



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

Notice is hereby given that a **Regular Meeting** will be held by the governing body of the City of Burnet on the **22<sup>nd</sup> day of September, 2020** at **6:00** p.m. in the Council Chambers, Burnet Municipal Airport, 2402 S. Water, Burnet, Tx. In order to advance the public health goal of limiting face-to-face meetings (also called “social distancing”) to slow the spread of the Coronavirus (COVID-19), a Declaration of a Public Health Emergency was executed by Mayor Bromley on March 19, 2020. The Council Chambers will be closed to public attendance. A Zoom Webinar with toll free conference call capability has been established for access as follows:

**Computer:** Please click the link below to join the webinar:

<https://us02web.zoom.us/j/89618111177?pwd=TkZ2ZCtwWWJJazN4SWgrNkF1d3FsZz09>

**OR: Go to: [www.zoom.us](http://www.zoom.us)**

**Enter Webinar ID when prompted: 896 1811 1177#**

**Enter Password when prompted: 660400#**

If you would like to address the Council with a Public Comment while logged-in online, please use the “raise your hand” feature.

**By Telephone Call: 888-475-4499 or 877-853-5257 (Toll Free Numbers)**

**Enter Webinar ID when prompted: 896 1811 1177#**

**Enter Password when prompted: 660400#**

If you would like to address the Council with a Public Comment while dialed in via telephone, please use the “raise your hand” feature, by pressing \*9 while on the phone.

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:**

**2. SPECIAL REPORTS/RECOGNITION:**

2.1) Addendum to the City Council Agenda: Department and Committee Reports/Briefings: The City Council may or may not receive a briefing dependent upon activity or change in status regarding the matter. The listing is provided to give notice to the public that a briefing

to the Council on any or all subjects may occur

2.2 (B.3) August 2020 Financial Report: P. Langford

2.3) CAPCOG Update Report: Council Member Clinton

**3. PUBLIC HEARING:** None.

**4. 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.)*

4.1) Approval of the September 8<sup>th</sup>, 2020 Regular City Council Meeting Minutes

**5. ACTION ITEMS:**

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

5.2) Discuss and consider action: SECOND AND FINAL READING OF AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BURNET, TEXAS EXTENDING A DECLARATION OF LOCAL DISASTER; ESTABLISHING RULES AND REGULATIONS FOR THE DURATION OF THE DISASTER; RESTRICTING CERTAIN ACTIVITIES: D. Vaughn

5.3) Discuss and consider action (continued): FIRST READING OF ORDINANCE AMENDING ORDINANCE NO. 2012-06 BY ASSIGNING MANUFACTURED HOME—DISTRICT M-1 ZONING TO THAT PROPERTY DESCRIBED AS LOT 1, BLOCK 39, OF VANDERVEER/ALEXANDER ADDITION, AND FURTHER IDENTIFIED AS 604 S. RHOMBERG; PROVIDING A REPEALER CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE: J. Lutz

5.4) Discuss and consider action: Authorization and approval for the submission and funding acceptance of the 2020–2021 TxDot Aviation Routine Airport Maintenance Program (RAMP) grant and designation of authorized representative: A. Feild

5.5) Discuss and consider action: Authorizing approval for the Burnet Police Department to purchase a new electronic citation solution from Brazos Technologies: S. Fuller

5.6) Discuss and consider action: FIRST READING OF AN ORDINANCE OF THE CITY OF BURNET, TEXAS, AMENDING CHAPTER 90, SECTIONS 90-51 OF THE CITY OF BURNET CODE OF ORDINANCES; SETTING SOLID WASTE AND RECYCLING DISPOSAL RATES; PROVIDING AN EFFECTIVE DATE; PROVIDING SEVERABILITY AND OPEN MEETINGS CLAUSES; AND PROVIDING FOR OTHER RELATED MATTERS: P. Langford

5.7) Discuss and consider action: Appointment of Council Members to work with staff to review previous Charter Amendments: D. Vaughn

5.8) Discuss and consider action: Amending the currently approved 2020 Interlocal with Burnet County: G. Courtney

5.9) Discuss and consider action: A RESOLUTION OF THE CITY COUNCIL OF BURNET, TEXAS ACCEPTING A PROPOSAL TO LEASE AN AIRPORT HANGAR AND AUTHORIZING AND DIRECTING THE CITY MANAGER TO NEGOTIATE A LEASE AGREEMENT FOR FUTURE CITY COUNCIL APPROVAL: H. Erkan

5.10) Discuss and consider action: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BURNET, TEXAS, PRELIMINARILY ACCEPTING PUBLIC STREET, WATER, WASTEWATER, AND ELECTRICAL IMPROVEMENTS CONSTRUCTED WITHIN PHASE ONE OF THE WESTFALL VILLAGE SUBDIVISION; APPROVING THE PROVISION OF A LETTER OF CREDIT FOR THE MAINTENANCE OF THE INFRASTRUCTURE IMPROVEMENTS; AND FINDING THAT THE MEETING AT WHICH THIS RESOLUTION WAS PASSED WAS OPEN TO THE PUBLIC AS REQUIRED BY LAW: J. Lutz

**6. 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.

**7. ADJOURN:**

Dated this the 18<sup>th</sup> day of September, 2020

**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 September 18<sup>th</sup>, 2020 at or before 6 o'clock p.m. and remained posted continuously for at least 72 hours preceding the scheduled time of said Meeting.

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Kelly Dix, City Secretary

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

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

**RIGHT TO ENTER INTO EXECUTIVE SESSION:**

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

**Addendum to City Council Agenda  
Department and Committee Reports/Briefings**

The items listed below include subjects that are of interest to the City Council. The Council may or may not receive a briefing dependent upon activity or change in status regarding the matter. This listing is provided to give notice to the public that a briefing to the Council on any or all subjects may occur.

**A. Administrative Services**

1. Economic Development Corporation
2. Burnet Municipal Airport
3. Commemorative Air Force/Museum
4. Special Projects

**B. Department of Finance**

1. Utilities
2. Budget and Finance Reports

**C. Municipal Court**

1. Quarterly Reports

**D. City Secretary**

- |                           |                                     |
|---------------------------|-------------------------------------|
| 1. Records Management     | 4. Special Projects or Activities   |
| 2. Elections              | 5. Interlocal Agreements and Leases |
| 3. Boards and Commissions | 6. Administration                   |

**E. Police Department**

- |                   |                            |
|-------------------|----------------------------|
| 1. Animal Control | 2. School Resource Officer |
| 3. Reports        |                            |

**F. Fire Department**

- |                               |                         |
|-------------------------------|-------------------------|
| 1. Emergency Medical Services | 2. Emergency Management |
| 3. Administration             |                         |

**G. Public Works**

- |                                |                           |
|--------------------------------|---------------------------|
| 1. Electric Department         | 4. Street Department/Shop |
| 2. Water/Wastewater Department |                           |
| 3. Parks/Maintenance           |                           |

**H. Delaware Springs Golf Course**

**I. Development Services**

- |                     |                         |
|---------------------|-------------------------|
| 1. Code Enforcement | 5. Planning and Zoning  |
| 2. Cemetery         | 6. Board of Adjustments |
| 3. Floodplain       | 7. Building Inspection  |

**J. Human Resources**

- |           |                   |
|-----------|-------------------|
| 1. Policy | 2. Administration |
|-----------|-------------------|



# CITY OF BURNET

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## FINANCIAL REPORT

FYTD AUGUST 31, 2020

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

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## CITY OF BURNET FYTD AUG 2020 FINANCIAL SUMMARY

**FY 2020**

### GENERAL FUND

The General Fund is in a good position and is showing a profit of \$918,990. It is outperforming the budget by almost \$575,000. That is due to both increases in revenues and savings in expenses.

Total revenues are tracking at over 94% of budget. Property tax collections are tracking at 100% of budget and are up over 9% or \$217,654 over last year. Sales Tax collections are at 102% of budget and are up almost 11% or \$182,106 over last year. Most of the increase is from remote sellers and is the result of changes in the sales tax compliance laws for on-line sales. Transfers from utilities are tracking as expected and are up slightly from last year mainly because of increased water sales. EMS collections are down and are tracking at 84% of budget which is down about \$(142,000) from budget and about \$(185,000) from last year. EMS call volume and collections continue to be down because of the impacts of the coronavirus. However, the fund did receive grant revenue in the amount of \$58,074 to help offset that decrease and we are expecting to receive an additional grant of approximately \$98,000 before the end of the year.

Expenses in total are tracking slightly better than expected for this time of year and are currently at 89% of budget. We are expecting that trend to continue and are projecting expenses will end the year below budget.

Overall, the general fund is in a very good financial position.

### GOLF COURSE

The Golf Course is continuing to do very well since they re-opened on May 1<sup>st</sup> after having been closed to the public since the end of March due to the coronavirus. They netted over \$23,000 in the month of August and are currently showing a year to date net loss of \$(70,615). Last year at this time, they were showing a loss of \$(126,373) so that is about a \$56,000 improvement over last year.

Revenues are tracking a little below budget because of impacts from the coronavirus earlier in the year. However, the rate increase that went into effect on March 24<sup>th</sup>, which included a \$2.00 increase in green fees, cart rentals, and range balls is helping to offset that decrease. In addition, expenses are also tracking below budget which is helping their bottom line.

The golf course is on track to end the year ahead of budget.

### ELECTRIC FUND

The Electric Fund ended August with a profit of \$1,245,292. That is better than expected mainly because we received credits from LCRA in the amount of \$599,368.

Excluding the LCRA credits, total revenues are tracking very well with the budget. They are sitting at 92% of budget. Compared to last year, both net electric sales and consumption are running consistent.



## CITY OF BURNET FYTD AUG 2020 FINANCIAL SUMMARY

**FY 2020**

Expenses (less cost of power and transfers to capital projects) are tracking very well compared to budget and are at 87% of budget.

Overall, the Electric Fund is in great shape and excluding the LCRA credits, have already exceeded budget by over \$135,000 for the year.

### WATER/WASTEWATER

The Water and Wastewater Fund ended August with a profit of \$744,442 which is over \$400,000 above budget and is up \$158,381 over last year.

Total revenues (less the use of fund balance) are tracking at 95% of budget and are up \$102,203 over last year mainly because water consumption is up by almost 12%.

Expenses (less transfers to capital projects) are tracking at 84% of budget and are down \$(56,179) from last year mostly because during the prior year the water and sewer plant incurred costly pump repairs.

Overall, the Water/Wastewater fund is in great shape for this time of year.

### AIRPORT

The Airport Fund ended August with a profit of \$129,513 which is above budget for the year.

Total Revenues (less cogs and the use of fund balance) came in at 85% of budget and are down almost \$(67,000) from last year mainly because one of our largest jet fuel customers has significantly decreased his travel to our airport which has impacted our jet fuel sales for the year.

Expenses (less cogs and transfers to capital projects) are tracking well and came in at 71% of budget. Because of the decrease in fuel sales, we have not executed the budgeted mowing contract in the amount of \$40,000 to help minimize the impact to the bottom line.

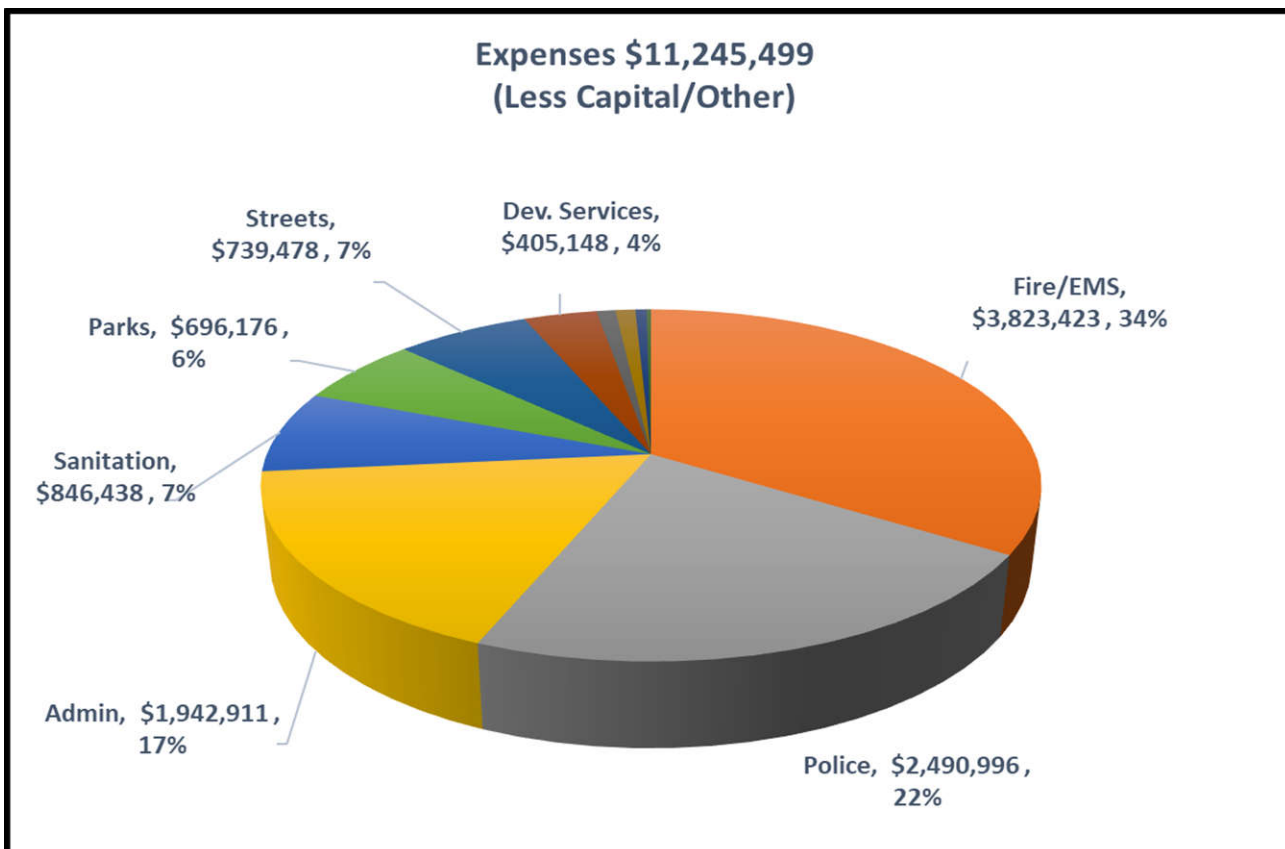
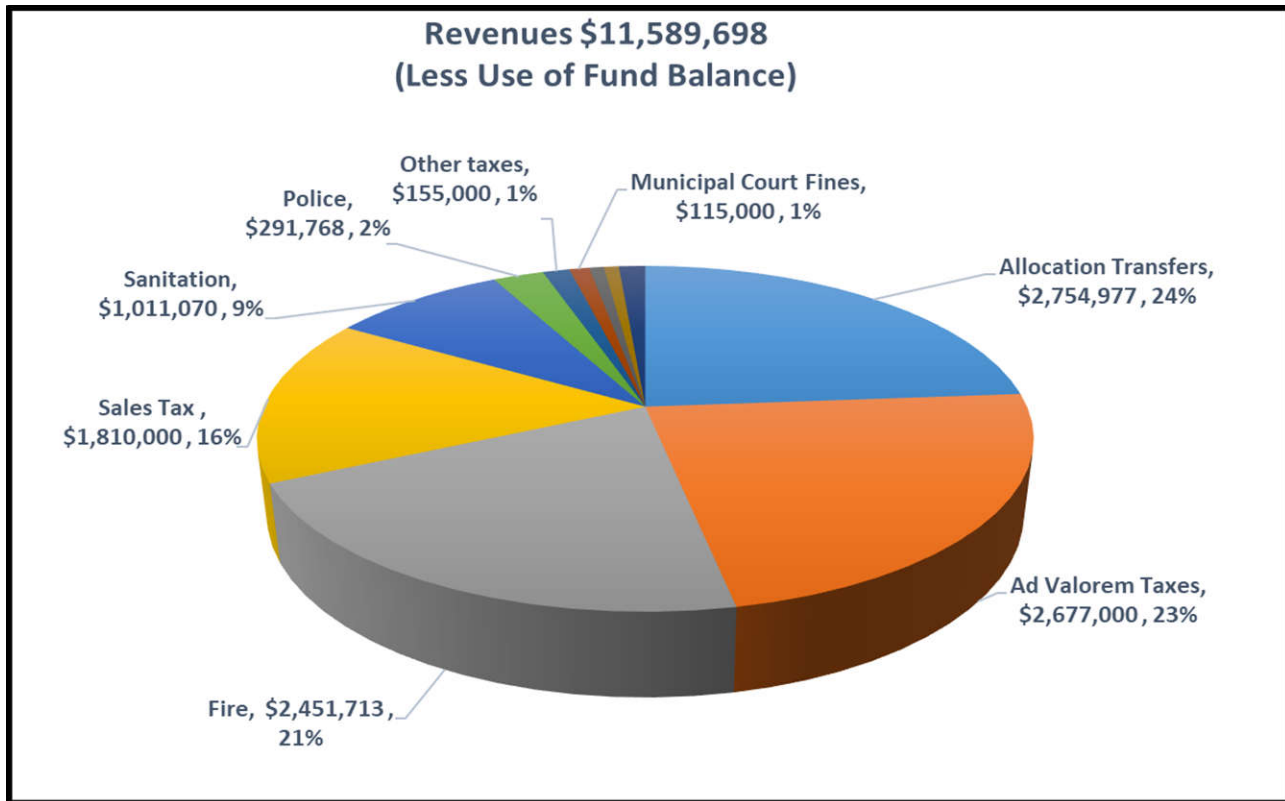
Net fuel sales have started to increase and were up in the month of August over last year. We're projecting the airport will finish the year above budget.

### UNRESTRICTED CASH RESERVES

Total unrestricted cash for the City as of August 31st was \$6,050,468. That is \$2,080,468 above our 90-day required reserve amount.

In addition, the City has \$2,442,806 in accounts restricted by council. Those accounts include the self-funded equipment reserve, capital equipment and project reserves, and the LCRA credit reserve.

## GENERAL FUND BUDGET 2019-2020

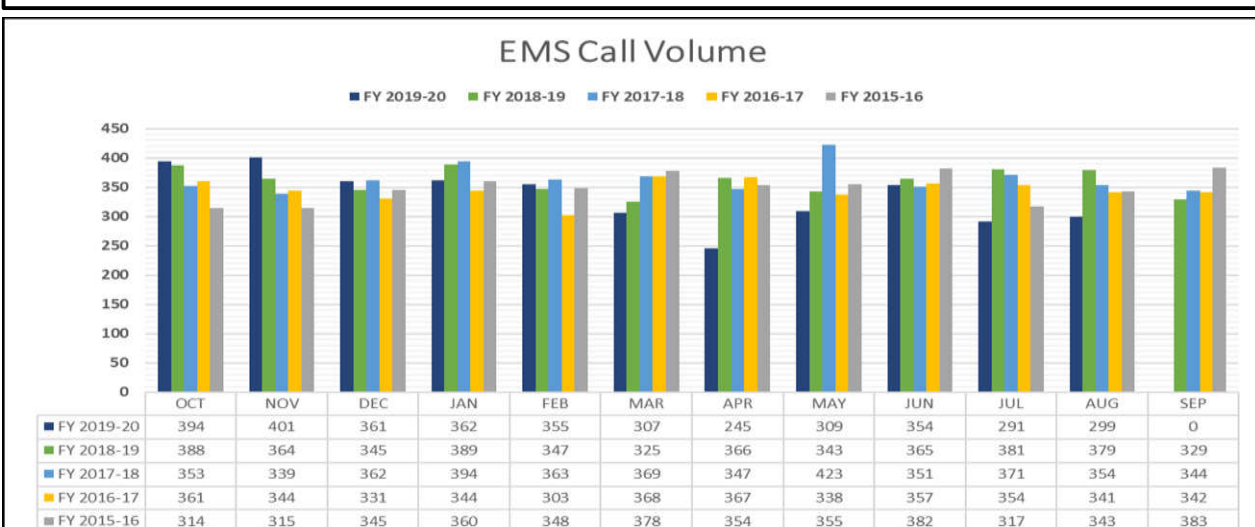
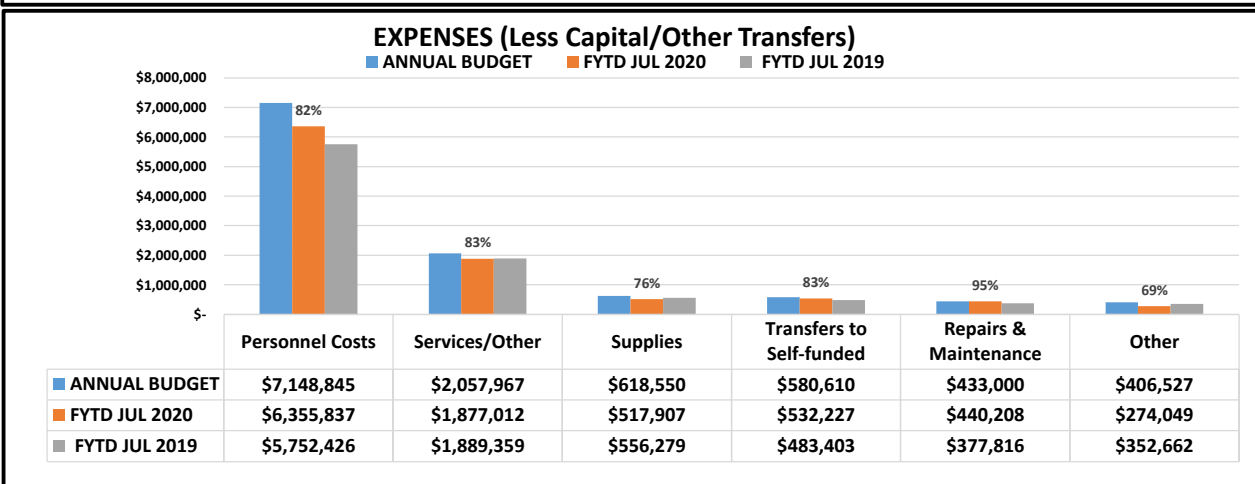
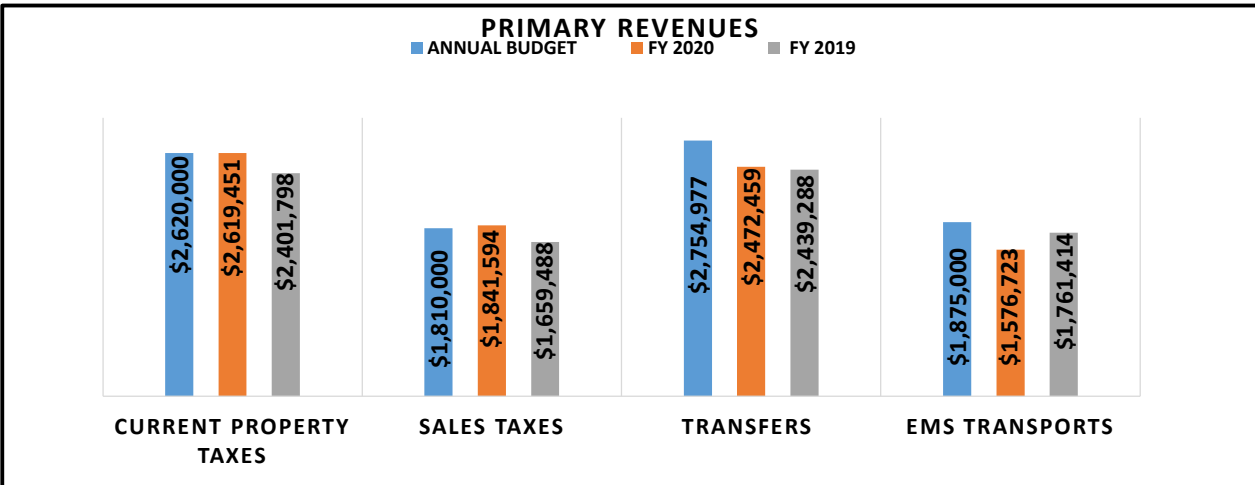


## GENERAL FUND DASHBOARD

### SUMMARY COMPARISON:

	ANNUAL BUDGET	ACTUAL FYTD AUGUST 2020	% OF BUDGET	PY ACTUAL FYTD AUGUST 2019	VARIANCE OVER PY	% OVER PY
REV (less fund balance)	\$ 11,589,698	\$ 10,916,230	94.19%	\$ 10,680,539	\$ 235,690	2.21%
EXP (less capital/other)	11,245,499	9,997,239	88.90%	9,411,945	585,295	6.22%
NET PROFIT (LOSS)	\$ 344,199	\$ 918,990		\$ 1,268,595	\$ (349,604)	-27.56%

### CHARTS/TABLES:



City of Burnet  
Financial Report  
FYTD Aug 2020

% of year completed: 91.64

**GENERAL FUND**

	ANNUAL BUDGET 2019-2020	ACTUAL FYTD AUGUST 2020	% OF BUDGET	PRIOR YEAR FYTD AUGUST 2019	VARIANCE OVER PY	% OVER PY
<b>REVENUE</b>						
Ad Valorem Taxes	\$ 2,677,000	\$ 2,669,125	99.71%	\$ 2,455,717	\$ 213,408	8.69%
Sales Tax	1,810,000	1,841,594	101.75%	1,659,488	182,106	10.97%
Fire Department Revenue	2,451,713	2,126,747	86.75%	2,312,616	(185,869)	-8.04%
Planning and Zoning fees	86,070	121,049	140.64%	102,401	18,649	18.21%
Allocation Transfers	2,754,977	2,472,459	89.75%	2,439,288	33,170	1.36%
Trash Collections	1,011,070	953,483	94.30%	900,850	52,633	5.84%
Police Department Revenue	291,768	287,226	98.44%	287,459	(233)	-0.08%
Municipal Court Fines	115,000	99,928	86.89%	103,437	(3,509)	-3.39%
Other taxes and franchise fees	155,000	158,912	102.52%	182,809	(23,897)	-13.07%
BEDC payments for service	85,000	77,917	91.67%	77,917	-	0.00%
Rental Fees	32,600	26,027	79.84%	26,459	(432)	-1.63%
Interest Income	67,000	25,991	38.79%	48,419	(22,428)	-46.32%
Misc Revenue	2,500	30,773	1230.91%	43,680	(12,908)	-29.55%
Transfer from Hotel Motel fund	50,000	25,000	50.00%	40,000	(15,000)	
Use of Fund Balance and Covid Grant	2,332,000	1,929,923	82.76%	1,425,208	504,715	35.41%
<b>Total Revenue</b>	<b>\$ 13,921,698</b>	<b>\$ 12,846,153</b>	<b>92.27%</b>	<b>\$ 12,105,747</b>	<b>\$ 740,405</b>	<b>6.12%</b>
<i>Total Revenue less fund balance</i>	<i>\$ 11,589,698</i>	<i>\$ 10,916,230</i>	<i>94.19%</i>	<i>\$ 10,680,539</i>	<i>\$ 235,690</i>	<i>2.21%</i>
<b>OPERATING EXPENSES</b>						
Mayor & Council	\$ 24,450	\$ 10,953	44.80%	\$ 11,089	\$ (136)	-1.23%
Admin (including op subsidy to golf )	1,942,911	1,568,396	80.72%	1,570,195	(1,799)	-0.11%
Police	2,490,996	2,328,265	93.47%	2,149,000	179,265	8.34%
Municipal Court	61,841	62,521	101.10%	65,166	(2,645)	-4.06%
Fire/EMS	3,823,423	3,427,513	89.65%	3,248,841	178,672	5.50%
Sanitation	846,438	804,820	95.08%	770,237	34,583	4.49%
Streets	739,478	672,536	90.95%	516,814	155,722	30.13%
Parks	696,176	563,956	81.01%	542,133	21,823	4.03%
Development Services	405,148	364,631	90.00%	345,121	19,510	5.65%
City Shop	109,638	99,097	90.39%	98,478	619	0.63%
Community Development	-	-		-	-	
Galloway Hammond	105,000	94,552	90.05%	94,871	(319)	-0.34%
Sub-total	\$ 11,245,499	\$ 9,997,239	88.90%	\$ 9,411,945	\$ 585,295	6.22%
<b>CAPITAL/OTHER EXP (USES OF FUND BAL)</b>						
Transfers to Capital Funds/Self Fund	\$ 2,332,000	\$ 1,810,596	77.64%	\$ 720,458	\$ 1,090,139	151.31%
Coronavirus expenses	-	119,327	#DIV/0!	-	119,327	
Other expenses	-	-	#DIV/0!	704,750	(704,750)	
	\$ 2,332,000	\$ 1,929,923	82.76%	\$ 1,425,208	\$ 504,715	35.41%
<b>Total Expenses</b>	<b>\$ 13,577,499</b>	<b>\$ 11,927,162</b>	<b>87.85%</b>	<b>\$ 10,837,152</b>	<b>\$ 1,090,010</b>	<b>10.06%</b>
<i>Total Expenses less capital/other</i>	<i>\$ 11,245,499</i>	<i>\$ 9,997,239</i>	<i>88.90%</i>	<i>\$ 9,411,945</i>	<i>\$ 585,295</i>	<i>6.22%</i>
<b>Net Profit (Loss)</b>	<b>\$ 344,199</b>	<b>\$ 918,990</b>	<b>266.99%</b>	<b>\$ 1,268,595</b>	<b>\$ (349,604)</b>	<b>-27.56%</b>

% of year completed: 91.64

GENERAL FUND	ANNUAL BUDGET 2019-2020	ACTUAL FYTD AUGUST 2020	% OF BUDGET	PY ACTUAL FYTD AUGUST 2019	VARIANCE OVER PY	% OVER PY
<b>REVENUE</b>						
Ad Valorem Taxes:						
Current Taxes Real Property	\$ 2,620,000	\$ 2,619,451	99.98%	\$ 2,401,798	\$ 217,654	9.06% A
Delinquent Taxes Real Property	35,000	26,923	76.92%	33,401	(6,478)	-19.39%
Penalty & Interest	22,000	22,750	103.41%	20,519	2,231	10.87%
Sub-total	2,677,000	2,669,125	99.71%	2,455,717	213,408	8.69%
Sales Tax	1,810,000	1,841,594	101.75%	1,659,488	182,106	10.97% B
Fire Department Revenue:						
EMS fees	1,875,000	1,576,723	84.09%	1,761,414	(184,691)	-10.49% C
Fire/EMS interdepartmental fees	556,513	464,428	83.45%	533,319	(68,891)	-12.92% D
Misc Fire Revenue	20,200	85,595	423.74%	21,633	63,962	295.67% E
Sub-total Fire Revenue	2,451,713	2,126,747	86.75%	2,316,366	(189,619)	-8.19%
Planning and Zoning fees	86,070	121,049	140.64%	98,651	22,399	22.71%
Allocation Transfers In:						
Return on Investment	1,550,000	1,420,385	91.64%	1,420,885	(500)	-0.04%
In-Lieu of Property Tax	124,905	119,643	95.79%	115,077	4,566	3.97%
In-Lieu of franchise	208,175	199,406	95.79%	191,795	7,610	3.97%
Admin Allocations	817,078	683,477	83.65%	662,291	21,185	3.20%
Shop Allocations	54,819	49,549	90.39%	49,239	310	0.63%
Sub-total Allocation Transfers	2,754,977	2,472,459	89.75%	2,439,288	33,170	1.36%
Trash Collections	1,011,070	953,483	94.30%	900,850	52,633	5.84% F
Police Department Revenue:						
Interlocal School Resource Officers	281,068	281,068	100.00%	277,193	3,876	1.40%
Misc PD Revenue	10,700	6,158	57.55%	10,267	(4,109)	-40.02%
Sub-total Police Department Rev	291,768	287,226	98.44%	287,459	(233)	-0.08%
Municipal Court Fines	115,000	99,928	86.89%	103,437	(3,509)	-3.39%
Other taxes and franchise fees	155,000	158,912	102.52%	182,809	(23,897)	-13.07% G
BEDC payments for service	85,000	77,917	91.67%	77,917	-	0.00%
Rental Fees	32,600	26,027	79.84%	26,459	(432)	-1.63%
Interest Income	67,000	25,991	38.79%	48,419	(22,428)	-46.32%
Misc Revenue	2,500	30,773	1230.91%	43,680	(12,908)	-29.55%
Transfer from Hotel Motel fund	50,000	25,000	50.00%	40,000	(15,000)	-37.50% H
Use of Fund Balance	2,332,000	1,929,923	82.76%	1,425,208	504,715	35.41% I
<b>Total Revenue</b>	<b>\$ 13,921,698</b>	<b>\$ 12,846,153</b>	<b>92.27%</b>	<b>\$ 12,105,747</b>	<b>\$ 740,405</b>	<b>6.12%</b>
<i>Total Revenue less fund balance</i>	<i>\$ 11,589,698</i>	<i>\$ 10,916,230</i>	<i>94.19%</i>	<i>\$ 10,680,539</i>	<i>\$ 235,690</i>	<i>2.21%</i>
<b>OPERATING EXPENSES</b>						
Personnel Costs						
Mayor & Council	\$ -	\$ -		\$ -	\$ -	#DIV/0!
Admin	918,839	767,401	83.52%	669,860	97,541	14.56% J
Police	1,944,683	1,776,266	91.34%	1,635,389	140,876	8.61% K
Municipal Court	33,191	31,845	95.95%	30,879	967	3.13%
Fire/EMS	2,874,391	2,615,166	90.98%	2,463,198	151,968	6.17% L
Streets	560,478	476,411	85.00%	346,810	129,601	37.37% M
Parks	409,577	333,893	81.52%	284,632	49,261	17.31% N
Development Services	334,298	288,689	86.36%	256,592	32,097	12.51% O
City Shop	73,388	66,166	90.16%	65,066	1,100	1.69%
Community Development	-	-		-	-	#DIV/0!
Sub-total	7,148,845	6,355,837	88.91%	5,752,426	603,411	10.49%
Supplies						
Mayor & Council	1,200	860	71.64%	584	276	47.23%
Admin	80,450	61,863	76.90%	66,239	(4,376)	-6.61%
Police	168,750	159,090	94.28%	143,772	15,317	10.65%
Municipal Court	3,850	3,309	85.95%	2,887	421	14.60%
Fire/EMS	221,900	174,468	78.62%	199,502	(25,034)	-12.55%
Sanitation	1,000	-	0.00%	19,550	(19,550)	-100.00% P
Streets	48,900	54,226	110.89%	40,529	13,697	33.80%
Parks	64,200	37,277	58.06%	52,886	(15,609)	-29.51%
Development Services	8,100	9,507	117.37%	12,458	(2,951)	-23.69%
City Shop	20,200	17,309	85.69%	17,872	(563)	-3.15%
Community Development	-	-		-	-	#DIV/0!
Sub-total	618,550	517,907	83.73%	556,279	(38,372)	-6.90%
Repairs & Maintenance						
Mayor & Council	4,000	3,303	82.58%	3,593	(290)	-8.08%
Admin	93,000	74,898	80.54%	70,413	4,485	6.37%
Police	63,500	100,844	158.81%	71,806	29,038	40.44%

% of year completed: 91.64

GENERAL FUND	ANNUAL BUDGET 2019-2020	ACTUAL FYTD AUGUST 2020	% OF BUDGET	PY ACTUAL FYTD AUGUST 2019	VARIANCE OVER PY	% OVER PY
Municipal Court	5,500	6,523	118.59%	5,502	1,020	18.54%
Fire/EMS	122,500	109,189	89.13%	102,027	7,162	7.02%
Sanitation	-	-		-	-	
Streets	70,000	86,500	123.57%	56,671	29,830	52.64% Q
Parks	53,750	42,021	78.18%	49,901	(7,880)	-15.79%
Development Services	5,250	3,306	62.98%	4,221	(914)	-21.66%
City Shop	10,500	10,739	102.27%	10,478	261	2.49%
Community Development	-	-		-	-	
Galloway Hammond	5,000	2,885	57.70%	3,204	(319)	-9.97%
Sub-total	433,000	440,208	101.66%	377,816	62,392	16.51%
Services/Other						
Mayor & Council	19,250	6,790	35.27%	6,912	(122)	-1.76%
Admin	550,095	481,852	87.59%	525,953	(44,101)	-8.38% R
Police	138,413	136,553	98.66%	136,422	131	0.10%
Municipal Court	19,300	20,844	108.00%	25,897	(5,054)	-19.51%
Fire/EMS	294,221	244,145	82.98%	250,520	(6,375)	-2.54%
Sanitation	845,438	804,820	95.20%	750,688	54,133	7.21% F
Streets	2,000	2,140	107.02%	2,716	(575)	-21.19%
Parks	126,200	111,854	88.63%	113,338	(1,485)	-1.31%
Development Services	57,500	63,129	109.79%	71,851	(8,722)	-12.14%
City Shop	5,550	4,884	88.00%	5,062	(178)	-3.52%
Community Development	-	-		-	-	#DIV/0!
Sub-total	2,057,967	1,877,012	91.21%	1,889,359	(12,347)	-0.65%
Transfers to Self-funded						
Mayor & Council	-	-		-	-	
Admin	-	-		-	-	
Police	169,650	155,513	91.67%	138,346	17,167	12.41%
Municipal Court	-	-		-	-	
Fire/EMS	310,411	284,544	91.67%	233,593	50,951	21.81% S
Sanitation	-	-		-	-	
Streets	58,100	53,258	91.67%	70,088	(16,830)	-24.01%
Parks	42,449	38,912	91.67%	41,376	(2,464)	-5.96%
Development Services	-	-		-	-	
City Shop	-	-		-	-	
Community Development	-	-		-	-	
Sub-total	580,610	532,227	91.67%	483,403	48,823	10.10%
Capital Outlay						
Admin	-	-		-	-	#DIV/0!
Police	6,000	-	0.00%	23,265	(23,265)	-100.00% T
Parks	-	-		-	-	#DIV/0!
Sub-total	6,000	-	0.00%	23,265	(23,265)	-100.00%
Transfer to Golf - Admin & Op Subsidy	300,527	182,383	60.69%	237,730	(55,348)	-23.28%
YMCA Operating Subsidy	100,000	91,667		91,667	-	0.00%
CAPITAL/OTHER EXP (USES OF FUND BAL)						
Transfer to Gen Cap Project Fund	2,232,000	1,716,693	76.91%	634,656	1,082,037	170.49%
Transfer to Golf Cap Project Fund	100,000	93,904	93.90%	85,802	8,102	9.44%
Transfer to Self Funded	-	-		-	-	#DIV/0!
Transfer to Debt Service (early defeasance)	-	-	#DIV/0!	640,000	(640,000)	
Coronavirus Expenses (Net of Grant Reimbursements)	-	119,327		-	119,327	(119,327)
Development Services Staffing	-	-		64,750	(64,750)	
Sub-total	2,332,000	1,929,923	82.76%	1,425,208	504,715	35.41% I
<b>Total Expenses</b>	<b>\$ 13,577,499</b>	<b>\$ 11,927,162</b>	<b>87.85%</b>	<b>\$ 10,837,152</b>	<b>\$ 1,090,010</b>	<b>10.06%</b>
<i>Total Expenses less capital/other</i>	<i>\$ 11,245,499</i>	<i>\$ 9,997,239</i>	<i>88.90%</i>	<i>\$ 9,411,945</i>	<i>\$ 585,295</i>	<i>6.22%</i>
<b>Net Profit (Loss)</b>	<b>\$ 344,199</b>	<b>\$ 918,990</b>	<b>266.99%</b>	<b>\$ 1,268,595</b>	<b>\$ (349,604)</b>	<b>-27.56%</b>

A Increase over last year expected due to increased appraisal values and new additions. We've collected 99% of budget to date.

B The increase is mainly due to the changes in sales tax compliance laws for remote sellers and marketplace facilitators that went into effect on October 1, 2019. Collections have been up every month except April because of a state audit refund in the amount of \$25K issued to a large retailer. There is about a two month delay in sales tax collections so July's collections are from May sales.

C EMS transport revenues are down because the coronavirus is impacting the number of EMS calls and collections. (See chart on page 5).

D Payment timing difference from last year.

E Increase due to receipt of \$58,074 stimulus grant from HRSA (Health Resources Service Administration) for lost EMS transport revenues.

F Trash collections and expenses are up over last year as expected due to 3% increase in rates and added services.

G Timing difference in Franchise fees collected from Clawson, in the current year fees from Clawson were not collected until August.

H Prior year received transfer from Hotel Motel fund to cover overtime of employees working city events. Most events have been cancelled this year due to Covid-19 and Hotel Motel collections are down significantly.

I Fund Balance is used to offset transfers to the Capital Project Fund or other projects approved by council; net effect to operations is \$0.

J Personnel costs for Admin are on track with budget but up over last year mainly because the Human Resources Director position was added and filled in October and the Assistant City Manager's position was added and filled in March.

% of year completed: 91.64

**GENERAL FUND**

ANNUAL BUDGET 2019-2020	ACTUAL FYTD AUGUST 2020	% OF BUDGET	PY ACTUAL FYTD AUGUST 2019	VARIANCE OVER PY	% OVER PY
----------------------------	----------------------------	----------------	-------------------------------	---------------------	--------------

*K Personnel costs for Police are in line with budget but are up over last year because during the prior year salaries came in under budget due to higher turnover, additional salary increases were added to the budget to make sure officers were in line with current pay scales, and the benefit pay out to retired Chief.*

*L Personnel costs for Fire are on track with budget but are up from last year mainly because added 3 staff positions and because of budgeted salary increases.*

*M Personnel costs for Streets are in line with budget but up from last year mainly because added 2 staff positions mid year last year and because of budgeted salary increases.*

*N Personnel costs for Parks are in line with budget but up over last year because during the prior year salaries came in under budget due to higher turnover and because of budgeted salary increases.*

*O Personnel costs for Development Services are in line with current budget but up over last year because we added the building inspector position.*

*P Allocation change was made in the current year. Previously utility billing supplies were being allocated to the General, Electric, and Water funds; now those supplies are only being allocated to the Electric and Water funds. (Trash accounts for less than 5% of utility revenues, therefore, not material to the allocation).*

*Q Vehicle R&M are up due to transmission repair costs for the Maintainer in the amount of \$26K and clutch repairs to tractor for \$5K. In addition, street maintenance is up due to striping.*

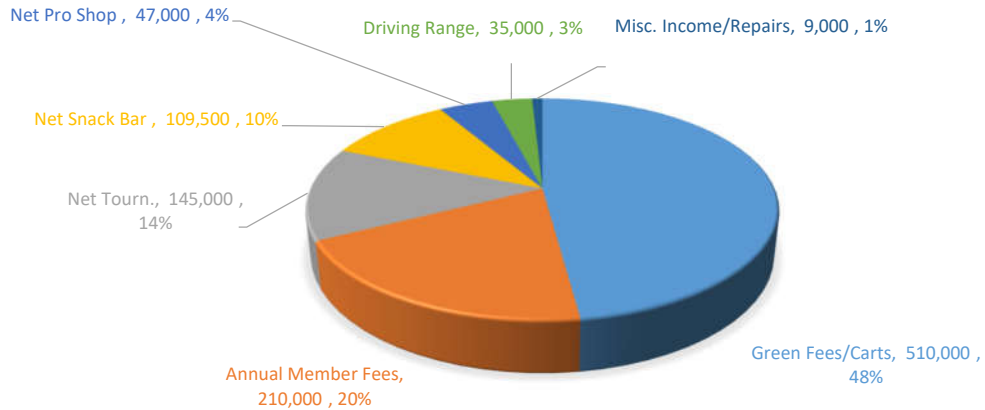
*R Insurance expense is down due to payment timing difference and attorney costs are down.*

*S Transfers for new equipment and vehicles have increased from last year but are on track with budget.*

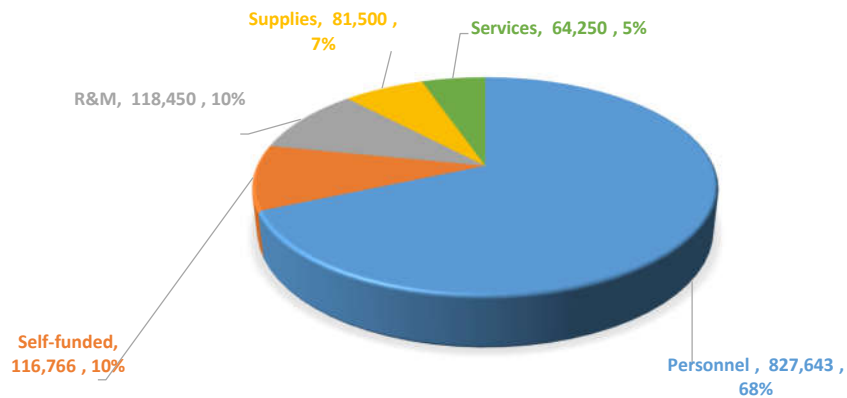
*T During the prior year, the City purchased "in car" video systems with cameras and body cameras for police officers.*

## ***GOLF COURSE BUDGET 2019-20***

**NET REVENUES \$1,065,500**  
**(EXCLUDES TRANSFERS FROM GENERAL FUND )**



**NET EXPENSES \$1,208,609**  
**(EXCLUDES ADMIN ALLOCATION)**

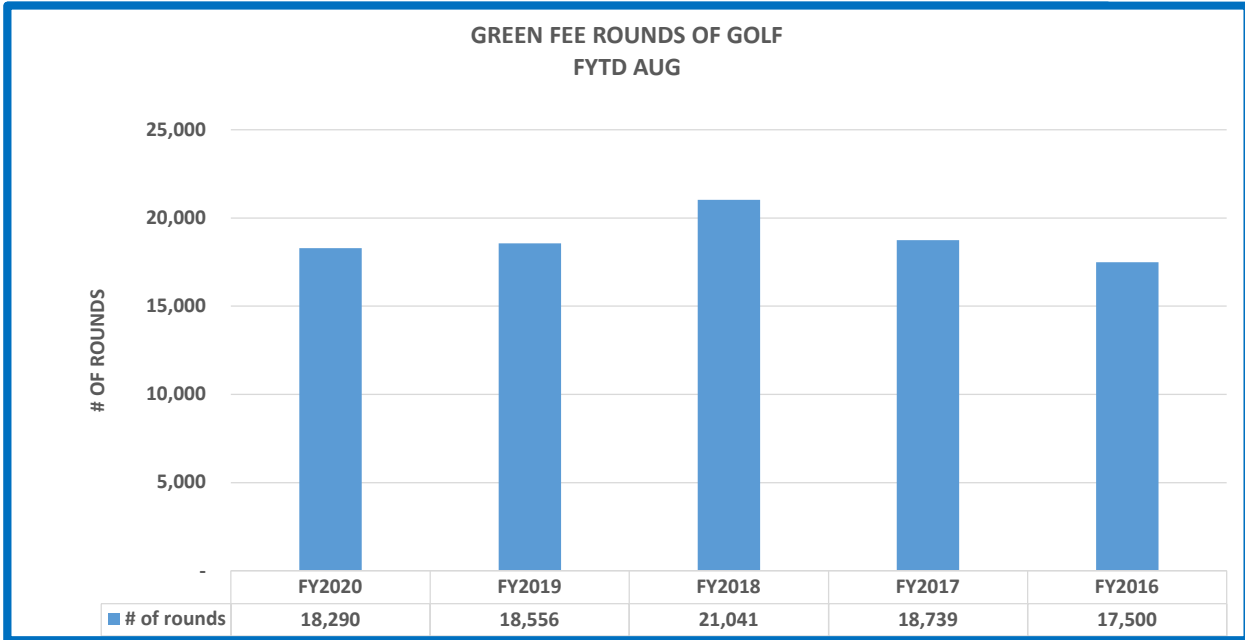


## GOLF COURSE FUND DASHBOARD

### CURRENT RESULTS COMPARISON

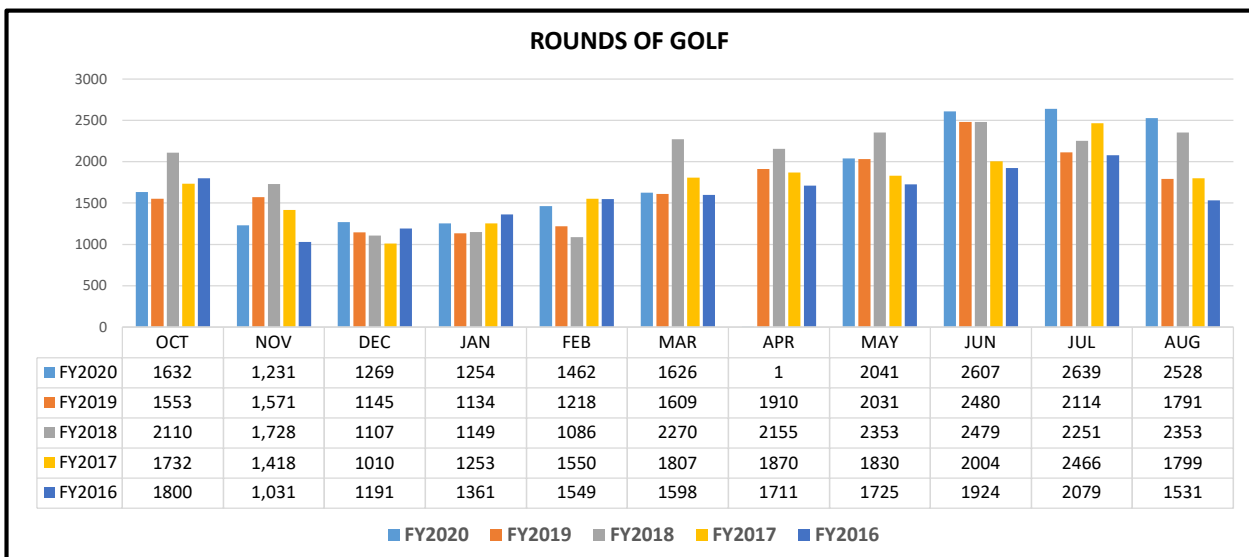
	ANNUAL BUDGET	ACTUAL FYTD AUGUST 2020	% OF BUDGET	PRIOR YR FYTD AUGUST 2019	VARIANCE OVER PY	% OVER PY
REV (net of cogs/tourn exp)	\$ 1,222,918	\$ 1,080,687	88.37%	\$ 1,075,298	\$ 5,389	0.50%
EXPENSES	1,366,027	1,151,302	84.28%	1,201,671	(50,370)	-4.19%
PROFIT (LOSS)	\$ (143,109)	\$ (70,615)		\$ (126,373)	\$ 55,758	-44.12%

### TABLES/CHARTS



Rounds of Golf*	<b>OCT - AUG</b>
2019-2020	18,290
2018-2019	18,556
OVER (UNDER)	(266)
	-1.43%

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



% of year completed: 91.64

GOLF COURSE	ANNUAL BUDGET 2019-2020	ACTUAL FYTD AUGUST 2020	% OF BUDGET	PRIOR YEAR FYTD AUGUST 2019	VARIANCE OVER PY	% OVER PY
<b>REVENUE</b>						
<b><u>Charges for Services</u></b>						
Green Fees/Cart Rentals	\$ 510,000	\$ 509,168	99.84%	\$ 454,746	\$ 54,422	11.97% A
Prepaid Green Fees/ Annual Cart Rentals/ Trail fees and Cart Storage	210,000	214,439	102.11%	206,060	8,379	4.07%
Net Tournament	145,000	74,910	51.66%	117,896	(42,986)	-36.46% B
Pavilion Revenue	500	600	-	600	-	0.00%
Driving Range	35,000	36,389	103.97%	31,833	4,556	14.31%
Net Charges for Services	900,500	835,507	92.78%	811,136	24,371	3.00%
<b><u>Sales less Cost of Goods Sold</u></b>						
Pro Shop Sales	184,000	153,752		168,283	(14,531)	
Cost of Merchandise	137,000	114,027		122,580	(8,553)	
Net Pro Shop Sales	47,000	39,726	84.52%	45,703	(5,978)	-13.08%
Snack Bar/Beer Cart Sales	242,000	190,766		224,372	(33,606)	
Cost of Merchandise	132,500	106,772		125,601	(18,830)	
Net Snack Bar/Beer Cart Sales	109,500	83,995	76.71%	98,771	(14,776)	-14.96%
<b>Transfer - Overhead</b>	157,418	111,767	71.00%	111,357	410	0.37%
<b>Misc. Income/Repairs</b>	8,500	9,692	114.02%	8,331	1,361	16.34%
<b>Total Revenue</b>	<b>\$ 1,222,918</b>	<b>\$ 1,080,687</b>	<b>88.37%</b>	<b>\$ 1,075,298</b>	<b>\$ 5,389</b>	<b>0.50%</b>
<b>EXPENSES</b>						
Personnel Costs	\$ 827,643	\$ 706,290	85.34%	\$ 727,070	\$ (20,781)	-2.86% C
Supplies	81,500	64,519	79.16%	74,288	(9,769)	-13.15%
Repairs & Maintenance	118,450	105,397	88.98%	82,352	23,045	27.98% D
Services	64,250	56,293	87.62%	58,835	(2,542)	-4.32%
Transfer to Self funded equipment	116,766	107,036	91.67%	147,769	(40,733)	-27.57% E
Admin Allocation	157,418	111,767	71.00%	111,357	410	0.37%
<b>Total Expenses</b>	<b>\$ 1,366,027</b>	<b>\$ 1,151,302</b>	<b>84.28%</b>	<b>\$ 1,201,671</b>	<b>\$ (50,370)</b>	<b>-4.19%</b>
<b>Net Profit (Loss)</b>	<b>\$ (143,109)</b>	<b>\$ (70,615)</b>	<b>49.34%</b>	<b>\$ (126,373)</b>	<b>\$ 55,758</b>	<b>-44.12%</b>
Operating Subsidy from General Fund	\$ 143,109	\$ 70,615	49.34%	\$ 126,373	\$ (55,758)	
Net Profit (Loss)	\$ -	\$ (0)		\$ (0)	\$ (0)	

A. Revenues are up despite closure because of rate increase.

On March 24th, the Council did approve a rate increase of \$2.00 in green fees, cart rentals, and range balls which going forward will help offset the decrease in revenues from the course closure.

B. Tournaments were cancelled beginning in March due to Covid-19. Beginning in June a few tournaments have been scheduled but most have remained cancelled.

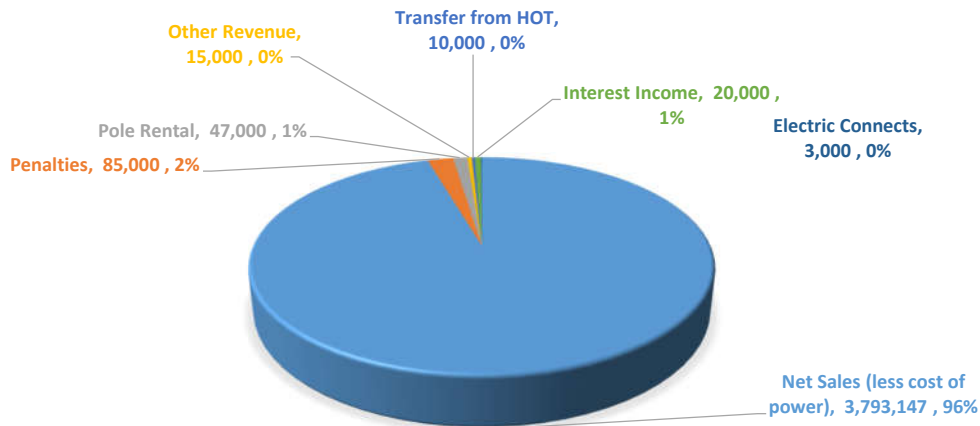
C. Personnel costs are down from last year and the budget mainly because some of the part-time positions were furloughed during the course closure. In addition, there is one vacant temporary maintenance position.

D. Repairs and Maintenance are up mainly due to increases in chemicals and fertilizers.

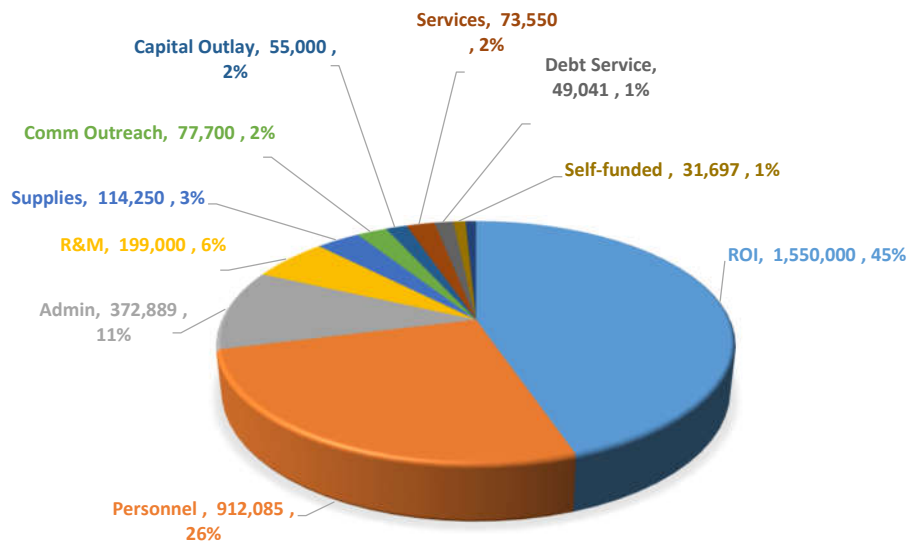
E. Decrease in equipment purchases due to the early pay off of debt at the end of last year; on track with budget.

## ***ELECTRIC FUND ORIGINAL BUDGET 2019-20***

**NET REVENUES \$3,973,147**  
**(EXCLUDES USE OF FUND BALANCE)**



**NET EXPENSES \$3,462,621**  
**(EXCLUDES XFER TO CAPITAL FUND)**

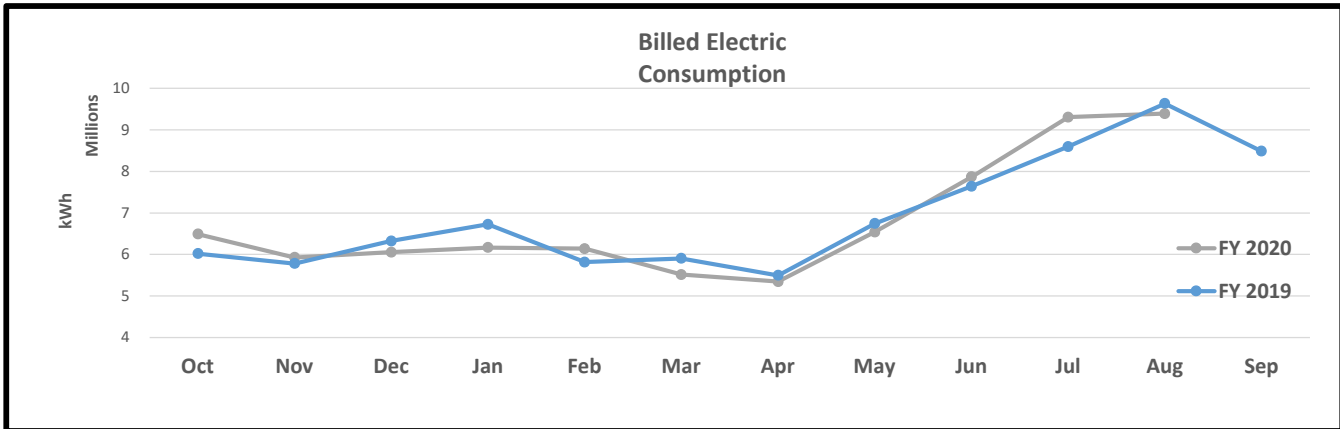


## ELECTRIC FUND DASHBOARD

### CURRENT RESULTS COMPARISON

	ANNUAL BUDGET	ACTUAL FYTD AUGUST 2020	% OF BUDGET	PRIOR YR FYTD AUGUST 2019	VARIANCE OVER PY	% OVER PY
REV (less cogs and fund bal)	\$ 3,973,147	\$ 4,246,200	106.87%	\$ 3,653,566	\$ 592,635	16.22%
EXP (less cogs and cap xfers)	3,462,621	3,000,908	86.67%	2,953,829	47,080	1.59%
PROFIT (LOSS)	\$ 510,526	\$ 1,245,292		\$ 699,737	\$ 545,555	77.97%

### TABLES/CHARTS



FYTD 2020	74,746,377
FYTD 2019	74,679,827
ytd variance	66,550
% variance	0.09%

City of Burnet  
Financial Report  
FYTD Aug 2020

% of year completed: 91.64

**ELECTRIC FUND**

	ANNUAL BUDGET 2019-2020	ACTUAL FYTD AUGUST 2020	% OF BUDGET	PRIOR YEAR FYTD AUGUST 2019	VARIANCE OVER PY	% OVER PY
<b>REVENUE</b>						
Electric Sales	\$ 8,670,051	\$ 7,943,035		\$ 8,035,328	\$ (92,293)	
Cost of Power	4,876,904	4,486,164		4,559,995	(73,832)	
Net Sales	3,793,147	3,456,871	91.13%	3,475,332	(18,461)	-0.53%
Penalties	85,000	49,550	58.29%	79,322	(29,772)	-37.53% A
Electric Connects	3,000	19,141	638.04%	40,626	(21,485)	-52.88% B
Pole Rental	47,000	81,207	172.78%	14,897	66,310	445.13% C
Other Revenue	15,000	622,911	4152.74%	12,029	610,883	5078.52% D
Interest Income	20,000	16,520	82.60%	21,360	(4,840)	-22.66%
Transfer from HOT	10,000	-	0.00%	10,000	(10,000)	
Use of Fund Balance	75,000	58,471	77.96%	37,339	21,132	56.60%
<b>Total Revenue</b>	<b>\$ 4,048,147</b>	<b>\$ 4,304,672</b>	<b>106.34%</b>	<b>\$ 3,690,905</b>	<b>\$ 613,767</b>	<b>16.63%</b>
<i>Total Revenue less fund balance</i>	<i>\$ 3,973,147</i>	<i>\$ 4,246,200</i>	<i>106.87%</i>	<i>\$ 3,653,566</i>	<i>\$ 592,635</i>	<i>16.22%</i>
<b>EXPENSES</b>						
Personnel Costs	\$ 912,085	\$ 797,856	87.48%	\$ 774,162	\$ 23,693	3.06% E
Supplies	114,250	98,789	86.47%	83,102	15,687	18.88% F
Repairs & Maintenance	199,000	117,125	58.86%	116,113	1,012	0.87%
Services	73,550	41,411	56.30%	48,300	(6,889)	-14.26%
Transfer to Self-funded equipment	31,697	29,056	91.67%	41,174	(12,118)	-29.43%
Community Outreach	77,700	68,087	87.63%	68,174	(86)	-0.13%
Capital Outlay	55,000	27,655	50.28%	28,336	(681)	-2.40%
Transfer to Capital Project Fund	75,000	58,471	77.96%	37,339	21,132	56.60%
Transfers to Debt Service	49,041	44,954	91.67%	43,293	1,661	3.84%
Transfer to GF - ROI	1,550,000	1,420,385	91.64%	1,420,885	(500)	-0.04%
Transfer to GF- Admin Allocation	372,889	330,816	88.72%	305,671	25,146	8.23% G
Transfer to GF- Shop Allocation	27,409	24,774	90.39%	24,619	155	0.63%
<b>Total Expenses</b>	<b>\$ 3,537,621</b>	<b>\$ 3,059,380</b>	<b>86.48%</b>	<b>\$ 2,991,168</b>	<b>\$ 68,212</b>	<b>2.28%</b>
<i>Total Expenses less xfers to capital project</i>	<i>\$ 3,462,621</i>	<i>\$ 3,000,908</i>	<i>86.67%</i>	<i>\$ 2,953,829</i>	<i>\$ 47,080</i>	<i>1.59%</i>
<b>Net Profit (Loss)</b>	<b>\$ 510,526</b>	<b>\$ 1,245,292</b>	<b>243.92%</b>	<b>\$ 699,737</b>	<b>\$ 545,555</b>	<b>77.97%</b>

A. Penalties for late payments and reconnect fees were waived in March, April, May, and June due to COVID-19.

B. Timing difference - Annual pole rental invoices were sent out earlier this year than last year. In addition, the prior year delinquent payments were collected from Charter and Frontier.

C. Change in internal accounting policy, during py line included "non-standard" connects. In CY, "non-standard" connects have been moved to the Electric Capital Fund.

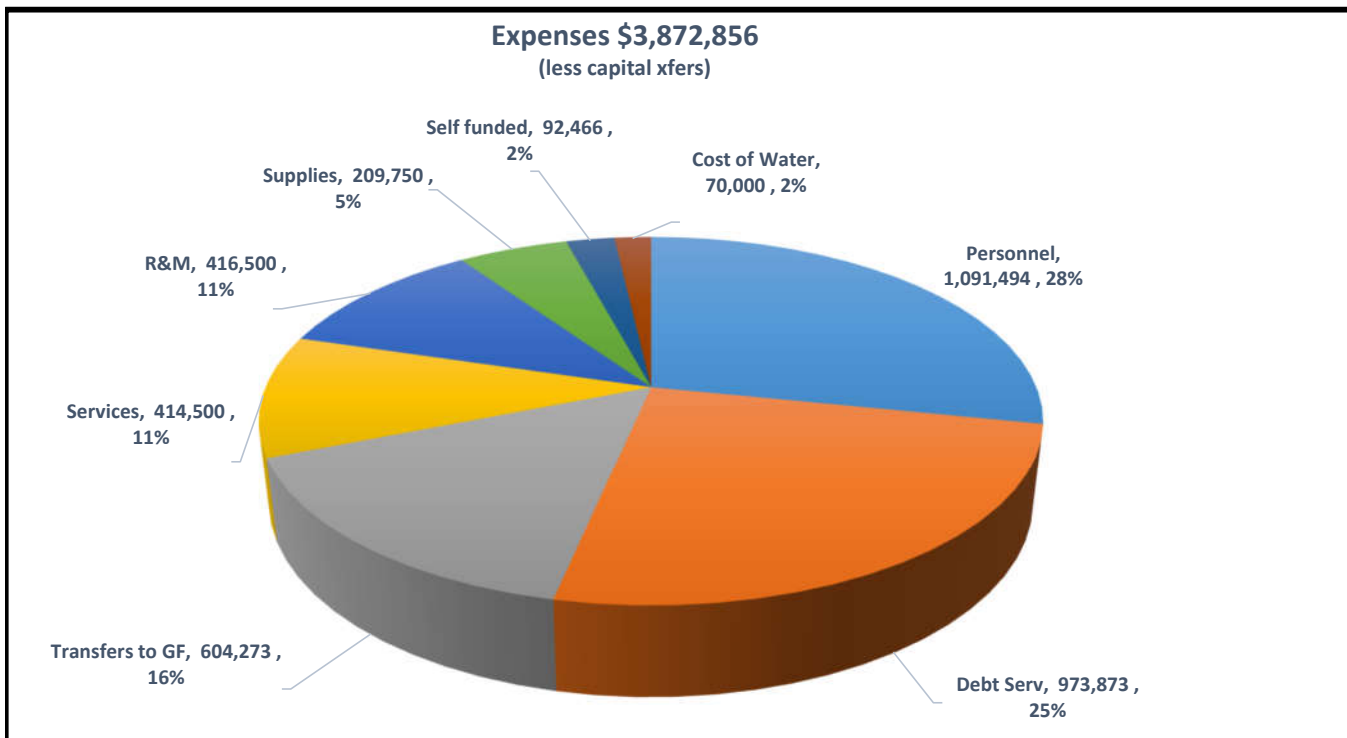
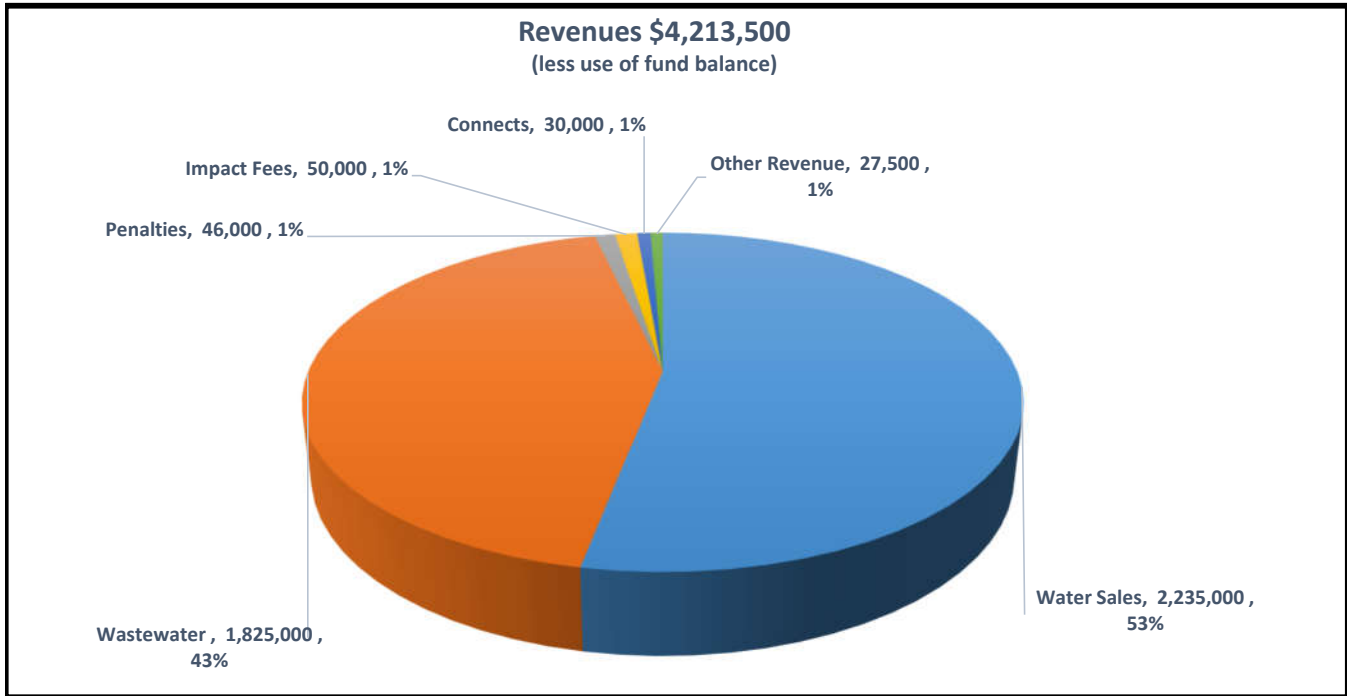
D. Includes \$316,276.48 of over under FPCR credit received from LCRA received in October and November and \$141,546 received in July and August. Last year LCRA's actual fuel and purchase power costs came in substantially under budget due to strong summer outcomes and generation margins. Customers were refunded \$35M and Burnet's share was \$474,414.72 received in three equal payments from Sep - Nov.

E. Personnel costs are up over last year due to increases given for the employee training program; tracking well with budget.

F. Includes credit card fees which are up due to COVID-19, more customers paying with credit cards.

G. Admin allocation based on revenues; therefore as revenues increase, allocation increases.

## ***WATER/WW FUND ORIGINAL BUDGET 2019-20***

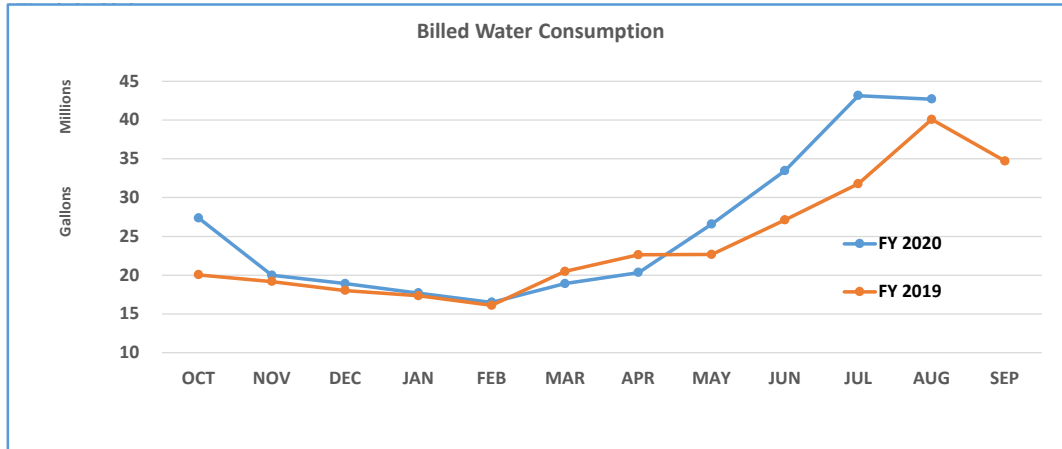


## WATER/WW FUND DASHBOARD

### CURRENT RESULTS COMPARISON

	ANNUAL BUDGET	ACTUAL FYTD AUGUST 2020	% OF BUDGET	PRIOR YR FYTD AUGUST 2019	VARIANCE OVER PY	% OVER PY
REV (less use of fund bal)	\$ 4,213,500	\$ 3,988,110	94.65%	\$ 3,885,907	\$ 102,203	2.63%
EXP (less capital xfers)	3,872,856	3,243,667	83.75%	3,299,846	(56,179)	-1.70%
PROFIT (LOSS)	\$ 340,644	\$ 744,442		\$ 586,061	\$ 158,381	27.02%

### TABLES/CHARTS



#### Billed Consumption in gallons:

FYTD 2020	285,637,732
FYTD 2019	255,473,965
Variance	30,163,767
% variance	11.81%

% of year completed: 91.64

**WATER/WASTEWATER**

	ANNUAL BUDGET 2019-2020	ACTUAL FYTD AUGUST 2020	% OF BUDGET	PRIOR YEAR FYTD AUGUST 2019	VARIANCE OVER PY	% OVER PY
<b>REVENUE</b>						
Water Sales	\$ 2,235,000	\$ 2,225,213	99.56%	\$ 2,047,490	\$ 177,723	8.68% A
Wastewater Sales	1,825,000	1,682,006	92.16%	1,672,194	9,813	0.59%
Penalties	46,000	28,685	62.36%	41,896	(13,211)	-31.53%
Water/Sewer Connects	30,000	26,748	89.16%	39,813	(13,065)	-32.82%
Irrigation Revenue	2,500	-	0.00%	2,250	(2,250)	-100.00%
Other Revenue	4,000	10,712	267.80%	11,655	(942)	-8.09%
Interest Income	21,000	14,745	70.21%	20,610	(5,864)	-28.45%
Use Impact Fees	50,000	-	0.00%	50,000	(50,000)	B
Use of Fund Balance	185,000	190,611	103.03%	26,423	164,188	
<b>Total Revenue</b>	<b>\$ 4,398,500</b>	<b>\$ 4,178,720</b>	<b>95.00%</b>	<b>\$ 3,912,330</b>	<b>\$ 266,390</b>	<b>6.81%</b>
<i>Total Revenue less fund balance</i>	<i>\$ 4,213,500</i>	<i>\$ 3,988,110</i>	<i>94.65%</i>	<i>\$ 3,885,907</i>	<i>\$ 102,203</i>	<i>2.63%</i>
<b>EXPENSES</b>						
Personnel Costs	\$ 1,091,494	\$ 912,022	83.56%	\$ 923,948	\$ (11,926)	-1.29%
Supplies	209,750	172,957	82.46%	180,016	(7,059)	-3.92%
Repairs & Maintenance	416,500	251,948	60.49%	346,727	(94,779)	-27.34% C
Services	414,500	314,569	75.89%	342,469	(27,899)	-8.15% D
Transfer to Self-funded equipment	92,466	84,761	91.67%	71,663	13,098	18.28%
Cost of Water	70,000	56,720	81.03%	51,547	5,173	10.03%
Transfers to Capital Fund	185,000	190,611	103.03%	26,423	164,188	
Capital Outlay	-	5,777		-	5,777	#DIV/0!
Transfers to Debt Service	973,873	893,116	91.71%	845,166	47,951	5.67% E
Transfer to GF - In Lieu of Property Tax	124,905	119,643	95.79%	115,077	4,566	3.97%
Transfer to GF - In Lieu of Franchise	208,175	199,406	95.79%	191,795	7,610	
Transfer to GF- Admin Allocation	243,783	207,974	85.31%	206,818	1,156	0.56%
Transfer to GF- Shop Allocation	27,410	24,774	90.38%	24,620	155	0.63%
<b>Total Expenses</b>	<b>\$ 4,057,856</b>	<b>\$ 3,434,278</b>	<b>84.63%</b>	<b>\$ 3,326,269</b>	<b>\$ 108,009</b>	<b>3.25%</b>
<i>Total Expenses less xfers to capital project</i>	<i>\$ 3,872,856</i>	<i>\$ 3,243,667</i>	<i>83.75%</i>	<i>\$ 3,299,846</i>	<i>\$ (56,179)</i>	<i>-1.70%</i>
<b>Net Profit (Loss)</b>	<b>\$ 340,644</b>	<b>\$ 744,442</b>	<b>218.54%</b>	<b>\$ 586,061</b>	<b>\$ 158,381</b>	<b>27.02%</b>

A Water sales are up over prior year due to increased water consumption. Consumption is up almost 12%.

B Timing difference in transfer. Transfer will be made in September of current year.

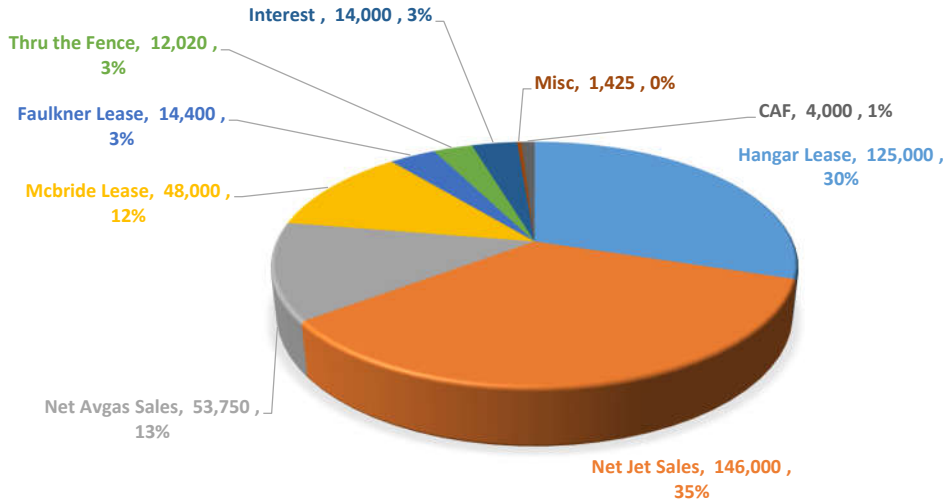
C R&M are down mainly because during the py several pump repairs were needed at both the water plant and sewer plant.

D Includes impact fee waivers which are down because construction in the Neighborhood Empowerment Zones (NEZ) are down. In addition plant permit renewal fees are down because last year the renewal was due (permit is renewed every 5 years).

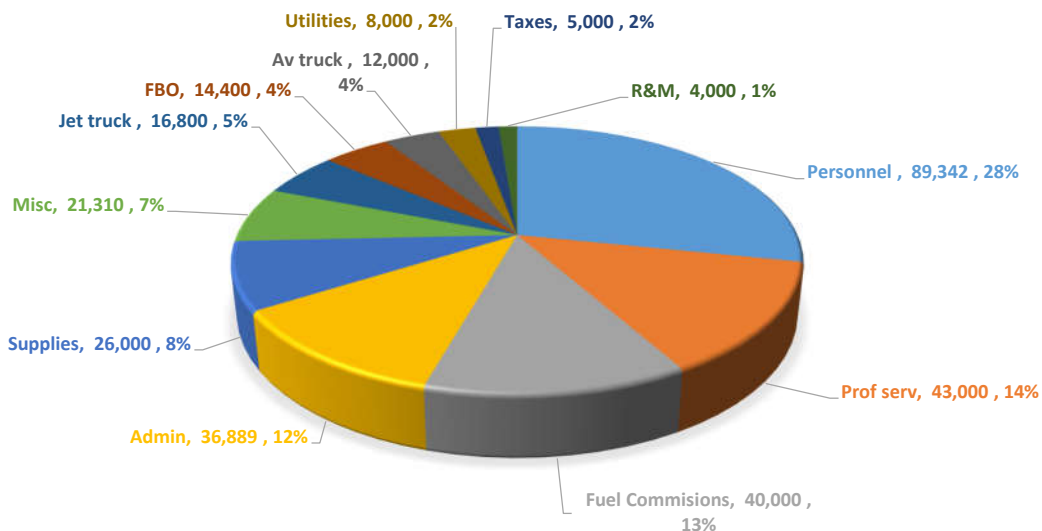
E Up over last year because additional debt was incurred for the Sewer Projects; expense is on track with budget.

## AIRPORT FUND ORIGINAL BUDGET 2019-20

NET REVENUES \$418,595  
(EXCLUDES USE OF FUND BALANCE)



NET EXPENSES \$316,741  
(EXCLUDES XFER TO CAPITAL FUND)

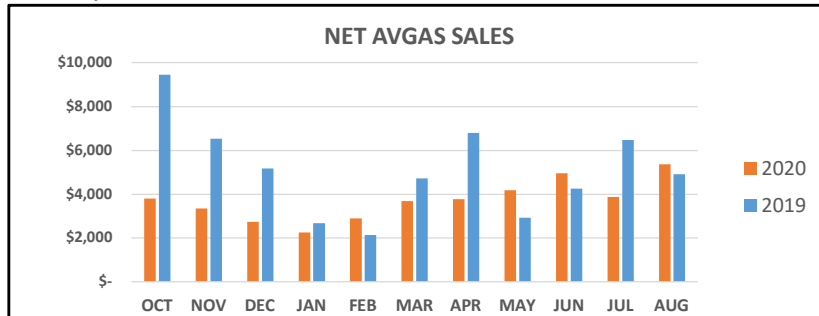


# AIRPORT FUND DASHBOARD

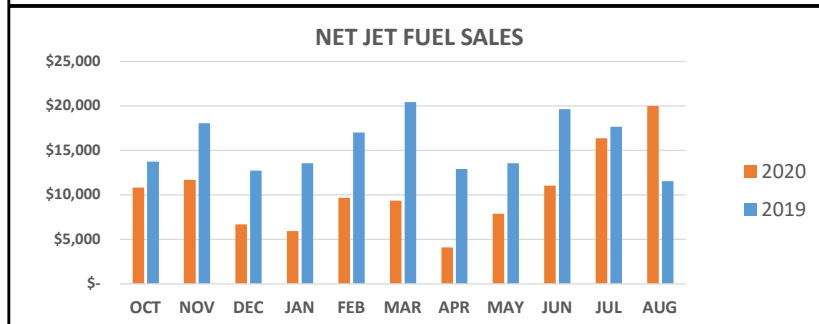
## CURRENT RESULTS COMPARISON

	ANNUAL BUDGET	ACTUAL FYTD AUGUST 2020	% OF BUDGET	PRIOR YR FYTD AUGUST 2019	VARIANCE OVER PY	% OVER PY
REV (less fuel purchases and fund bal)	\$ 418,595	\$ 354,468	84.68%	\$ 421,415	\$ (66,946)	-15.89%
EXP (less fuel purchases and fund bal)	316,741	224,955	71.02%	237,967	(13,012)	-5.47%
PROFIT (LOSS)	\$ 101,854	\$ 129,513		\$ 183,447	\$ (53,934)	-29.40%

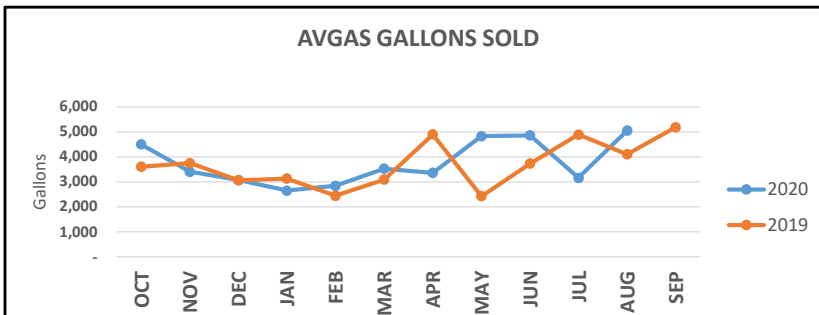
## TABLES/CHARTS



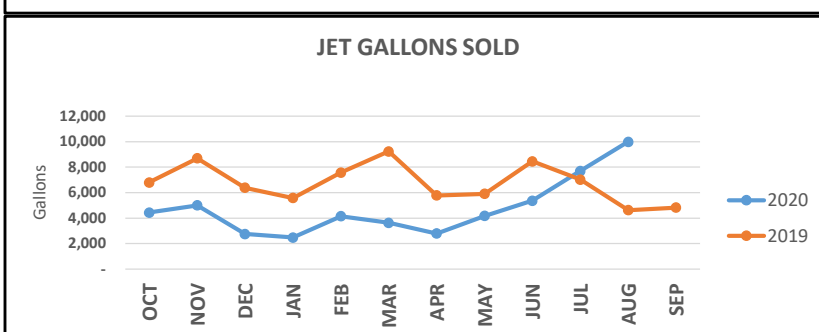
	2020	2019
AvSales	\$ 159,635.82	\$ 177,384.65
Av Purchases	118,754.45	121,321.38
Profit	\$ 40,881.37	\$ 56,063.27
%	25.61%	31.61%



	2020	2019
Jet Sales	\$ 208,946.33	\$ 353,966.41
Jet Purchases	95,447.14	183,060.86
Profit	\$ 113,499.19	\$ 170,905.55
%	54.32%	48.28%



Avgas Gallons Sold:	
FYTD 2020	41,326
FYTD 2019	39,185
Increase(decrease)	2,140
	5.46%



Jet Gallons Sold:	
FYTD 2020	52,503
FYTD 2019	76,072
Increase(decrease)	(23,569)
	-30.98%

City of Burnet  
Financial Report  
FYTD Aug 2020

% of year completed: 91.64

**AIRPORT FUND**

	ANNUAL BUDGET 2019-2020	ACTUAL FYTD AUGUST 2020	% OF BUDGET	PRIOR YEAR FYTD AUGUST 2019	VARIANCE OVER PY	% OVER PY
<b>REVENUE</b>						
Av Gas Sales	\$ 215,000	\$ 159,636		\$ 177,385	\$ (17,749)	
Av Gas Purchases	161,250	118,754		121,321	(2,567)	
Net Sales	53,750	40,881	76.06%	56,063	(15,182)	-27.08%
Jet Gas Sales	355,000	208,946		353,966	(145,020)	
Jet Gas Purchases	209,000	95,447		183,061	(87,614)	
Net Sales	146,000	113,499	77.74%	170,906	(57,406)	-33.59% A
Contributions/Misc Rev	-	375		275	100	36.36%
Sign Rental Revenue	500	-	0.00%	-	-	
Penalties	775	550	70.97%	875	(325)	-37.14%
All Hangar Lease	125,000	116,197	92.96%	114,487	1,710	1.49%
CAF Admissions	4,000	4,011	100.28%	4,011	-	0.00%
Rental of Council Chambers	-	70	#DIV/0!	70	-	0.00%
McBride Lease	48,000	42,440	88.42%	42,440	0	0.00%
Thru the Fence Lease	12,020	16,144	134.31%	5,887	10,257	174.22%
Airport Parking Permit	150	1,570	1046.67%	240	1,330	554.17%
Hanger Lease - Faulkner	14,400	13,200	91.67%	13,200	-	0.00%
Insurance Reimbursement	-	-	#DIV/0!	-	-	#DIV/0!
Interest Earned	14,000	5,530	39.50%	12,960	(7,430)	-57.33%
Use of Fund Balance	250,000	154,827	61.93%	277,515	(122,688)	B
<b>Total Revenue</b>	<b>\$ 668,595</b>	<b>\$ 509,295</b>	<b>76.17%</b>	<b>\$ 698,929</b>	<b>\$ (189,634)</b>	<b>-27.13%</b>
<i>Total Revenue less fund balance</i>	<i>\$ 418,595</i>	<i>\$ 354,468</i>	<i>84.68%</i>	<i>\$ 421,415</i>	<i>\$ (66,946)</i>	<i>-15.89%</i>
<b>EXPENSES</b>						
Personnel Costs	\$ 89,342	\$ 84,451	94.53%	\$ 86,559	\$ (2,108)	-2.44%
Supplies	26,000	12,212	46.97%	22,827	(10,615)	-46.50%
Repairs & Maintenance	4,000	260	6.49%	3,959	(3,700)	-93.44%
Contract Labor - FBO	14,400	13,200	91.67%	13,200	-	0.00%
Commission on Fuel Sal	40,000	34,325	85.81%	28,814	5,511	19.13%
Schools/Seminars	4,000	75	1.88%	3,957	(3,882)	
Insurance & Bonds	17,310	8,641	49.92%	7,871	770	9.78%
Professional Services (Mowing Contract)	43,000	-	0.00%	42	(42)	
Property Taxes	5,000	6,632	132.64%	4,461	2,171	48.68%
Utilities	8,000	8,233	102.91%	7,281	952	13.07%
Av fuel truck lease	12,000	12,000	100.00%	11,000	1,000	9.09%
Jet fuel truck lease	16,800	16,800	100.00%	15,400	1,400	9.09%
Transfers to Debt Service	-	-		-	-	
Transfers to Capital/Uses of Fund Bal	250,000	154,827	61.93%	277,515	(122,688)	B
Admin Allocation	36,889	28,126	76.25%	32,597	(4,471)	-13.72%
<b>Total Expenses</b>	<b>\$ 566,741</b>	<b>\$ 379,782</b>	<b>67.01%</b>	<b>\$ 515,482</b>	<b>\$ (135,700)</b>	<b>-26.32%</b>
<i>Total Expense less xfers to capital project</i>	<i>\$ 316,741</i>	<i>\$ 224,955</i>	<i>71.02%</i>	<i>\$ 237,967</i>	<i>\$ (13,012)</i>	<i>-5.47%</i>
<b>Net Profit (Loss)</b>	<b>\$ 101,854</b>	<b>\$ 129,513</b>	<b>127.16%</b>	<b>\$ 183,447</b>	<b>\$ (53,934)</b>	<b>-29.40%</b>

A Jet gallons sold are down mainly because one of our largest customer has significantly reduced his trips to our airport.

B Fund Balance is used to offset transfers to the Capital Project Fund; net effect to operations is \$0.

City of Burnet  
Financial Report  
FYTD Aug 2020

**OTHER FUNDS**

	ANNUAL BUDGET 2019-2020	ACTUAL FYTD AUGUST 2020	% OF BUDGET	PRIOR YEAR FYTD AUGUST 2019	VARIANCE OVER PY	% OVER PY
<b>HOTEL/MOTEL FUND</b>						
Revenues	\$ 187,000	\$ 170,188	91.01%	\$ 264,221	\$ (94,033)	-35.59%
Expenses	178,098	170,596	95.79%	216,658	(46,062)	-21.26%
Net Profit (Loss)	<u>\$ 8,902</u>	<u>\$ (408)</u>		<u>\$ 47,563</u>	<u>\$ (47,971)</u>	
<b>BEDC</b>						
Revenues	\$ 1,600,000	\$ 1,540,148	96.26%	\$ 4,153,360	\$ (2,613,212)	-62.92%
Expenses	1,319,150	1,133,529	85.93%	3,064,799	(1,931,270)	-63.01%
Net Profit (Loss)	<u>\$ 280,850</u>	<u>\$ 406,619</u>		<u>\$ 1,088,561</u>	<u>\$ (681,942)</u>	
<b>SELF FUNDED EQUIPMENT FUND</b>						
Revenues	\$ 822,741	\$ 755,676	91.85%	\$ 799,404	\$ (43,728)	-5.47%
Expenses	646,591	377,404	58.37%	731,545	(354,141)	-48.41%
Net Profit (Loss)	<u>\$ 176,150</u>	<u>\$ 378,272</u>		<u>\$ 67,859</u>	<u>\$ 310,413</u>	
<b>DEBT SERVICE FUND</b>						
Revenues	\$ 1,023,513	\$ 938,749	91.72%	\$ 1,529,010	\$ (590,261)	-38.60%
Expenses	1,022,914	914,383	89.39%	1,490,280	(575,897)	-38.64%
Net Profit (Loss)	<u>\$ 599</u>	<u>\$ 24,366</u>		<u>\$ 38,730</u>	<u>\$ (14,365)</u>	
<b>INTEREST &amp; SINKING DEBT FUND</b>						
Revenues	\$ 376,661	\$ 395,515	105.01%	\$ 966,379	\$ (570,864)	-59.07%
Expenses	376,512	369,189	98.06%	982,704	(613,515)	-62.43%
Net Profit (Loss)	<u>\$ 149</u>	<u>\$ 26,326</u>		<u>\$ (16,325)</u>	<u>\$ 42,651</u>	

City of Burnet  
Cash Investment Report  
FYTD Aug 2020

Acct #	Bank	Account Name	Account Type	Balance AUGUST 2020
<b>Unrestricted Accounts</b>				
984/2410	FSB	Operating Cash	Checking	\$ 1,865,643.67
		Add or Subtract Claim on Cash for Airport		4,988.08
2329	FSB	Golf Course Petty Cash	Checking	1,999.21
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	4,177,837.06
Total Unrestricted				\$ 6,050,468.02
<div><div>75 Day Reserve Requirement3,308,000.00</div><div>Unrestricted Cash over 75 day reserve\$ 2,742,468.02</div><div>90 Day Reserve Requirement3,970,000.00</div><div>Unrestricted Cash over 90 day reserve\$ 2,080,468.02</div></div>				
<b>Restricted by Council</b>				
2711100004	TexPool	Capital Reserve	Investment	\$ 174,584.28
2711100011	TexPool	Capital Equipment Reserve	Investment	504,467.34
2711100012	TexPool	Capital - LCRA Credit	Investment	636,313.95
2188	FSB	Self Funded Equipment	M/M	626,220.37
2711100014	TexPool	Self Funded Equipment Reserve	Investment	501,220.30
Total Restricted by Council				\$ 2,442,806.24
<b>Restricted by Purpose or Law</b>				
Acct #	Bank	Account Name	Account Type	Balance AUGUST 2020
1453	FSB	Bond Reserve	M/M	\$ 452,125.96
2402	FSB	Hotel Motel	M/M	29,890.29
2711100005	TexPool	Hotel Motel	Investment	60,237.35
2451	FSB	Construction Account	Checking	-
2485	FSB	PD Seizure	M/M	3,119.51
2493	FSB	Municipal Court Special Revenue	M/M	50,422.95
2519	FSB	Impact Fees - Water	M/M	154,972.94
2543	FSB	Airport Reserve	M/M	-
		Add or Subtract Airport Claim on Cash		(4,988.08)
2711100009	TexPool	Airport Reserve	Investment	620,624.40
2568	FSB	Benevolent Fund	Checking	-
2576	FSB	Interest & Sinking Acct	M/M	85,680.13
2584	FSB	Impact Fees - Wastewater	M/M	36,323.33
2592	FSB	BEDC	Super NOW	-
2711100008	TexPool	BEDC Project Fund	Investment	99,659.51
2711100010	TexPool	BEDC	Investment	629,241.26
2634	FSB	Benefit Trust Account	M/M	-
2675	FSB	Police Department Explorer Program	M/M	6,420.94
2691	FSB	Fire Department Explorer Program	M/M	4,595.66
3012	FSB	Franchise Fee Account	Super NOW	101,480.86
58776	FSB	Fire Dept. Community Acct	M/M	10,707.79
2711100007	TexPool	TWDB	Investment	1,191.67
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	3,199.06
82-020-01-0	Bank of	City of Burnet 2012 TWDB Escrow	Investment	20,191.07
2711100013	TexPool	PD Bonds	Investment	-
62315	FSB	BEDC Bond Fund	Checking	16,214.61
62364	FSB	BEDC Project Fund	Checking	-
Total Restricted Cash				\$ 2,382,357.62
Total All Cash				\$ 10,875,631.88

GENERAL CAPITAL PROJECT FUND						BALANCE TO BE FUNDED FROM:			COVID-19
DESCRIPTION	ORIGINAL BUDGET 2019-2020	AMENDED BUDGET 2019-2020	FYTD AUG ACTUAL	% complete	BALANCE FOR 2019-2020	OPERATING RESERVES	REMAINING FROM OTHER SOURCES	TOTAL	REDUCED PROJECT SPENDING
CAPITAL PROJECTS:									
Server Upgrade	\$ 75,000	\$ 75,000	\$ 27,568	37%	\$ 47,432	\$ 47,432	\$ -	\$ 47,432	\$ 20,000
Computers/New Furniture	15,000	15,000	11,838	79%	3,162	3,162	-	3,162	1,000
Incde 10 Upgrade	30,000	30,000	-	0%	30,000	30,000	-	30,000	-
Comprehensive Plan	50,000	50,000	-	0%	50,000	50,000	-	50,000	-
AC Unit Replacements	115,000	115,000	109,566	95%	5,434	-	-	-	-
Property Acquisitions	-	169,568	169,668	100%	-	-	-	-	-
Police Department Facility	5,000,000	4,800,000	3,867,537	81%	932,463	800,000	132,463	932,463	800,000
PD Tasers	12,000	12,000	10,619	88%	1,381	1,381	-	1,381	-
HCHS Animal Shelter	10,000	10,000	3,946	39%	6,054	6,054	-	6,054	-
PD K-9	20,000	20,000	1,800	9%	18,200	18,200	-	18,200	-
PD Radios	10,000	10,000	-	0%	10,000	10,000	-	10,000	10,000
Microchipping Program	10,000	10,000	4,615	46%	5,385	5,385	-	5,385	-
PD Vests	-	25,000	26,287	105%	(1,287)	-	3,000	3,000	-
Public Safety Mobile CAD	10,000	10,000	9,875	99%	125	125	-	125	-
FD Radios/Computers	20,000	20,000	-	0%	20,000	20,000	-	20,000	20,000
Burn Building / Training	300,000	315,000	273,466	87%	41,534	41,534	-	41,534	41,534
FD Bunker Gear	-	50,000	46,097	92%	3,903	3,903	-	3,903	3,903
FD Ventilators	-	28,000	27,130	97%	870	28,000	-	28,000	28,000
FD King's Vision (Intubation)	-	20,000	12,280	61%	7,720	-	-	-	-
Street Dept Back Ho	125,000	125,000	116,763	93%	8,237	-	-	-	-
Street Overlay	400,000	400,000	66,828	17%	333,172	333,172	-	333,172	40,000
Park Improvements	100,000	100,000	25,450	25%	74,550	74,550	-	74,550	-
GHRC Capital Maintenance	50,000	50,000	-	0%	50,000	50,000	-	50,000	5,000
GHRC Teen Center	20,000	20,000	20,000	100%	-	-	-	-	-
	\$ 6,372,000	\$ 6,479,568	\$ 4,831,333	75%	\$ 1,648,335	\$ 1,522,898	\$ 135,463	\$ 1,658,360	\$ 969,438

GOLF COURSE CAPITAL PROJECT FUND					BALANCE TO BE FUNDED FROM:			REDUCED	
DESCRIPTION	ORIGINAL BUDGET 2019-2020	AMENDED BUDGET 2019-2020	FYTD AUG ACTUAL	%	BALANCE FOR 2019-2020	OPERATING RESERVES	REMAINING FROM OTHER SOURCES	TOTAL	PROJECT SPENDING
CAPITAL PROJECTS:									
C/O - Course Improvement - Includes new pump station - \$76,683 and replacement of irrigation heads and valves with new sodding around irrigation heads.	\$ 100,000	\$ 100,000	\$ 93,904	94%	\$ 6,097	\$ 6,097	\$ -	\$ 6,097	\$ 6,097

ELECTRIC CAPITAL PROJECT FUND					BALANCE TO BE FUNDED FROM:			REDUCED	
DESCRIPTION	ORIGINAL BUDGET 2019-2020	AMENDED BUDGET 2019-2020	FYTD AUG ACTUAL	%	BALANCE FOR 2019-2020	OPERATING RESERVES	REMAINING FROM OTHER SOURCES	TOTAL	PROJECT SPENDING
CAPITAL PROJECTS:									
Subdivision Electrical Costs	\$ 150,000	\$ 150,000	\$ 141,522	94%	\$ 8,478	\$ 8,478	\$ -	\$ 8,478	\$ 7,500

W/WW CAPITAL PROJECT FUND					BALANCE TO BE FUNDED FROM:			REDUCED	
DESCRIPTION	ORIGINAL BUDGET 2019-2020	AMENDED BUDGET 2019-2020	FYTD AUG ACTUAL	%	BALANCE FOR 2019-2020	OPERATING RESERVES	REMAINING FROM OTHER SOURCES	TOTAL	PROJECT SPENDING
CAPITAL PROJECTS:									
Water System Improvements	\$ 175,000	\$ 175,000	\$ 96,914	55%	\$ 78,086	\$ 78,086	\$ -	\$ 78,086	\$ 15,000
Professional Services	10,000	10,000	1,656	17%	8,344	-	8,344	8,344	-
SSES Line Improvements - Proj E	125,000	136,934	137,289	100%	-	-	-	-	-
SSES Line Improvements	150,000	138,066	6,524	5%	131,542	-	131,542	131,542	-
Oak Vista/CR 100 water line expansion	10,000	330,000	272,382	83%	57,618	57,618	-	57,618	57,618
Transfer Impact Fees	50,000	50,000	-	0%	50,000	-	50,000	50,000	-
	\$ 520,000	\$ 840,000	\$ 514,764	61%	\$ 325,591	\$ 135,705	\$ 189,886	\$ 325,591	\$ 72,618

AIRPORT CAPITAL PROJECT FUND					BALANCE TO BE FUNDED FROM:			REDUCED	
DESCRIPTION	ORIGINAL BUDGET 2019-2020	AMENDED BUDGET 2019-2020	FYTD AUG ACTUAL	%	BALANCE FOR 2019-2020	OPERATING RESERVES	REMAINING FROM OTHER SOURCES	TOTAL	PROJECT SPENDING
CAPITAL PROJECTS:									
RAMP GRANT EXPENDITURES (2yrs)	\$ 100,000	\$ 100,000	\$ 38,655	39%	\$ 61,345	\$ -	\$ 61,345	\$ 61,345	\$ -
CAPITAL PROJECTS: Including FBO remodel, fire hydrants, and courtesy van									
	200,000	200,000	154,827	77%	\$ 45,173	-	45,173	45,173	-
	\$ 300,000	\$ 300,000	\$ 193,481	64%	\$ 106,519	\$ -	\$ 106,519	\$ 106,519	\$ -

TOTAL CAPITAL/OTHER PROJECTS					BALANCE TO BE FUNDED FROM:			REDUCED	
	ORIGINAL BUDGET 2019-2020	AMENDED BUDGET 2019-2020	FYTD AUG ACTUAL	%	BALANCE FOR 2019-2020	OPERATING RESERVES	REMAINING FROM OTHER SOURCES	TOTAL	PROJECT SPENDING
TOTAL CAPITAL/OTHER PROJECTS	\$ 7,442,000	\$ 7,869,568	\$ 5,775,004	73%	\$ 2,095,019	\$ 1,673,177	\$ 431,867	\$ 2,105,044	\$ 1,055,653
TRANSFER TO CAPITAL EQUIPMENT RESERVES	\$ -	\$ -	\$ -	#DIV/0!	\$ -	-	-	-	-
TOTAL CAPITAL/OTHER	\$ 7,442,000	\$ 7,869,568	\$ 5,775,004	73%	\$ 2,095,019	\$ 1,673,177	\$ 431,867	\$ 2,105,044	\$ 1,055,653

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

On this the 8<sup>th</sup> day of September 2020, the City Council of the City of Burnet, TX convened in Regular Session, at 6:00 p.m., at the regular meeting place thereof. In order to advance the public health goal of limiting face-to-face meetings (also called “social distancing”) to slow the spread of the Coronavirus (COVID-19), a Declaration of a Public Health Emergency was executed by Mayor Bromley on March 19, 2020. The Council Chambers were closed to public attendance. A toll-free conference line was established for access via Zoom by calling 888-475-4499 Password 546244; the following subjects were discussed, to-wit:

Mayor (Present in Chambers)	Crista Goble Bromley
Council Members (via Zoom call):	Paul Farmer and Mary Jane Shanes, Philip Thurman, Tres Clinton, Cindia Talamantez, and Danny Lester
City Manager	David Vaughn
City Secretary	Kelly Dix

Guests: Habib Erkan, Adrienne Field, (present in Chambers) Patricia Langford, Mark Ingram, Kelli Sames, Alan Burdell, James Wilson, Sid Fuller, Doug Fipps, Jena Wind, Roy Crayton. Gene Courtney, Jason Lutz

CALL TO ORDER: The meeting was called to order by Mayor Bromley, at 6:01 p.m.

ROLL CALL: City Secretary Kelly Dix called the roll. Mayor Bromley was present in Council Chambers, Council Members Lester, Thurman, Shanes, Talamantez, Farmer and Clinton were present via the Zoom conference webinar. Quorum was established.

SPECIAL REPORTS/RECOGNITION:

Addendum to the City Council Agenda: Department and Committee Reports/Briefings: The City Council may or may not receive a briefing dependent upon activity or change in status regarding the matter. The listing is provided to give notice to the public that a briefing to the Council on any or all subjects may occur.

Code Enforcement Quarterly Report: J. Lutz: Jason Lutz, Director of Development Services reviewed the Quarterly Code Enforcement Report with all present. The report included number of inspections performed and code violations addressed for the quarter.

Building Inspection Quarterly Report: J. Lutz: Jason Lutz, Director of Development Services reviewed the quarterly Permit Report with all present. Reporting included the number of residential and commercial new construction and remodel permits issued for the quarter.

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 August 27<sup>th</sup>, 2020 Regular City Council Meeting Minutes: Council Member Cindia Talamantez moved to approve the consent agenda as presented. Council Member Tres Clinton seconded. City Secretary Kelly Dix called a roll vote. Council Members Lester, Thurman, Shanes, Clinton, Farmer, Talamantez and Mayor Bromley all voted in favor. The motion carried unanimously.

PUBLIC HEARING:

Public Hearing: Regarding a request to rezone property located at 604 S. Rhomberg, which is further described as lot 1, Block 39, of Vanderveer/Alexander Addition. The request is to rezone the property from its present designation of Single Family Residential – District (R-1) to a designation of Manufactured home—District (M-1): J. Lutz

Mayor Bromley opened the public hearing and asked if anyone was interested in speaking, if so to raise their hand. Property owner Roy Crayton raised his hand and was acknowledged by Mayor Bromley. Mr. Crayton addressed the Council regarding his current status pertaining to the property located at 604 S. Rhomberg. Mr. Crayton expressed his desire to place a manufactured home on the property to replace the home that he had that burned down. Mr. Crayton further stated that given his current financial status this is the only option he has to replace the structure that will accommodate his need for housing. Jena Wind, City of Burnet Planning and Zoning Commission member raised her hand to speak to this item and was acknowledged by Mayor Bromley. Ms. Wind expressed her concerns with the denial of this rezone and suggested consideration of a variance with conditions for this property. Ms. Wind also requested City Council to table this item for further consideration. There being no other’s requesting to speak, Mayor

Bromley closed the public hearing.

ACTION ITEMS:

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

Fire Chief Mark Ingram reported:

- Burnet County has approximately 70 active cases and cases are continuing to decline
- Area Hospitals to include the Seton Hospitals and Scott & White Hospital systems are both reporting declines in COVID patients.

Discuss and consider action: The 2020/2021 Public Safety Dispatch Agreement: S. Fuller: Council Member Danny Lester moved to approve the 2020/2021 Public Safety Dispatch Agreement with Burnet County as presented. Council Member Philip Thurman seconded. City Secretary Kelly Dix called a roll vote. Council Members Lester, Thurman, Shanes, Clinton, Farmer, Talamantez and Mayor Bromley all voted in favor. The motion carried unanimously.

Discuss and consider action: SECOND AND FINAL READING OF AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BURNET PROVIDING FOR THE VOLUNTARY EXTENSION OF THE CITY LIMITS OF THE CITY OF BURNET, TEXAS BY THE ANNEXATION OF CERTAIN CITY OWNED LAND LOCATED NEAR COUNTY ROAD 100 AND DELAWARE SPRINGS GOLF COURSE; AMENDING THE OFFICIAL CITY LIMITS MAP OF THE CITY OF BURNET TO REFLECT THE VOLUNTARY ANNEXATION OF THE AREA DESCRIBED HEREIN; AND PRESCRIBING AN EFFECTIVE DATE : H. Erkan: Council Member Mary Jane Shanes moved to approve and adopt Ordinance 2020-17 as presented. Council Member Tres Clinton seconded. City Secretary Kelly Dix called a roll vote. Council Members Lester, Shanes, Thurman, Clinton, Farmer, Talamantez and Mayor Bromley all voted in favor. The motion carried unanimously.

Discuss and consider action: SECOND READING OF AN ORDINANCE ADOPTING THE OFFICIAL BUDGET FOR THE CITY OF BURNET, TEXAS, FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2020 AND ENDING SEPTEMBER 30, 2021, PROVIDING FOR THE INVESTMENT OF FUNDS; PROVIDING FOR PUBLICATION; AND PROVIDING AN EFFECTIVE DATE: P. Langford: Council Member Danny Lester moved to approve and adopt Ordinance 2020-18 as presented. Council Member Mary Jane Shanes seconded. City Secretary Kelly Dix called a roll vote. Council Members Lester, Shanes, Thurman, Clinton, Farmer, Talamantez and Mayor Bromley all voted in favor. The motion carried unanimously adopting the official budget for the City of Burnet for Fiscal Year 2020-2021.

Discuss and consider action: SECOND READING OF AN ORDINANCE OF THE CITY OF BURNET, TEXAS LEVYING AD VALOREM TAXES FOR USE AND SUPPORT OF THE MUNICIPAL GOVERNMENT OF THE CITY FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2020 AND TERMINATING SEPTEMBER 30, 2021; PROVIDING FOR APPORTIONING EACH LEVY FOR SPECIFIC PURPOSES; AND PROVIDING WHEN TAXES SHALL BECOME DUE AND WHEN SAME SHALL BECOME DELINQUENT IF NOT PAID; PROVIDING OPEN MEETINGS CLAUSES AND PROVIDING FOR AN EFFECTIVE DATE: P. Langford: Finally passed and approved on second reading, this the 8<sup>th</sup> day of September, 2020 by the following motion "I move that the property tax rate be increased by the adoption of a tax rate of \$0.6181 on each \$100.00 valuation of property, which is effectively a 2.6 percent increase in the tax rate." which was made by Council Member Mary Jane Shanes. Seconded by Council Member Danny Lester. City Secretary Kelly Dix called a roll vote. Council Members Lester, Thurman, Shanes, Clinton, Farmer, Talamantez and Mayor Bromley all voted to approve Ordinance 2020-19 having received 7 votes for, 0 votes against and 0 abstained.

Discuss and consider action: Authorize staff to enter into a vendor agreement with Opportunities for Williamson and Burnet Counties (OWBC) for the purpose of a Comprehensive Energy Assistance Program (CEAP): P. Langford: Council Member Danny Lester moved to authorize staff to enter into a vendor agreement with Opportunities for Williamson and Burnet Counties (OWBC) for the purpose of a Comprehensive Energy Assistance Program (CEAP) as presented. Council Member Paul Farmer seconded. Council Members Lester, Shanes, Thurman, Clinton, Farmer, Talamantez and Mayor Bromley all voted in favor. The motion carried unanimously.

Discuss and consider action: Appoint a Council Member to the Capital Area Council of Governments (CAPCOG) General Assembly Representative: K. Dix: Mayor Bromley moved to re-appoint Council Member Tres Clinton as the Capital Area Council of Governments (CAPCOG) General Assembly Representative for the City of Burnet. Council Member Danny Lester seconded. City Secretary Kelly Dix called a roll vote. Council Members Lester, Shanes, Thurman, Clinton, Farmer, Talamantez and Mayor Bromley all voted in favor. The motion carried unanimously.

Discuss and consider action: A RESOLUTION OF THE CITY OF BURNET AMENDING AN ECONOMIC STIMULUS PROGRAM PROVIDING COMMERCIAL CUSTOMERS PUBLIC UTILITY PAYMENT ASSISTANCE BY AUTHORIZING ASSISTANCE FOR THE AUGUST UTILITY BILLING CYCLE: D. Vaughn: Council Member Tres Clinton moved to approve and adopt Resolution R2020-41 as presented. Council Member Mary Jane Shanes seconded. City Secretary Kelly Dix called a roll vote. Council Members Lester, Shanes, Thurman, Clinton, Farmer, Talamantez and Mayor Bromley all voted in favor. The motion carried unanimously.

Discuss and consider action: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BURNET, TEXAS AMENDING THE RESIDENTIAL UTILITY CUSTOMER PAYMENT ASSISTANCE PROGRAM BY AUTHORIZING UTILITY PAYMENT ASSISTANCE FOR THE AUGUST BILLING CYCLE FOR RESIDENTIAL CUSTOMERS EXPERIENCING FINANCIAL HARDSHIP DUE TO THE COVID-19 PANDEMIC: D. Vaughn: Council Member Philip Thurman moved to approve and adopt Resolution R2020-42 as presented. Council Member Tres Clinton seconded. City Secretary Kelly Dix called a roll vote. Council Members Lester, Shanes, Thurman, Clinton, Farmer, Talamantez and Mayor Bromley all voted in favor. The motion carried unanimously.

Discuss and consider action: FIRST READING OF AN ORDINANCE AMENDING ORDINANCE NO. 2012-06 BY ASSIGNING MANUFACTURED HOME—DISTRICT M-1 ZONING TO THAT PROPERTY DESCRIBED AS LOT 1, BLOCK 39, OF VANDEVEER/ALEXANDER ADDITION, AND FURTHER IDENTIFIED AS 604 S. RHOMBERG; PROVIDING A REPEALER CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE: J. Lutz: Council Member Philip Thurman moved to continue this item to the September 22, 2020 Regular City Council Meeting. Council Member Mary Jane Shanes seconded. City Secretary Kelly Dix called a roll vote. Council Members Lester, Shanes, Thurman, Clinton, Farmer, Talamantez and Mayor Bromley all voted in favor. The motion carried unanimously.

Discuss and consider action: FIRST READING OF AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BURNET, TEXAS EXTENDING A DECLARATION OF LOCAL DISASTER; ESTABLISHING RULES AND REGULATIONS FOR THE DURATION OF THE DISASTER; RESTRICTING CERTAIN ACTIVITIES: D. Vaughn: Council Member Philip Thurman moved to approve the first reading of Ordinance No. 2020-21 as presented. Council Member Mary Jane Shanes seconded. City Secretary Kelly Dix called a roll vote. Council Members Lester, Shanes, Thurman, Clinton, Farmer, Talamantez and Mayor Bromley all voted in favor. 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.

- Council Member Mary Jane Shanes requested a future report from Council Member Tres Clinton on the CAPCOG semi-annual meeting.
- Council Member Danny Lester requested a regulation review of ordinances that pertain to builders and developers in the area.
- Council Member Paul Farmer would like a future report addressing growth control for subdivisions.
- Council Member Cindia Talamantez requested an update on the Police Department position. City Manager David Vaughn responded that with the approval of the 2020-2021 FY budget, the part-time Evidence Clerk position will be funded for full time as of October 1<sup>st</sup>, 2020.

ADJOURN: There being no further business a motion to adjourn was made by Council Member Mary Jane Shanes at 7:13 p.m., seconded by Council Member Tres Clinton. City Secretary Kelly Dix called a roll vote. Council Members Lester, Shanes, Thurman, Clinton, Farmer, Talamantez and Mayor Bromley all voted in favor. The motion carried unanimously.

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Crista Goble Bromley, Mayor

**ATTEST:**

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Kelly Dix, City Secretary



## Administration

### ITEM 5.1

David Vaughn  
City Manager  
512.715.3208  
dvaughn@cityofburnet.com

## Agenda Item Brief

**Meeting Date:** September 8, 2020

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

**Background:**

**Information:**

**Fiscal Impact:**

**Recommendation:** To be determined by Council



## Administration

## ITEM 5.2

David Vaughn  
City Manager  
(512)-715-3208  
dvaughn@cityofburnet.com

### Agenda Item Brief

**Meeting Date:** September 22, 2020

**Agenda Item:** Discuss and consider action: SECOND AND FINAL READING OF AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BURNET, TEXAS EXTENDING A DECLARATION OF LOCAL DISASTER; ESTABLISHING RULES AND REGULATIONS FOR THE DURATION OF THE DISASTER; RESTRICTING CERTAIN ACTIVITIES: D. Vaughn

**Background:** In response to the COVID-19 pandemic on April 14, 2020, City Council adopted Ordinance 2020-09, as a Declaration of Public Emergency, extending the Mayor's Proclamation of local disaster and public health emergency for 30 days; and on May 12, 2020, City Council Declaration of Public Emergency until September 30, 2020

**Information:** The attached ordinance extends the Declaration of Public Emergency until January 31, 2020, unless terminated earlier by either the Mayor or City Council. This extension of the Declaration adopts Executive Orders issued by Governor Greg Abbott, now and in the future, to combat the COVID-19 pandemic, including Executive Order No. GA-30, issued on September 17, 2020. However, this Declaration does not adopt any local enforcement processes.

There have been no changes to Ordinance No. 2020-21 since the first reading on September 8, 2020.

**Fiscal Impact:** The adoption of this ordinance allows us the potential to be reimbursed for expenses incurred.

**Recommendation:** Approve and adopt Ordinance No. 2020-21 as presented.

## **ORDINANCE 2020-21**

### **AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BURNET, TEXAS EXTENDING A DECLARATION OF LOCAL DISASTER; ESTABLISHING RULES AND REGULATIONS FOR THE DURATION OF THE DISASTER; RESTRICTING CERTAIN ACTIVITIES.**

**WHEREAS**, pursuant to Ordinance No. 2020-09, adopted by City Council on April 14, 2020, and, for reasons stated within the findings of said ordinance, the Mayor's declaration of local disaster and public health emergency in response to the COVID-19 pandemic was extended for a period of thirty days; and

**WHEREAS**, pursuant to Ordinance No. 2020-11, adopted by City Council on May 12, 2020, for reasons stated within the findings of said ordinance, City Council's declaration of local disaster and public health emergency in response to the COVID-19 pandemic was extended until September 30, 2020; and

**WHEREAS**, the City Council, due to the continued imminent threat of disaster created by the COVID-19 pandemic, and pursuant to Texas Government Code Section 418.108(b), Texas Health and Safety Code, Sec. 122.006, and the police powers granted to the City as a home rule municipality has determined that it is necessary for the health, safety, and welfare of the citizens of Burnet to continue the declarations of local state of disaster emergency for the City of Burnet, Texas, until terminated.

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

**SECTION 1.** The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Ordinance for all purposes and are adopted as a part of the judgment and findings of the City Council.

**SECTION 2.** The declaration of local state of disaster and, to the extent allowed by law, the state of public health emergency previously declared for the City of Burnet in response to the COVID-19 pandemic ("the Declaration"), by Mayor Crista Goble Bromley, and extended by City Council Ordinance No., 2020-09 and Ordinance No. 2020-11, is hereby extended until January 31, 2021, unless otherwise terminated or repealed by the Mayor or this City Council, or extended by this City Council.

**SECTION 3.** Those Executive Orders issued, or that shall be issued in the future, by Governor Greg Abbott to combat the Covid-19 Pandemic, as published at <https://gov.texas.gov/coronavirus-executive-orders> are hereby adopted under this Declaration of Local State of Disaster Emergency, to the extent such Executive Orders remain effective and are applicable to Texas municipalities.

**SECTION 4.** The Mayor is hereby delegated and given the full power and authority of the City Council to review, ratify, and adopt any subsequent City of Burnet emergency orders necessary for the public health, safety, and welfare relating to the COVID-19 pandemic, provided such orders will expire in seven days unless approved by this City Council.

**SECTION 5.** The Declaration continues to activate the Emergency Management Plan utilized by the City of Burnet.

**SECTION 6.** The Declaration continues to activate the recovery and rehabilitation aspects of all applicable local or interjurisdictional emergency management plans, as well as the preparedness and response aspects of such plans.

**SECTION 7.** The sections, paragraphs, sentences, clauses and phrases of this Ordinance are severable and if any phrase, clause, sentence, paragraph or section should be declared invalid by the final judgment or decree of any court of competent jurisdiction, such invalidity shall not affect any of the remaining phrases, clauses, sentences, paragraphs and sections that can be given effect without the invalid provision, and to this end the provisions are severable.

**SECTION 8.** It is officially found, determined, and declared that the meeting at which this Ordinance is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this Ordinance, was given, all as required by Chapter 551, as amended, Texas Government Code; as suspended, or otherwise modified, by executive orders of the governor of this state in response to the COVID-19 pandemic

**SECTION 9.** This Ordinance and the Mayor's Proclamation shall be given prompt and general publicity and shall be filed promptly with the City Secretary of the City of Burnet, Texas and forwarded to the State of Texas.

**SECTION 10.** This Ordinance shall take effect immediately from and after its issuance.

**PASSED ON FIRST READING THIS THE 8<sup>th</sup> day of September 2020**

**PASS, ADOPTED, APPROVED, AND EFFECTIVE ON SECOND READING THIS THE 22<sup>nd</sup> day of September 2020.**

**CITY OF BURNET, TEXAS**

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Crista Goble Bromley, Mayor

**ATTEST:**

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Kelly Dix, City Secretary





## City Council Meeting

### ITEM 5.3

Jason Lutz  
Development Services  
(512) 715-3215  
jlutz@cityofburnet.com

### Agenda Item Brief

**Meeting Date:** September 22, 2020

**Agenda Item:** Discuss and consider action (continued): FIRST READING OF AN ORDINANCE AMENDING ORDINANCE NO. 2012-06 BY ASSIGNING MANUFACTURED HOME—DISTRICT M-1 ZONING TO THAT PROPERTY DESCRIBED AS LOT 1, BLOCK 39, OF VADEVEER/ALEXANDER ADDITION, AND FURTHER IDENTIFIED AS 604 S. RHOMBERG; PROVIDING A REPEALER CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE: J. Lutz

**Background:** The property is located at the southwest intersection of S. Rhomberg and Live Oak. This location is vacant property consisting of one large lot. Previously a single-family structure was located on the property but was demolished due to damage from fire. Based on the R-1 zoning the landowner has every right to build a single-family structure on the property. The applicant is requesting to down zone the property, from its present designation of Single Family Residential – District (R-1) to a designation of Manufactured home—District (M-1).

City Council held a public hearing on September 8<sup>th</sup> regarding the request. During the 1<sup>st</sup> ordinance reading Council requested additional information regarding the subject property in order to make a more informed decision. The item was tabled to the postponed to the Sept. 22<sup>nd</sup> meeting in order to allow staff time to research the requested information.

Council requested information regarding the history of other M-1 zoning districts in the area, the history of the property regarding a structure fire, and any history regarding assistance requested or provided to the applicant regarding the subject tract.

The home was subject to fire in 2018 and investigated accordingly. The fire was investigated the night of and following day of the fire. The fire was classified undetermined because FD could not eliminate possibilities down to just one specific cause.

The home was ultimately demolished by the City due the applicant being unable to clear the property within a reasonable time. The fire

took place on 2/8/2018 and remained in a state of disrepair. City Code Enforcement issued a letter requiring the property be demolished and all materials removed from the property as the home was unsafe for habitation. On August 28, 2018 the City's Board of Appeals held a public hearing to decide if the structure should or should not be ordered to be repaired or demolished at a date not less than the thirtieth (30th) day following August 28, 2018. The landowner was given the opportunity to present findings regarding the scope of work and possible timelines it would take to get the structure repaired. The Board found the structure to be a dangerous and unsafe building and therefore a public nuisance. The meeting minutes state that The Board of Appeals moved to order the removal of said structure sixty days from the date of the meeting. If not removed on day sixty one, November 6, 2018, city staff was authorized to remove the structure. Mr. Crayton owner of the property addressed the Council and agreed with the timeline established. Staff believes the minutes may have an error and are of the understanding that the owner was given additional time (60 days vs. 30 days as outlined in the public notice) to either repair or remove the structure. Since the home was not removed in the stated timeframe the City removed the structure and a lien was placed on the property to cover City expenses incurred during the demolition. The lien was reduced as an accessory structure was also removed by accident. Currently the lien of \$4,499.92 is still outstanding.

**Staff Analysis:**

Staff has reviewed the proposed zoning request and looked at several factors such as Future Land Use Plan (FLUP), adjacent zoning/land uses, and access.

**FLUP:** The City's Comprehensive Plan calls out this parcel as "Residential". While the comp plan does not differentiate between residential types or intensities of land uses, the requested zoning is in line with the Future Land Use Plan (see Exhibit B below).

**Adjacent Zoning/Land Uses:** The subject tract is surrounded by R-1 (single-family) zoning along the western, southern, and eastern property lines. There is also some C-1 zoning to the east and M-1 zoning across the street to the north (see Exhibit A below). All properties within the block of the re-zoning request are either vacant or developed with single-family stick-built structures.

The existing M-1 districts in the area (as shown on Exhibit A) were either grandfathered based on existing use at the time of the City-wide re-zoning or were rezoned. Staff visually inspected the surrounding M-1 zoned properties and found that 7 out of 14 M-1 zoned properties were actually developed with single-family stick-built structures, as allowed by the zoning code.

Additionally, since 2009 there have been 13 requests to rezone property from R-1 to M-1 within the entire City limits. 9 of those zoning change requests were approved by Council but only 5 of those were utilized for a manufactured home. The other 4 rezoned properties were developed with single-family stick-built homes.

Access: Since the zoning would allow only one manufactured home the density will not change, and the existing road infrastructure can accommodate the proposed change.

**P&Z Recommendation:** P&Z recommended denial of the request (by a vote of 3-2).

**Recommendation:** Deny the request based on P&Z recommendation

**\*Note\*** In order to approve the zoning request a super majority of Council is required, as more than 20% of the affected land owners have protested.

## **ORDINANCE NO. 2020-20**

**AN ORDINANCE AMENDING ORDINANCE NO. 2012-06 BY ASSIGNING MANUFACTURED HOME—DISTRICT M-1 ZONING TO THAT PROPERTY DESCRIBED AS LOT 1, BLOCK 39, OF VADEVEER/ALEXANDER ADDITION, AND FURTHER IDENTIFIED AS 604 S. RHOMBERG; PROVIDING A REPEALER CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE**

**WHEREAS**, The Planning and Zoning Commission of the City of Burnet, on August 31, 2020, did conduct a public hearing for the purpose of taking public comment regarding the proposal to assign Manufactured Home (M-1) zoning to the property located at 604 S. Rhomberg; and

**WHEREAS**, The Planning and Zoning Commission in open deliberation found that applying Manufactured Home—District M-1 zoning to the subject property would be consistent with the City's Future Land Use Plan, Inconsistent with existing development patterns in the area, and Inconsistent with the best public interest; and

**WHEREAS**, The Planning and Zoning Commission did then, by a 3-2 vote of members present, recommend denying zoning said property to Manufactured Home—District M-1; and

**WHEREAS**, The City Council of the City of Burnet, on September 8, 2020 did conduct its own public hearing for the purpose of taking public comment regarding the proposal to assign Manufactured Home—District M-1 zoning to said property; and

**WHEREAS**, The City Council, based on due consideration of the Planning and Zoning Commission recommendation, as well as its own deliberations, did determine that assigning Manufactured Home—District M-1 zoning to the subject property to be consistent with Future Land Use Plan intent, and therefore consistent the public health, safety, morals, and the general welfare of the city and its present and future residents;

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

**Section 1. Findings.** The foregoing recitals are hereby found to be true and correct and are hereby adopted by the City Council and made a part hereof for all purposes as findings of fact.

**Section 2. Zoning Changed.** Manufactured Home—District M-1 Zoning is hereby assigned to 604 S. Rhomberg, as shown in Exhibit A.

**Section 3. Repealer.** Other ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent that they are in conflict.

**Section 4. Severability.** Should any provisions of this ordinance be held void or unconstitutional, it is hereby provided that all other parts of the same which are not held void or unconstitutional shall remain in full force and effect.

**Section 5. Effective Date.** This ordinance is effective upon final passage and approval.

**Section 6. Open Meetings.** It is hereby officially found and determined that the meeting at which this ordinance is passed was open to the public as required and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meeting Act, Chapter. 551, Loc. Gov't. Code.

**PASSED AND APPROVED** on First Reading this 22<sup>nd</sup> day of September 2020.

**FINALLY PASSED AND APPROVED** on this 13<sup>th</sup> day of October 2020.

**CITY OF BURNET, TEXAS**

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

**ATTEST:**

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

**Exhibit "A"**  
**Location & Current Zoning Map**



**Exhibit B**  
**Previous Issues Regarding**  
**604 S. Rhomberg (Council Minutes)**

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

On this the 28<sup>th</sup> day of August, 2018, the City Council of the City of Burnet convened in Regular Session, at 6:00 p.m., at the regular meeting place thereof with the following members present, to-wit:

Council Members	Paul Farmer, Tres Clinton, Mary Jane Shanes, Danny Lester, Cindia Talamantez, Joyce Laudenschlager
City Manager	David Vaughn
City Secretary	Kelly Dix

Guests: James B. Wilson, Mark Lewis, Evan Milliorn, Gene Courtney, Mark Ingram, Patricia Langford, Paul Nelson, Alan Burdell, Leslie Baugh, Jonny Simons, Doug Fipps, Adrienne Feild, Craig Lindholm, Dewain Everett, William Krueger, Ken Everett, Steve Vollmar, H. Trant, Lance Besancon, Roy Crayton, Savanna Gregg, Christine Cummings, Wade Langley

CALL TO ORDER: The meeting was called to order by Mayor Bromley, at 6:00 p.m.

INVOCATION: Council Member Paul Farmer

PLEDGE OF ALLEGIANCE: Council Member Tres Clinton

PLEDGE TO TEXAS FLAG: Council Member Tres Clinton

PUBLIC RECOGNITION/SPECIAL REPORTS:

Chamber of Commerce Report: Board Member Wade Langley informed all present that the Job fair is to be held at the Community Center on Thursday, August 30<sup>th</sup>. There are thirty five confirmed Employers scheduled to attend. Christmas on the Square planning is underway and the snow feature will be there again this year. Kristen Jacoby has been hired to fill the administrative position vacated by Angie Byers and is getting acquainted with the Chamber members. The Chamber has been busy working with the Highland Lakes Wedding Group as well. Mr. Langley reminded all present about the Breakfast with the Mayor event to be held on September 27, 2018 at 8:00 a.m. at Unshakeable Grounds.

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 August 14, 2018 Regular City Council Meeting Minutes

Council Member Joyce Laudenschlager moved to approve the consent agenda as presented. Council Member Mary Jane Shanes seconded, the motion carried unanimously.

PUBLIC HEARING:

Public Hearing: Public Hearing on 2018-2019 Fiscal Year Budget for the City of Burnet: D. Vaughn: Mayor Bromley opened the public hearing and asked if anyone was interested in speaking, if so to approach the podium. There being no one wishing to speak, Mayor Bromley closed the public hearing.

Public Hearing: First Public Hearing on a proposal to increase total tax revenues from properties on the tax roll in the preceding tax year by 7.73 percent (percentage by which proposed tax rate exceeds lower of rollback tax rate or effective tax calculated under Chapter 26, Tax Code). Your individual taxes may increase at a greater or lesser rate, or even decrease, depending on the change in the taxable value of your property in relation to the change in taxable value of all other property and the tax rate that is adopted: D. Vaughn: Mayor Bromley opened the public hearing and asked if anyone was interested in speaking, if so to approach the podium. There being no one wishing to speak, Mayor Bromley closed the public hearing.

Public Hearing: The City Council of the City of Burnet, in accordance with Code of Ordinances, Chapter 22, Article IV, Sections 22-81 and 22-82, will convene as the Board of Appeals for the purpose of determining whether structure located at 604 S Rhomberg Street, Burnet, Texas and further described as being S8450 Vanderveer/Alexander; Lot 1; Block 39; BCAD Property ID #44849 is indeed dangerous: M. Lewis: The City Council convened as the Board of Appeals. Board of Appeals Member Bromley opened the public hearing and asked if anyone was interested in speaking, if so to approach the podium. There being no one wishing to speak, the Public Hearing was closed.

#### ACTION ITEMS:

Discuss and consider action: Authorization to proceed with repairs to the City of Burnet Airport taxiway: L. Baugh: Council Member Tres Clinton made a motion to authorize staff to proceed with the repairs to the City of Burnet taxiway as presented. Council Member Paul Farmer seconded, the motion carried unanimously.

Discuss and consider action: SECOND AND FINAL READING OF AN ORDINANCE OF THE CITY OF BURNET, TEXAS, AMENDING ORDINANCE 2017- 18; THE ORIGINAL BUDGET ORDINANCE FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2017, AND ENDING SEPTEMBER 30, 2018 FOR THE CITY OF BURNET, TEXAS, FUNDING ACCOUNTS IN BUDGET DUE TO UNFORESEEN SITUATIONS; CONTAINING FINDINGS PROVIDING FOR SAVINGS AND SEVERABILITY: C. Maxwell: Council Member Paul Farmer made a motion to approve and adopt Ordinance No. 2018-12 as presented. Council Member Mary Jane Shanes seconded, the motion carried unanimously.

Discuss and consider action: SECOND AND FINAL READING OF AN ORDINANCE AMENDING ORDINANCE NO. 2012-06 BY ASSIGNING AGRICUTURAL – DISTRICT A TO 81.04 ACRES OUT OF THE GEO. C. ROPER TRACT, ABSTRACTS A1329, 343, 1776, AND 531 WHICH IS FURTHER DESCRIBED AS 108 MOUNTAIN VIEW; PROVIDING A REPEALER CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE: M. Lewis: Council Member Tres Clinton made a motion to approve and adopt Ordinance No. 2018-14 as presented. Council Member Cindia Talamantez seconded, the motion carried unanimously.

Discuss and consider action: SECOND AND FINAL READING OF AN ORDINANCE AMENDING ORDINANCE NO. 2012-06 BY ASSIGNING LIGHT COMMERCIAL – DISTRICT C- 1 ZONING TO LOT 4, BLOCK 3, OAKS ADDITION WHICH IS FURTHER DESCRIBED AS BEING 1407 N WATER STREET; PROVIDING A REPEALER CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE: M. Lewis: Council Member Cindia Talamantez made a motion to approve and adopt Ordinance No. 2018-15 as presented. Council Member Mary Jane Shanes seconded. Mayor Bromley called for a roll vote Council Member Lester voted against, Council Members Laudenschlager, Shanes, Clinton, Farmer, Talamantez and Mayor Bromley voted in favor. The motion carried with a vote

of one against and six in favor.

Discuss and consider action: FIRST READING OF AN ORDINANCE ADOPTING THE OFFICIAL BUDGET FOR THE CITY OF BURNET, TEXAS, FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2018, AND ENDING SEPTEMBER 30, 2019, PROVIDING FOR THE INVESTMENT OF FUNDS; PROVIDING FOR PUBLICATION; AND PROVIDING AN EFFECTIVE DATE: D. Vaughn: Council Member Danny Lester made a motion to approve the first reading of Ordinance No. 2018-16 as presented. Council Member Joyce Laudenschlager seconded, the motion carried unanimously.

Discuss and consider action: FIRST READING OF AN ORDINANCE OF THE CITY OF BURNET, TEXAS LEVYING AD VALOREM TAXES FOR USE AND SUPPORT OF THE MUNICIPAL GOVERNMENT OF THE CITY FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2018 AND TERMINATING SEPTEMBER 30, 2019; PROVIDING FOR APPORTIONING EACH LEVY FOR SPECIFIC PURPOSES; AND PROVIDING WHEN TAXES SHALL BECOME DUE AND WHEN SAME SHALL BECOME DELINQUENT IF NOT PAID; PROVIDING OPEN MEETINGS CLAUSES AND PROVIDING FOR AN EFFECTIVE DATE: D. Vaughn: Council Member Mary Jane Shanes made a motion to approve the first reading of Ordinance No. 2018-17 as presented. Council Member Danny Lester seconded, the motion carried unanimously.

Discuss and consider action: Renewal of Hill Country Humane Society Animal Shelter contract for the 2018-2019 Budget year: P. Nelson: Council Member Paul Farmer made a motion to approve the renewal of the Hill County Humane Society Animal Shelter contract for budget year 2018-2019 as presented. Council Member Mary Jane Shanes seconded, the motion carried unanimously.

Discuss and consider action: The City Council of the City of Burnet, in accordance with Code of Ordinances, Chapter 22, Article IV, Sections 22-81 and 22-82, will convene as the Board of Appeals for the purpose of considering an order declaring the structure located at 604 S Rhomberg Street S8450 Vanderveer/Alexander; Lot 1; Block 39; BCAD Property ID #44849 to be a dangerous and unsafe building and therefore a public nuisance and further ordering the repair or removal of said structure: M. Lewis: City Council convened as the Board of Appeals and deemed the structure located at 604 S Rhomberg Street S8450 Vanderveer/Alexander; Lot 1; Block 39; BCAD Property ID #44849 to be a dangerous and unsafe building and therefore a public nuisance. Board of Appeals Member Danny Lester moved to order the removal of said structure sixty days from the date of this meeting. If not removed on day sixty one, November 6, 2018, city staff is authorized to remove the structure. Board of Appeals Member Tres Clinton Seconded. Mr. Crayton owner of the property addressed the Council and agreed with the timeline established. The motion carried unanimously.

Discuss and consider action: Emergency Management Services Contract with Burnet County: M. Ingram: Council member Danny Lester moved to approve the Emergency Management Services Contract with Burnet County as presented. Council Member Joyce Laudenschlager seconded, the motion carried unanimously.

Discuss and consider action: FIRST READING OF AN ORDINANCE OF THE CITY OF BURNET, TEXAS, AMENDING SECTION 7.03; "RETIREMENT" OF THE CITY OF BURNET PERSONNEL POLICY: D. Vaughn: Council Member Danny Lester made a motion to approve the first reading of Ordinance 2018-18 as presented. Council Member Mary Jane Shanes seconded. City of Burnet Retired Employees Cindy Lopez, Michael Everett and William Krueger stated their concerns for the proposed changes to the policy. Mayor Bromley called for a roll vote. Council

Members Lester and Shanes voted in favor. Council Members Laudenschlager, Clinton, Farmer, Talamantez and Mayor Bromley voted against. The motion failed. Council Member Farmer made a motion to table the item. Council Member Clinton seconded, Mayor Bromley called for a roll vote. Council Member Lester voted against. Council Member Laudenschlager, Shanes, Farmer, Clinton Talamantez, and Mayor Bromley voted in favor. The motion carried and the item was tabled.

**REPORTS:**

Addendum to the City Council Agenda: Department and Committee Reports/Briefings: The City Council may or may not receive a briefing dependent upon activity or change in status regarding the matter. The listing is provided to give notice to the public that a briefing to the Council on any or all subjects may occur.

July Financial Report: Director of Finance, Patricia Langford reviewed the July 2018 End of the Month Financial reports to include, fund balances, revenues and expenses and year end projections.

REQUESTS FROM COUNCIL FOR FUTURE REPORTS: None.

ADJOURN: There being no further business a motion to adjourn was made by Council Member Mary Jane Shanes at 7:21 p.m., seconded by Council Member Joyce Laudenschlager. The motion carried unanimously.

ATTEST:

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

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



STATE OF TEXAS

COUNTY OF BURNET

STATUTORY LIEN

BEFORE ME, the undersigned notary public, on this day personally appeared David Vaughn, known to me to be the person whose name is subscribed to the following instrument, and who having been duly sworn upon his/her oath deposed and said as follows:

My name is David Vaughn; I am over 21 years of age, and am a resident of Burnet, Burnet County, Texas. I have never been convicted of a felony. I am of sound mind, capable of making this Affidavit, and personally acquainted with the facts herein stated which are true and correct.

I am the City Manager of the City of Burnet, Texas and am the municipal official authorized by the City's Charter and designated by the Mayor to make this Affidavit.

Pursuant to the provisions of the V. T. C. A., Health and Safety Code Section 342.007 et. Seq., the City of Burnet asserts a statutory lien in the amount of Four thousand Six hundred Ninety- nine Dollars and 92/100 ( \$4699.92) on the following property:

604 S. Rhomberg St., Burnet, TX 78611  
S8450 VANDEVEER/ALEXANDER LOT 1 BLK 39  
Property ID: 44849

hereinafter the "Subject Property."

This lien is filed to secure the City's cost incurred by the City for work done to bring the subject property in compliance with the City's adopted ordinance.

**OWNERSHIP**

The names and address of the owners of the Subject Property, to the extent they can be determined, are:

ROY L CRAYTON  
604 S Rhomberg St  
Burnet, TX 78611



## **CITY OF BURNET BOARD OF APPEALS**

### **ORDER TO DEMOLISH OR REPAIR 604 S RHOMBERG STREET**

The Board of Appeals of the City of Burnet, Texas, acting pursuant to authority vested therein by Section 22-81 and Section 22-82 of the City of Burnet Code of Ordinances did on August 28, 2018 conduct a public hearing regarding the structure located 604 S Rhomberg Street and further described as S8450 Vanderveer/Alexander; Lots 1; Block 39; BCAD Property ID #44849. A legal quorum of the Board was present.

The property owner of record of 604 S Rhomberg Street was provided with thirty (30) day notice of said public hearing by means of certified mail in order to afford said owner and any persons with interest the opportunity to appear before the Board and provide testimony to the Board. The property owner, Rev. Roy Crayton did appear to present information regarding the property, and more specifically to submit proof of the scope of any work that may be required to comply with the City's Code of Ordinances and the property maintenance codes adopted therein; and the time it will take to reasonably perform said work.

The Board of Appeals, based on evidence and testimony presented at said August 28, 2018 public hearing has found the structure located at 604 S Rhomberg Street to be a Dangerous and Unsafe Structure, and therefore a public nuisance under the terms of Code of Ordinances, Chapter 22, Article IV, Dangerous Building Abatement Code. This determination is based on evidence received at the August 28, 2018 public hearing said evidence including testimony received from City staff and a July 13, 2018 Substandard Building Inspection Report documenting the conditions which have caused the structure at 604 S Rhomberg Street to become dangerous, unsafe, and a public nuisance. A copy of said July 13, 2018 report is attached to this order and incorporated for all purposes herein;

**NOW, THEREFORE, BE IT ORDERED BY THE BOARD OF APPEALS OF THE CITY OF BURNET, TEXAS, THAT:**

Having considered all information presented in its August 28, 2018 public hearing, the Board of Appeals finds the structure located at 604 S Rhomberg Street to be dangerous, unsafe, and a public nuisance under the terms of Code of Ordinances Chapter 22, Article IV, Dangerous Building Abatement Code.

**IT IS THEREFORE ORDERED** that the conditions on the property located and legally described as:



**From:** Tommy Gaut <[tigaut-5526@outlook.com](mailto:tigaut-5526@outlook.com)>

**Sent:** Friday, September 18, 2020 10:31 AM

**To:** Jason Lutz <[jlutz@cityofburnet.com](mailto:jlutz@cityofburnet.com)>

**Subject:** Re: Council Meeting

Jason, per your request ...

There was considerable discussion about the My Town program from several different perspectives : 1) A designation of M-1 would be inconsistent with the City's plans for redevelopment of this area, 2) Rezoning could negatively affect property values of homes previously developed in this area under the My Town program and 3) The possibility of using the My Town program to help the property owner in obtaining affordable housing. The discussion around the My Town program raised more questions than answers. It was also discussed that objections raised from neighboring property owners should be seriously considered.

It was understood the request was consistent with the Future Land Use Plan (FLUP) and adjacent zoning/land uses. Denying the request over My Town program concerns would cause an unfair financial burden on the property owner.

While the request was denied, there was an expectation that Staff would investigate how My Town redevelopment plans would be impacted by this request or how the property owner could benefit from the program.

Regards, Tommy



## Administration

## ITEM 5.4

Adrienne Feild  
Administrative Services/Airport  
Manager  
(512)-756-6093 ext. 3214  
afeild@cityofburnet.com

### Agenda Item Brief

<b>Meeting Date:</b>	September 22, 2020
<b>Agenda Item:</b>	Discuss and consider action: Authorization and approval for the submission and funding acceptance of the 2020–2021 TxDot Aviation Routine Airport Maintenance Program (RAMP) grant and designation of authorized representative: A. Feild
<b>Background:</b>	This grant is a 50/50 reimbursement grant from TxDot Aviation. State funding is \$50,000 each fiscal year. The State fiscal year begins September 1. The local government match is 50% of actual costs plus any excess of \$100,000 total costs. Each time we accept a grant with TxDot we commit to 20 years of keeping the airport open. The City has participated in RAMP funding with TxDOT Aviation since 2004.
<b>Information:</b>	The agreement is for general maintenance and improvements to the airport.
<b>Fiscal Impact:</b>	\$100,000 of which \$50,000 would be reimbursed at the end of the State fiscal year ending August 31, 2021.
<b>Recommendation:</b>	Staff recommends authorization and approval for the submission and funding acceptance of the 2020–2021 TxDot Aviation Routine Airport Maintenance Program (RAMP) grant and designation of Adrienne Feild, Airport Manager as the authorized representative.



## Police Department

## ITEM 5.5

Sid Fuller  
Interim Chief of Police  
Police Department  
(512)-756-6404  
sfuller@cityofburnet.com

### Agenda Item Brief

- Meeting Date:** September 22, 2020
- Agenda Item:** Discuss and consider action: Authorizing approval for the Burnet Police Department to purchase a new electronic citation solution from Brazos Technologies: S. Fuller
- Background:** The Police Department is in need of a new electronic citation system. This software and hardware system is used for capturing, processing, and transmitting traffic stop data into public safety and court systems. This includes traffic stops, warnings, and citations.
- Information:** In 2012 the Police Department switched from paper citations to an automated citation system using the COPSync system. The contract with COPSync is about to expire. This year COPSync is increasing their annual fees substantially. After researching the market, the Police Department has selected Brazos as the new vendor. Brazos will interface with the current Tyler Technologies Computer Aided Dispatch System and Record Management System where the old system did not and will save money over time.
- Fiscal Impact:** The purchase price of the new system is \$36,867 with annual maintenance fees of \$4670.
- Recommendation:** Staff recommends approval and authorization for the Police Department to purchase an electronic citation solution from Brazos Technologies in the amount of \$36,867 with annual maintenance costing \$4670.



Quoted By: Madonna Allen  
 Quote Expiration: 1/6/2021  
 Quote Name: Burnet Police Department- Brazos licenses  
 Quote Number: 2020-113074-2  
 Quote Description: Brazos -20 w/printers

### Sales Quotation For

Burnet Police Department  
 105 S Rhomberg St  
 Burnet , TX 78611-3205  
 Phone: 5127566404

### Tyler Software and Related Services

Description	License	Impl Hours	Impl Cost	Data Conversion	Module Total	Maintenance
<b>Incode Court Suite</b>						
Brazos Citation Issuing Device Interface	\$0	0	\$0	\$0	\$0	\$0
<b>Incode Public Safety Suite</b>						
Brazos Technology Citation Interface	\$0	0	\$0	\$0	\$0	\$0
<b>Brazos</b>						
Device Level Interface for Incode Public Safety Mobile	\$0	0	\$0	\$0	\$0	\$0
Interface: Incode Public Safety Records Mgmt System	\$0	0	\$0	\$0	\$0	\$0
Interface: Tyler Incode Court Case Mgmt System	\$0	0	\$0	\$0	\$0	\$0
eCitation - Brazos Rapid Extension Framework - MDC or TABLET ( 20 )	\$17,000	0	\$0	\$0	\$17,000	\$3,570
<i>Sub-Total:</i>	\$17,000		\$0	\$0	\$17,000	\$3,570
<i>Less Discount:</i>	\$2,560					
<b>TOTAL:</b>	<b>\$14,440</b>	<b>0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$14,440</b>	<b>\$3,570</b>

### Tyler Software and Related Services - Annual

Description	One Time Fees			
	Impl. Hours	Impl. Cost	Data Conversion	Annual Fee
<b>Brazos</b>				
Brazos Hosting Fee	0	\$0	\$0	\$1,190
<i>Sub-Total:</i>		\$0	\$0	\$1,190
<b>TOTAL:</b>	<b>0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,190</b>

### Other Services

Description	Quantity	Unit Price	Extended Price	Maintenance
Brazos Project Mgmt (plus per diem as needed if not remote)	1	\$1,000	\$1,000	\$0
Set Up & Config	1	\$8,500	\$8,500	\$0
Set Up Fees - Third Party Hardware	10	\$50	\$500	\$0
Training	1	\$2,000	\$2,000	\$0
Device Level Interface: Set Up & Configuration	1	\$0	\$0	\$0

**TOTAL:**

**\$12,000**

**\$0**

**3rd Party Hardware, Software and Services**

Description	Quantity	Unit Price	Unit Discount	Total Price	Maintenance	Maintenance Discount	Total Maintenance
P1063406-042 / Zebra, ZQ500, Mounting Plate	10	\$17	\$0	\$170	\$0	\$0	\$0
AK17463-002 / Zebra, ZQ500, Ram Mount Kit	10	\$70	\$0	\$700	\$0	\$0	\$0
P1063406-031 / Zebra, ZQ520, Vehicle Charger, cig adapter	10	\$36	\$0	\$360	\$0	\$0	\$0
LD-R4KN5B / Zebra, ZQ520/RW420, Paper, 36 rolls per case	1	\$107	\$0	\$107	\$0	\$0	\$0
ZQ52-AUE0000-00 / Zebra, Printer, ZQ520	10	\$611	\$0	\$6,110	\$0	\$0	\$0
Z1AE-ZQ5X-5C0 / Zebra, Warranty, ZQ500, 5 year	10	\$298	\$0	\$2,980	\$0	\$0	\$0
<b>TOTAL:</b>				<b>\$10,427</b>			<b>\$0</b>

**Summary**

**One Time Fees**

**Recurring Fees**

Total Tyler Software	\$14,440	\$3,570
Total Tyler Annual	\$0	\$1,190
Total Tyler Services	\$12,000	\$0
Total Third Party Hardware, Software and Services	\$10,427	\$0
<b>Summary Total</b>	<b>\$36,867</b>	<b>\$4,760</b>

Unless otherwise indicated in the contract or amendment thereto, pricing for optional items will be held for six (6) months from the Quote date or the Effective Date of the contract, whichever is later.

Client Approval: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_ P.O.#: \_\_\_\_\_

## Comments

\*\*As per Jason Davis, they want to try and use the printers they already have to see if those will work before buying new printers.  
The printers they currently own have: 10- Zebra RW 420 and 8- Brother-RJ 4043Ai

### ASSUMPTIONS:

\*Maintenance in the amount of \$3,570 for eCitation - Brazos Rapid Extension Framework - MDC or TABLET ( 20 ) will be waived for the first year.

- Travel Expenses will be billed as incurred according to Tyler's standard business travel policy.



## Administration

## ITEM 5.6

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

### Agenda Item Brief

**Meeting Date:** September 22, 2020

**Agenda Item:** Discuss and consider action: FIRST READING OF AN ORDINANCE OF THE CITY OF BURNET, TEXAS, AMENDING CHAPTER 90, SECTIONS 90-51 OF THE CITY OF BURNET CODE OF ORDINANCES; SETTING SOLID WASTE AND RECYCLING DISPOSAL RATES; PROVIDING AN EFFECTIVE DATE; PROVIDING SEVERABILITY AND OPEN MEETINGS CLAUSES; AND PROVIDING FOR OTHER RELATED MATTERS: P. Langford.

**Background:**

**Information:** In accordance with the contract, the fees for service were held at the same rate for the first three years of the contract and increased three percent in the fourth year. For the fifth year, ACDI has requested a three percent increase due to increases in landfill, recycling and other operational costs.

**Fiscal Impact:** The proposed ordinance includes a three percent increase in the amount billed to the customer, which includes both the contract amount with ACDI and the city's billing fee.

**Recommendation:** Approve the first reading of Ordinance 2020-22 as presented.

## ORDINANCE NO. 2020-22

**AN ORDINANCE OF THE CITY OF BURNET, TEXAS, AMENDING CHAPTER 90, SECTIONS 90-51 OF THE CITY OF BURNET CODE OF ORDINANCES; SETTING SOLID WASTE AND RECYCLING DISPOSAL RATES; PROVIDING AN EFFECTIVE DATE; PROVIDING SEVERABILITY AND OPEN MEETINGS CLAUSES; AND PROVIDING FOR OTHER RELATED MATTERS.**

**Whereas**, the City provides, or causes to be provided, solid waste disposal services to all residences and businesses within the City;

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

**Section. 1. Findings.** The foregoing recitals are hereby found to be true and correct and are hereby adopted by the City Council and made a part hereof for all purposes as findings of fact.

**Section. 2. Amendment.** Sections 90-51 of the Code of Ordinances of the City of Burnet shall be amended in the entirety and shall read as provided in the attached Exhibit "A".

**Section 3. Ordinances in Conflict.** That all ordinances in conflict with the provisions of this ordinance are, and the same are hereby, repealed and all other ordinances of the City not in conflict with the provisions of this ordinance shall remain in full force and effect.

**Section 4. Severability.** Should any section or part of this ordinance be held unconstitutional, illegal, or invalid, or the application to any person or circumstance for any reasons thereof ineffective or inapplicable, such unconstitutionality, illegality, invalidity, or ineffectiveness of such section or part shall in no way affect, impair or invalidate the remaining portion or portions thereof; but as to such remaining portion or portions, the same shall be and remain in full force and effect and to this end the provisions of this ordinance are declared to be severable.

**Section 5. Effective Date.** This ordinance shall be effective November 1, 2020.

**Section 6. Open Meetings.** It is hereby officially found and determined that the meeting at which this ordinance is passed was open to the public as required and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act, *Chapt. 551, Tex. Gov't. Code.*

**PASSED AND APPROVED** on first reading this the 22<sup>nd</sup> day of September, 2020.

**FINALLY PASSED AND APPROVED** on this the 13<sup>th</sup> day of October, 2020.

**ATTEST:**

**CITY OF BURNET, TEXAS**

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Kelly Dix, City Secretary

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Crista Goble Bromley, Mayor

## Attachment “A”

### ARTICLE III. - RATES

#### Sec. 90-51. - Residential refuse collection rates.

(1) The following rates shall apply:

<b>STANDARD RESIDENTIAL SOLID WASTE &amp; RECYCLING RATES:</b>	<b>MONTHLY RATE</b>
One 95-gallon Solid Waste Cart and one 95-gallon Recycling Cart (Every Other Week “EOW” recycling)	22.74
Each additional 95-gallon Solid Waste Cart	4.24
Each additional 95- gallon Recycling Cart	2.79
<b>SENIOR CITIZEN SOLID WASTE &amp; RECYCLING RATES:</b>	
One 95-gallon Solid Waste Cart and one 95-gallon Recycling Cart (includes EOW recycling)	18.97
Each additional 95-gallon Senior Citizen Solid Waste Cart	3.54
Each additional 95-gallon Senior Citizen Recycling Cart	2.23
<b>COMMERCIAL CURBSIDE RECYCLING RATES:</b>	
One 95-gallon Cart (EOW)	4.76
Additional 95-gallon Recycling Cart	3.35
<b>COMMERCIAL SOLID WASTE COLLECTION RATES:</b>	
<b>CARTS:</b>	
One Time per week - One 95 gallon Cart	23.06
Two Times per week - One 95 gallon Cart	38.36
Three Times per week - One 95 gallon Cart	54.53
Four Times per week - One 95 gallon Cart	72.71
Five Times per week - One 95 gallon Cart	90.90
One Time per week - Two 95 gallon Carts	31.33
Two Times per week - Two 95 gallon Carts	46.64
Three Times per week - Two 95 gallon Carts	68.16
Four Times per week - Two 95 gallon Carts	90.90
Five Times per week - Two 95 gallon Carts	113.62
<b>TWO YARD DUMPSTER:</b>	
One Time per week	65.62
Two Times per week	117.79
Three Times per week	168.26
Four Times per week	218.73
Five Times per week	292.82
<b>THREE YARD DUMPSTER:</b>	

One Time per week	70.68
Two Times per week	129.56
Three Times per week	185.11
Four Times per week	243.99
Five Times per week	310.54
<b>FOUR YARD DUMPSTER:</b>	
One Time per week	92.54
Two Times per week	166.57
Three Times per week	237.26
Four Times per week	298.76
Five Times per week	371.41
<b>SIX YARD DUMPSTER:</b>	
One Time per week	116.09
Two Times per week	211.95
Three Times per week	311.28
Four Times per week	400.50
Five Times per week	508.68
<b>EIGHT YARD DUMPSTER:</b>	
One Time per week	154.64
Two Times per week	282.28
Three Times per week	414.83
Four Times per week	533.45
Five Times per week	677.06
<b>TEN YARD DUMPSTER:</b>	
One Time per week	180.29
Two Times per week	277.37
Three Times per week	396.26
Four Times per week	528.33
Five Times per week	660.41
<b>DUMPSTER EXTRA LIFTS:</b>	
Two Yard Dumpster	51.99
Three Yard Dumpster	58.47
Four Yard Dumpster	64.98
Six Yard Dumpster	76.62
Eight Yard Dumpster	95.32
Ten Yard Dumpster	112.14
<b>ROLL-OFF RATES:</b>	
Delivery Fee	256.74
Daily Rental Fee	5.43
20 Yard per Haul	574.22

30 Yard per Haul	662.97
40 Yard per Haul	772.59
Double Handle Fee	101.89
Overload Fee / Per Ton	38.99
<b>BRUSH/BULKY COLLECTION FEE OVER 3 CY (per yard):</b>	5.30
<b>BRUSH/BULKY COLLECTION FEE OUTSIDE DESIGNATED COLLECTION PERIOD (per yard):</b>	5.30

- (2) Residential customers requesting dumpsters shall be billed at the commercial rate above.
- (3) A franchise fee equal to fifteen (15) percent of the gross billing shall be charged for all roll-off services, self-contained compact roll-offs, and temporary dumpsters billed directly by the service provider.
- (4) Double handle fee will be charged when a haul is rescheduled, except for reasons not the city or service provider's fault, when the container is not ready to be loaded and the hauler must return for the pickup.
- (5) An overload fee will be charged to the customer in the event a dumpster or roll-off is loaded beyond the legal hauling weight.
- (6) The initial billing for new, or final billing for discontinued services, shall be pro-rated based on the number of days for which service was received.

CITY OF BURNET  
GARBAGE RATES  
NEW RATES EFFECTIVE: NOVEMBER 2020

	CURRENT RATES		3% INCREASE NEW PROPOSED RATES	
STANDARD RESIDENTIAL SOLID WASTE AND RECYCLING RATES:				
One 95-gallon Solid Waste Cart and one 95-gallon Recycling Cart (Every Other Week "EOW" recycling)	22.07		22.74	
Each additional 95-gallon Solid Waste Cart	4.12		4.24	
Each additional 95- gallon Recycling Cart	2.71		2.79	
SENIOR CITIZEN SOLID WASTE AND RECYCLING RATES:				
One 95-gallon Solid Waste Cart and one 95-gallon Recycling Cart (includes EOW recycling)	18.42		18.97	
Each additional 95-gallon Senior Citizen Solid Waste Cart	3.44		3.54	
Each additional 95-gallon Senior Citizen Recycling Cart	2.16		2.23	
COMMERCIAL CURBSIDE RECYCLING RATES:				
One 95-gallon Cart (EOW)	4.62		4.76	
Additional 95-gallon Recycling Cart	3.25		3.35	
COMMERCIAL SOLID WASTE COLLECTION RATES:				
CARTS:				
One Time per week — One 95 gallon Cart	22.39		23.06	
Two Times per week — One 95 gallon Cart	37.24	14.85	38.36	15.30
Three Times per week — One 95 gallon Cart	52.94	30.55	54.53	31.47
Four Times per week — One 95 gallon Cart	70.60	48.20	72.71	49.65
Five Times per week — One 95 gallon Cart	88.25	65.86	90.90	67.83
One Time per week — Two 95 gallon Carts	30.42		31.33	
Two Times per week — Two 95 gallon Carts	45.28	14.86	46.64	15.31
Three Times per week — Two 95 gallon Carts	66.18	35.76	68.16	36.83
Four Times per week — Two 95 gallon Carts	88.25	57.83	90.90	59.57
Five Times per week — Two 95 gallon Carts	110.31	79.90	113.62	82.29
TWO YARD DUMPSTER:				
One Time per week	63.71		65.62	
Two Times per week	114.36	50.66	117.79	52.18
Three Times per week	163.36	99.65	168.26	102.64
Four Times per week	212.36	148.65	218.73	153.11

	CURRENT RATES		NEW PROPOSED RATES	
Five Times per week	284.29	220.58	292.82	227.20
THREE YARD DUMPSTER:				
One Time per week	68.62		70.68	
Two Times per week	125.78	57.17	129.56	58.88
Three Times per week	179.71	111.10	185.11	114.43
Four Times per week	236.88	168.26	243.99	173.31
Five Times per week	301.49	232.87	310.54	239.86
FOUR YARD DUMPSTER:				
One Time per week	89.85		92.54	
Two Times per week	161.72	71.87	166.57	74.03
Three Times per week	230.35	140.50	237.26	144.72
Four Times per week	290.06	200.21	298.76	206.22
Five Times per week	360.59	270.75	371.41	278.87
SIX YARD DUMPSTER:				
One Time per week	112.71		116.09	
Two Times per week	205.77	93.06	211.95	95.85
Three Times per week	302.21	189.50	311.28	195.18
Four Times per week	388.84	276.12	400.50	284.41
Five Times per week	493.86	381.15	508.68	392.59
EIGHT YARD DUMPSTER:				
One Time per week	150.13		154.64	
Two Times per week	274.06	123.93	282.28	127.65
Three Times per week	402.75	252.62	414.83	260.20
Four Times per week	517.91	367.78	533.45	378.82
Five Times per week	657.34	507.20	677.06	522.42
TEN YARD DUMPSTER:				
One Time per week	175.04		180.29	
Two Times per week	269.29	94.26	277.37	97.08
Three Times per week	384.72	209.68	396.26	215.97
Four Times per week	512.94	337.90	528.33	348.04
Five Times per week	641.18	466.14	660.41	480.12

	CURRENT RATES			NEW PROPOSED RATES	
DUMPSTER EXTRA LIFTS:					
Two Yard Dumpster	50.48			51.99	
Three Yard Dumpster	56.76			58.47	
Four Yard Dumpster	63.09			64.98	
Six Yard Dumpster	74.39			76.62	
Eight Yard Dumpster	92.55			95.32	
Ten Yard Dumpster	108.87			112.14	
ROLL-OFF RATES:					
Delivery Fee	249.26			256.74	
Daily Rental Fee	5.27			5.43	
20 Yard per Haul	557.50			574.22	
30 Yard per Haul	643.66			662.97	
40 Yard per Haul	750.09			772.59	
Double Handle Fee	98.92			101.89	
Overload Fee/Per Ton	37.85			38.99	
BRUSH/BULKY COLLECTION FEE OVER 3 CY (per yard):	5.15			5.30	
BRUSH/BULKY COLLECTION FEE OUTSIDE DESIGNATED COLLECTION PERIOD (per yard):	5.15			5.30	

CLOSE



## City Manager

## ITEM 5.7

David Vaughn  
City Manager  
(512)-756-6093 ext. 3208  
dvaughn@cityofburnet.com

### Agenda Item Brief

<b>Meeting Date:</b>	September 22, 2020
<b>Agenda Item:</b>	Discuss and consider action: Appointment of Council Members to work with staff to review previous Charter Amendments: D. Vaughn
<b>Background:</b>	<p>Over the last several weeks, Assistant City Manager Habib Erkan and I have been working on a complete review of the City Charter due to the discrepancies that have been found in the Municode version on the City Website. The goal is to correct the City Charter, and to ensure we have a final version that is 100% correct. This has been a tremendous undertaking and is at times, very confusing to follow the path of changes that have occurred. We are developing what will be final drafts for each of the four elections that have occurred over the last 20 years.</p>
<b>Information:</b>	<p>Given the importance of this issue, we would like to ask that two or three Council Members be appointed to serve on a committee to review the changes and then bring them back to Council for consideration.</p> <p>Mayor Crista Bromley, Council Member Danny Lester and Council Member Philip Thurman have indicated they are willing to serve on the review committee along with City Manager David Vaughn, Assistant City Manager Habib Erkan and City Secretary Kelly Dix.</p>
<b>Fiscal Impact:</b>	None.
<b>Recommendation:</b>	Approve the appointment of Councilmembers to serve on a committee with staff to review previous amendments to the City Charter.



## Public Works

## ITEM 5.8

Gene Courtney  
Director of Public Works  
830-798-4769  
gcourtney@cityofburnet.com

### Agenda Item Brief

<b>Meeting Date:</b>	September 22, 2020
<b>Agenda Item:</b>	Discuss and consider action: Amending the currently approved 2020 Interlocal with Burnet County: G. Courtney
<b>Background:</b>	Council previously approved an interlocal between Burnet County and the City of burnet for in-kind services not to exceed \$15,000 for the calendar year of 2020. With this agreement Delaware Springs Blvd. was able to be completed leaving some in-kind services on the table.
<b>Information:</b>	City and Country staff have agreed to use the remainder of the in-kind services to resurface 2700 feet of Oak Vista Blvd for this 2020 agreement.
<b>Fiscal Impact:</b>	County: Remainder of in-kind services City: \$15,000 (materials)
<b>Recommendation:</b>	Approve the amendment to the 2020 Interlocal between Burnet County and the City.

INTER-LOCAL AGREEMENT BETWEEN  
BURNET COUNTY, TEXAS  
AND

THE CITY OF BURNET, TEXAS

AMENDMENT TO ORIGINAL AGREEMENT DATED JULY 22, 2020

Amendment to include an additional section of Oak Vista Dr. Additional work meets but does not exceed the \$15,000.00 threshold.

SERVICES TO BE PERFORMED

*CITY agrees to engage BURNET COUNTY to assist the CITY with a one course seal coat on Delaware Springs Blvd from Oak Vista Drive to the Club House on City owned property, approximately 5,000 feet, BURNET COUNTY will provide manpower and equipment for the project in an amount not to exceed a value of \$15,000, together with all incidental acts, procedures, and methods necessary to accomplish the ends of such project.*

AMENDEMENT \*\* One Course Seal Coat on Oak Vista Blvd. approximately 2700 feet.

This document contains the Amended Agreement between the parties relating to the rights herein granted and the obligations herein assumed. Any oral representations or modifications concerning this instrument shall be of not or effect except in a subsequent modification in writing signed both parties.

This Agreement shall be governed by and constructed in accordance with the laws of the State of Texas.

No assignment of this Agreement or of any right accrued hereunder shall be made, in whole or part, by either party without the prior written consent of the other party. Venue shall be in BURNET COUNTY, TEXAS.

The undersigned officer and/or agents of the parties hereto are the properly authorized officials of the party presented and have the necessary authority to execute this Agreement on behalf of the parties hereto and each party hereby certifies to the other that any necessary resolutions extending said authority have duly passed and approved and are now in full force and effect.

EXECUTED by the parties hereto, each respective entity actin by and through its duly authorized official as required by law, on the date specified on the multiple counterpart executed by such entity.

The City of Burnet, Texas

Burnet County, Texas

BY: \_\_\_\_\_

David Vaughn, City Manager

DATE: \_\_\_\_\_

BY: \_\_\_\_\_

James Oakley, Burnet County Judge

DATE: \_\_\_\_\_

ATTEST: \_\_\_\_\_

Kelly Dix, City Secretary



## Administration

## ITEM 5.9

Habib Erkan  
Assistant City Manager  
512-715-3000  
herkan@cityofburnet.com

### Agenda Item Brief

<b>Meeting Date:</b>	September 22, 2020
<b>Agenda Item:</b>	Discuss and consider action: A RESOLUTION OF THE CITY COUNCIL OF BURNET, TEXAS ACCEPTING A PROPOSAL TO LEASE AN AIRPORT HANGAR AND AUTHORIZING AND DIRECTING THE CITY MANAGER TO NEGOTIATE A LEASE AGREEMENT FOR FUTURE CITY COUNCIL APPROVAL: H. Erkan
<b>Background:</b>	On July 28, 2020, City Council adopted Resolution No.2020-31 authorizing the publication of a request for proposals to lease the aircraft hangar, known as Hangar D. One proposal was received and opened at the public opening at City Council Chambers on September 16, 2020.
<b>Information:</b>	The proposal includes plans to rehabilitate the existing office space and restroom facility. The proposal anticipates a \$50,000.00 budget for the rehabilitation project; and, completion of the project in 180 days. Upon completion of the improvement the space will be used for flight school office and flight school classroom space. Rent would be \$900.00 per month. The proposer is requesting a term of ten years with two five-year renewals. It is noted the proposer currently leases one of the three aircraft storage spaces in the hangar. If the proposer is selected the proposer would become the sublessor to the owners of two other aircraft housed in the hangar and receive rents paid by those owners (\$250.00 each per month).
<b>Fiscal Impact</b>	By entering into the proposed lease, the City shall receive \$150.00 in rent, in addition to the rent received for storage of the three aircraft.
<b>Recommendation:</b>	Approve and adopt Resolution R2020-32 as presented.

## RESOLUTION NO. R2020-43

### **A RESOLUTION OF THE CITY COUNCIL OF BURNET, TEXAS ACCEPTING A PROPOSAL TO LEASE AN AIRPORT HANGAR AND AUTHORIZING AND DIRECTING THE CITY MANAGER TO NEGOTIATE A LEASE AGREEMENT FOR FUTURE CITY COUNCIL APPROVAL**

**Whereas**, On July 28, 2020, City Council authorizing the publication, in a newspaper of general circulation and on the City's website, of a request for proposals to lease the aircraft hangar, known as Hangar D, pursuant to adopted Resolution No.2020-31; and

**Whereas**, On September 16, 2020, the public opening of the proposals took place, with the proposal of Tres Clinton being the only proposal received; and

**Whereas**, City Council finds the proposed improvements and use of the hangar office space to be beneficial to the municipal airport.

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

**Section one. Findings approve.** The forgoing findings of fact are hereby approved and adopted as part of this resolution.

**Section two. Proposal accepted.** The proposal submitted by Tres Clinton in response to request for proposal no. 2020-001, is hereby accepted, subject to the stipulation in Section three herein.

**Section three. City manager authorized.** The city manager is hereby authorized and directed to negotiate a contract for the lease of the hangar consistent with the terms of the request for proposal, applicable Federal Aviation and Texas Department Rules, and the Burnet Municipal Airport Rules; and, within 90 days of the effective date of this resolution, present the negotiated contract terms to City Council for consideration and approval. In the event the city manager is unable to negotiate acceptable contractual terms the city manager shall present such information to this Council at the first available public meeting after such impasse; but no later than the first available public meeting after the 90<sup>th</sup> day after the approval of this resolution.

**Section four. Open Meetings.** It is hereby officially found and determined that the meeting at which this resolution was passed was open to the public and that public notice of the time, place and purpose of said meeting was given as required by the Open Meetings Act, as modified by the governor's orders in response to the COVID-19 pandemic.

PASSED AND APPROVED this the 22<sup>th</sup> day of September, 2020.

CITY OF BURNET

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Crista Goble Bromley, Mayor

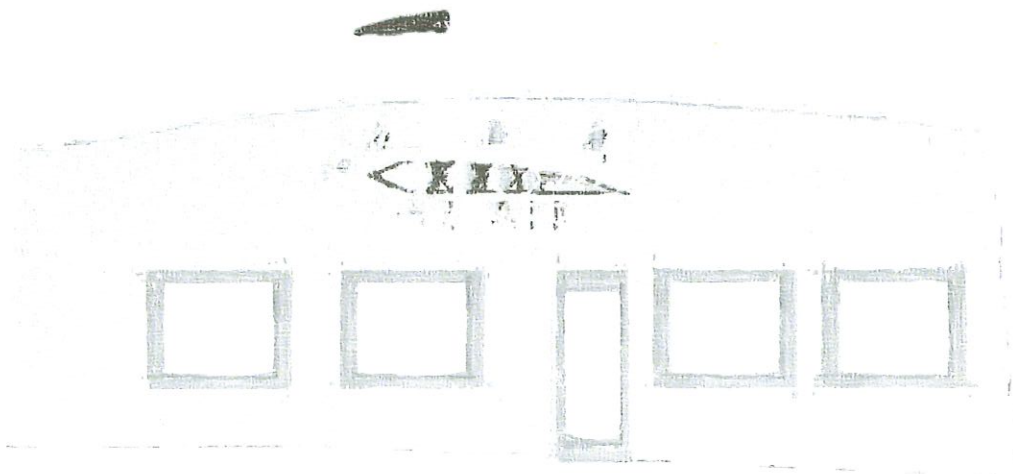
**ATTEST:**

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Kelly Dix, City Secretary

# **REQUEST FOR PROPOSALS**

## **AIRPORT HANGAR LEASE RFP NO. 2020-01**



## REQUEST FOR PROPOSALS

### AIRPORT HANGAR LEASE RFP NO. 2020-01

Prepared by:

Tres Clinton  
PO Box 1042  
Burnet, TX 78611

Background:

I own and operate a small business that specializes in tailwheel flight training called C3 Air. Tailwheel refers to airplanes that have the small wheel of the three in the back or on the tail of the airplane instead of on the nose. I train in a Piper Supercub that I recently purchased. I have had my name on the Burnet hangar waiting list for approximately 6 years. This past year I received a slot in Hangar D. I have worked at the Burnet Airport since 2010. My tailwheel course is 2-3 days and brings other pilots from all over the nation to Burnet. Last month, I was featured in AOPA Flying Magazine (The largest General Aviation Association) to promote flying in the Texas Hill Country and specifically the Burnet area. I am also the Recreational Aviation Foundation state of Texas Liaison. I represent the pilots in TX and advocate for runways and airstrips across the state. We have about 10,000 members in our organization. I will continue to advocate for this area through what I do. More information on C3 Air can be found at [www.flyc3air.com](http://www.flyc3air.com)

Goals:

My goals are to occupy a space that presents itself as professional, practical, and safe. People and clients associate organized and clean flight school facilities and airplanes with safety and value. I will bring people to this airport that purchase fuel, utilize hotels, and eat at restaurants. My course is more than just training but it is an experience. The missing piece for me currently is a facility to add to the clients overall impression and experience.

Selection criteria explanations:

- 1) "Proposed use of hangar and office space."

Currently, Hangar D, contains my airplane I use to train pilots and two of my former students airplanes. The unused office space is in a state of disrepair and

has been vacated for at least 2 decades. I will add a classroom and office that will give a proper training area for the ground school portion of the pilot course. Currently for the training I use the public area of the FBO and while this has worked in the past, I would like to have a designated space for the school. The remodel of the FBO looks great and I would like to continue to add a facelift to this hangar. The office and classroom space would allow me to stage training aids, keep basic office supplies, and give a comfortable and private area to work from.

- 2) "Proposed hangar improvements, upgrades, and repairs. This shall include plans for the finish out of the office space and restroom."

Across the front of the exterior of the hangar, there will be a sign that reads "C3 Air." Walk in through a new front door into the pilot lounge and it will have two large windows facing the runway. The ceiling will be raised to a 9FT ceiling instead of the 8ft. This area will be a seating area that will have furniture, coffee table, and wall mounted TV. There will also be a window into the hangar area from the seating area. Move into the hangar and there will be ceiling insulation to reduce the heat omitted from the metal roof and new lighting throughout the hangar. The office will have two new larger windows in place of the current windows looking out towards the runway. The bars over the windows will be removed. The classroom and pilot lounge will have new floor covering. All electrical, lighting, and plumbing in pilot lounge, classroom, and bathroom will be brought up to code. The bathroom will be a complete remodel.

- 3) "Schedule and budget for completion of proposed improvements."

From receiving approval from the city, I propose 180 days for completion. My budget for this project is \$50,000.

- 4) "Proposed term of lease (maximum ten years)."

I would propose a 10 year lease with an additional 2, 5 year options to renew.

- 5) "Rent. Rent shall be \$900.00 a month; and, may be increased every two years to keep up with inflation. However, as noted herein, the Successful Responder would be entitled to receive rents from existing hangar lessees as long as their aircraft is housed in the Hangar."

I agree and nothing to add.

#### Proposals:

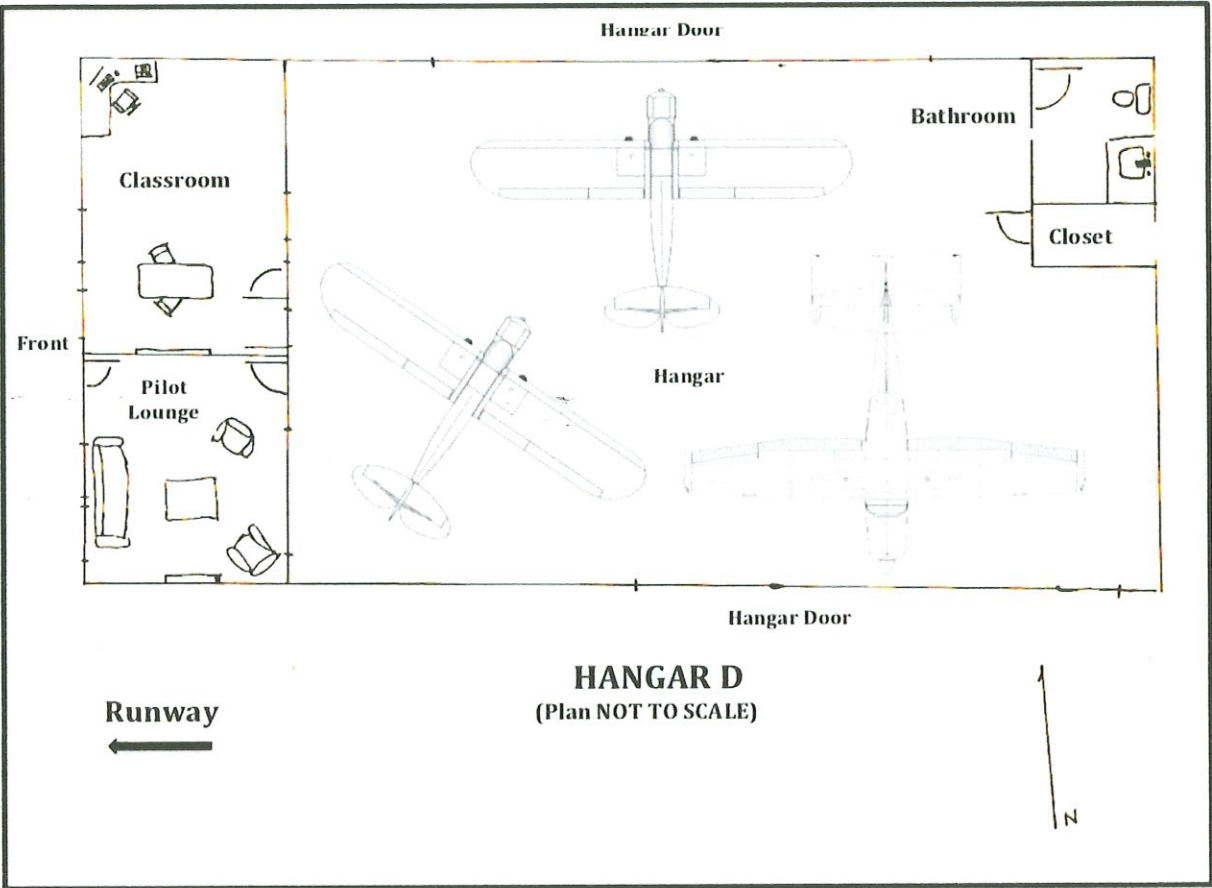
- 1) Any electrical, water, and or sewer issues outside of the building are to remain the responsibilities of the City of Burnet and are to be fixed in a reasonable time.

- 2) For the duration of the lease, the hangar will have access to the airport except to the temporary construction that may be periodically done to airport surfaces.
- 3) I would reserve the right to walk away from the lease agreement given 30 days notice, noting that the City of Burnet keeps the improvements that I invested into the building that are apart of the structure itself.
- 4) Upon the tenant's termination or after 5 years, I will set hangar sublease rates.

**Conclusion:**

Thank you to the Mayor, Council, and City Staff for their consideration for this proposal. I look forward to the possibility of utilizing a space that has not been touched for some time and goes unnoticed as any value to the airport. At one point I will remind you an airport manager wanted to demo this structure without seeing the potential adding a tremendous cost to the city and airport. We can turn a liability into an asset for the airport. I already have the hangar space in Hangar D after waiting for almost 6 years. I get along with the 2 current hangar tenants and have notified them of my plans and have received no reservations from either of them. I have been working at the airport now for 10 years and I will put time, money, and sweat equity in making this structure compliment what improvements the city has already done at the airport. Thank you.

Hangar D Floor Plan:



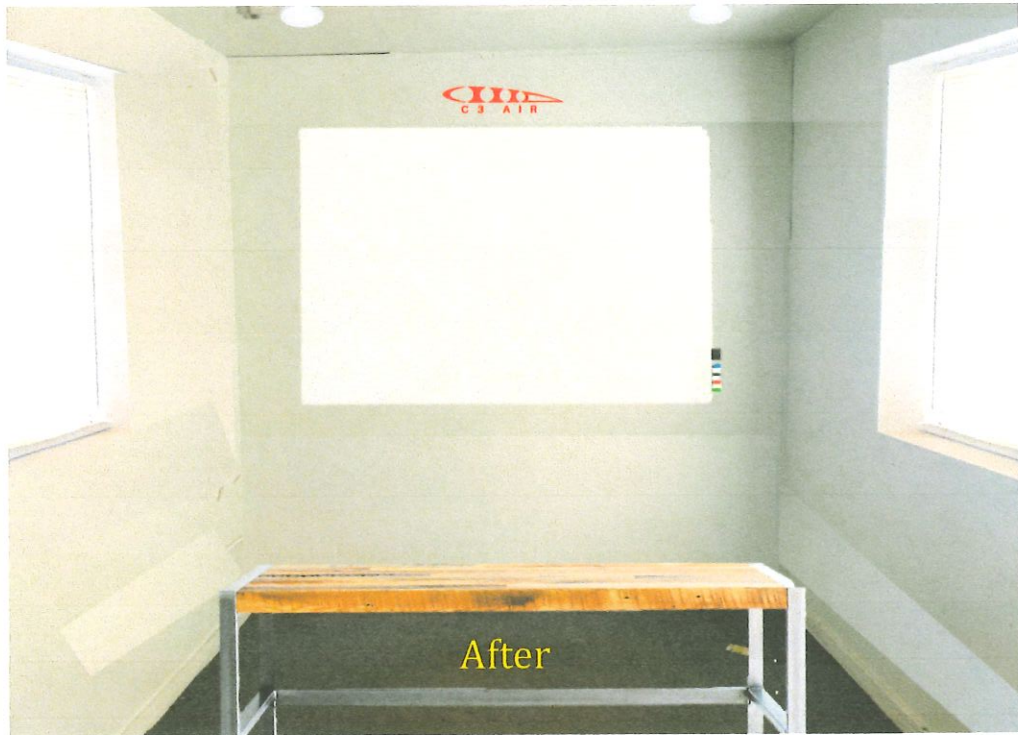
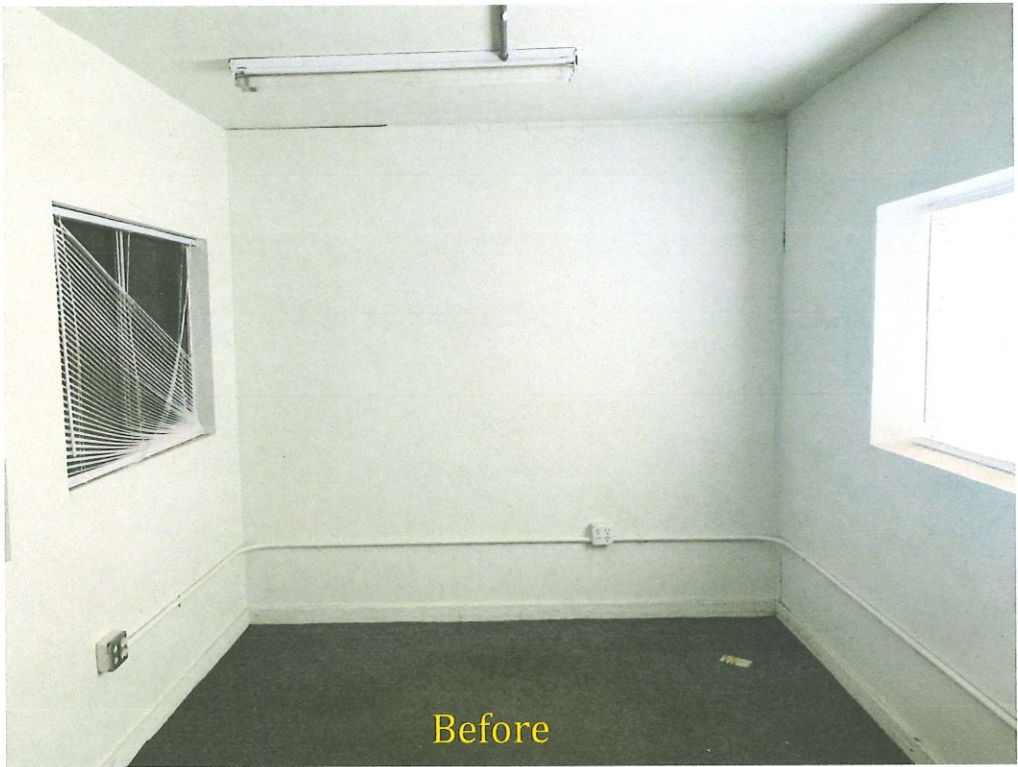
**Exterior of Hangar D:**



**Interior of Hangar D:**



**Classroom:**



## Pilot Lounge:



**More Pictures of The Current Condition of Hangar D:**



## Piper Supercub:



References:

This will be my first project so I may not have the history the proposal content section was looking for. As far as financial confidence and overall ability to preform what I have proposed, I have paid off my first airplane a head of schedule and was given a loan for a second airplane. I also recently constructed a house and met all expectations on that loan.

Ken Wittekiend- Master Flight Instructor

Owner of ProMark Aviation Services located at the Burnet Airport.  
There I worked for Ken since 2009. Ken mentored me and taught me  
how to teach from a tailwheel airplane.

P.O. Box 460  
Burnet, TX 78611

830-385-1593

Cary Johnson- President of the First State Bank

Has been the bank of C3 Air since established. Purchased two  
airplanes with First State Bank and completed the note of the first  
airplane ahead of schedule.

136 E Washington St.  
Burnet, TX 78611

(512) 756-2191

John Cyrier- State Representative of Texas

Current Commercial Pilot Student

1301 Westwood Rd  
Lockhart, TX 78644

(512) 585-1359

**REQUEST FOR PROPOSALS  
AIRPORT HANGAR LEASE  
RFP NO. 2020-01**

**A. INTRODUCTION**

The City of Burnet, Texas, is the owner of an aircraft hangar, known as Hangar D and located at 2302 S. Water Street, City of Burnet, Burnet County, Texas. The City is requesting sealed proposals ("RFP") for long-term lease of a portion of Hangar D, as described herein, (hereinafter referred to as the "Property").

**B. CONDITIONS FOR PROPOSALS.**

The proposal submitted must conform to the specifications contained herein.

**Delivery.** Submit sealed proposals (three printed copies and 1 electronic copy) to the office of the City Secretary, at the following address by 10:00 a.m. Central Daylight Time on Wednesday, September 16, 2020.

Mark your envelope "PROPOSAL 2020-01 Airport Hangar Lease," and mail to the following Address:

City of Burnet, Texas  
Attn: City Secretary  
PO Box 1369  
1001 Buchanan Drive, Suite 4  
Burnet, Texas 78611

**Form.** Responders shall complete the form attached hereto as Exhibit "A" and include the completed form with responders' proposals.

**Specific project Information.** Detailed questions concerning this request should be addressed to Adrienne Feild, Airport Manager, at (512) 715-3214. Responder shall provide with the sealed responses all documentation required by this RFP. Failure to provide information specifically requested may result in rejection of your submittal.

**C. EVALUATION AND SELECTION PROCEDURES**

**Evaluation process.** Proposals shall be reviewed by city staff; and staff's recommendations shall be submitted to city council. Notwithstanding the forgoing council's final selection action may be made independently of staff's recommendations. Proposals shall be evaluated on: the proposed plan for facility improvements; term of lease; and use of hangar.

**Property Description.** That part of Hanger D that is subject to this RFP consists of an enclosed hangar currently housing three aircraft, an office, and a restroom.

- (1) The Aircraft Hangar. Enclosed hangar space which houses three aircraft. Note: The hangar door may require restoration or replacement.
- (2) The Office. The office currently is two levels, with the second level space only accessible by stairs. The first level is approximately 396 square feet. The existing office improvements are in a state of disrepair and most likely need to be demolished. The selected responder shall be required to finish out new office space. The new office space shall be on a single ground level.
- (3) Amenities. The Property has one restroom facility, which is approximately 80 square feet. The restroom shall require a complete restoration, by selected responder, for occupancy as a commercial building.

#### D. SPECIAL CONSIDERATIONS.

- (1) Hangar Leases. Currently, the hangar houses three aircraft under separate hangar leases. The city intends for these aircraft to continued to be housed in the hangar for a minimum term of five years. The selected responder shall assume the role of sublandlord with regards to the three lease spaces and shall receive rents from the three lessees. The resulting subleases and rental rates shall be under the same terms as the current City lease; and sublandlord may only adjust the rental rates for the subtenants by such percentage and at such times as the City may make adjustments for all hangar tenants. For a minimum of five years the three hangar leases may not be unilaterally terminated by the sublandlord without cause; and, then only with approval of the City Manager. Upon termination of each hangar lease, the selected responder may use the space for storage of their own aircraft or sublet the space to a hangar tenant approved by the City. Currently the City receives \$250.00 monthly from each tenant.
- (2) Finish out. Responders shall provide preliminary plans for the finish out of the office space and restroom facility. The selected responder shall be required to complete the finish out of the office space and restroom facility within 180 days of the effective date of the Lease Agreement. The selected responder shall be responsible for all costs incurred in the restoration, repair and finish out of the Leased Property.
- (3) Rent. The minimum rent the City shall accept shall be \$900.00 monthly during the first two years. Rent shall be adjusted every two years to account for inflation.

#### E. SELECTION CRITERIA.

Proposals must remain firm for a minimum of 90 days, which may be extended by agreement of responder, and city. Responders may submit multiple proposals describing different concepts for improving and use of the property. City council shall select the proposal representing the "best value" to the City and airport operations. Selection shall be determined on criteria following:

- (1) Proposed use of hangar and office space.
- (2) Proposed hangar improvements, upgrades, and repairs. This shall include plans for the finish out of the office space and restroom.
- (3) Schedule and budget for completion of proposed improvements
- (4) Proposed term of lease (maximum ten years).
- (5) Rent. Rent shall be \$900.00 a month; and, may be increased every two years to keep up with inflation. However, as noted herein, the Successful Responder would be entitled to receive rents from existing hangar lessees as long as their aircraft is housed in the Hangar.

#### F. PROPOSAL CONTENT:

Submissions should contain all terms, expectations and conditions of responder. Submissions must address all matters raised in the selection criteria. Responders shall provide three references; and, examples of responder's projects during the last five years, if any, that indicate responder's experience and financial ability to deliver the proposed improvements.

#### G. GENERAL INFORMATION

**Solicitation objective.** The purpose for soliciting proposals to lease the hangar is to identify and select a proposal that will deliver the greatest enhancement to the airport in a manner that is economically beneficial to the City. The City may conduct discussions with any or all respondents. These discussions may include matters such as requests for additional information, interviews, modifications or revisions to the original RFP, as may be allowed by law.

**Inspection.** An inspection of the Property may be scheduled by contacting Airport Manager Adrienne Field at (512) 715-3214 during office hours (8 a.m. and 5 p.m., Monday through Friday). A proposer shall execute a release, in substantial form as Exhibit "B" prior to inspecting the Property.

**Disclaimers.** No written or oral warranties or assurances concerning the Property, or its fitness for any particular purpose, has been made. Furthermore, no City employee is authorized to make any warranties or assurances. Proposers are cautioned to investigate the Property thoroughly before submitting a proposal.

**Conflicts of interest.** No official, employee, or agent of the City shall have any interest in this property, except as permitted by federal and state law, including Texas Local Government Code Chapter 171.

**Reservation of rights.** The city reserves the right to reject any or all proposals, to waive any minor irregularities or technicalities, and to accept any response it deems to be in the City's best interest. Incomplete submittals may not be considered.

**Addenda.** Any interpretations, corrections or changes to this RFP will be made by addenda. Sole issuing authority of addenda shall be vested with the City Manager. Addenda will be mailed to all who are known to have received a copy of this RFP. Responders shall acknowledge receipt of all addenda.

**Notice.** City shall provide notice to the address provided by responder; and notice shall be conclusively deemed received by a responder on the second business day after such written notice properly deposited in the mail in Burnet, Texas; provided, this provision shall not be construed to prevent the giving of actual notice in any other manner.

**No assignment.** The selected responder shall not sell, assign, transfer or convey the Proposal or any resulting contract, in whole or in part, without the prior written consent of the City of Burnet, Texas.

**Exhibits.** Exhibits to this RFP include the Submission Form, Exhibit "A"; and Waiver, Allocation of Risk; Indemnity Statement, Exhibit "B".

Exhibit "A"

Submission Form. Airport Hangar Lease Proposal RFP NO. 2020-01

The undersigned responder certifies that the information contained in this proposal have been carefully reviewed and are submitted as correct and final. I further certify that I have read and understand Exhibit "C" (entitled "Waiver; Allocation of Risk; Indemnity") and shall be bound by same regarding any inspection of the Property. Lastly, I certify that the foregoing proposal was not prepared in collusion with any other responder or other person or persons who responded to this proposal.

This proposal is a legally binding offer that shall remain firm until December 31st, 202<sup>0</sup>.

Signature: 

Printed Name: Tres Clinton

Date: September 8th 2020

If this proposal is submitted on behalf of a partnership, limited partnership, company, corporation or other corporate entity I hereby certify that I am submitting this proposal in my capacity as OWNER of C3 AIR, and that I am vested with the authority to bind said entity by this proposal.

Notice regarding this RFP may be delivered to:

Name: Tres Clinton

Address: PO BOX 1042 Burnet, TX 78611

Telephone number: (830) 385-6774

Facsimile Number: N/A

Email address: Tres@flyc3air.com

Exhibit "B"

Waiver, Allocation of Risk; Indemnity Statement. Airport Hangar Lease Proposal RFP  
NO. 2020-01

Waiver, Allocation of Risk; Indemnity Statement. Airport Hangar Lease  
Proposal RFP NO. 2020-01

In consideration for being allowed to enter and inspect the Property associated with Airport Hangar Lease Proposal RFP NO. 2020-01 the undersigned (hereinafter "Responder") hereby agrees as follows:

- (1) The entry upon the Property by Responder, Responder's personnel and Responder's experts shall be at their respective risks.
- (2) CITY OF BURNET SHALL NOT BE LIABLE TO RESPONDER, OR ANY OF RESPONDER'S PERSONNEL OR RESPONDER'S EXPERTS FOR, AND RESPONDER AGREES TO RELEASE, INDEMNIFY, DEFEND AND HOLD CITY OF BURNET HARMLESS FROM, ANY CLAIMS BY ANY PERSON FOR INJURY, DAMAGES OR LOSS TO PERSONAL PROPERTY RESULTING FROM, INCIDENTAL TO, OR ARISING OUT OF THE CONDUCT OF THE PROPERTY INSPECTION OR THE ENTRY UPON THE PROPERTY BY RESPONDER, RESPONDER'S PERSONNEL AND RESPONDER'S EXPERTS, AND FROM ALL OUT-OF-POCKET COSTS INCURRED BY CITY OF BURNET TO DEFEND AGAINST ANY SUCH CLAIMS, INCLUDING, WITHOUT LIMITATION, REASONABLE ATTORNEY'S FEES, EVEN IF THE NEGLIGENCE OR STRICT LIABILITY OF CITY OF BURNET IS ALLEGED OR PROVED TO BE A CAUSE THEREOF; PROVIDED HOWEVER, THIS INDEMNITY SHALL NOT APPLY IF AND TO THE EXTENT THAT CITY OF BURNET'S GROSS NEGLIGENCE OR WILLFUL MISCONDUCT IS A CAUSE THEREOF.
- (3) This indemnification by Responder shall survive the termination of the RFP, or closing or termination of any lease agreement, deriving from this RFP as applicable.
- (4) All non-public information provided by City of Burnet to Responder or obtained by Responder relating to the Property in the course of Responder's review, including, without limitation, any environmental assessment or audit, shall be treated as confidential information by Responder and Responder shall instruct all of its employees, agents, representatives and contractors as to the confidentiality of all such information.

To be effective as of the date executed below:

By:  \_\_\_\_\_

Printed name: Tres Clinton

Date: 9-14-2020



## City Council

### ITEM 5.10

Jason Lutz  
Development Services  
(512) 715-3215  
jlutz@cityofburnet.com

## Agenda Item Brief

**Meeting Date:** September 22, 2020

**Agenda Item:** Discuss and consider action: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BURNET, TEXAS, PRELIMINARILY ACCEPTING PUBLIC STREET, WATER, WASTEWATER, AND ELECTRICAL IMPROVEMENTS CONSTRUCTED WITHIN PHASE ONE OF THE WESTFALL VILLAGE SUBDIVISION; APPROVING THE PROVISION OF A LETTER OF CREDIT FOR THE MAINTENANCE OF THE INFRASTRUCTURE IMPROVEMENTS; AND FINDING THAT THE MEETING AT WHICH THIS RESOLUTION WAS PASSED WAS OPEN TO THE PUBLIC AS REQUIRED BY LAW: J. Lutz

**Background:** The Westfall Village, Phase I Subdivision consists of 21-single-family residential lots plus one lot dedicated to stormwater management.

The preliminary plat was approved by P&Z and City Council in December 2019.

The Final Plat was approved on June 9, 2020 and a letter of credit was provided and accepted to allow the plat to be recorded.

**Information:** The applicant is seeking acceptance of the subdivision improvements in order to close on several homes within the subdivision.

**Staff Analysis:** At the time this packet was distributed staff has inspected the public improvements and found them to comply, with the approved construction plans, and meet City standards in regard to acceptance. One item regarding the grouting of some manholes is yet to be completed and inspected but both should be finalized prior to the Council meeting.

One outstanding item, which is required as part of the acceptance process, is the need for as-builts to be submitted to and approved by the City. The City has received the as-builts but have some minor technical comments that need to be addressed. Staff will finalize the review of the as-builts as soon as they are received.

In order to prevent delays in citizens occupying their new homes and since all infrastructure is installed or will be prior to City Council meeting

staff recommends approval of the resolution accepting the maintenance bond and infrastructure with the condition that the as-builts be approved prior to the issuance of any Certificates of Occupancy.

**Recommendation:** Approve the Resolution No. R2020-44 as presented; accepting the maintenance bond and infrastructure with the condition that the as-builts be approved by city staff prior to the issuance of any Certificates of Occupancy.”

## **RESOLUTION NO. R2020-44**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BURNET, TEXAS, PRELIMINARILY ACCEPTING PUBLIC STREET, WATER, WASTEWATER, AND ELECTRICAL IMPROVEMENTS CONSTRUCTED WITHIN PHASE ONE OF THE WESTFALL VILLAGE SUBDIVISION; APPROVING THE PROVISION OF A LETTER OF CREDIT FOR THE MAINTENANCE OF THE INFRASTRUCTURE IMPROVEMENTS; AND FINDING THAT THE MEETING AT WHICH THIS RESOLUTION WAS PASSED WAS OPEN TO THE PUBLIC AS REQUIRED BY LAW.**

**WHEREAS**, the City Council of the City of Burnet (Council), Texas, has determined that public street, water, wastewater, and electrical distribution improvements (Improvements) constructed within the Westfall Village Subdivision, Phase One have been constructed in accordance with the construction plans approved for construction of said subdivision;

**WHEREAS**, Council has further determined that as constructed, said plans have been found to be in compliance with applicable City design specifications; and

**WHEREAS**, Langley Homes, Inc., the developer of the referenced improvements, has satisfied all applicable provisions of the City of Burnet, Code of Ordinances, Chapter 98 – Subdivisions;

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

**Section 1. Findings.** The foregoing recitals are hereby found to be true and correct and are hereby resolved by the City Council of the City of Burnet, Texas and made a part hereof for all purposes and findings of fact.

**Section 2. Preliminary Acceptance of Improvements.** The City Council hereby preliminarily accepts for public use and maintenance, the street improvements, public water system, public wastewater system, and public infrastructure constructed within the Westfall Village, Phase I Subdivision; as shown on the plat of the subdivision to be subject to public dedication.

**Section 3. Maintenance guarantee accepted.** The Letter or Credit issued by First State Bank of Burnet, dated September 15, 2020, for the warranty and maintenance of the public improvements required for the Westfall Village, Phase I Subdivision in an amount equal to ten percent of the cost of improvements verified by the city and running for a

period of one calendar year measured from the date of signing and recording of the final plat is hereby approved subject to the conditions that follows:

- (a) Should a defect or failure of any required improvement occurs within the one year period of coverage, the city will require performance under the letter of credit; and
- (b) In the event of defect or failure of any required improvement within the one year period of coverage a new warranty or maintenance bond or surety instrument shall be required to be posted for a period of one full calendar year sufficient to cover the corrected defect or failure.

**Section 4. Final Acceptance of Improvements.** Prior to the date of expiration of the Letter of Credit, the preliminarily accepted improvements shall be inspected. Should the inspection find such improvements free of defect or failure the Director of Development Services may issue a letter of acknowledgement of final acceptance of the improvements. However, should a defect or failure be discovered such defect or failure shall be addressed in accordance with section three herein.

**Section 5. Open Meetings.** It is hereby officially found and determined that the meeting at which this resolution was passed was open to the public and that public notice of the time, place and purpose of said meeting was given as required by the Open Meetings Act, as modified by the governor's orders in response to the COVID-19 pandemic.

**Section 6. Effective Date.** This resolution shall take effect upon approval and adoption by City Council.

**PASSED, ADOPTED AND APPROVED by the City Council of the City of Burnet** this the 22nd day of September, 2020.

**CITY OF BURNET**

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Crista Goble Bromley, Mayor

**ATTEST:**

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Kelly Dix, City Secretary

**EXHIBIT A – MAINTENANCE BOND**

FIRST STATE BANK OF BURNET  
PO BOX 10  
BURNET, TX 78611

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IRREVOCABLE LETTER OF CREDIT #220 Date: September 15, 2020

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APPLICANT: LANGLEY HOMES, INC.  
ATTN: WADE LANGLEY, VICE PRESIDENT  
717 N. WATER STREET  
BURNET, TEXAS 78611

BENEFICIARY: CITY OF BURNET  
ATTN: CITY MANAGER  
1001 BUCHANAN DRIVE, SUITE #4, BURNET, TEXAS 78611  
PO BOX 1369, BURNET, TEXAS 78611

AMOUNT: US \$48,071.54 (FORTY EIGHT THOUSAND, SEVENTY ONE AND 54/100 US DOLLARS) 10% AS STATED IN EXHIBIT "A"

EXPIRATION DATE: SEPTEMBER 15, 2021

GENTLEMEN:

WE HEREBY ESTABLISH OUR IRREVOCABLE STANDBY LETTER OF CREDIT NO. 220 IN YOUR FAVOR AS BENEFICIARY, BY ORDER OF LANGLEY HOMES, INC., UP TO THE AGGREGATE SUM OF, FORTY EIGHT THOUSAND, SEVENTY ONE AND 54/100'S US DOLLARS (US \$48,071.54), EXPIRING ON THE EXPIRATION DATE STATED ABOVE, EXCEPT AS FURTHER STATED, AT THE COUNTERS OF FIRST STATE BANK OF BURNET, AVAILABLE BY PAYMENT AGAINST YOUR DRAFT(S) DRAWN ON US AT SIGHT ACCOMPANIED BY:

1. A STATEMENT DATED AND SIGNED BY AN AUTHORIZED OFFICIAL OF THE CITY OF BURNET, SIGNING AS SUCH AND SWORN TO BEFORE A NOTARY PUBLIC STATING THAT:
  - A. "WE HEREBY CERTIFY THAT THE FUNDS DRAWN UNDER LETTER OF CREDIT NO. 220 ISSUED BY FIRST STATE BANK OF BURNET ARE DUE BY REASON OF LANGLEY HOMES, INC.'S FAILURE TO EFFECT REPAIRS AS REQUIRED BY THE CITY OF BURNET'S SUBDIVISION ORDINANCE TO THOSE ELEMENTS BEING DESCRIBED BY THAT ENGINEER'S "OPINION OF PROBABLE CONSTRUCTION COSTS FOR WESTFALL VILLAGE

SUBDIVISION, PHASE 1" DATED SEPTEMBER 9, 2020, SIGNED BY MARCUS HORNER, P.E;" AND THAT AT LEAST TEN (10) BUSINESS DAYS IN ADVANCE OF THIS PRESENTATION OF THE SIGHT DRAFT FOR PAYMENT, THE CITY OF BURNET HAS PROVIDED TO THE APPLICANT, BY COURIER SERVICE OR CERTIFIED MAIL, RETURN RECEIPT REQUESTED, NOTICE OF THE CITY OF BURNET'S INTENTION TO DRAW FUNDS ON THIS LETTER OF CREDIT," OR

- B. "WE HEREBY CERTIFY THAT WE HAVE RECEIVED A NOTICE OF NONEXTENSION OR TERMINATION OF LETTER OF CREDIT NO. 220 ISSUED BY FIRST STATE BANK OF BURNET TO THE CURRENT EXPIRATION DATE OF SEPTEMBER 15, 2021, THAT LANGLEY HOMES, INC'S. OBLIGATIONS TO THE CITY REMAIN OUTSTANDING AND THAT WE HAVE NOT RECEIVED A REPLACEMENT LETTER OF CREDIT IN A FORM ACCEPTABLE TO US;" AND

2. THE ORIGINAL OF THIS LETTER OF CREDIT.

SPECIAL CONDITIONS:

PARTIAL DRAWINGS ARE ACCEPTABLE, AND ONLY SUCH AMOUNT AS NECESSARY TO COMPLETE REPAIRS TO THE ITEMS SPECIFIED BY THE ENGINEER'S "OPINION OF PROBABLE CONSTRUCTION COSTS FOR WESTFALL VILLAGE SUBDIVISION PHASE 1" AS SHOWN IN EXHIBIT "A."

DRAFTS DRAWN UNDER THIS LETTER OF CREDIT MUST BE MARKED "DRAWN UNDER IRREVOCABLE STANDBY LETTER OF CREDIT NO. 220 ISSUED BY FIRST STATE BANK OF BURNET."

WE HEREBY REPRESENT TO YOU THAT DRAFTS DRAWN UNDER AND IN COMPLIANCE WITH THE TERMS OF THIS LETTER OF CREDIT WILL BE DULY HONORED UPON PRESENTATION AT OUR OFFICE AT P.O. BOX 10, BURNET, TEXAS, BY COURIER OR CERTIFIED MAIL, ON OR BEFORE THE EXPIRATION DATE AS SPECIFIED ABOVE.

PLEASE MAIL ALL DRAWINGS AND CORRESPONDENCE IN CONNECTION WITH THIS STANDBY LETTER OF CREDIT TO OUR OFFICE:

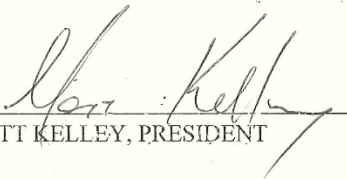
Maintenance Letter of Credit

FIRST STATE BANK OF BURNET  
P.O. BOX 10  
BURNET, TEXAS 78611

THIS LETTER OF CREDIT SHALL BE GOVERNED BY, AND CONSTRUED IN ACCORDANCE WITH, THE LAWS OF THE STATE OF TEXAS WITHOUT REGARD TO PRINCIPLES OR CONFLICT OF LAWS, AND SHALL BE PERFORMABLE IN BURNET COUNTY, TEXAS.

VERY TRULY YOURS,

FIRST STATE BANK OF BURNET

BY:   
MATT KELLEY, PRESIDENT

ACCEPTED  
CITY OF BURNET

BY: \_\_\_\_\_  
DAVID VAUGHN, CITY MANAGER

DATE: \_\_\_\_\_

***EXCEPT SO FAR AS IS OTHERWISE EXPRESSLY STATED, THIS DOCUMENTARY CREDIT IS SUBJECT TO THE UNIFORM CUSTOMS AND PRACTICE FOR DOCUMENTARY CREDITS, 2007 REVISION, INTERNATIONAL CHAMBER OF COMMERCE PUBLICATION No. 699.***

\*\*\*NOTE: IF THERE ARE ANY QUESTIONS IN REGARD TO ANY INFORMATION WITHIN THIS LETTER OF CREDIT, PLEASE CONTACT MATT KELLEY AT (512) 756-2191 OR [mkelley@fsbburnet.com](mailto:mkelley@fsbburnet.com).

## EXHIBIT A

**ENGINEERS OPINION OF PROBABLE CONSTRUCTION COST  
FOR WESTFALL VILLAGE SUBDIVISION PHASE 1**

**ROADWAY IMPROVEMENTS**

DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL
EXCAVATION	920	CY	\$ 4.00	\$ 3,680.00
EMBANKMENT	920	CY	\$ 6.00	\$ 5,520.00
PREPARE SUBGRADE	3,050	SY	\$ 4.00	\$ 12,200.00
8" FLEX BASE	328	CY	\$ 55.00	\$ 18,015.79
2" HMA	2,745	SY	\$ 25.00	\$ 68,625.00
CURB	1830	LF	\$ 10.00	\$ 18,300.00
4' SIDEWALK	813	SY	\$ 32.00	\$ 26,026.67
18" CMP	154	LF	\$ 65.00	\$ 10,010.00
SAFETY END TREATMENTS 24"	2	EA	\$ 1,050.00	\$ 2,100.00
<b>ROADWAY IMPROVEMENTS</b>				<b>\$ 164,477.46</b>

**EROSION & SEDIMENT CONTROL ITEMS**

DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL
STABILIZED CONSTRUCTION ENTRANCE	0	SY	\$ 12.50	\$ -
STAGING AREA/ CONCRETE WASHOUT PIT	0	EA	\$ 1,250.00	\$ -
SILT FENCE	0	LF	\$ 2.50	\$ -
REVEGETATION	17,816	SY	\$ 0.75	\$ 13,362.00
<b>EROSION &amp; SEDIMENT CONTROL ITEMS</b>				<b>\$ 13,362.00</b>

**WATER SERVICE EXTENSION**

DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL
PIPE, PVC C900, DR18 - 8"	1335	LF	\$ 40.00	\$ 53,400.00
CONNECTION TO EXISTING WATER MAIN	1	EA	\$ 2,500.00	\$ 2,500.00
TRENCH SAFETY, ALL DEPTHS	1335	LF	\$ 1.00	\$ 1,335.00
GATE VALVES, 8" DIAMETER	7	EA	\$ 1,750.00	\$ 12,250.00
FIRE HYDRANTS	3	EA	\$ 3,500.00	\$ 10,500.00
AIR / VACUUM RELEASE VALVES	1	EA	\$ 1,500.00	\$ 1,500.00
SERVICE LONG DOUBLE	4	EA	\$ 2,250.00	\$ 9,000.00
SERVICE LONG SINGLE	2	EA	\$ 1,750.00	\$ 3,500.00
SERVICE SHORT DOUBLE	4	EA	\$ 1,500.00	\$ 6,000.00
SERVICE SHORT SINGLE	2	EA	\$ 1,050.00	\$ 2,100.00
PRESSURE TEST	1	LS	\$ 1,500.00	\$ 1,500.00
LEAKAGE TEST	1	LS	\$ 300.00	\$ 300.00
SYSTEM STERILIZATION	1	LS	\$ 500.00	\$ 500.00
<b>WATER SERVICE EXTENSION</b>				<b>\$ 104,385.00</b>

**SEWER SERVICE EXTENSION**

DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL
WASTEWATER LINE CONNECTION TO MH	1	EA	\$ 2,500.00	\$ 2,500.00
TRENCH SAFETY, ALL DEPTHS	2,380	LF	\$ 1.00	\$ 2,380.00
PIPE, 8" SDR-26 PVC GRAVITY	2,380	LF	\$ 42.00	\$ 99,980.00
MANHOLE 0 TO 6' DEPTH	6	EA	\$ 4,500.00	\$ 27,000.00
MANHOLE 6 TO 8' DEPTH	2	EA	\$ 5,000.00	\$ 10,000.00
MANHOLE OVRE 8' DEPTH	1	EA	\$ 6,000.00	\$ 6,000.00
DOUBLE SERVICE	9	EA	\$ 3,000.00	\$ 27,000.00
SINGLE SERVICE	2	EA	\$ 1,500.00	\$ 3,000.00
<b>SEWER SERVICE EXTENSION</b>				<b>\$ 177,840.00</b>

**ENGINEERS OPINION OF PROBABLE CONSTRUCTION COST  
FOR WESTFALL VILLAGE SUBDIVISION PHASE 1**

**WATER QUALITY / DRAINAGE FEATURES**

DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL
EXCAVATION	1,365	CY	\$ 4.00	\$ 5,460.37
EMBANKMENT	1,365	CY	\$ 6.00	\$ 8,190.56
OUTLET FEATURES	1	LS	\$ 7,000.00	\$ 7,000.00
<b>WATER QUALITY / DRAINAGE FEATURES</b>				<b>\$ 20,650.93</b>

**SUMMARY OF IMPROVEMENTS**

ROADWAY IMPROVEMENTS	\$ 164,477.46
EROSION & SEDIMENT CONTROL ITEMS	\$ 13,362.00
WATER SERVICE EXTENSION	\$ 104,385.00
SEWER SERVICE EXTENSION	\$ 177,840.00
WATER QUALITY / DRAINAGE FEATURES	\$ 20,650.93
<b>TOTAL ESTIMATED COST</b>	<b>\$ 480,715.38</b>
<p>NOTE: ESTIMATED QUANTITIES AND COST ARE BASED ON INFORMATION PROVIDED BY CONTRACTOR.</p>	

