, 2022 GENERAL ELECTION FOR THREE CITY COUNCIL MEMBER POSITIONS; DECLARING CANDIDATES ELECTED AT LARGE; MAKING FINDINGS OF FACT; PROVIDING AN OPEN MEETINGS CLAUSE AND FOR OTHER MATTERS: K. Dix: Council Member Joyce Laudenschlager moved to approve Resolution No. R2022-30 as presented. Council Member Mary Jane Shanes seconded. The motion carried unanimously.

Discuss and consider action: Award of bid for RFP2021-06 to HYAS Group, LLC. for deferred compensation plan consulting and authorize the City Manager to negotiate a contract for services: K. Sames: Council Member Philip Thurman moved award the bid for RFP2021-06 to HYAS Group, LLC. for deferred compensation plan consulting and authorize the City Manager to negotiate a contract for services as presented. Council Member Mary Jane Shanes seconded. The motion carried unanimously.

Discuss and consider action: A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF BURNET, TEXAS AMENDING THE CITY OF BURNET PROCUREMENT POLICY BY CODIFYING THE CURRENT RETURN ON INVESTMENT RATE CALCULATION FOR THE ELECTRIC FUND AND ADOPTING PROCUREMENT PROCEDURES SPECIFICALLY FOR THE CITY'S ELECTRIC UTILITY: P. Langford: Council Member Mary Jane Shanes moved to approve Resolution No. R2022-22 as presented. Council Member Joyce Laudenschlager seconded. The motion carried unanimously.

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 Mary Jane Shanes at 7:44 p.m. Seconded by Council Member Joyce Laudenschlager. The motion carried unanimously.

Crista Goble Bromley, Mayor

ATTEST:

Kelly Dix, City Secretary



Development Services

ITEM 4.1

Leslie Kimbler
Planner
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Agenda Item

Meeting Date: March 8, 2022

Agenda Item: 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 OFFICIAL FUTURE LAND USE MAP OF THE CITY BY ASSIGNING THE PROPERTY DESCRIBED AS 200 BURNET HILLS DRIVE (LEGAL DESCRIPTION: BEING A 0.190 ACRE TRACT OUT OF THE MISS SARAH ANN GUEST SURVEY NO. 1503, ABSTRACT NO. 1525) TO A DESIGNATION OF "RESIDENTIAL"; PROVIDING A REPEALER CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.: L. Kimbler

Background: The property is 0.19 acres on Burnet Hills Drive. The property is located on Burnet Hills Drive just off East State Highway 29 (East Polk Street).

The applicant is requesting a rezone to allow the current manufactured home that was built in the 1960's to be replaced with a new one. Texas Local Government Code Chapter 1201.008 requires that if the current home is not HUD approved, the municipality may prohibit the addition of a manufactured home unless a zoning change is approved. In the case of this manufactured home, there is no evidence that it was a previously approved HUD home.

The City's Future Land Use Plan for this property is designated as Commercial and the requested Future Land Use amendment must be approved before the zoning change request can be approved (next item on the agenda).

Staff Analysis: The property has been utilized as a residential lot since at least 2008 and is surrounded by other residential lots.

Properties adjacent to the subject property are zoned as follows:

	North	South	East	West
Zoning	"R-1"	"R-1"	"R-1"	"R-1"
FLUM	Commercial	Commercial	Commercial	Commercial
Land Use	Manufactured Housing	Manufactured Housing	Manufactured Housing	Government

The Future Land Use Plan calls for the subject tract to be Commercial, however the area in question is mainly residential except for a Commercial property to the West. (see Exhibit B).

There have been no changes to Ordinance 2022-19 since the first reading on March 8, 2022.

Public Notice: Written notices were mailed to 11 surrounding property owners. There have been zero responses in favor and zero responses in opposition.

Recommendation: Approve and adopt Ordinance 2022-19 as presented.

Exhibit "A"
Zoning Map

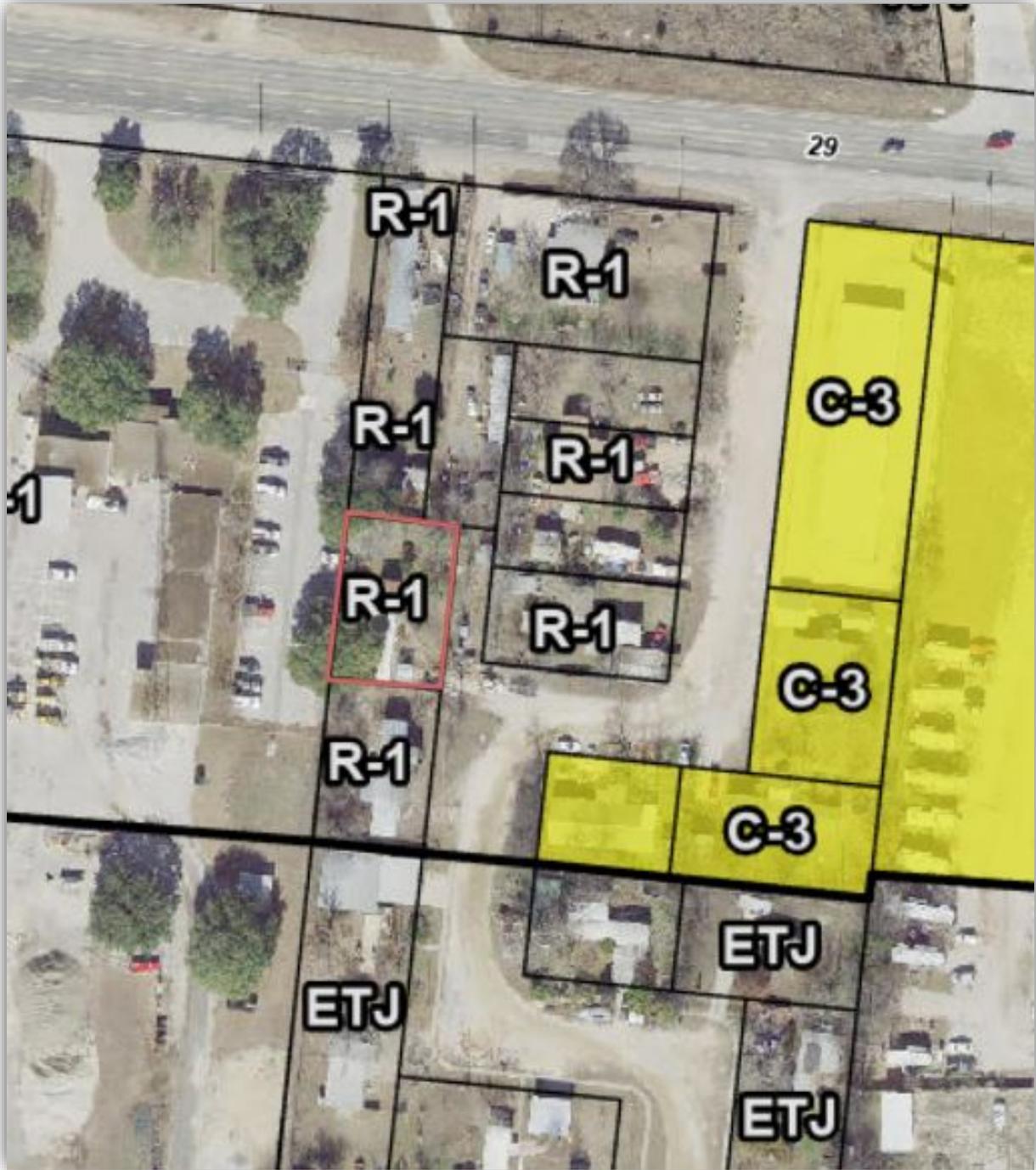
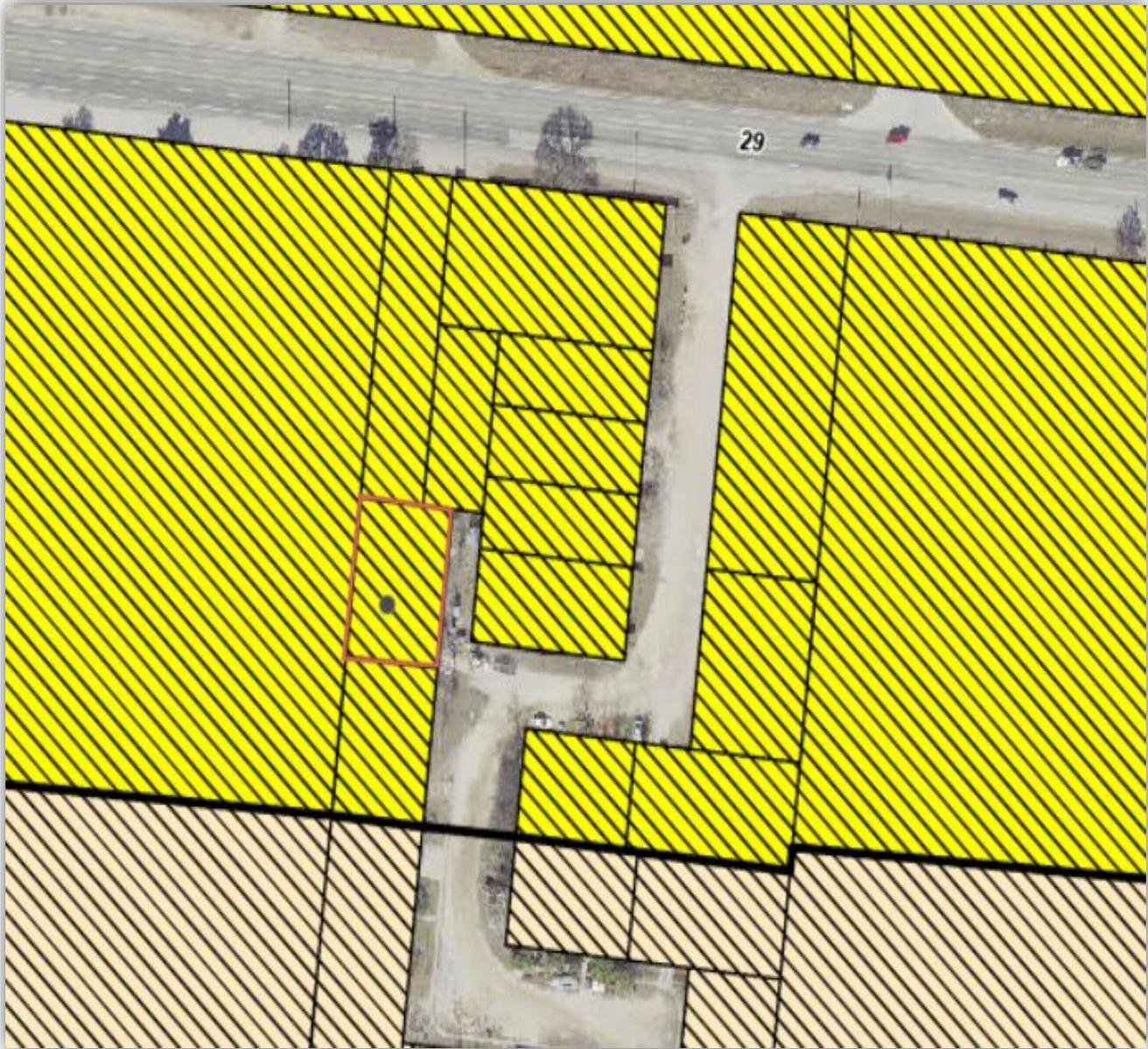


Exhibit "B"
Future Land Use Map



Government



Commercial



Residential



Industrial

ORDINANCE 2022-19

AN ORDINANCE OF THE CITY COUNCIL OF BURNET, TEXAS, AMENDING ORDINANCE NO. 2012-09 AND THE OFFICIAL FUTURE LAND USE MAP OF THE CITY BY ASSIGNING THE PROPERTY DESCRIBED AS 200 BURNET HILLS DRIVE (LEGAL DESCRIPTION: BEING A 0.190 ACRE TRACT OUT OF THE MISS SARAH ANN GUEST SURVEY NO. 1503, ABSTRACT NO. 1525)” TO A DESIGNATION OF “RESIDENTIAL”; 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 2012-09, did assign Future Land Use classifications for property locate within the city in accordance with the Official Future Land Use Map as approved with said ordinance; and

WHEREAS, the purpose of this Ordinance is to amend the Official Future Land Use Map by amending the Future Land Use 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 Future Land Use 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, 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 Future Land Use Reclassification is 200 BURNET HILLS DRIVE (BEING A 0.190 ACRE TRACT OUT OF THE MISS SARAH ANN GUEST SURVEY NO. 1503, ABSTRACT NO. 1525) as shown on **Exhibit “A”** hereto.

Section three Future Land Use Map. “Residential” Future Land Use is hereby assigned to the Property described in section two.

Section four. Future Land Use Map Revision. The City Secretary is hereby authorized and directed to revise the Official Future Land Use Map to reflect the change in Future Land Use 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 8th day of March 2022.

FINALLY PASSED AND APPROVED on the 22nd day of March 2022.

CITY OF BURNET, TEXAS

Crista Goble Bromley, Mayor

ATTEST:

Kelly Dix, City Secretary

Exhibit "A"
Location Map



Action Item 4.1

Information:

- Current FLUM:
Commercial
- Requested FLUM:
Residential

The property has been utilized as a residential lot since at least 2008 and is surrounded by other residential lots.

	North	South	East	West
Zoning	"R-1"	"R-1"	"R-1"	"R-1"
FLUM	Commercial	Commercial	Commercial	Commercial
Land Use	Manufactured Housing	Manufactured Housing	Manufactured Housing	Government Housing



No changes since the first reading

**Approve
Ordinance 2022-19
as presented.**



Development Services

ITEM 4.2

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

Agenda Item Brief

Meeting Date: March 22, 2022

Agenda Item: 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 200 BURNET HILLS DRIVE (Legal Description: BEING A 0.190 ACRE TRACT OUT OF THE MISS SARAH ANN GUEST SURVEY NO. 1503, ABSTRACT NO. 1525) WITH MANUFACTURED HOME-DISTRICT "M-1" CLASSIFICATION; PROVIDING A REPEALER CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE: L. Kimbler

Background: The subject property is a 0.19 acre lot currently zoned as Single-Family Residential – District "R-1". The property is located on Burnet Hills Drive just off East State Highway 29 (East Polk Street).

Information: The applicant is requesting a rezone to Manufactured Home – District "M-1" to allow the current manufactured home that was built in the late 1960's to be replaced with a newer manufactured home. Texas Local Government Code Chapter 1201.008 requires that if the current home is not HUD approved, the municipality may prohibit the addition of a manufactured home if the area does not meet the municipalities zoning regulations.

The current home pre-dates all HUD labeling requirements, therefore the property must be rezoned prior to the replacement of a newer manufactured home.

Staff Analysis: The subject property is in an area where most of the surrounding homes are Manufactured Homes. The homes in the area appear to pre-date the City's current zoning ordinance since all the surrounding property are zoned Single-Family Residential – District "R-1".

The Future Land Use Map (Exhibit B) designation for the area is Commercial. The item prior to this item on the agenda is a request to amend the City's Future Land Use Map. If approved Manufactured Home – District "M-1" would be appropriate for this area.

Properties adjacent to the subject property are zoned as follows:

	North	South	East	West
Zoning	"R-1"	"R-1"	"R-1"	"R-1"
FLUM	Commercial	Commercial	Commercial	Commercial
Land Use	Manufactured Housing	Manufactured Housing	Manufactured Housing	Government

There have been no changes to Ordinance 2022-20 since the first reading on March 8, 2022.

Public Notice: Written notices were mailed to eleven (11) surrounding property owners. There have been zero responses in favor and zero responses in opposition.

Recommendation: Approve and adopt Ordinance 2022-20 as presented.

Exhibit "A"
Location & Current Zoning Map

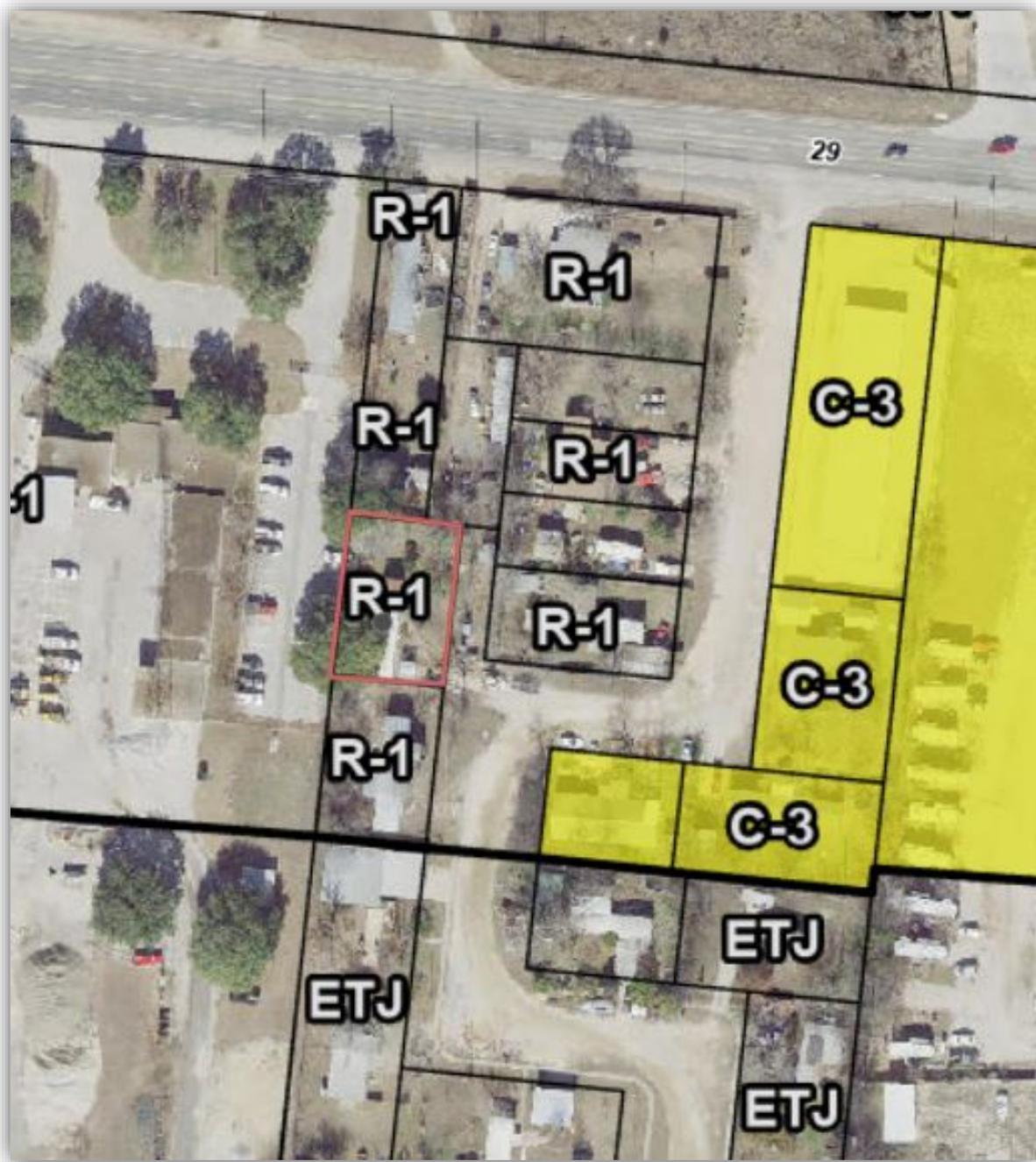
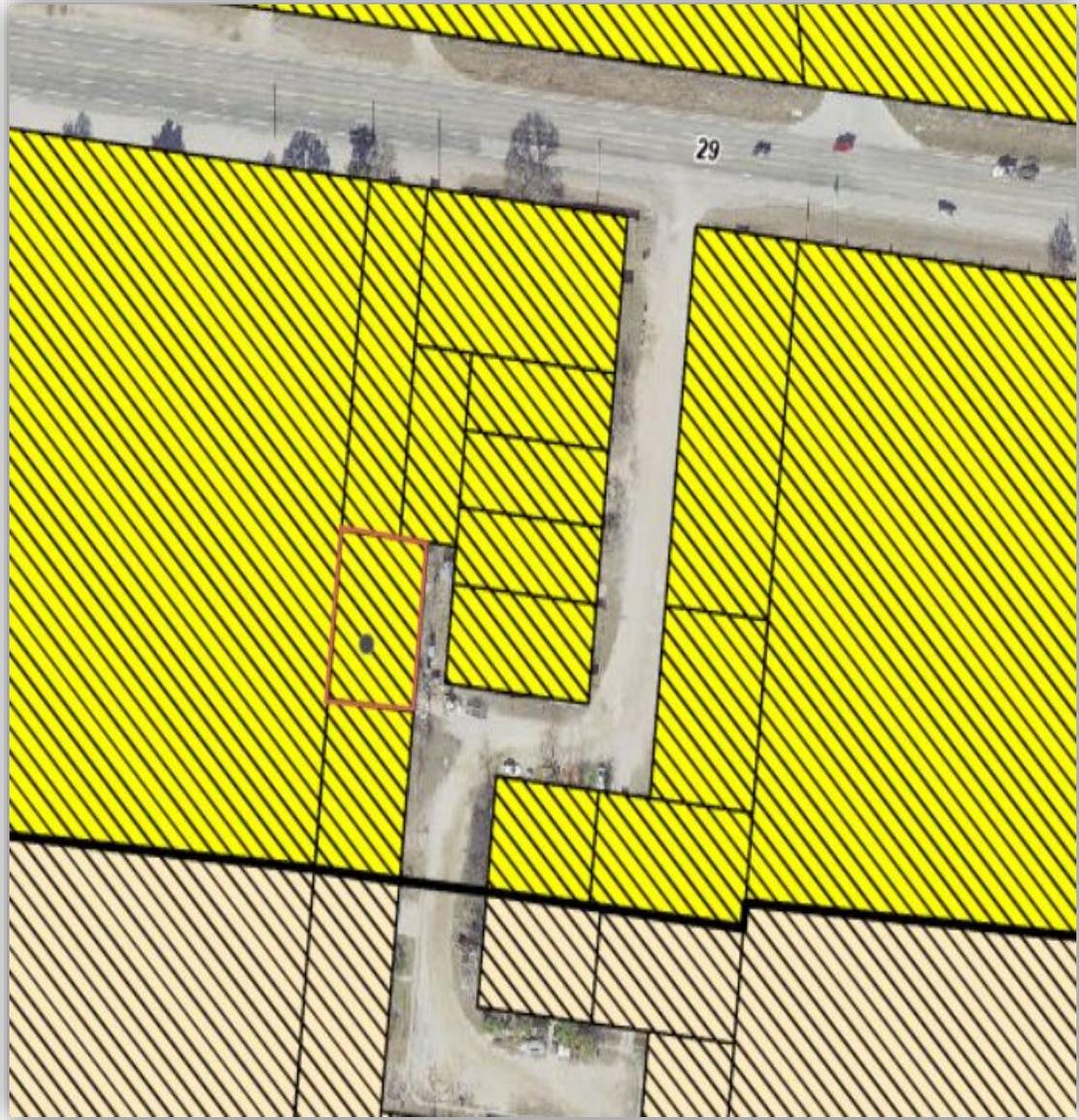


Exhibit "B"
Future Land Use Map



Government



Commercial



Residential



Industrial

ORDINANCE NO. 2022-20

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 200 BURNET HILLS DRIVE (Legal Description: BEING A 0.190 ACRE TRACT OUT OF THE MISS SARAH ANN GUEST SURVEY NO. 1503, ABSTRACT NO. 1525) WITH MANUFACTURED HOME-DISTRICT “M-1” 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 200 Burnet Hills Drive (Legal Description: BEING A 0.190 ACRE TRACT OUT OF THE MISS SARAH ANN GUEST SURVEY NO. 1503, ABSTRACT NO. 1525) as shown on **Exhibit “A”** hereto.

Section three Zoning District Reclassification. MANUFACTURED HOME- DISTRICT “M-1” 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 8TH day of March 2022

PASSED AND APPROVED on this the 22ND day of March 2022.

CITY OF BURNET, TEXAS

Crista Goble Bromley, Mayor

ATTEST:

Kelly Dix, City Secretary

Exhibit "A"
Location

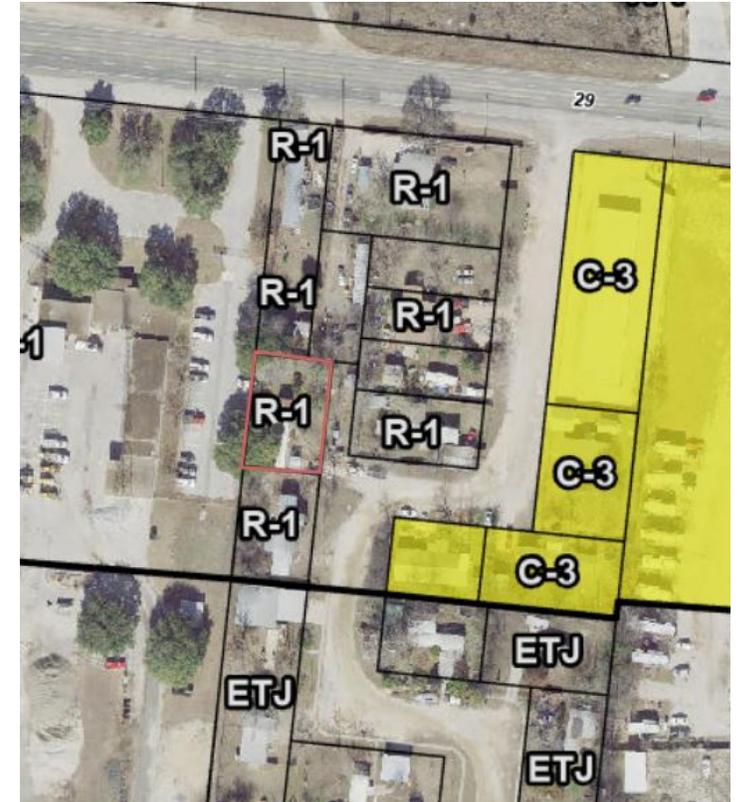


Action Item 4.2

Information:

- Current Zoning:
Single-Family Residential – “R-1”
- Requested Zoning:
Manufactured Home- District “M-1”

Applicant is seeking zone change to replace an existing 1960’s era manufactured home with a new modular home.



	North	South	East	West
Zoning	“R-1”	“R-1”	“R-1”	“R-1”
FLUM	Commercial	Commercial	Commercial	Commercial
Land Use	Manufactured Housing	Manufactured Housing	Manufactured Housing	Government

No changes since the first reading

**Approve
Ordinance 2022-20
as presented.**



Development Services

ITEM 4.3

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

Agenda Item

Meeting Date: March 22, 2022

Agenda Item: 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 “RESIDENTIAL” FOR THE PROPERTY AT 1402 N WATER STREET (LEGAL DESCRIPTION: LOT 2, BLOCK 10, OAKS ADDITION); PROVIDING A REPEALER CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE: L Kimbler

Background: The subject property is located on North US Highway 281 (Exhibit A). It is currently zoned as Single-Family Residential – District “R-1” with a vacant single-family residence located on the property.

Information: The applicant is seeking the requested amendment to the FLUM to obtain a zoning change to allow for the development of a multi-family apartment building.

The City’s Future Land Use Map (Exhibit B) for this property is designated as Commercial and the requested Future Land Use amendment must be approved before the zoning change request can be approved (next item on the agenda).

Staff Analysis: The property abuts a major arterial road and the existing water, sewer, and electric services in the area are adequate to serve the proposed project.

Properties adjacent to the subject property are zoned as follows:

	North	South	East	West
Zoning	“R-1”	“R-1”	“R-1”	“R-1”
FLUM	Commercial	Commercial	Commercial	Commercial
Land Use	Vacant	Single-Family Residential	Single-Family Residential	Single-Family Residential

All though the Future Land Use Map calls for Commercial in this area, the current primary land use is Residential.

There have been no changes to Ordinance 2022-21 since the first reading on March 8, 2022.

Public Notice: Written notices were mailed to 16 surrounding property owners. There have been zero responses in favor and zero responses in opposition.

Recommendation: Approve and adopt Ordinance 2022-21 as presented.

Exhibit "A"
Location & Current Zoning Map



Exhibit "B"



Government



Commercial



Residential



Open Space

ORDINANCE 2022-21

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 “RESIDENTIAL” FOR THE PROPERTY AT 1402 N WATER STREET (LEGAL DESCRIPTION: LOT 2, BLOCK 10, OAKS ADDITION); 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. 2012-09, did assign Future Land Use classifications for property located within the city in accordance with the Official Future Land Use Map as approved with said ordinance; and

WHEREAS, the purpose of this Ordinance is to amend the Official Future Land Use Map by amending the Future Land Use 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 Future Land Use 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, 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 Future Land Use Reclassification is 1402 N WATER STREET (LEGAL DESCRIPTION: LOT 2, BLOCK 10, OAKS ADDITION) as shown on **Exhibit “A”** hereto.

Section three. Future Land Use Map. “Residential” Future Land Use is hereby assigned to the Property described in section two.

Section four. Future Land Use Map Revision. The City Secretary is hereby authorized and directed to revise the Official Future Land Use Map to reflect the change in Future Land Use 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 8th day of March 2022.

FINALLY PASSED AND APPROVED on the 22nd day of March 2022.

CITY OF BURNET, TEXAS

Crista Goble Bromley, Mayor

ATTEST:

Kelly Dix, City Secretary

Exhibit "A"
Location Map



Action Item 4.3

Information:

- Current FLUM:
Commercial
- Requested FLUM:
Residential

Property is located on North US Highway 281 and is currently zoned Single Family Residential-District "R-1"

Applicant is seeking the requested amendment to obtain a zoning change to allow for the development of a multi-family apartment building.

	North	South	East	West
Zoning	"R-1"	"R-1"	"R-1"	"R-1"
FLUM	Commercial	Commercial	Commercial	Commercial
Land Use	Vacant	Single-Family Residential	Single-Family Residential	Single-Family Residential



No changes since first reading

**Approve
Ordinance 2022-22
as presented.**



Development Services

ITEM 4.4

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

Agenda Item

Meeting Date: March 22, 2022

Agenda Item: 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 1402 NORTH WATER STREET (Legal Description: LOT 2, BLOCK 10, OAKS ADDITION) WITH MULTI-FAMILY RESIDENTIAL – DISTRICT “R-3” CLASSIFICATION; PROVIDING A REPEALER CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE: L Kimbler

Background: The subject property is located on North US Highway 281 (Exhibit A). It is currently zoned as Single-Family Residential – District “R-1” with a vacant single-family residence located on the property.

Information: The applicant is seeking the requested amendment to the FLUM to obtain a zoning change to allow for the development of a multi-family apartment building with the possibility of 12-24 units.

Multi-Family Residential – District “R-3” is governed by code of ordinances, Sec. 118-35 and allows attached single family structures with a minimum of 500 square feet of living area on a minimum lot size of 10,000 square feet. The subject property is 12,500 square feet. The code also states the maximum dwelling units per acre are 20 units. All though currently, the lot is not of adequate size for the proposed number of units, the applicant has stated the intent is to replat the property with the property located directly to the north if the rezone is approved.

The property abuts a major arterial road and the existing water, sewer, and electric services in the area are adequate to serve the proposed project.

Staff Analysis: The Future Land Use Map (Exhibit B) designation for the area is Commercial. The item prior to this item on the agenda is a request to amend the City’s Future Land Use Map. If approved Multi-Family Residential – District “R-3” would be appropriate for this area.

Properties adjacent to the subject property are zoned as follows:

	North	South	East	West
Zoning	"R-1"	"R-1"	"R-1"	"R-1"
FLUM	Commercial	Commercial	Commercial	Commercial
Land Use	Vacant	Single-Family Residential	Single-Family Residential	Single-Family Residential

All though the FLUM for the area is currently commercial, the current land use in the area is residential.

Additionally, Multi-Family can be considered a good buffer between the major arterial roads and single-family homes.

There have been no changes to Ordinance 2022-22 since the first reading on March 8, 2022.

Public Notice: Written notices were mailed to 16 surrounding property owners. There have been zero responses in favor and zero responses in opposition.

Recommendation: Discuss and consider first reading of Ordinance 2022-22 as presented.

Exhibit "A"
Location & Current Zoning Map



Exhibit "B" Future Land Use Map



-  Government
-  Commercial
-  Residential
-  Open Space

ORDINANCE NO. 2022-22

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 1402 NORTH WATER STREET (Legal Description: LOT 2, BLOCK 10, OAKS ADDITION) WITH MULTI-FAMILY RESIDENTIAL – DISTRICT “R-3” 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 the required amendment to the Future Land Use Plan was, prior to this action, passed and approved by ordinance of this Council; 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 1402 North Water Street (Legal Description: LOT 2, BLOCK 10, OAKS ADDITION) as shown on **Exhibit “A”** hereto.

Section three Zoning District Reclassification. MULTI-FAMILY RESIDENTIAL – DISTRICT “R-3” 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 8th day of March 2022

PASSED AND APPROVED on this the 22nd day of March 2022.

CITY OF BURNET, TEXAS

Crista Goble Bromley, Mayor

ATTEST:

Kelly Dix, City Secretary

Exhibit "A"
Location



Action Item 4.4

Information:

- Current Zoning:
Single-Family Residential – “R-1”
- Requested Zoning:
Multi-Family Residential- District “R-3”

Applicant is requesting the zoning change to allow for the development of a multi-family apartment building with possibly 12-24 units.



	North	South	East	West
Zoning	“R-1”	“R-1”	“R-1”	“R-1”
FLUM	Commercial	Commercial	Commercial	Commercial
Land Use	Vacant	Single-Family Residential	Single-Family Residential	Single-Family Residential

No changes since first reading

**Approve
Ordinance 2022-22
as presented.**



Development Services

ITEM 4.5

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

Agenda Item

Meeting Date: March 22, 2022

Agenda Item: 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 “RESIDENTIAL” FOR THE PROPERTY AT 1404 N WATER STREET (LEGAL DESCRIPTION: LOT 3 & 4, BLOCK 10, OAKS ADDITION); PROVIDING A REPEALER CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE: L Kimbler

Background: The subject property is a vacant lot located at the corner of East 4th Street and North US Highway 281 (Exhibit A). It is currently zoned as Single-Family Residential – District “R-1”.

Information: The applicant is seeking the requested amendment to the FLUM to obtain a zoning change to allow for the development of a multi-family apartment building.

The City’s Future Land Use Map (Exhibit B) for this property is designated as Commercial and the requested Future Land Use amendment must be approved before the zoning change request can be approved (next item on the agenda).

Staff Analysis: The property abuts a major arterial road and the existing water, sewer, and electric services in the area are adequate to serve the proposed project.

Properties adjacent to the subject property are zoned as follows:

	North	South	East	West
Zoning	“R-1”	“R-1”	“R-1”	“R-1”
FLUM	Commercial	Commercial	Commercial	Commercial
Land Use	Vacant	Single-Family Residential	Single-Family Residential	Single-Family Residential

All though the Future Land Use Map calls for Commercial in this area, the current primary land use is Residential.

There have been no changes to Ordinance 2022-23 since the first reading on March 8, 2022.

Public Notice: Written notices were mailed to 25 surrounding property owners. There have been zero responses in favor and zero responses in opposition.

Recommendation: Approve and adopt Ordinance 2022-23 as presented.

Exhibit "A"
Location & Current Zoning Map

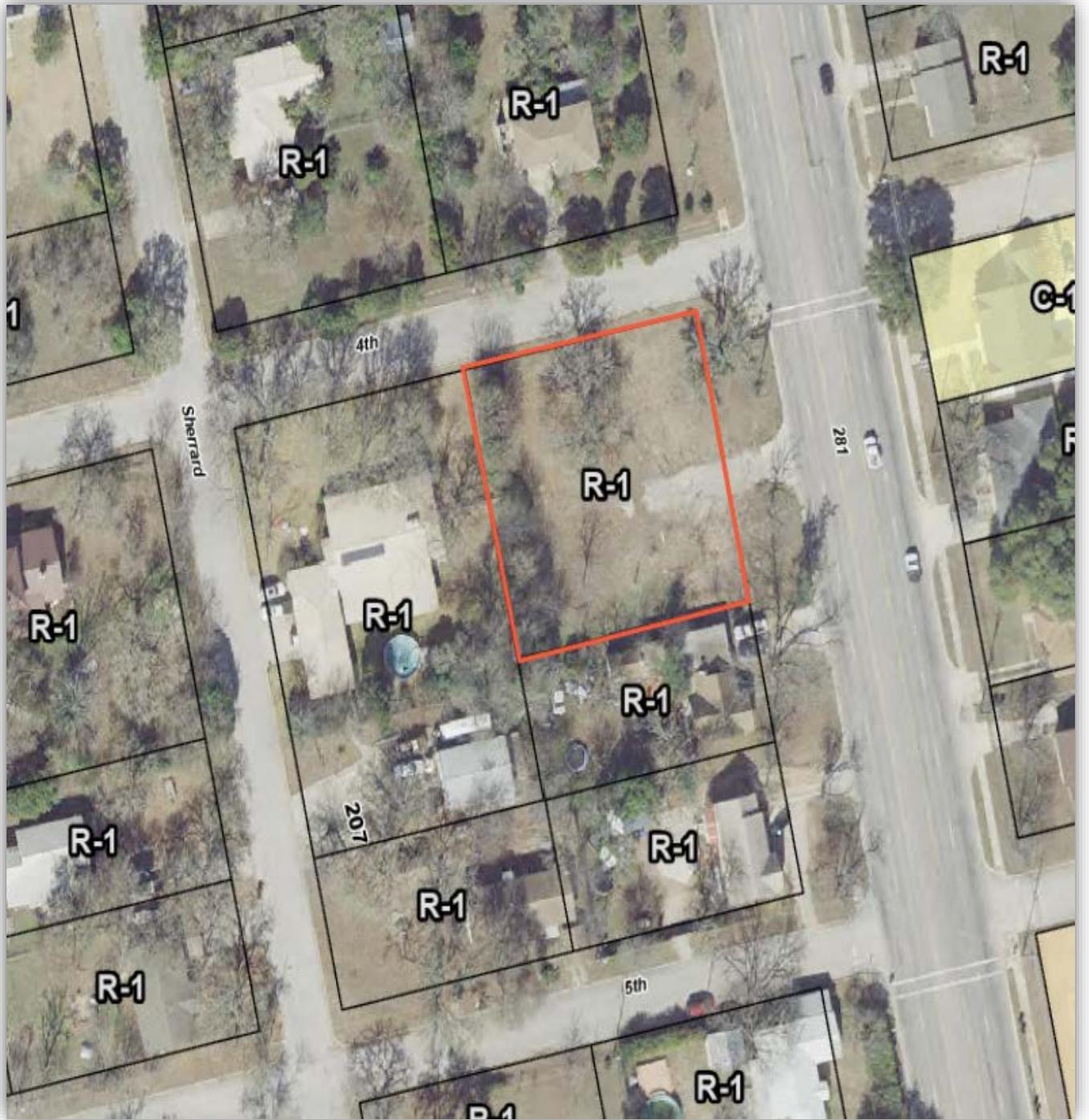
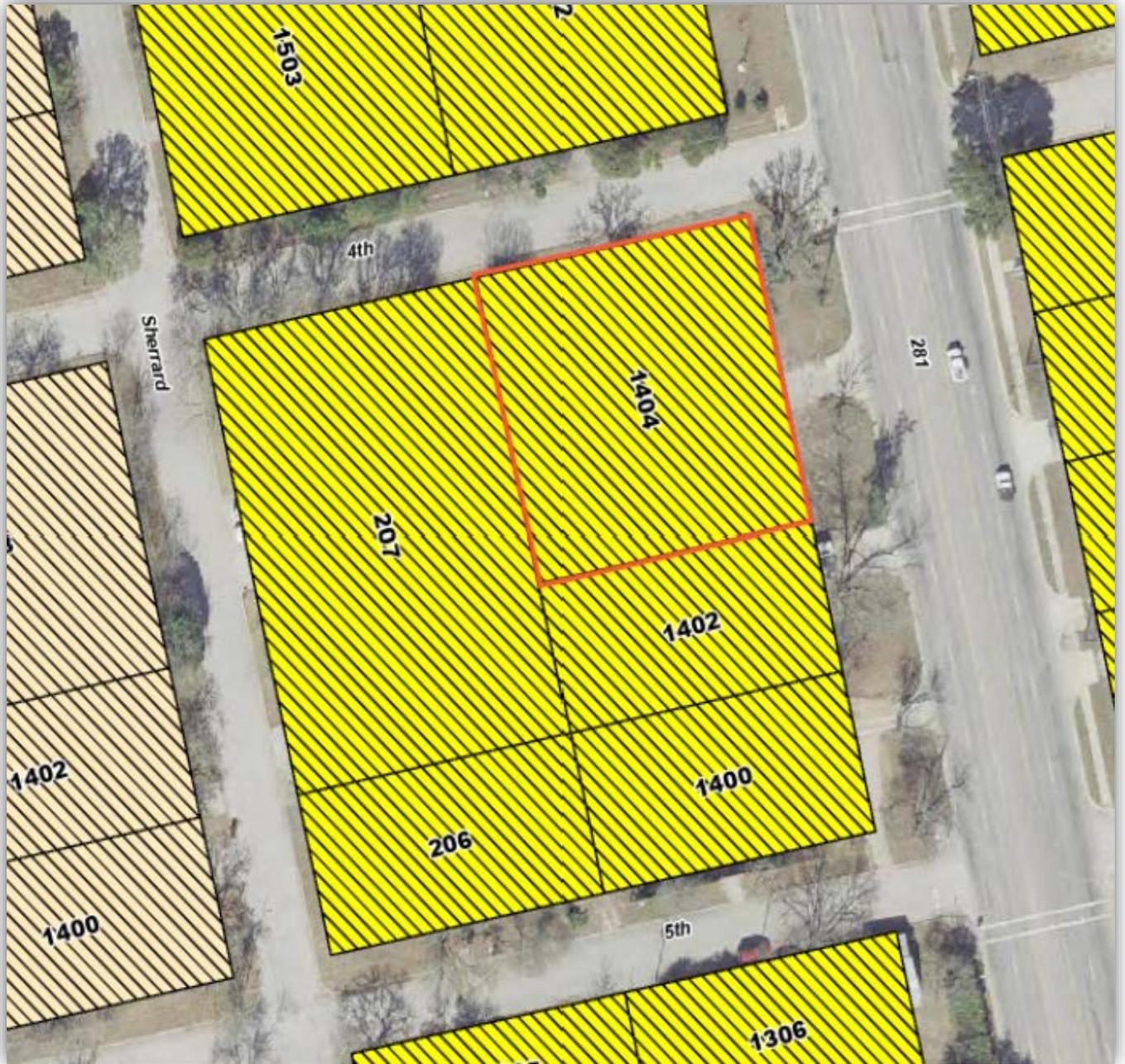


Exhibit "B"
Future Land Use Map



Government

Commercial

Residential

Open Space

ORDINANCE NO. 2022-23

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 “RESIDENTIAL” FOR THE PROPERTY AT 1404 N WATER STREET (LEGAL DESCRIPTION: LOT 3 & 4, BLOCK 10, OAKS ADDITION 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. 2012-09, did assign Future Land Use classifications for property located within the city in accordance with the Official Future Land Use Map as approved with said ordinance; and

WHEREAS, the purpose of this Ordinance is to amend the Official Future Land Use Map by amending the Future Land Use 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 Future Land Use 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, 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 Future Land Use Reclassification is 1404 N WATER STREET (LEGAL DESCRIPTION: LOT 3 & 4, BLOCK 10, OAKS ADDITION) as shown on **Exhibit “A”** hereto.

Section three. Future Land Use Map. “Residential” Future Land Use is hereby assigned to the Property described in section two.

Section four. Future Land Use Map Revision. The City Secretary is hereby authorized and directed to revise the Official Future Land Use Map to reflect the change in Future Land Use 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 8th day of March 2022.

FINALLY PASSED AND APPROVED on the 22nd day of March 2022.

CITY OF BURNET, TEXAS

Crista Goble Bromley, Mayor

ATTEST:

Kelly Dix, City Secretary

Exhibit "A"
Location



Action Item 4.5

Information:

- Current FLUM:
Commercial
- Requested FLUM:
Residential

Property is located on North US Highway 281 and is currently zoned Single Family Residential- District “R-1”

Applicant is seeking the requested amendment to obtain a zoning change to allow for the development of a multi-family apartment building.



	North	South	East	West
Zoning	“R-1”	“R-1”	“R-1”	“R-1”
FLUM	Commercial	Commercial	Commercial	Commercial
Land Use	Vacant	Single-Family Residential	Single-Family Residential	Single-Family Residential

**No changes since the first reading
Approve
Ordinance 2022-23
as presented.**



Development Services

ITEM 4.6

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

Agenda Item

Meeting Date: March 22, 2022

Agenda Item: 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 1404 N WATER STREET (Legal Description: LOT 3 & 4, BLOCK 10, OAKS ADDITION) WITH MULTI-FAMILY RESIDENTIAL – DISTRICT “R-3” CLASSIFICATION; PROVIDING A REPEALER CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE: L Kimbler

Background: The subject property is a vacant lot located at the corner of East 4th Street and North US Highway 281 (Exhibit A). It is currently zoned as Single-Family Residential – District “R-1”.

Information: The applicant is seeking the requested amendment to the FLUM to obtain a zoning change to allow for the development of a multi-family apartment building with the possibility of 12-24 units.

Multi-Family Residential – District “R-3” is governed by code of ordinances, Sec. 118-35 and allows attached single family structures with a minimum of 500 square feet of living are on a minimum lot size of 10,000 square feet. The subject property is 22,500 square feet. The code also states the maximum dwelling units per acre are 20 units. All though currently, the lot is not of adequate size for the proposed number of units, the applicant has stated the intent is to replat the property with the property located directly to the south if the rezone is approved.

The property abuts a major arterial road and the existing water, sewer, and electric services in the area are adequate to serve the proposed project.

Staff Analysis: The Future Land Use Map (Exhibit B) designation for the area is Commercial. The item prior to this item on the agenda is a request to amend the City’s Future Land Use Map. If approved Multi-Family Residential – District “R-3” would be appropriate for this area.

Properties adjacent to the subject property are zoned as follows:

	North	South	East	West
Zoning	"R-1"	"R-1"	"R-1"	"R-1"
FLUM	Commercial	Commercial	Commercial	Commercial
Land Use	Vacant	Single-Family Residential	Single-Family Residential	Single-Family Residential

All though the FLUM for the area is currently commercial, the current land use in the area is residential.

Additionally, Multi-Family can be considered a good buffer between the major arterial roads and single-family homes.

There have been no changes to Ordinance 2022-24 since the first reading on March 8, 2022.

Public Notice: Written notices were mailed to 25 surrounding property owners. There have been zero responses in favor and zero responses in opposition.

Recommendation: Discuss and consider first reading of Ordinance 2022-24 as presented.

Exhibit "A"
Location & Current Zoning Map

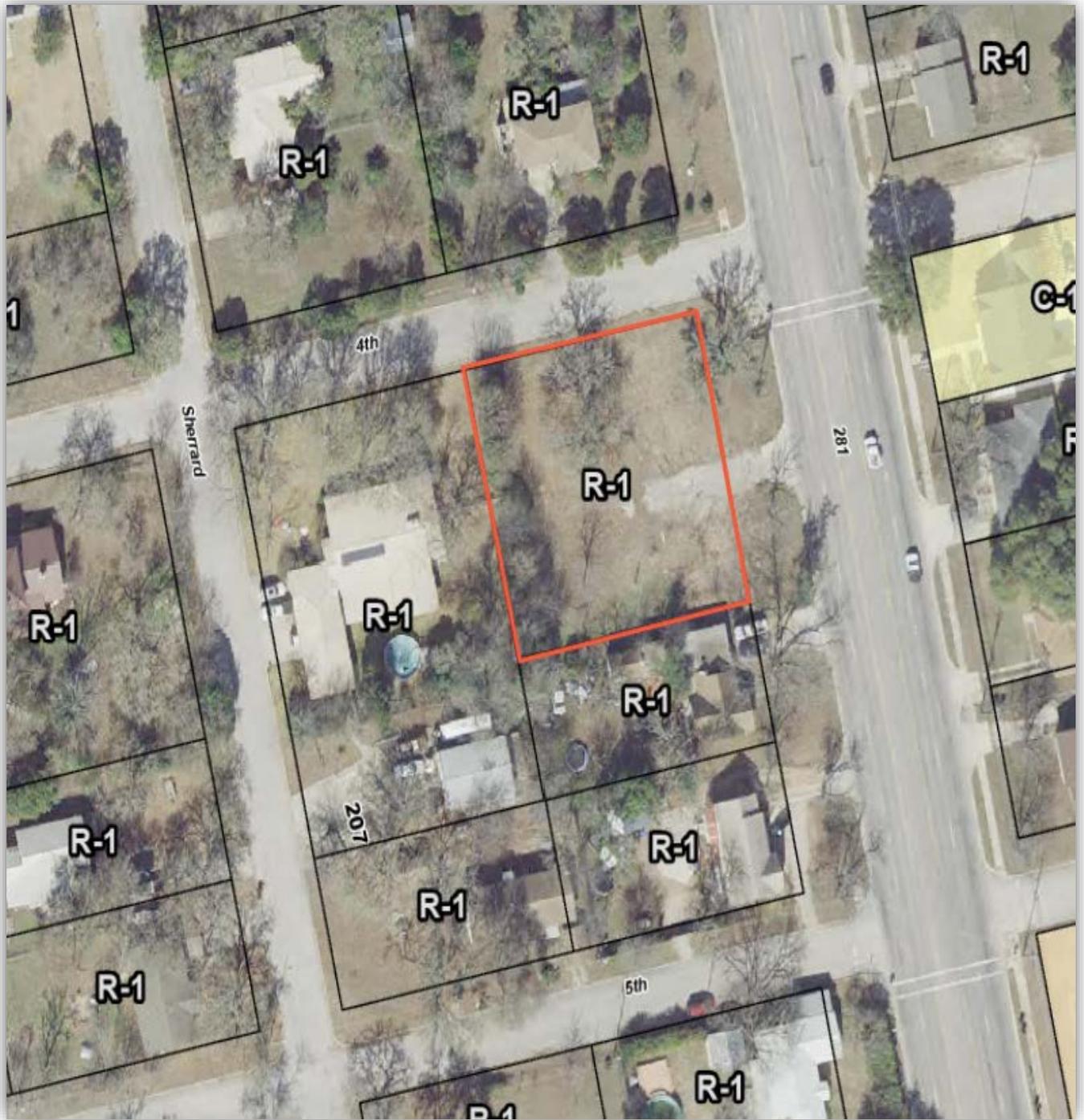
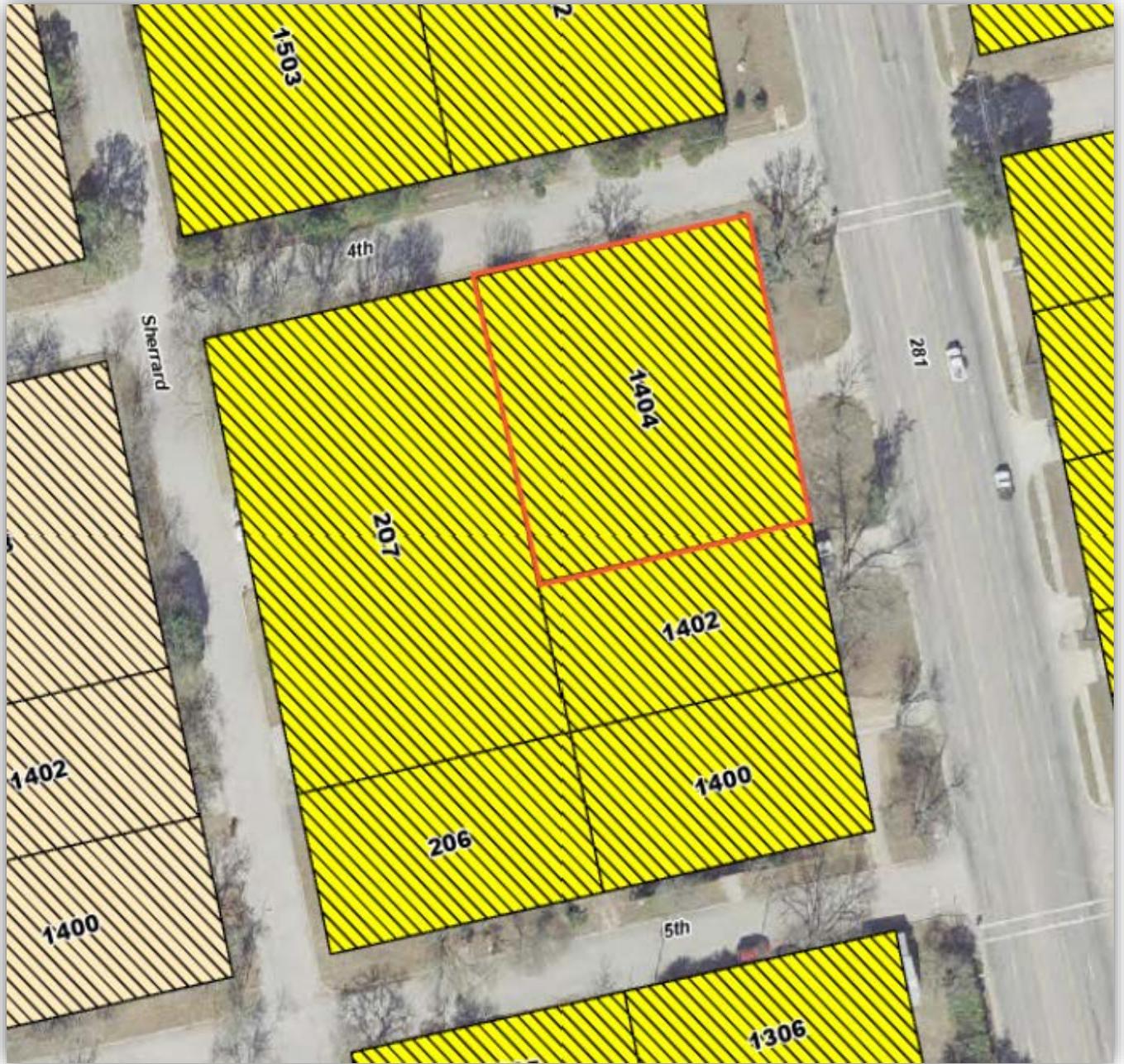


Exhibit "B"
Future Land Use Map



Government



Commercial



Residential



Open Space

ORDINANCE NO. 2022-24

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 1404 North Water Street (Legal Description: LOT 3 & 4, BLOCK 10, OAKS ADDITION) WITH MULTI-FAMILY RESIDENTIAL – DISTRICT “R-3” 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 the required amendment to the Future Land Use Plan was, prior to this action, passed and approved by ordinance of this Council; 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 1404 North Water Street (Legal Description: LOT 3 & 4, BLOCK 10, OAKS ADDITION) as shown on **Exhibit “A”** hereto.

Section three Zoning District Reclassification. MULTI-FAMILY RESIDENTIAL – DISTRICT “R-3” 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 8th day of March 2022

PASSED AND APPROVED on this the 22nd day of March 2022.

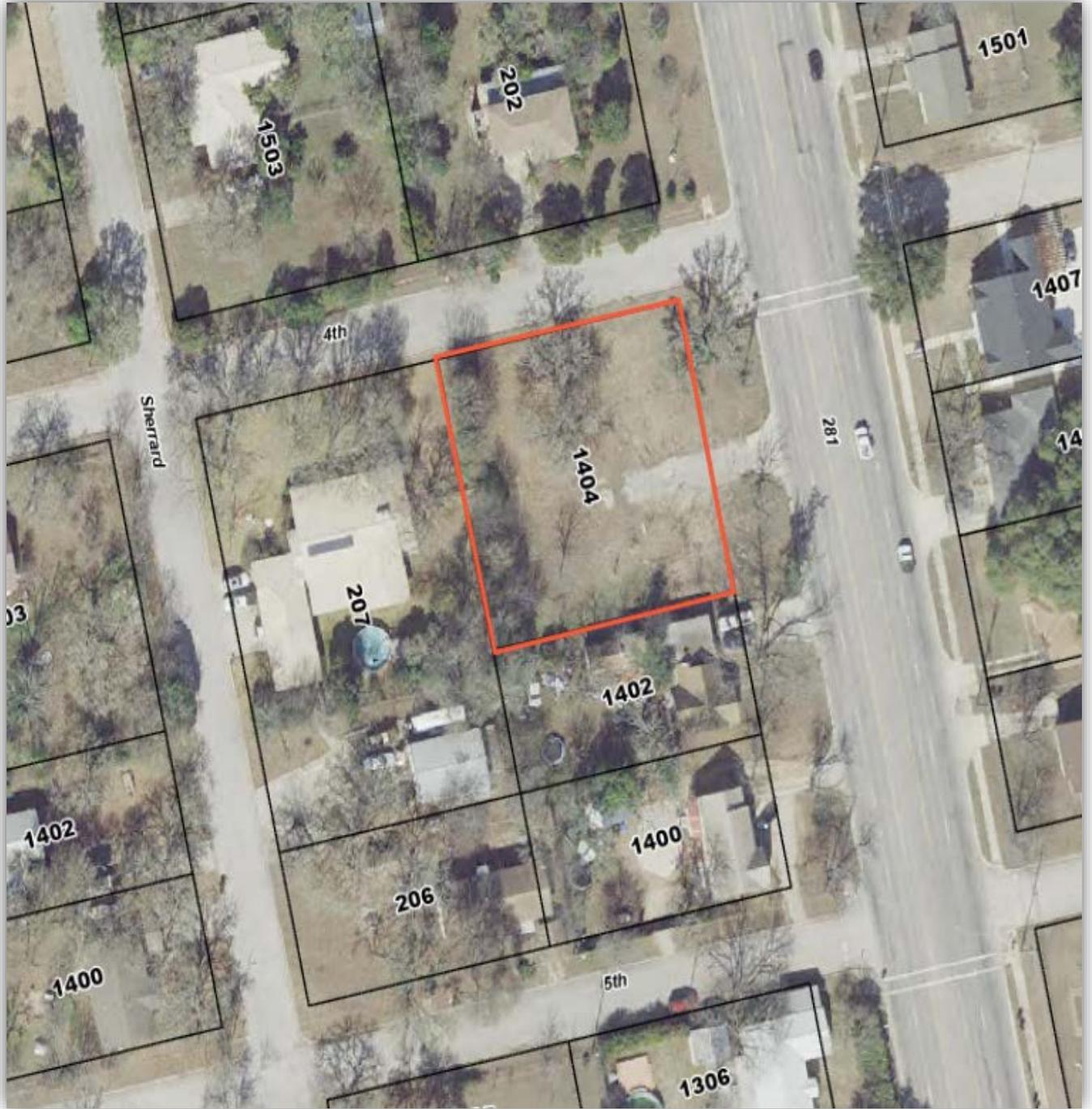
CITY OF BURNET, TEXAS

Crista Goble Bromley, Mayor

ATTEST:

Kelly Dix, City Secretary

Exhibit "A"
Location



Action Item 4.6

Information:

- Current Zoning:
Single-Family Residential – “R-1”
- Requested Zoning:
Multi-Family Residential- District “R-3”
Applicant is requesting the zoning change to allow for the development of a multi-family apartment building with possibly 12-24 units.



	North	South	East	West
Zoning	“R-1”	“R-1”	“R-1”	“R-1”
FLUM	Commercial	Commercial	Commercial	Commercial
Land Use	Vacant	Single-Family Residential	Single-Family Residential	Single-Family Residential

No changes since first reading

**Approve
Ordinance 2022-24
as presented.**



Development Services

ITEM 4.7

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

Agenda Item Brief

Meeting Date: March 22, 2022

Agenda Item: 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 GENERALLY DESCRIBED AS THE NORTHWEST CORNER OF EAST JOHNSON AND NORTH RHOMBERG STREETS (Legal Description: 0.37-ACRE TRACT OUT OF THE JOHN HAMILTON SURVEY NO. 1, BEING A PORTION OF LOT 2, BLOCK 37 OF THE PETER KERR PORTION) WITH DUPLEX-DISTRICT "R-2" CLASSIFICATION; PROVIDING A REPEALER CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE: L. Kimbler

Background: The property is a vacant lot located at the northwest corner of Johnson Street and Rhomberg Street.

Information: The applicant is requesting to rezone the property to Duplex – District "R-2" to allow for the construction of a duplex with two units. The applicant is proposing each unit having three bedrooms and two bathrooms with a single car garage. One unit will face East Johnson Street and one unit will face North Rhomberg Street.

Duplex – District "R-2" allows two-, three-, and four-unit townhomes with a minimum of 900 square feet per unit on a minimum lot size of 4500 square feet per unit. The subject lot is 16,117 square feet which meets the minimum requirements for the zoning district.

Existing water, sewer, and electric services in the area are adequate to serve the proposed project.

Staff Analysis: The Future Land Use Map (Exhibit B) designation for the area is Residential as the property is bordered by other Residential areas. The Residential designation is appropriate.

Properties adjacent to the subject property are zoned as follows:

	North	South	East	West
Zoning	"R-1"	"C-3"	"R-1"	"R-1"
FLUM	Residential	Commercial	Residential	Residential
Land Use	Single-Family Residential	Commercial	Single-Family Residential	Single-Family Residential

There have been no changes to Ordinance 2022-25 since the first reading on March 8, 2022

Public Notice: Written notices were mailed to seventeen (17) surrounding property owners. There have been zero responses in favor and zero responses in opposition.

Recommendation: Approve and adopt Ordinance 2022-25 as presented.

Exhibit "A"
Location & Current Zoning Map



Exhibit "B"
Future Land Use Map



Government



Commercial



Residential



Industrial

ORDINANCE NO. 2022-25

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 GENERALLY DESCRIBED AS THE NORTHWEST CORNER OF EAST JOHNSON AND NORTH RHOMBERG STREETS (Legal Description: 0.37-ACRE TRACT OUT OF THE JOHN HAMILTON SURVEY NO. 1, BEING A PORTION OF LOT 2, BLOCK 37 OF THE PETER KERR PORTION) WITH DUPLEX-DISTRICT “R-2” 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 generally located at the northwest corner of East Johnson and North Rhomberg Streets (Legal Description: 0.37-acre tract out of the John Hamilton Survey No. 1, being a portion of Lot 2, Block 37 of the Peter Kerr Portion) as shown on **Exhibit “A”** hereto.

Section three Zoning District Reclassification. Duplex - District “R-2” 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 8TH day of March 2022

PASSED AND APPROVED on this the 22ND day of March 2022.

CITY OF BURNET, TEXAS

Crista Goble Bromley, Mayor

ATTEST:

Kelly Dix, City Secretary

Exhibit "A"
Location



Action Item 4.7

Information:

- Current Zoning:
Single-Family Residential – “R-1”
- Requested Zoning:
Duplex-District “R-2”

Applicant is seeking the zoning change to allow for the construction of a 2 unit- 3-bedroom 2 bath duplex with a single car garage.



	North	South	East	West
Zoning	“R-1”	“C-3”	“R-1”	“R-1”
FLUM	Residential	Commercial	Residential	Residential
Land Use	Single-Family Residential	Commercial	Single-Family Residential	Single-Family Residential

No changes since first reading

**Approve
Ordinance 2022-25
as presented.**



Human Resources Department

ITEM 4.8

Kelli Sames
Director of Human Resources
(512)-715-3213
ksames@cityofburnet.com

Agenda Item Brief

- Meeting Date:** March 22, 2022
- Agenda Item:** Discuss and consider action: Approve Consulting Services Agreement between City of Burnet, Texas and Hyas Group, LLC for Deferred Compensation Consulting Services: K. Sames
- Background:** On March 8, 2022, City Council awarded bid for RFP2021-06 to HYAS Group, LLC. for deferred compensation plan consulting and authorized the City Manager to negotiate a contract for services.

Attached is the Consulting Services Agreement that has been reviewed by the City Manager and Assistant City Manager.

Project Scope of Work –

Investment Policy Statement development and/or review and maintenance

- Confirm investment goals and objectives
- Review investment guidelines
- Establish investment performance review and evaluation criteria
- Assist the Committee in adherence to policy
- Provide recommendations for course of action to address policy concerns

Detailed plan cost analysis and benchmarking

- Provide in depth cost review of all aspects of the Plan
- Benchmark cost to other plans
- Chart historical cost and revenue
- Work with vendor to monitor administrative budget
- Renegotiate revenue share agreements where appropriate

Plan governance and Committee function assistance

- Develop Committee Charter/by-laws for fiduciary Committee
- Establish compliance criteria and checklist
- Review Plan and other relevant legal documents

Fiduciary education/training for Committee members

- Assist the Committee in meeting fiduciary responsibility requirements
- Provide a targeted, on-site education session on topical investment issues
- Communicate important legal and regulatory changes and trends

Fiscal Impact:

The fiscal impact is \$2,500. The term of this Agreement shall begin on April 1, 2022 and shall end on March 31, 2023, unless the term of the Agreement is otherwise terminated or extended, as provided for in Section 7 of the Agreement.

Recommendation:

Approve Consulting Services Agreement between City of Burnet, Texas and Hyas Group, LLC for Deferred Compensation Consulting Services.



CONSULTING SERVICES AGREEMENT City of Burnet, Texas and Hyas Group, LLC

THIS AGREEMENT for consulting services is made by and between the Hyas Group, LLC, an Oregon limited liability company ("Consultant") and the City of Burnet, Texas ("Client") as of April 1, 2022.

WHEREAS, Consultant desires to perform, and Client desires to have Consultant perform certain general services for City of Burnet 457(b) Deferred Compensation Plan ("Plan").

NOW, THEREFORE, In consideration of the mutual covenants and promises set forth below, the parties agree as follows:

SECTION 1 - DEFINITIONS:

1.1 Scope of Work - means each document agreed upon by Client and Consultant for specific Services to be performed and the Deliverables to be provided to Client and any other performance requirements mutually agreed to between the parties. The Scope of Work attached as Exhibit A – Consulting Services Scope of Work shall be deemed incorporated herein in its entirety by reference.

1.2 Deliverables - means, with respect to the Scope of Work, the items specified in such Scope of Work as deliverables of the Consultant.

1.3 Services - means the services under the Scope of Work, which Consultant shall provide to Client under this Agreement.

1.4 Consultant Work Product - means any and all items and information delivered to Client or its employee(s), or otherwise generated by Consultant or its agent in the course of providing Services under this Agreement, whether in hard copy or electronic form, including all Deliverables, works of authorship, reports, designs, analyses and other supporting material, summaries and recommendations.

SECTION 2 - SERVICES:

Subject to the terms and conditions set forth in this Agreement, Consultant shall provide to Client the services described in the Scope of Work attached as Exhibit A – Consulting Services Scope of Work, in the manner specified therein.

2.1 Term of Services. The term of this Agreement shall begin on the date first noted above and shall end on March 31, 2023, unless the term of the Agreement is otherwise terminated or extended, as provided for in Section 7.

2.2 Duties of Consultant. Consultant shall provide the Services and the Consultant Work Product during the term of this Agreement in accordance with the terms and conditions of this Agreement and the Scope of Work. Consultant will provide all resources, facilities, management, labor, expertise, skills, tools and equipment necessary for the performance of its obligations under this Agreement and any Scope of Work. Without limiting the foregoing, Consultant shall: (i) keep Client advised of the progress of the delivery of the Services and the

status of the Deliverables: (ii) permit any designated representative of Client periodically to review the work of Consultant personnel performing Services and preparing Deliverables; (iii) perform the Services in a timely manner and provide the Deliverables in accordance with the Scope of Work; and (iv) keep accurate records of work performed, evidence of which Consultant shall provide to Client upon Client's request.

2.3 Assignment of Personnel. Consultant shall assign only competent personnel to perform services pursuant to this Agreement and the duties and responsibilities under this Agreement shall not be subcontracted to any other person or entity, in whole or in part, without Client's prior written approval. In the event that Client, in its sole discretion, at any time during the term of this Agreement, desires the reassignment of any such persons, Consultant shall, immediately upon receiving notice from Client of such desire of Client, reassign such person or persons.

2.4 Changes to Scope of Work. Client may at any time by written notice make changes within the general reach of any Scope of Work, and if agreed in writing by Consultant, Consultant shall proceed without delay to perform the Scope of Work as changed. However, should any change to a Scope of Work result in a material change to the performance, schedule or cost of the Scope of Work, Client and Consultant shall enter into an amendment of the Scope of Work signed by both parties before providing Services, Deliverables and or Consultant Work Product to Client.

SECTION 3 - COMPENSATION:

Subject to the maximum sums hereafter provided, the Consultant will be compensated upon satisfactory completion of the prescribed items in Exhibit A – Consulting Services Scope of Work. Client shall not withhold applicable federal and state payroll and other required taxes, or other authorized deductions from payments to the Consultant. The maximum amount of compensation is \$2,500 and is inclusive of all expenses related to the Scope of Work. No claims for additional compensation, whether for additional work or otherwise, under the Project Scope of Work shall be allowed unless such additional compensation and work, if applicable, is authorized by the Client in writing.

The Client shall make a total of one (1) payment and such payment shall be Consultant's sole compensation for its rendering of the Services and preparation and delivery of the Consultant Work Product. The payment will be made upon the satisfactory completion of the project. Consultant shall invoice Client at the address listed in this agreement for the Services, Deliverables or Company Work Product and shall be paid net thirty (30) days from date of an accurate invoice or receipt of Services, Deliverables or Company Work Product, whichever occurs later.

SECTION 4 - CONSULTANT'S REPRESENTATIONS, WARRANTIES, AND COVENANTS:

Consultant represents, warrants and covenants as follows:

4.1 Compliance with applicable law. Throughout the term of this Agreement, Consultant, its employees and authorized agent(s): (i) shall comply with all applicable state and local laws, regulations, rules, and federal orders respecting the performance by Consultant of its duties and responsibilities under this Agreement; and (ii) shall obtain and maintain all licenses, permits and approvals required by any federal, state or local licensing, regulatory, or other agency or authority for performance of the work required by this Agreement or the Scope of Work.

4.2 Use of Qualified Personnel. Consultant will use qualified individuals with suitable training, experience, capabilities, skill and licenses to perform its obligations under this Agreement.

4.3 Quality of Work. Consultant will perform this Agreement and any Scope of Work hereunder in a manner consistent with industry standards reasonably applied to the performance of such work. The Services and

Consultant Work Product provided hereunder shall (i) be of good and marketable quality; (ii) be free from all defects in design, materials, workmanship, performance and title; and (iii) meet the applicable specifications, samples, descriptions and requirements specified in the Scope of Work and this Agreement.

SECTION 5 - STATUS OF CONSULTANT:

5.1 Independent Contractor. Client and Consultant are independent contractors and have no power or authority to bind the other or to create any obligation or responsibility on behalf of the other. Under no circumstances shall any employee of one party be deemed to be the employee of the other for any purpose. Nothing herein shall be construed as implying a joint venture, agency, employer-employee or partnership relationship between the parties hereto. Consultant is solely responsible for all of its own taxes, withholdings, and other similar statutory obligations related to this Agreement and the Scope of Work.

SECTION 6 - LEGAL:

6.1 Governing Law. This Agreement will be governed by the laws of Texas, without giving effect to principles of the conflict of laws. Unless the parties otherwise agree in writing when any dispute arises, all claims, demands, controversies, disputes, actions or causes of action of any nature or character arising out of or in connection with this Agreement, whether legal or equitable, known or unknown, contingent or otherwise shall be resolved in the Supreme Court of the State of Texas, and any appellate courts thereto. The parties waive any objection that they may have at any time to the laying of venue in or the exercise of jurisdiction by any such court. The parties agree that service of process for any such legal proceeding need not be personally served or served within the State of Texas. The parties further agree that any right to trial by jury with respect to any such claims, demands, controversies, disputes, actions or causes of action of any nature or character is hereby waived by all parties to this Agreement.

6.2 Fiduciary Responsibility. Consultant acknowledges and agrees that in providing services described in the Scope of Work, it is acting as an investment advisor fiduciary as defined in ERISA § 3(21) in rendering investment advice to the Client based on the particular needs of the Client as stated herein.

6.3 Force Majeure. Neither party shall be liable for any delay or failure in performance due to acts of God, earthquake, flood, riots, fire, epidemics, war or terrorism. Each party shall immediately notify the other party of the occurrence of such an event affecting such party and shall use all reasonable efforts to recommence performance as soon as possible. The obligations and rights of the excused party shall be extended on a day-to-day basis for the time period equal to the period of the excusable delay.

6.4 Legal Proceedings. Consultant will have no obligation to render advice or take any action with respect to securities or other investments, or the issuers thereof, which become subject to any legal proceedings, including bankruptcies.

6.5 No Third-Party Beneficiaries. Nothing in this Agreement, express or implied, is intended or shall be construed to confer on any person, other than the parties to this Agreement and the Client's Plan Advisory Committee, any right, remedy, or claim under or with respect to this Agreement.

6.6 Notices. All notices and other communications under this Agreement must be in writing and shall be deemed to have been given if delivered personally, sent by facsimile (with confirmation), mailed by certified mail, delivered by an overnight delivery service (with confirmation), or emailed (with confirmation) to the parties at the addresses, facsimile numbers, or email addresses below each party's signature, below (or at such other address, facsimile number, or email address as a party may designate by like notice to the other party). Any notice or other communication shall be deemed to be given (a) on the date of personal delivery, (b) at the expiration of the 3rd business day after the date of deposit in the United States mail, (c) on the date of confirmed delivery by facsimile or overnight delivery service, or (d) on the date of confirmed delivery of email.

SECTION 7. TERMINATION, MODIFICATION & EXTENSION:

7.1 Termination. Client may terminate this Agreement at any time, with or without cause, by giving thirty (30) days written notice to Consultant. In the event of a termination under this subsection, Consultant shall immediately cease work on the terminated matter(s), performing only efforts reasonably necessary to wind down and preserve work that has been performed. In the event of a termination of this Agreement for any reason, Consultant shall be obligated to deliver only Services and Consultant Work Product actually performed or prepared by Consultant prior to the date of termination; and delivered to and accepted by Client within a reasonable time after the effective date of termination. Upon a termination of this Agreement, Consultant will be entitled to receive or retain a prorated portion of the compensation described in Section 3.1, prorated to the termination date. If compensation paid to Consultant represents compensation for a period extending beyond the termination date, Consultant will reimburse Client as soon as reasonably possible; and if Client has not yet paid compensation for a period preceding the termination date, Client will pay the owed amount to Consultant as soon as reasonably possible. In addition, Client has the right to terminate this Agreement without any penalty within five business days of signing it, and Client will receive a full refund of all fees Client has paid Consultant.

7.2 Transition. Consultant shall, if requested by Client, take all reasonable steps to achieve an orderly transition upon termination and provide reasonable training for Client or third-party personnel.

7.3 Contract Extension. The parties may extend this Agreement for additional terms upon mutual agreement. Pricing and services may be subject to change with any contract extension.

7.4 Amendments. The parties may amend this Agreement upon mutual written agreement.

SECTION 8 - GENERAL:

8.1 Proxy Voting. Consultant does not exercise proxy voting authority over client securities or take any action relating such securities, which become the subject of any legal proceedings including class action lawsuits and bankruptcies. The obligation to vote client proxies at all times rests with Client. However, Client is not precluded from contacting Consultant for advice or information about a particular proxy vote. However, Consultant will not be deemed to have proxy voting authority as a result of providing such advice to Client.

Should Consultant inadvertently receive proxy information for a security held in the Plan's account, Consultant will immediately forward such information to Client, but will not take any further action with respect to the voting of such proxy. Upon termination of this Agreement, Consultant will make a good faith and reasonable attempt to forward proxy information inadvertently received by Consultant on Client's behalf to the forwarding address provided by Client.

8.2 Risk. Client recognizes that there may be loss or depreciation of the value of any investment due to the fluctuation of market values. Client represents that no party to this Agreement has made any guarantee, either oral or written, that the Plan's investment objectives will be achieved. Consultant will not be liable for any error in judgment and/or for any investment losses in the absence of malfeasance, negligence or violation of applicable law. Nothing in this Agreement will constitute a waiver or limitation of any rights which Client may have under applicable state or federal law, including without limitation state and federal securities laws.

8.3 Confidentiality. In connection with the performance of Consultant's services under this Agreement, Consultant will hold any confidential information received from Client in strict confidence. Consultant will not disclose such information to any third party, except in compliance with Consultant's privacy policy, as necessary to perform services on Client's behalf, or as required by law. Client also agrees to respect the

proprietary nature of Consultant's work product, and only disclose Consultant's advice, reports and recommendations to others in a manner consistent with the intended purposes of this agreement.

8.4 No Waiver. No waiver of rights under this Agreement or the Scope of Work hereunder by either party shall constitute a subsequent waiver of this or any other right under this Agreement.

8.5 Assignment. Neither this Agreement nor any rights under this Agreement (nor any Scope of Work hereunder), other than monies due or to become due, shall be assigned or otherwise transferred by Consultant (by operation of law or otherwise) without the prior written consent of Client.

8.6 Severability. In the event that any of the terms of this Agreement or any Scope of Work hereunder or the performance of any obligation by either party thereunder becomes or is declared to be illegal by any court of competent jurisdiction or other governmental body, such term(s) shall be null and void and shall be deemed deleted from this Agreement or the Scope of Work. All remaining terms of this Agreement shall remain in full force and effect.

8.7 Entire Agreement. This Agreement and the Scope of Work expressly incorporated herein, are the complete agreement between the parties hereto concerning the subject matter of this Agreement and replace any prior oral or written communications (including invoices) between the parties. There are no conditions, understandings, agreements, representations, or warranties, expressed or implied, which are not specified herein. This Agreement may only be modified by a written document executed by authorized representatives of the parties hereto.

8.8 Acknowledgement of Receipt of Part 2 Form ADV. Client acknowledges that it has received and has had an opportunity to read Consultant's firm brochure (Form ADV, Part 2A) and applicable brochure supplements (Form ADV, Part 2B) prior to, or at the time of, entering into this Agreement.

8.9 Acknowledgement of Receipt of Privacy Notice. Client acknowledges that it has received and has had an opportunity to read Consultant's privacy notice prior to, or at the time of, entering into this Agreement.

City of Burnet, Texas**Hyas Group, LLC**

Signature:	Signature: 
Name:	Name: Jayson Davidson, CFA
Title:	Title: Managing Partner, Director of Consulting Services
Date:	Date: March 9, 2022
Phone:	Phone: (971) 634-1501
Mobile:	Mobile: (503) 360-3510
Fax:	Fax: (971) 275-1856
Email:	Email: j davidson@hyasgroup.com
Mailing Address:	Mailing Address: Hyas Group, LLC 9755 SW Barnes Road, Suite 660 Portland, OR 97225

EXHIBIT A

CONSULTING SERVICES SCOPE OF WORK

Investment Policy Statement development and/or review and maintenance

- Confirm investment goals and objectives
- Review investment guidelines
- Establish investment performance review and evaluation criteria
- Assist the Committee in adherence to policy
- Provide recommendations for course of action to address policy concerns

Detailed plan cost analysis and benchmarking

- Provide in depth cost review of all aspects of the Plan
- Benchmark cost to other plans
- Chart historical cost and revenue
- Work with vendor to monitor administrative budget
- Renegotiate revenue share agreements where appropriate

Plan governance and Committee function assistance

- Develop Committee Charter/by-laws for fiduciary Committee
- Establish compliance criteria and checklist
- Review Plan and other relevant legal documents

Fiduciary education/training for Committee members

- Assist the Committee in meeting fiduciary responsibility requirements
- Provide a targeted, on-site education session on topical investment issues
- Communicate important legal and regulatory changes and trends



Electric Department

ITEM 4.9

Andrew Scott
Electric Superintendent
(512)-756-2402
ascott@cityofburnet.com

Agenda Item Brief

- Meeting Date:** 03/22/2022
- Agenda Item:** Discuss and consider action: Approve and authorize City Manager to enter a contract with LCRA to perform a 5-year Engineering System Study: A. Scott
- Background:** For the past 15 to 25 years the City has contracted their System Study planning and design with LCRA. Due to the long partnership LCRA has archived a tremendous amount of historical data on the city electric grid. LCRA has provided us proven product that we have used for grid improvements.
- Information:** The purpose of the System Study is to review how the system currently operates. The study will show us all the operational deficiencies and give the city a path to correct those deficiencies. Through projections the study will also guide us into preparing for current and future growth.
- Fiscal Impact:** The total cost is \$119,055.00 payable over a 60-month period. The monthly payment will be \$1,984.25. This amount will be included with our monthly bill.
- Recommendation:** A motion to approve the City Manager to enter a 60-month contract with LCRA conducting a System Study.

PROJECT PROPOSAL

**LCRA Transmission Strategic Services
CUSTOMER SERVICES CONTRACT**
Form CSC revised 06/22/2020

CUSTOMER:
City of Burnet
P.O. Box 1369
Burnet, Texas 78611
Attn: Attn: Andrew Scott

PROJECT:
5-Year Engineering System Study

DATE SUBMITTED
January 11, 2022

SCOPE OF SERVICES:

1. Provide an Electric Distribution Study per the attached Scope (Engineering Services Agreement).
2. Provide a Visual Inspection per the attached Scope (Statement of Work, Electrical System Visual Inspection (ESVI)).
3. Perform a "telephone/cable pole attachment" count, (included in the Total Cost) @ \$1.00 per pole (\$3,318) #poles is estimated at 3,318 poles. The Contract amount will be adjusted if the pole count is less than or more than 5%.

Details attached. Scope Additional Information.

PROJECT SCHEDULE:

Start: Work to be done between the time frame January 1, 2023 to December 31, 2027. Schedule to be determined.

Complete: Work to be done between the time frame January 1, 2023 to December 31, 2027. Schedule to be determined.

LCRA CONTACT

Allan Kunze
akunze@LCRA.org
512-914-2910

Lower Colorado River Authority
3700 Lake Austin Blvd.
Austin, TX 78767-0220
Attn: Transmission Strategic Services

CONTRACT TYPE

Contract Type: Independent Contract

PRICE : \$1,984.25 per month for 60 months

Project Total: **\$119,055.00**

Reference Contract: 5 Year Engineering System Study

Compensation Form: Power Billing

(Please note that if this is an independent contract, terms and conditions should be attached.)

Customer and the Lower Colorado River Authority agree that the work described above shall be performed in accordance with the terms and conditions in this contract.

Parties:

City of Burnet

Lower Colorado River Authority

By: _____
Printed Name _____

Title: _____

Date: _____

By: _____
Printed Name Kristian Koellner
Title: VP, Transmission Asset Optimization

OFFICE USE ONLY

Job Description: 5-Year Engineering System Study

Project ID: _____

Work Order: _____

Contract Owner: Allan Kunze

Contract Coordinator: Catherine Hempfling

CUSTOMER SERVICES CONTRACT

1. Agreement. This Customer Services Contract, including these terms and conditions, the Project Proposal, and any other documents attached hereto (collectively, the "Contract"), contains the entire agreement and understanding between LCRA and Customer with respect to the subject matter of this Contract and supersedes any and all prior or contemporaneous oral and written agreements and understandings regarding the defined scope of services. Additional terms and conditions on Customer's forms (including those accompanying any purchase order, invoice or payment) are a material alteration of this Contract and are rejected and null and void unless expressly agreed to by LCRA in writing. In the case of any conflicts between the terms of this Contract and the terms of any applicable Customer form, the terms of this Contract will control.
2. Services. LCRA will perform services for the Customer as detailed in the Scope of Services section of the Project Proposal ("Services"). Customer will review and respond as appropriate to all reports, studies, recommendations, requests and other submissions of LCRA so as not to delay the performance of the Services.
3. Notices. Correspondence, notices and invoices will be in writing and mailed or delivered to the other party as identified in the Customer and LCRA Contact sections of the Project Proposal, or at such other address as a party may from time to time designate in writing. All notices, correspondence or invoices will be effective upon receipt.
4. Changes Orders. Changes in the scope of the Services may only be made by written agreement of the Customer and LCRA. Verbal changes will not be given or accepted, except in cases of emergencies which pose a risk of personal injury or property damage, and such changes will be followed up with a written confirmation as soon as practicable.
5. Term; Termination. This Contract will commence on the date of the last signature by the parties ("Effective Date") and will govern LCRA's performance of the Services. Either party may terminate this Contract for its convenience at any time by providing written notice to the other party. In the event of such termination, Customer will pay LCRA for all Services performed up to the date of termination, plus (in the case of termination by Customer) any cancellation charges or other termination expenses as may be reasonably identified by LCRA.
6. Costs; Invoicing. As compensation for the Services, Customer will pay LCRA in accordance with one of the following, as identified in the Price section of the Project Proposal:
 - (a) All (i) direct costs incurred by LCRA in performing the Services, including, (1) costs for materials and supplies, (2) labor costs, including salary and benefits, paid to LCRA employees, (3) travel, meal and lodging expenses reimbursed or paid on behalf of LCRA employees within established LCRA expense guidelines, and (4) any third party costs, plus (ii) indirect costs that LCRA normally applies to Services of this nature, including general and administrative costs and other internal expenses and contributions; or
 - (b) A fixed price. Any changes to the scope of the Services may require an increase in the fixed price. Such change to the scope and the correlating fixed price will be agreed to in writing by the parties.
- LCRA may invoice Customer for progress payments for the Services completed to date during the term of this Contract. All payments by Customer under this Contract will be due and payable within 30 days after receipt of invoice. If payment is not timely made, interest will accrue on the unpaid balance at the lesser of the maximum lawful rate, or one percent per month, from the due date until paid.
7. Warranty; Disclaimer.
 - (a) During the term of this Contract, and for a period of 30 days after completion of the Services, LCRA will correct or re-perform any Services not conforming to the requirements of this Contract. Upon completion of the Services, LCRA will assign to Customer all contractor, manufacturer and supplier warranties related to the Services, to the extent LCRA has the right to do so. After such assignment, LCRA will have no continuing obligations to Customer with respect to the good or service to which the warranty applies, and Customer will look solely to the applicable contractor, manufacturer or supplier for relief regarding any claims or remedies, whether based on a warranty or otherwise.
 - (b) Any law, code or standard referenced in this Contract will refer to the version of such law, code or standard in effect as of the Effective Date.
 - (c) **THE WARRANTIES CONTAINED IN THIS SECTION 7 ARE EXCLUSIVE AND IN LIEU OF ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING ANY IMPLIED WARRANTY OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, OR GOOD AND WORKMANLIKE PERFORMANCE, AND LCRA'S OBLIGATION UNDER SECTION 7(A) IS CUSTOMER'S SOLE AND EXCLUSIVE REMEDY FOR ANY BREACH OR LIABILITY OF LCRA ARISING UNDER THIS CONTRACT.**
8. Environmental Conditions. Prior to LCRA starting any Services on-site, Customer will provide documentation that identifies the presence and condition of any hazardous materials or environmental conditions existing in or about Customer's equipment or the site that LCRA may encounter while performing the Services, and will keep LCRA informed of changes in any such conditions. If LCRA encounters hazardous materials in Customer's equipment or on-site, LCRA is not obligated to perform any Services affected by the hazardous conditions. Customer will indemnify and hold LCRA, its affiliates and their respective directors and employees, harmless for any and all claims, damages, losses, and expenses arising out of or relating to any hazardous materials which are or were (i) present in or about Customer's equipment or the site prior to the commencement of LCRA's work, (ii) improperly handled or disposed of by Customer or Customer's employees, agents, contractors or subcontractors, or (iii) brought, generated, produced or released on-site by parties other than LCRA.
9. Schedule. Unless otherwise expressly stated in the Contract documents, time is *not* of the essence and LCRA will not be liable to Customer for any damages arising out of LCRA's delay in providing the Services, including any failure to meet schedules contained in this Contract.
10. Force Majeure. Neither party will be responsible or liable for any delay or failure in its performance under this Contract to the extent such delay or failure is caused by conditions or events of Force Majeure. The term "Force Majeure" means causes or

CUSTOMER SERVICES CONTRACT

events beyond the reasonable control of, and without the fault or negligence of the party claiming Force Majeure, including (to the extent satisfying the foregoing requirements) (i) acts of God or sudden actions of the elements such as floods, earthquakes, hurricanes, tornadoes, ice storms, or wildfires; (ii) terrorism; war; riots; blockades; insurrection; strike at a regional level; labor disruption at a regional level (even if such difficulties could be resolved by conceding to the demands of a labor group); (iii) any action by a governmental or regulatory entity, including ERCOT or the PUCT; and (iv) pandemic, including the current Coronavirus Disease 2019 outbreak.

11. **LIMITATION OF LIABILITY.** THE TOTAL LIABILITY OF LCRA ARISING OUT OF THIS CONTRACT AND THE SERVICES WILL NOT EXCEED AN AMOUNT EQUAL TO THE FEES PAID TO LCRA UNDER THIS CONTRACT, AND LCRA WILL NOT BE LIABLE FOR INDIRECT, PUNITIVE, INCIDENTAL, SPECIAL, OR CONSEQUENTIAL DAMAGES, INCLUDING LOST PROFITS. IN NO EVENT WILL ANY OFFICER, DIRECTOR, EMPLOYEE OR AFFILIATE (OR AFFILIATE'S OFFICER, DIRECTOR OR EMPLOYEE) OF LCRA BE LIABLE TO CUSTOMER UNDER THIS CONTRACT, AND CUSTOMER'S SOLE RECOURSE UNDER THIS CONTRACT WILL BE AGAINST LCRA AND NOT AGAINST SUCH OTHER PERSONS. THE LIMITATIONS ON LIABILITY AND REMEDIES IN THIS PARAGRAPH WILL APPLY REGARDLESS OF WHETHER THE LIABILITY OR CAUSE OF ACTION ARISES IN CONTRACT, WARRANTY, INDEMNITY, TORT (INCLUDING NEGLIGENCE), STRICT LIABILITY OR OTHERWISE. NOTHING IN THIS CONTRACT WILL BE CONSTRUED TO WAIVE LCRA'S GOVERNMENTAL IMMUNITY.
12. **Amendment.** This Contract may only be amended or modified through written agreement of the parties signed by an authorized representative of LCRA and by an authorized representative of the Customer.
13. **Assignment.** This Contract will be binding upon and inure to the benefit of the parties and their respective successors and assigns; provided, however, that neither party may assign this Contract, in whole or part, without the prior written consent of the other party.
14. **Non-Waiver.** No failure or delay on the part of a party to exercise any right or remedy will operate as a waiver of such right or remedy, nor will any single or partial exercise of any right or remedy preclude any further or other exercise of any such right or remedy.
15. **Partial Invalidity.** If any section or part of this Contract is declared invalid by any court of competent jurisdiction, the court's decree will not affect the remainder of this Contract, and the remainder of this Contract will remain in full force and effect with the deletion of the part declared invalid.
16. **Choice of Law; Venue; Waiver of Jury Trial.** This Contract will be governed by and construed in accordance with the laws of the State of Texas, without regard to conflict of law principles. Each party irrevocably consents and agrees that any legal action or proceeding arising out of this Contract will be brought exclusively in a court of competent jurisdiction in Travis County, Texas. LCRA AND CUSTOMER IRREVOCABLY WAIVE ALL RIGHT OF TRIAL BY JURY IN ANY ACTION, PROCEEDING OR COUNTERCLAIM ARISING OUT OF OR IN CONNECTION WITH THIS CONTRACT.
17. **Ownership.** Intellectual property and rights to intellectual property owned by any party on the Effective Date will remain the property of that party. All deliverables, including plans, drawings, designs, specifications, computer programs or applications photographs, studies, data, schedules, test readings, technical reports, and calculations developed or utilized by LCRA or its subcontractors which are developed and specified to be delivered under this Contract and which are paid for by Customer are the property of Customer, but subject to LCRA's intellectual property rights. Customer recognizes that no deliverables will be suitable for reuse at any Customer facility or in connection with any project other than that for which the deliverable was prepared. LCRA DISCLAIMS LIABILITY FOR ANY REUSE OF THE DELIVERABLES ON ANY OTHER FACILITY OR PROJECT THAT IS DONE WITHOUT THE EXPLICIT, WRITTEN APPROVAL OF LCRA.
18. **Confidentiality.** "Confidential Information" means information marked or otherwise designated as "confidential" by a party. Confidential Information may only be used by the parties for purposes related to the performance of this Contract, and each party agrees not to disclose Confidential Information of the other party to any other person (other than its affiliates, and the party's and affiliate's respective employees and directors, or to contractors who agree to be bound by the provisions of this Section), provided that either party may disclose Confidential Information if and to the extent such disclosure is required by law (including the Texas Public Information Act). In the event a party is requested under law to disclose Confidential Information, such party will to the extent possible notify the other party within three business days of such request.
19. **Municipally Owned Utilities.** If Customer is a municipally owned utility, the following additional terms will apply:
- This Contract is entered into under the authority of Chapter 791 of the Texas Government Code;
 - Customer pledges the revenues of its electric utility system to pay its obligations under this Contract. In addition, the amounts payable by Customer to LCRA under this Contract are operation and maintenance expenses as contemplated by Section 1502.056 of the Texas Government Code and, as a result, are a first lien against the revenues of Customer to secure the Customer's payment obligations to LCRA hereunder. Customer agrees that it will not request Services for which funds have not been appropriated and are not available.
 - Payments made under this Contract (1) are based on cost recovery, (2) will fairly compensate LCRA for the Services, and (3) will be made from current revenues available to Customer.
20. **Survival.** Termination or expiration of this Contract will not relieve, reduce, or impair any rights or obligations of a party which expressly or by implication survive termination or expiration of this Contract. Without limiting the generality of the foregoing, the following sections will survive the termination or expiration of this Contract: Costs; Invoicing, Warranty; Disclaimer, Environmental Conditions, Schedule, Limitation of Liability, Choice of Law; Venue; Waiver of Jury Trial, Ownership, Confidentiality, and Municipally Owned Utilities.



Scope Additional Information

1. 5-year System Study: \$75,000.00, Provide an Electric Distribution Study per the attached Scope (Engineering Services Agreement). The purpose of this study is to identify large electric system improvements required over the five-year study period. The total contract amount of \$75,000 will be added to the monthly power billing over 60 months (60 payments of \$1,250.00), monthly, the first billing to be started on the January 1, 2023, power billing.
2. Visual Inspection: \$40,737.00. Provide a Visual Inspection per the attached Scope (Statement of Work, Electrical System Visual Inspection (ESVI)). The total contract amount is \$40,737.00 but will be added to the month power billing over 60 months (60 payments of \$678.95) monthly, the first billing to be started on the January 1, 2023, power billing. The contract is based on an estimate of the city's pole count, of 3,318 poles. If the actual pole count varies by +/- 5% then the price will be adjusted at a rate of \$12.50 per pole, plus or minus. This service must be done at the same time as the field work for the 5-year system study (item 1 above) is being performed.
3. Perform a telephone/cable pole count: \$3,318.00. The contract is based on an estimate of the city's pole count, 3,318 poles. If the actual pole count varies by +/- 5% then the price will be adjusted at a rate of \$1.00 per pole, plus or minus. This service must be done at the same time as the field work for the 5-year system study (item 1 above) is being performed. Billing/invoicing will be added to the month power billing, starting January 1, 2023.
4. Total Cost of the three services: \$119,055; \$1,984.25/month for 60 payments. Billing/invoicing will be added to the month power billing, starting January 1, 2023.

ENGINEERING SERVICES AGREEMENT

I. Technical Requirements

LCRA shall provide the following engineering services to Customer:

- a. Verify and/or gather field information needed to construct a computer model of the primary electric system including:
 - i. Location of substation(s) that supply the Customer's distribution system.
 - ii. Location of distribution poles.
 - iii. Location of primary overhead and underground distribution conductors including the following:
 1. Conductor construction design type
 2. Conductor type per phase, including neutral
 3. Conductor phasing
 4. Conductor span measured from each section (pole to pole)
 - iv. Location of air break switches (including type and current rating), disconnect switches (including type and current rating), line breakers / reclosers / sectionalizers (including type, current rating and controller information), and line regulators (including current and kVA rating).
 - v. Location of capacitor banks to include size (kVAR rating), phasing, status (open / closed), and capacitor bank controller type if installed.
 - vi. Location of fuse cut-outs (including rating); status of fuse cut-out (open or closed); and size and type of fuse if identifiable from the ground or data is available from customer.
 - vii. Location of distribution transformers, transformer phasing and transformer kVA rating.
- b. Produce or update the computer models for the Customer's distribution system.
- c. Evaluate the adequacy of existing system to meet anticipated demand levels over a five-year horizon, by applying the distribution system planning criteria to:
 - i. Identify overloaded line sections
 - ii. Identify excessive system losses
 - iii. Identify excessive voltage drops
- d. Conduct a study of distribution system improvement needs to meet anticipated demand levels over a five-year horizon, by applying the distribution system planning criteria to:
 - i. Optimize the performance of the system by balancing the load among power transformers, feeders and phases (where phase current data is available)
 - ii. Evaluate need for reconductoring existing circuits
 - iii. Evaluate need for constructing new distribution circuits
 - iv. Evaluate substation capacity requirements
 - v. Examine location and status of all air break or disconnect switches
 - vi. Evaluate system capacitor banks needs for reduction of system losses and correcting system power factor, including leading power factor conditions.

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- vii. Provide up to ten (10) additional fault rating values per year from the distribution system as per Customer request.
- e. Conduct Contingency Analysis in terms of a planned or unplanned outage of a distribution feeder, breaker, or power transformer (where applicable), and by applying the distribution system planning criteria, determine and recommend system improvement projects necessary to improve system reliability.
- f. Conduct Arc Flash Analysis:
 - i. The results of this analysis will assist the Customer in determining its arc flash requirements at selected locations
 - ii. Perform arc flash analysis at the locations selected by the Customer.
 - iii. No more than ten (10) locations may be selected.
 - iv. The arc flash analysis results shall include:
 - 1. Clearance distances
 - 2. Fault current
 - 3. Energy
 - 4. Hazard level and the corresponding voltages to which the qualified person will be exposed.
 - v. Arc flash labeling is the responsibility of the Customer, as specified in NESC 2012-410 A3 but labeling may be provided by LCRA at an added cost.
- g. Perform the following distribution system protection analysis:
 - i. Verify that the maximum interrupting rating for all distribution feeder breakers and downstream reclosers are adequately rated to withstand the maximum available fault current using the latest ERCOT short circuit case.
 - ii. Verify that the continuous rating of all feeder breakers are adequately rated so that the feeder breakers' continuous rating will not be exceeded for any non-fault conditions including contingency analysis.
 - iii. For all distribution feeder breaker relays and downstream reclosers perform the following analysis:
 - Verify that the phase and ground overcurrent pickup settings will not be exceeded for any non-fault conditions including contingency analysis and are also set sensitively enough to detect faults at the end of the feeder.
 - Verify coordination with upstream (transformer protection) and downstream devices (reclosers, largest / nearest fuse(s), etc.).
 - Determine if the existing settings have performed in a manner that the Customer expects (fuse saving vs. a fuse sacrificing scheme, any misoperations, etc.).
 - iv. Evaluate the need for any new downstream reclosers, and if a recloser is warranted provide basic coordination settings and verify coordination with upstream and downstream devices.
 - v. Document substation outages over the last 5 year period.

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- h. Based upon the findings of items b through f above, develop a list of Recommend Capital Improvement Projects and budgetary project cost estimates.
- i. Update Maps and Electric System Model as information is provided by field crews and the Customer during the study.

Information to be provided by the Customer includes but is not limited to the following:

- a. Any Customer-specific distribution system planning criteria
- b. Ten-year load forecast
- c. Load profile results per feeder via relays or load loggers, if available
- d. Mapping data that has changed since data collection
- e. Rate class kWh sales data, if available
- f. Capacitor bank(s) status during peak electrical loading and load profile, if available
- g. Capacitor bank controller settings
- h. Arc flash analysis supporting data
 - a. Distribution transformer nameplate and fuse size/type
- i. Protective device nameplate information for distribution feeder breaker and downstream reclosers
- j. Existing relay and controller details:
 - a. Distribution feeder breaker relay settings, manufacturer, and part number
 - b. Downstream recloser controller settings and controller type
 - c. Event files (if available)
- k. For the largest fuse downstream of each distribution feeder breaker and the largest fuse downstream of each downstream recloser:
 - a. Location of fuse (intersecting streets)
 - b. Fuse type
 - c. Fuse size
- l. If available, provide any history of outages caused by feeder breaker trips, recloser trips, or lateral tap fuses operating.

II. **Deliverable**

This agreement provides for one primary Deliverable by LCRA, which shall be provided to Customer as a bound printed copy and an electronic copy (.pdf file) sent via email.

- a. An Electric Distribution System Study ("Plan"). The Plan shall include tables, charts, maps, and explanatory text. At a minimum, the following items shall be included with the Plan:
 - i. Existing Circuit Diagram - color coded by circuit
 - ii. Existing Conductor Diagram - color coded by primary conductor
 - iii. Five Year Work Plan Diagram - all improvement projects color-coded by recommended year
 - iv. Existing and Proposed Fusing Diagram
 - v. Fault Duty Maps: three-phase and phase to ground with associated table

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- vi. Relay / fuse / recloser coordination curves and summary of proposed changes where applicable
- b. In addition to the Plan described in item a. above, LCRA shall conduct an annual review of the load power factor and, where required, provide interim recommendations for meeting the ERCOT load power factor requirement. This power factor review shall be conducted by LCRA once per year during the annual load forecast data collection period.
- c. This agreement does not include engineering advice on technical problems that may arise during operation, construction, or addition of new electric loads. For this engineering support or support on inspection, maintenance, and construction methods and/or procedures, LCRA and Customer may enter into a separate agreement.
- d. This agreement does not include project implementation costs.
- e. This agreement does not include NERC or ERCOT compliance related matters, such as retention of objective evidence.

LCRA specifically acknowledges and agrees that the Customer requires the Deliverable information described herein to meet five (5) year demand levels and that the provision of the Deliverable to the Customer is time-sensitive. Accordingly, LCRA agrees that the Deliverable shall be provided to the Customer no later than sixty (60) months after execution of this Agreement.

III. **Confidential Work Product**

Software, data, computer models, maps, graphical products and other products used to produce the Deliverable under this Agreement have been developed by LCRA at considerable expense, and shall be considered competitive, proprietary information belonging to LCRA. Customer has the right to request certain data from LCRA and LCRA has the obligation to provide certain data (or equivalent); however, at LCRA's discretion, certain data, if related to LCRA's products or materials which were used to produce the Deliverables, will be kept as proprietary information belonging to LCRA and not distributed to any Customer. The Deliverable, and all related information described herein, to be provided to the Customer pursuant to the terms of this Agreement, shall be the property of the Customer and the Customer, in its sole discretion, may use, copy or distribute the Deliverable.



**Statement of Work for
Surveying and Mapping Services**
ELECTRICAL SYSTEM VISUAL INSPECTION (ESVI) SERVICES
Revised: September 2021

GENERAL DESCRIPTION

Lower Colorado River Authority will provide visual inspection and mapping services of the customer distribution system. Visual inspection field data acquisition, data compilation, and mapping will be performed by LCRA employees.

SCOPE OF WORK

- Visually inspect the distribution system: make record of the size, type, general location (non-GPS), and general condition of each inspected element, both overhead and underground
 - Inspected elements include, but are not limited to: poles, crossarms, lines/conductor, transformers, pad mount transformers, regulators, capacitors, switches, air break switches, fuse cutouts, street lights, reclosers, etc.
- Identify and record deficiencies: make record of element, deficiency, and location
 - Deficiencies include, but are not limited to: poles: bottom and top rot, woodpecker holes, top splitting, shell rot, leaning/bowing; crossarms intact; missing hardware; leaking fluid; rusting; underground cabinets are secure and free of vegetation and debris; elements operating “normally”
 - Poles will be “sounded” (hit with hammer) 6 inches above ground level for indications of bottom rot
 - Identify and record elements needing immediate attention
- Identify and record vegetation management areas: make record of location and attention need
 - Immediate attention includes: limbs resting on lines, ivy climbing poles and around elements, etc.
 - Regular attention includes: limbs nearing lines, wind blowing limbs into lines, etc.
- Compile and transfer visual inspection field data and records into mapping software
- Create deliverables
- Meet with customer to deliver and discuss results of inspection
- Electrical System Visual Inspection (ESVI) services provided are not intended to be a statement of serviceability of any particular element in the distribution system
- LCRA will provide: staff, tools, and materials necessary to perform the outlined scope of work and create the deliverables

DELIVERABLES

- Map book to include:
 - Coversheet with map index, legend, and scale
 - Distribution system mapped at the primary and secondary circuit level
 - Each element mapped graphically in relation to streets, water features, parks, railways, and other elements included in the ESRI provided basemap
 - Callout boxes denoting deficiency
 - Symbols indicating areas of vegetation management
 - Format: hard copy paper & .pdf
- ArcGIS data, of line work and points, is available upon request