



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

Notice is hereby given that a **Special City Council Meeting** will be held by the governing body of the City of Burnet on the **16<sup>th</sup> day of November, 2021** at **6:00 p.m.** in Council Chambers, located at the Burnet Municipal Airport, 2402 S. Water Street, Burnet, Tx.

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

The following subjects will be discussed, to-wit:

### **CALL TO ORDER:**

### **ROLL CALL:**

### **INVOCATION:**

### **PLEDGE OF ALLEGIANCE:**

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

### **1. SPECIAL REPORTS/RECOGNITION:** None.

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

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

2.1) Approval of the October 26<sup>th</sup>, 2021 Regular City Council Meeting Minutes

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

3.1) Public Hearing: The City Council of the City of Burnet will conduct a public hearing to receive public testimony and comments on the merits of a proposed "Preliminary Plat" for 18.79 acres out of the Eugenio Perez Survey, No. 41, Abs., No.

672. The proposed "Preliminary Plat" will establish Delaware Springs Subdivision, Section 19, Phases 3 and 4, consisting of 43 residential lots: L. Kimbler

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

4.1) Discuss and consider action: Discuss and consider action: Approval and authorization to execute an Interlocal Agreement to participate in the Burnet County Hazard Mitigation Plan Update: D. Vaughn

4.2) Discuss and consider action: SECOND AND FINAL READING OF AN ORDINANCE OF THE CITY COUNCIL OF BURNET, TEXAS, AMENDING ORDINANCE NO. 2021-01 AND THE OFFICIAL ZONING MAP OF THE CITY BY ASSIGNING THE PROPERTY DESCRIBED AS 4313 S HIGHWAY 281 (LEGAL DESCRIPTION: 52.522 ACRES INSIDE CITY, PART OF 285.179 ACRES TRACT, OUT OF THE WASHINGTON ANDERSON SURVEY NO. 10, ABS. NO. 29) WITH MEDIUM COMMERCIAL – DISTRICT "C-2" CLASSIFICATION; PROVIDING A REPEALER CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE: L Kimbler

4.3) Discuss and consider action: SECOND AND FINAL READING OF AN ORDINANCE OF THE CITY COUNCIL OF BURNET, TEXAS, AMENDING ORDINANCE NO. 2021-01 AND THE OFFICIAL ZONING MAP OF THE CITY BY ASSIGNING THE PROPERTY DESCRIBED AS 810 EAST LEAGUE STREET (LEGAL DESCRIPTION: 0.151 ACRE TRACT, OUT OF THE JOHN HAMILTON SURVEY NO. 1, ABSTRACT NO.405) WITH SINGLE-FAMILY RESIDENTIAL – DISTRICT "R-1" CLASSIFICATION; PROVIDING A REPEALER CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE: L Kimbler

4.4) Discuss and consider action: SECOND AND FINAL READING OF AN ORDINANCE OF THE CITY COUNCIL OF BURNET, TEXAS, AMENDING ORDINANCE NO. 2021-01 AND THE OFFICIAL ZONING MAP OF THE CITY BY ASSIGNING THE PROPERTY DESCRIBED AS 812 EAST LEAGUE STREET (LEGAL DESCRIPTION: 0.151 ACRE TRACT, OUT OF THE JOHN HAMILTON SURVEY NO. 1, ABSTRACT NO.405 AND BEING A PORTION OF BLOCK NO 8, PETER KERR DONATION) WITH SINGLE-FAMILY RESIDENTIAL – DISTRICT "R-1" CLASSIFICATION; PROVIDING A REPEALER CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE: L Kimbler

4.5) Discuss and consider action: Authorization and approval to purchase a Cues CCTV High Cube E550 16-foot Box Van from CLS Equipment Inc. A. Burdell.

4.6) Discuss and consider action: A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF BURNET, TEXAS, CONDITIONALLY APPROVING THE PRELIMINARY PLAT ESTABLISHING DELAWARE SPRINGS SUBDIVISION, SECTION 19, PHASES 3 AND 4, CONSISTING OF APPROXIMATELY 43 RESIDENTIAL LOTS ON APPROXIMATELY 18.79 ACRES OUT OF THE EUGENIO PEREZ SURVEY,

NO. 41, ABS. NO. 672: L. Kimbler

4.7) Discuss and consider action: A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF BURNET, TEXAS, APPROVING THE "FINAL PLAT" OF PEPPER MILL SUBDIVISION, PHASE THREE, A PROPOSED 32-LOT RESIDENTIAL SUBDIVISION CONSISTING OF APPROXIMATELY 8.44 ACRES: L. Kimbler

4.8) Discuss and consider action: A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF BURNET, TEXAS, APPROVING A VARIANCE TO THE TECHNICAL CONSTRUCTION STANDARDS SECTION 210 STREET DESIGN CRITERIA AND SECTION 290 STREET LIGHT REQUIREMENT FOR EAGLE'S NEST, SECTION III, A 13 LOT RESIDENTIAL SUBDIVISION: L. Kimbler

4.9) Discuss and consider action: A contract with Austin Turf and Tractor for equipment purchases for Delaware Springs Golf Course: T. Nash

4.10) Discuss and consider action: Proposal for Professional Engineering Services with KSA Engineers for a new box hangar: A. Field

4.11) Discuss and consider action: Authorization to hire a full time City Engineer: D. Vaughn

4.12) Discuss and consider action: Direction to City staff pertaining to a possible amendment to the zoning code increasing the minimum lot width in the single-family residential 1 – District "R-1": D. Vaughn

4.13) Discuss and consider action: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BURNET, TEXAS, ASSIGNING A MUNICIPAL COURT ASSOCIATE JUDGE TO SERVE IN THE ABSENCE OF THE PRESIDING JUDGE: H. Erkan, Jr.

4.14) Discuss and consider action: Request for the Police Department to pursue and accept a National Rifle Association (NRA) 2021/2022 Grant for department equipment and/or programs: B. Lee

4.15) Discuss and consider action: A RESOLUTION OF VOTES CAST BY THE CITY COUNCIL, OF THE CITY OF BURNET, TO ELECT DIRECTORS FOR THE BURNET CENTRAL APPRAISAL DISTRICT FOR THE YEAR 2022-2023: K. Dix

4.16) Discuss and consider action: Authorization to proceed with the Texas Community Resiliency Program: D. Vaughn

## **5. EXECUTIVE SESSION:**

5.1) Executive Session: Pursuant to Texas Government Code Sec. 551.071 the City Council of the City of Burnet shall convene in executive session to consult with the City Attorney pertaining to a proposed waterline construction agreement with The Simons Group of Texas Builders LLC: D. Vaughn

**6. RECONVENE TO REGULAR SESSION FOR POSSIBLE ACTION:**

6.1) Discuss and consider action: Direction to staff regarding the proposed water line construction agreement with The Simons Group of Texas Builders LLC: D. Vaughn

**7. 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.

**8. ADJOURN:**

Dated this the 12<sup>th</sup> day of November, 2021

**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 November 12, 2021 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).*

**AGENDA SCHEDULE**  
**November 16, 2021**  
**Special Council Meeting**

Added	Backup	Req. By	Description	Type
		City Sec.	Minutes 10-26-2021 RM BCAD Board Resolution	C A
		ACM/Dev. Serv.	Assoc. Judge Appointment Rezone 4313 S Hwy 281 – 2 <sup>nd</sup> reading Rezone 810 E League – 2 <sup>nd</sup> reading Rezone 812 E League – 2 <sup>nd</sup> reading Preliminary Plat-Peppermill Final Plat DS 19 Lot 3&4 Eagles Nest Variances Amendment to R-1 Zoning-authorization	A A A A A PH/A A A
		CM	Engineering for the box hangar at the Airport Hazardous Mitigation Plan Interlocal City Engineer Authorization Possible ES- Simons Water Issue	A A A ES
		PW	Water-Equipment Purchase	
		Finance		
		FD/PD	PD-NRA Grant	A
		Golf	Equipment purchase	A
		<b>Pending</b>	Atmos Energy Franchise PEC Franchise Agreement (being reviewed by PEC) YMCA-February & August Reports ACDI- Qrtly. Feb, May, Aug, Nov Building & Code 1 <sup>st</sup> meeting monthly Ethics Ordinance Tree Ordinance <a href="#">Heritage Society Easment (title Ins. process)- pending request title report</a> <a href="#">Shell Easment (Shell's reviewing revisions)</a> <a href="#">Chapter 18 Aviation Ordinance-Oct.2021</a> Wukash (re-drafting)-David Shady Grove 7 Acceptance Resolution (Indefinite Hold) ATS Addendum Contract-Permit fees-Habib will check Impact Fee Ord- 1 <sup>st</sup> reading Master Meter Ord- 1 <sup>st</sup> reading Peddler's Permit Ord. Facility Rental Ord. BPAT-testing backflow Contract VFW Easments JMH Easement Junk Vehicle-Appeal Board Officer Elster Contract-Pending Van Brocklin Property- Possible ES Rezone Ordinances on Consent agenda FD-Safer Grant	

## CERTIFIED EXECUTIVE SESSION AGENDA

November 16, 2021

I, Crista Goble Bromley, Mayor of The City of Burnet, Texas hereby convenes into Executive Session at \_\_\_\_\_ p.m. on the 16<sup>th</sup> day of November, 2021.

The following Council Members were in attendance:

### Council Members

\_\_\_\_ Crista Goble Bromley, Mayor  
\_\_\_\_ Danny Lester  
\_\_\_\_ Philip Thurman  
\_\_\_\_ Mary Jane Shanes  
\_\_\_\_ Cindia Talamantez  
\_\_\_\_ Joyce Laudenschlager  
\_\_\_\_ Ricky Langley

### Staff Members

\_\_\_\_ Charlie Zech, City Attorney  
\_\_\_\_ Habib Erkan  
\_\_\_\_ David Vaughn

### Others

\_\_\_\_\_  
\_\_\_\_\_

The following is an agenda of an Executive Session of the City of Burnet, Texas, held pursuant to the Texas Open Meetings Act, Government Code Section:

<u>  X  </u> 551.071 - Consultation w/Attorney	_____ 551.072 - Real Property
_____ 551.073 - Prospective Gift	_____ 551.074 - Personnel Matters
_____ 551.076 - Security Personnel or Devices	_____ 551.086 - Test item (SB 595)
_____ 551.087 - Economic Development Negotiations (SB1851)	

Said Executive Session has been conducted in order to deliberate on the following matters:

Executive Session: Pursuant to Texas Government Code Sec. 551.071 the City Council of the City of Burnet shall convene in executive session to consult with the City Attorney pertaining to a proposed waterline construction agreement with The Simons Group of Texas Builders LLC: D. Vaughn

The following further action will be taken in open session:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I, Crista Goble Bromley, Mayor hereby adjourn the Executive Session at \_\_\_\_ p.m. on the 16<sup>th</sup>, day of November 2021. Any action, as a result of this Executive Session, will be taken and recorded in open session.

I certify that this agenda is a true and accurate record of the proceedings.

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

**\*Note:** this certified agenda must be kept a minimum of two years after the date of the Executive Session and is confidential. A person who knowingly and without lawful authority makes this record public commits a Class B misdemeanor and may be held liable for actual damages, court costs, reasonable attorney's fees, and exemplary damages. Texas Government Code § 551.145.

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

On this the 26<sup>th</sup> day of October 2021, the City Council of the City of Burnet convened in Regular Session, at 6:00 p.m. at the Burnet Community Center, 401 E. Jackson Street, Burnet, TX thereof with the following members present, to-wit:

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

Guests: Patricia Langford, Alan Burdell, Brian Lee, Mark Miller, Mark Ingram, Tony Nash, Leslie Kimbler, Phil Reynolds, Riley Smith, Kaden Debello, Landon Debello, Luke Williams, Kason Allen, Grayson Allen, Cody Dixon

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

INVOCATION: Led by Council Member Mary Jane Shanes

PLEDGE OF ALLEGIANCE Boy Scout Troop 282, represented by Riley Smith, Kaden Debello, Landon Debello, Luke Williams, Kason Allen, Grayson Allen, Cody Dixon, presented the colors and led all present in the Pledge of Allegiance.

PLEDGE TO TEXAS FLAG: Passed

SPECIAL REPORTS/RECOGNITION:

September 2021 Financial Report: P. Langford: Director of Finance Patricia Langford reviewed the September 2021 Financial Report with all present to include revenue, expenses, and fund balance for all funds. Overall, the 2020-21 fiscal year ended . with revenues tracking well above budget and expenses slightly below budget.

Chamber of Commerce Report: Chamber of Commerce Executive Director Allison McKee updated all present on events happening in the area to include the Austin Steam Train Meet and Greet, Breakfast with the Mayor and Judge, and the Chamber of Commerce Board Elections. New programs the Chamber is working on is a Member of the Month Program, Monthly contacts with Chamber Members, new advertising, and job board for the Chamber website. Christmas on the Square preparations continue with new features for this year's event are underway. Christmas in Bethlehem online ticket sales have begun. A new feature this year will be a Trolley that will be available for rides to Fort Croghan to visit the Christmas at the Fort event.

Update on the Development Services Advisory Forum: H. Erkan: Assistant City Manager Habib Erkan updated all present that the Development Services Advisory meetings have been going well. There were fifteen in attendance for the August meeting and ten for the September meeting. The October meeting is to be held on October 27, 2021 and eight have committed to attend. Topics that have been reviewed and discussed are the City's My Permit Now program, utility connection, drainage issues, lot grading, impact fees, and the building construction and development checklist.

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 September 28<sup>th</sup>, 2021 Regular City Council Meeting Minutes

Consent: Approval of an Interlocal Agreement with the Burnet County, Herman Brown Free Library for utility assistance and book purchases: K. Dix

Consent: Approval of a Non-profit Organization Funding Agreement with the Burnet County Heritage Society, for utility assistance: K. Dix

Consent: Approval of an Interlocal Agreement with the Capital Area Rural Transportation System (CARTS) for program funding assistance: K. Dix

Consent: Approval of a Non-profit Organization Funding Agreement with the Opportunities for Williamson-Burnet County, Inc. (OWBC) Senior Nutrition Program funding assistance: K. Dix

Consent: Approval of a Non-profit Organization Funding Agreement with the Hill Country Children's Advocacy Center for utility assistance and program funding at the Advocacy Center: K. Dix

Consent: Approval of a Non-profit Organization Funding Agreement with the Boys and Girls Club of Highland Lakes Inc., for utility assistance: K. Dix

Consent: Approval of a Non-profit Organization Funding Agreement with Hill Country Community Foundation, for utility assistance: K. Dix

Consent: Approval of a Non-profit Organization Funding Agreement with LACare, Lakes Area Care, Inc., for utility assistance: K. Dix

Consent: Approval of a Non-Profit Organization Funding Agreement with the Burnet County Child Welfare Board: K. Dix: Council Member Mary Jane Shanes moved to approve the consent agenda as presented. Council Member Joyce Laudenschlager seconded. The motion carried unanimously.

#### PUBLIC HEARING:

Public Hearing: Public Hearing: The City Council of the City of Burnet shall conduct a public hearing to receive testimony and comments from members of the public on the merits of a request to rezone property located at 4313 S HWY 281 (Legal Description: 52.522 ACRES INSIDE CITY, PART OF 285.179 ACRES TRACT, OUT OF THE WASHINGTON ANDERSON SURVEY NO. 10, ABS. NO. 29). The request is to rezone the property from its present designation of Light Commercial – District “C-1” to a designation of Medium Commercial – District “C-2”: L. Kimbler: Mayor Bromley opened the public hearing and asked if anyone was interested in speaking, if so to approach the podium. Gordon Griffin, representative of the owner of the property approached and expressed support for the rezone from C-1 Light Commercial to C-2 Medium Commercial zoning and was willing to answer any questions the Council may have. There being no one wishing to speak, Mayor Bromley closed the public hearing.

Public Hearing: Public Hearing: The City Council of the City of Burnet shall conduct a public hearing to receive testimony and comments from members of the public on the merits of a request to rezone property located at 810 East League Street (Legal Description: 0.151 ACRE TRACT, OUT OF THE JOHN HAMILTON SURVEY NO. 1, ABSTRACT NO.405). The request is to rezone the property from its present designation of Light Commercial-District “C-1” to a designation of Single Family Residential- District “R-1”: L. Kimbler: 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 shall conduct a public hearing to receive testimony and comments from members of the public on the merits of a request to rezone property located at 812 East League Street (Legal Description: 0.151 ACRE TRACT, OUT OF THE JOHN HAMILTON SURVEY NO. 1, ABSTRACT NO.405 AND BEING A PORTION OF BLOCK NO 8, PETER KERR DONATION). The request is to rezone the property from its present designation of Light Commercial-District “C-1” to a designation of Single Family Residential- District “R-1”: L. Kimbler: 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.

#### ACTION ITEMS:

City Council shall receive information from the City Manager on the status of the COVID-19 pandemic's impact on the city and may discuss, give direction, or take action to implement, extend, modify, or terminate plans or programs in response to the pandemic: D. Vaughn: Fire Chief Mark Ingram updated Council on the current status of the COVID 19 Pandemic. Chief Ingram reported that currently numbers have decreased significantly and that there are currently 148 active cases county wide. Testing continues with a 5% positivity rate, this has decreased significantly. Flu shots are now available for staff. COVID Booster Immunizations are expected in the next week or so and shot clinics will be established to provide the booster shots in November. Chief Ingram agreed with Mayor Bromley's request to return to Council Chambers for Council Meetings.

Discuss and consider action: SECOND AND FINAL READING OF AN ORDINANCE OF THE CITY OF BURNET, TEXAS, APPROVING A FRANCHISE FOR SOLID WASTE AND RECYCLING COLLECTION SERVICES IN THE CITY OF BURNET, TEXAS TO AL CLAWSON DISPOSAL, INC.; PRESCRIBING GENERALLY FOR THE OPERATION OF SUCH SERVICES; PROVIDING FOR ORDINANCES IN



CONFLICT; PROVIDING A SEVERABILITY CLAUSE; PROVIDING AN EFFECTIVE DATE AND AN OPEN MEETINGS CLAUSE; AND PROVIDING FOR RELATED MATTERS: D. Vaughn: Council Member Danny Lester moved to approve and adopt Ordinance 2021-39 as presented. Council Member Joyce Laudenschlager seconded. The motion carried unanimously.

Discuss and consider action: SECOND AND FINAL READING OF AN ORDINANCE OF THE CITY 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: D. Vaughn: Council Member Joyce Laudenschlager moved to approve and adopt Ordinance 2021-40 as presented. Council Member Cindia Talamantez seconded. The motion carried unanimously.

Discuss and consider action: SECOND AND FINAL READING OF AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BURNET, TEXAS AMENDING THE CODE OF ORDINANCES CHAPTER 1 (ENTITLED "GENERAL PROVISIONS"); SECTION 1-6 (ENTITLED GENERAL "PENALTY FOR VIOLATIONS OF THE CODE PROVIDING FOR PENALTY") BY RENAMING AND RECODIFYING THE SECTION (TO BE ENTITLED "PENALTIES AND CREDIT CARD PROCESSING FEES") AND ESTABLISHING A FEE FOR THE USE OF A CREDIT CARD FOR PAYMENT OF A FEE, FINE, PENALTY, UTILITY CHARGE, GOLF COURSE PURCHASE OR OTHER CHARGE; PROVIDING CUMULATIVE, REPEALER AND SEVERABILITY CLAUSES; PROVIDING FOR PUBLICATION; AND PROVIDING AN EFFECTIVE DATE: D. Vaughn: Council Member Philip Thurman moved to approve and adopt Ordinance 2021-41 with a two percent (2%) fee as presented. Council Member Joyce Laudenschlager seconded. City Secretary Kelly Dix called a roll vote. Council Members Thurman, Shanes, Talamantez, Laudenschlager, Langley and Mayor Bromley voted in favor. Council Member Lester voted against. The motion carried with six in favor and one opposed.

Discuss and consider action: A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF BURNET, TEXAS, ELECTING TO PARTICIPATE IN THE NATIONAL OPIOID SETTLEMENT; AUTHORIZING THE CITY MANAGER TO TAKE REASONABLY NECESSARY ACTIONS TO FACILITATE THE CITY'S PARTICIPATION; AND AUTHORIZING FUNDS RECEIVED FROM SUCH SETTLEMENT BE SPENT FOR POLICE DEPARTMENT DRUG INTERDICTION PROGRAMS: H. Erkan: Council Member Cindia Talamantez moved to approve Resolution No. R2021-50 as presented. Council Member Joyce Laudenschlager seconded. The motion carried unanimously.

Discuss and consider action: FIRST READING OF AN ORDINANCE OF THE CITY COUNCIL OF BURNET, TEXAS, AMENDING ORDINANCE NO. 2021-01 AND THE OFFICIAL ZONING MAP OF THE CITY BY ASSIGNING THE PROPERTY DESCRIBED AS 4313 S HIGHWAY 281 (LEGAL DESCRIPTION: 52.522 ACRES INSIDE CITY, PART OF 285.179 ACRES TRACT, OUT OF THE WASHINGTON ANDERSON SURVEY NO. 10, ABS. NO. 29) WITH MEDIUM COMMERCIAL – DISTRICT "C-2" CLASSIFICATION; PROVIDING A REPEALER CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE: L Kimbler: Mayor Bromley moved to approve the first reading of Ordinance No. 2021-42 as presented. Council Member Mary Jane Shanes seconded. The motion carried unanimously.

Discuss and consider action: FIRST READING OF AN ORDINANCE OF THE CITY COUNCIL OF BURNET, TEXAS, AMENDING ORDINANCE NO. 2021-01 AND THE OFFICIAL ZONING MAP OF THE CITY BY ASSIGNING THE PROPERTY DESCRIBED AS 810 EAST LEAGUE STREET (LEGAL DESCRIPTION: 0.151 ACRE TRACT, OUT OF THE JOHN HAMILTON SURVEY NO. 1, ABSTRACT NO.405) WITH SINGLE-FAMILY RESIDENTIAL – DISTRICT "R-1" CLASSIFICATION; PROVIDING A REPEALER CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE: L Kimbler: Council Member Mary Jane Shanes moved to approve the first reading of Ordinance No. 2021-43 as presented. Council Member Cindia Talamantez seconded. The motion carried unanimously.

Discuss and consider action: FIRST READING OF AN ORDINANCE OF THE CITY COUNCIL OF BURNET, TEXAS, AMENDING ORDINANCE NO. 2021-01 AND THE OFFICIAL ZONING MAP OF THE CITY BY ASSIGNING THE PROPERTY DESCRIBED AS 812 EAST LEAGUE STREET (LEGAL DESCRIPTION: 0.151 ACRE TRACT, OUT OF THE JOHN HAMILTON SURVEY NO. 1, ABSTRACT NO.405 AND BEING A PORTION OF BLOCK NO 8, PETER KERR DONATION) WITH SINGLE-FAMILY RESIDENTIAL –

DISTRICT “R-1” CLASSIFICATION; PROVIDING A REPEALER CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE: L Kimbler: Council Member Mary Jane Shanes moved to approve the first reading of Ordinance No. 2021-44 as presented. Council Member Philip Thurman seconded. The motion carried unanimously.

Discuss and consider action: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BURNET, TEXAS AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH IPKEY POWER PARTNERS, INC. FOR PUBLIC WORKS DATABANK HOSTING SERVICES: A. Scott: Council Member Joyce Laudenschlager moved to approve Resolution No. R2021-51 as presented. Council Member Cindia Talamantez seconded. The motion carried unanimously.

Discuss and consider action: A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF BURNET, TEXAS, DENYING AN APPLICATION FOR A MINOR REPLAT OF LOT 1, POST MOUNTAIN SUBDIVISION: H. Erkan: Council Member Ricky Langley moved to approve Resolution No. R2021-53 as presented. Council Member Joyce Laudenschlager seconded. The motion carried unanimously.

Discuss and consider action: Authorizing approval for the Burnet Police Department to purchase cloud storage through Watchguard for police video: B. Lee: Council Member Ricky Langley moved to approve the Police Department to purchase cloud storage through Watchguard for police video as presented. Council Member Joyce Laudenschlager seconded. The motion carried unanimously.

Discuss and consider action: Authorization and approval to purchase three (3) 2022 Chevy Tahoe’s for the Police Department and a 2022 Chevy 2500 Truck for Animal Control: B. Lee: Council member Philip Thurman moved to approve the purchase of three 2022 Chevy Tahoe’s and a Chevy 2500 Truck for the Police Department as presented. Council Member Mary Jane Shanes seconded. The motion carried unanimously.

Discuss and consider action: Authorizing the purchase of a 2022 Pierce Enforcer Mega PUC Pumper truck to replace existing Engine #1 at the Fire Department: M. Ingram: Council Member Danny Lester moved to approve the purchase of a 2022 Pierce Enforcer Mega PUC Pumper Truck for the Fire Department as presented. Council Member Philip Thurman seconded. The motion carried unanimously.

Discuss and consider action: Authorization to purchase Christmas Decorations: Mayor Bromley: Council Member Mary Jane Shanes moved to authorize staff to purchase Christmas Decorations in an amount not to exceed \$25,000.00 as presented. Council Member Philip Thurman seconded. The motion carried unanimously.

Discuss and consider action: A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF BURNET, TEXAS, AUTHORIZING THE CITY MANAGER TO ENTER INTO CONTRACTS TO PROVIDE SINGLE CONNECTION WATER SERVICES TO SERVE CERTAIN PORTIONS OF THE REED RANCH: D. Vaughn: Council Member Danny Lester moved to approve Resolution No. R2021-52 as presented. Council Member Ricky Langley seconded. The motion carried unanimously.

Discuss and consider action: A RESOLUTION OF THE CITY COUNCIL OF BURNET, TEXAS, APPOINTING A PRESIDING JUDGE TO THE MUNICIPAL COURT FOR THE UNEXPIRED TERM ENDING MAY 6, 2023; AND ESTABLISHING COMPENSATION AND BENEFITS AND PRESENTATION OF AN ANNUAL REPORT TO CITY COUNCIL: H. Erkan: Council Member Danny Lester moved to approve Resolution No. R2021-54 as presented. Council Member Mary Jane Shanes seconded. The motion carried unanimously.

Discuss and consider action: A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF BURNET, TEXAS, APPROVING THE “FINAL PLAT” OF DELAWARE SPRINGS SUBDIVISION, SECTION 24, A PROPOSED 51-LOT RESIDENTIAL SUBDIVISION CONSISTING OF APPROXIMATELY 25.92 ACRES: L. Kimbler: Council Member Philip Thurman moved to approve Resolution No. R2021-55 as presented. Council Member Mary Jane Shanes seconded. The motion carried unanimously.

REQUESTS FROM COUNCIL FOR FUTURE REPORTS: In accordance with Resolution R2020-28 councilmembers may request the City Manager to prepare and present future report on matters of public interest: Council Member Ricky Langley requested a cost analysis report on street repair being contracted out verses in house construction. Council Member Philip Thurman requested a report on the cost of using ATS for inspection services and engineering costs Development Services.

ADJOURN: There being no further business a motion to adjourn was made by Council Member Mary Jane Shanes at 7:24 p.m. Seconded by Council Member Joyce Laudenschlager. The motion carried unanimously.

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Crista Goble Bromley, Mayor

**ATTEST:**

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Kelly Dix, City Secretary



## Development Services

### ITEM 3.1

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

### Agenda Item Brief

**Meeting Date:** November 16, 2021

**Public Hearing:** The City Council of the City of Burnet will conduct a public hearing to receive public testimony and comments on the merits of a proposed "Preliminary Plat" for approximately 18.79 acres out of the Eugenio Perez Survey, No. 41, Abs., No. 672. The proposed "Preliminary Plat" will establish Delaware Springs Subdivision, Section 19, Phases 3 and 4, consisting of approximately 43 residential lots: L. Kimbler

**Information:** The tract (Exhibit A) is currently zoned R-1 and consists of approximately 18.79 acres. The applicant is proposing to subdivide the tract to create a 40 lot single-family residential subdivision which will establish Delaware Springs Subdivision, Section 19, Phases 3 and 4 (Exhibit B).

The new subdivision will extend the existing Rachel Loop to connect to Delaware Springs Blvd as well as create two new streets within the subdivision, Aiden Court and Halsey Court. All lots will be 0.30 acres or greater in size.

**Staff Analysis:** City staff and city engineer have reviewed the plat in accordance with Sec. 98-22 and have found the plat does generally meet the requirements as outlined in the code; however, not all outstanding comments have been addressed at this time.

**P&Z Report:** P&Z conducted a scheduled public hearing on November 1, 2021 and recommended conditional approval of the Preliminary Plat, Section 19, Phases 3 and 4, subject to the applicant resolving the following matters:

- Provide Significant tree survey showing 8 inch caliper and larger trees with critical root zones
- Provide tree preservation plan for any significant trees that are to remain during construction
- Provide Utility demand data for water and wastewater systems
- Show building setbacks on the preliminary plat
- Update plat to show width of streets and rights-of-way
- Call out all easements
- Provide owner info for all lots within 300' of Phase 3 and Phase 4
- Provide Contour labels and clearly define POA
- Confirm sheet flow drainage for the entire site

- Revise to show sidewalks and barrier free ramps at crossings
- Correct the fire hydrant label that is pointing to the incorrect location
- Explain how proposed CFS for 25, 50, and 100 year design storm years satisfies requirements of drainage criteria manual
- Final approval from the City's engineer

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





[illegible]

OUT OF THE EUGENIO PEREZ SURVEY, SURVEY NO. 41, ABSTRACT NO. 672  
BURNET COUNTY, TEXAS

SEND A 10.79 SEC TRACT OF LAND, DIV OF E-LANDS REVENUE TRUST FUND, BOX 41, DISTRICT NO. 10, COMBATED TO LANDRY PARISH, 901 P. O. BOX 100, BAYTOWN, TEXAS 77610-0010, FOR COORDINATE NUMBER 20150003 OF THE OFFICE, PUBLIC RECORDS OF BAYTOWN COUNTY, TEXAS.

PRINTED AT 10:40:15 AM ON 01/27/2015

STATE OF TEXAS  
COUNTY OF BAKER

BEFORE ME, the undersigned authority, on this day personally appeared \_\_\_\_\_, known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he executed the same for the purposes and consideration therein expressed, and in the County of \_\_\_\_\_, Texas.

GIVEN UNDER MY HAND AND SEAL OF OFFICE this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

FACTORY POLLUTION IN AND FOR THE STATE OF TEXAS

Phenol + Citric AcidPOBET 2 OF 2

1. <http://www.dailymail.co.uk/US/article-1106116/US-DOJ-accuses-Obama-administration-ignoring-slavery.html>
2. <http://www.dailymail.co.uk/US/article-1106116/US-DOJ-accuses-Obama-administration-ignoring-slavery.html>
3. <http://www.dailymail.co.uk/US/article-1106116/US-DOJ-accuses-Obama-administration-ignoring-slavery.html>

5. THE CITY BOARD SHALL REVIEW A CITY ORDERED ALONG ALL STUDIES WHEN THE ADOPTION OF SUCH ORDER FOR THE PURPOSE OF ESTABLISHING AND MAINTAINING METHODS OF STREET UTILITIES AS THEY MAY BECOME AVAILABLE.

STATE OF TEXAS  
COUNTY OF HAYS

THE UNDERSIGNED, A RESPECTED PROFESSIONAL LAND SURVEYOR IN THE STATE OF TEXAS, HEREBY CERTIFY THAT THE PLAT IS TRUE AND CORRECT, THAT IT WAS PROVIDED FROM AN ACTUAL SURVEY OF THE PROPERTY MADE UNDER MY SUPERVISION ON THE DATES, AND THAT ALL NECESSARY SURVEY INSTRUMENTS ARE CORRECTLY SET ON FILE AS PERMANENT RECORD.

1988-1989 0210 2040  
02102 SPINZ STAMPAUS GMBH  
HOF 43300000 GUT  
021031100 HOFMANN GUT  
SPINZ 433015  
HOF 433015 GUT HOFMANN GUT  
SPINZ 433015 GUT

1. THE UNDERSIGNED, A REGISTERED PROFESSIONAL ENGINEER IN THE STATE OF TEXAS, HEREBY CERTIFY THAT PREVIOUS ENGINEERING CONSTRUCTION HAD BEEN DONE THIS DATE.

ALDO BLODGETT, JR., EDITOR, PROFESSIONAL, PUBLICATION NO. 66767  
CLARKSON CONSULTANTS, LTD., 1000 EIGHTH AVENUE, FLOOR 11, NEW YORK, N.Y. 10020  
301/754-6000, EXT. 210  
FAX: 212/754-6044  
E-MAIL: ALDO@CLARKSON.COM

1

POBET 2 OF 2



## Exhibit "C"

### Outstanding Comments



October 21, 2021

Leslie Kimbler  
Development Services  
City of Burnet  
1001 Buchanan Drive, Suite 4  
Burnet, Texas 78611

**RE: Review of Delaware Springs Sec 19, Phases 3 and 4 Preliminary Plat  
Burnet, Texas**

1. General Comment – Any information related to significant trees is missing from this report and Preliminary Plat drawings as required by Secs. 98-22(d)(2)c and 98-22(d)(3)g.
2. General Comment – Utility demand data for proposed water and wastewater systems is not included as required per Sec 98-22(d)(4)b.
3. Advisory Comment – Page 2 of 5 Preliminary Plat – Location map is shown at 1" = 1000' whereas Sec 98-22 specifies 1" = 2,000', but this is acceptable for information provided. No action required.
4. Page 2 of 5 – Preliminary Plat – Utility easements as setbacks are not necessary to be shown at prelim plat, but to be included in construction drawings per Sec 98-23(c)(5)b.
5. Page 2 of 5 – Preliminary Plat – Building setbacks are to be shown on preliminary plat as dashed lines per Sec 98-22(d)(3)d, currently shown as a note only.
6. Page 2 of 5 – Preliminary Plat – Rear Yard setback should be 15' per Sec 118-20(j) Chart 1 for R-1 Zoning, please update.
7. Page 2 of 5 – Preliminary Plat – Existing streets are shown but neither dimensioned for width or right-of-way per Sec 98-22(d)(2)h, please update to include this information.
8. Page 2 of 5 – Preliminary Plat – Easements need to be called out per 98-22(d)(3)c and at 20' width per Sec 98-47 for utilities. Will any drainage easements be provided for flows to Pond 2?
9. Page 2 of 5 – Preliminary Plat – If phase 2 lots have not been occupied with residents then the current adjacent owner description is sufficient, otherwise please provide owner info for all lots within 300' of Phase 3 and Phase 4.
10. Page 3 of 5 & Page 4 of 5 – Existing Drainage Conditions & Master Drainage Plan – contour labels are missing and should be provided per Sec 98-22(d)(2)f. Please also clearly define POA.
11. Page 4 of 5 – Master Drainage Plan – Sec. 98-22(d)(3)a It appears no storm sewer is proposed for streets. Please confirm sheet flow drainage is proposed for the entire site through lots and across streets, subject to City Engineer approval per Sec 98-41(f). Valley gutters made of concrete shall be included for surface cross street flow for Rachel Loop and Aiden Court.
12. General Comment – Significant Trees – Per Sec 98-22(d)(2)c, Trees with 8 inch caliper and larger shall be shown and critical root zones shown (not included). In addition, a tree preservation plan may be required for any significant trees to remain during construction per Sec 98-22(d)(3)g.
13. General Comment – Sidewalks – Per Sec 98-43, sidewalks not less than 4 feet wide are required along both sides of residential and collector streets. Please revise preliminary plat to show required sidewalks and barrier free ramps at crossings of public streets on the Utility sheet or another sheet where proposed.
14. Page 5 of 5 – Utility Plan – a fire hydrant label is pointing to the incorrect location for the fire hydrant assembly.
15. Engineer's Report – Page 33 – Proposed CFS exceeds existing CFS for 25, 50, and 100 year design storm years, please explain how this satisfies requirements of drainage criteria manual.

# Public Hearing

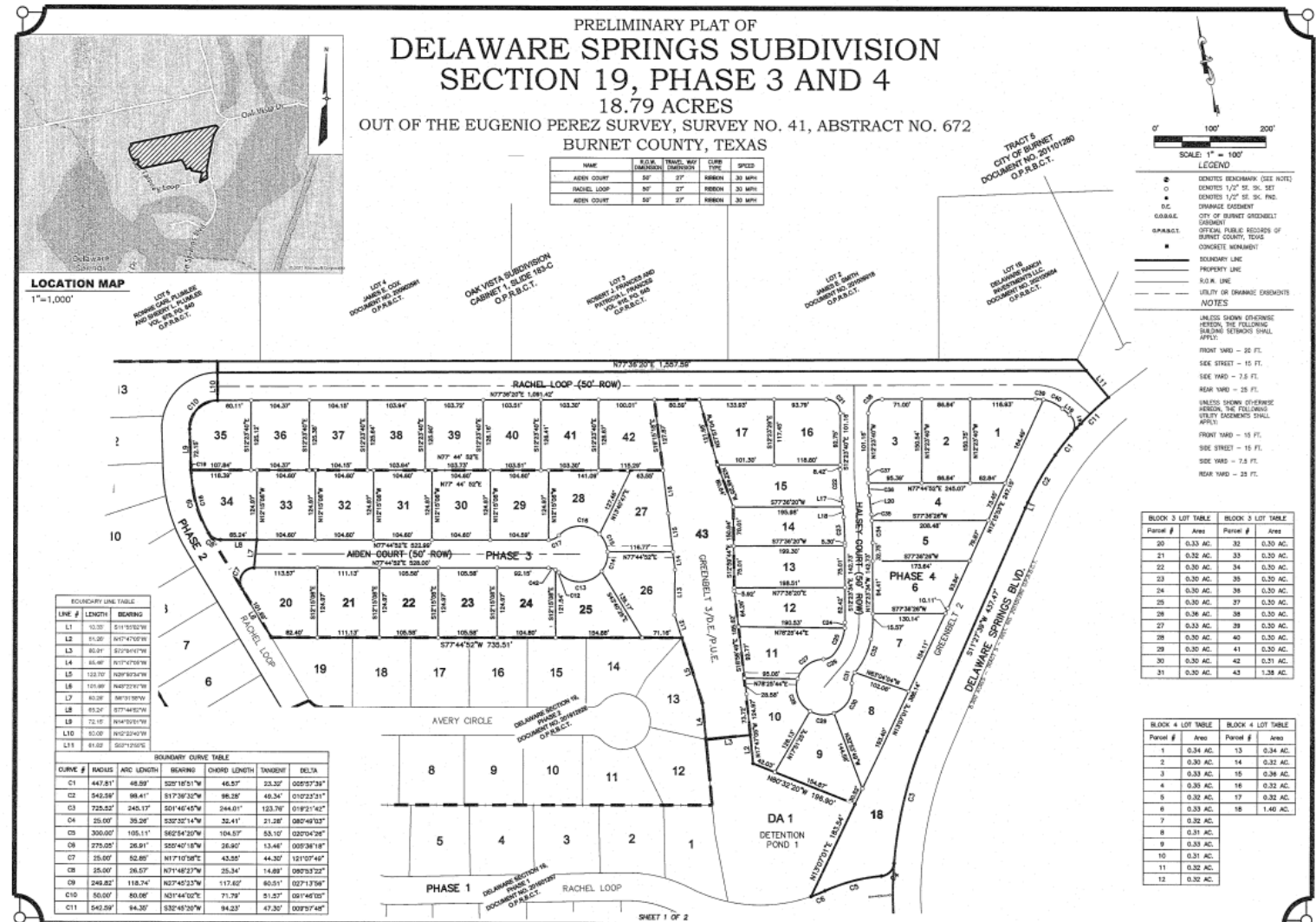
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The City Council of the City of Burnet will conduct a public hearing to receive public testimony and comments on the merits of a proposed “Preliminary Plat” for approximately 18.79 acres out of the Eugenio Perez Survey, No. 41, Abs., No. 672. The proposed “Preliminary Plat” will establish Delaware Springs Subdivision, Section 19, Phases 3 and 4, consisting of approximately 43 residential lots

## Delaware Springs, Sec. 19, Ph. 3 and 4

## Preliminary Plat:

- Zoned R-1
- 18.79 acres
- 40 single-family residential lots
- Extend Rachel Loop
- Two new streets – Aiden Court & Halsey Court
- Lots 0.30 acres or greater



# Public Hearing

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

## Outstanding comments:

- Provide Significant tree survey showing 8-inch caliper and larger trees with critical root zones
- Provide tree preservation plan for any significant trees that are to remain during construction
- Provide Utility demand data for water and wastewater systems
- Show building setbacks on the preliminary plat
- Update plat to show width of streets and rights-of-way
- Call out all easements
- Provide owner info for all lots within 300' of Phases 3 and Phase 4
- Provide Contour labels and clearly define POA
- Confirm sheet flow drainage for the entire site
- Revise to show sidewalks and barrier free ramps at crossings
- Correct the fire hydrant label that is pointing to the incorrect location
- Explain how proposed CFS for 25, 50, and 100 year design storm years satisfies requirements of drainage criteria manual
- Final approval from the City's engineer

# Public Hearing

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**PUBLIC HEARING**



## Administration

## ITEM 4.11

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

### Agenda Item Brief

<b>Meeting Date:</b>	November 16, 2021
<b>Agenda Item:</b>	Discuss and consider action: Approval and authorization to execute an Interlocal Agreement to participate in the Burnet County Hazard Mitigation Plan Update: D. Vaughn
<b>Background:</b>	Burnet County is applying for FEMA grant funds administered by the Texas Department of Emergency Management (TDEM) to fund updating the countywide Hazard Mitigation Plan. This plan
<b>Information:</b>	<p>A Hazard Mitigation Plan is defined as a plan of action taken to reduce or eliminated the long term risk to life and property from hazard events.</p> <p>Burnet County will serve as the primary for the grant and has asked the City of Burnet to participate in the development of the Hazard Mitigation Plan.</p>
<b>Fiscal Impact:</b>	The City will be required to contribute \$5,000.00 in matching funds to Burnet County to be used towards Grant activities. Upon receipt of grant funds, the City will be reimbursed.
<b>Recommendation:</b>	Approve the Hazard Mitigation Plan Participation Interlocal Agreement with Burnet County as presented.

**THE STATE OF TEXAS     §**

**BURNET COUNTY                 §**

**INTERGOVERNMENTAL AGREEMENT  
Pursuant to the Interlocal Cooperation Act  
Texas Government Code, Chapter 791**

This AGREEMENT is made between BURNET COUNTY, TEXAS, hereinafter referred to as the COUNTY, acting through its Commissioners Court, and the CITY OF BURNET, TEXAS, hereinafter referred to as the PARTICIPANT, acting through its City Council, as authorized by Texas Government Code Chapter 791 which authorizes local governments to enter into contracts for governmental functions and services to increase efficiency and effectiveness.

The COUNTY is applying for FEMA grant funds, hereinafter referred to as the GRANT, administered by the Texas Department of Emergency Management (TDEM). The GRANT will be used to update a countywide Hazard Mitigation Action Plan, hereinafter referred to as the PLAN. The approved Hazard Mitigation Action Plan will be effective for five (5) years and will include the County and Participants. The term of this Agreement shall be from the date of the PARTICIPANT'S execution of this Agreement until the GRANT is administratively closed by TDEM. Either party may terminate this Agreement with thirty (30) days written notice to the other party, except such early termination shall not relieve the PARTICIPANT from any local matching funds commitment and payment terms addressed below.

Parties agree that the COUNTY shall:

1. Serve as the primary participant and contact in all matters pertaining to the GRANT and the conduit for communication between itself, the PARTICIPANT, and TDEM.
2. Endeavor to execute its GRANT responsibilities in a timely and efficient manner.
3. Be the repository of all receipts and documentation pertinent to the GRANT and furnish such to TDEM upon its request.
4. Ensure that the PARTICIPANT shall not be responsible for any GRANT-related costs without the PARTICIPANT's written approval.
5. Provide a draft of the PLAN for review and comment by PARTICIPANT'S Local Planning Team members during the planning process and prior to COUNTY submittal of the PLAN to TDEM.

Parties agree that the PARTICIPANT shall:

1. Be an additional participant in the PLAN.
2. Cooperate in a timely manner with COUNTY requests to provide information needed to fulfill the COUNTY'S obligations under the GRANT and to complete the PLAN.

3. Designate one or more Local Planning Team members to participate in the development of the PLAN and to update the PARTICIPANT of progress.
4. Provide a total of \$ 5,000 in local matching funds to the COUNTY within sixty (60) days of such request by the COUNTY, to be used toward GRANT activities. COUNTY shall reimburse PARTICIPANT contracted amount upon receipt of GRANT funds.

This Agreement constitutes the entire Agreement between the parties with regard to the GRANT and may not be modified except as agreed by the parties in writing. The parties further agree that any GRANT funds provided by the COUNTY are without warranty of any kind to the PARTICIPANT or any third party, and that to the extent allowed by law the PARTICIPANT shall hold harmless the COUNTY, its officers, agents, and employees from any and all loss, damage, cost demands, or causes of action of any nature or kind for loss or damage to property, or for injury or death of any person, arising in any manner from the performance of GRANT activities. Nothing herein shall be construed to create any rights in third parties.

EXECUTED BY:

BURNET COUNTY, TEXAS

CITY OF BURNET

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JAMES OAKLEY  
COUNTY JUDGE

---

CRISTA GOBLE BROMLEY  
MAYOR

---

DATE

---

DATE

ATTEST:

ATTEST:

---

JANET PARKER  
COUNTY CLERK

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DAVID VAUGHN  
CITY MANAGER



## **Burnet County Multi-Hazard Mitigation Plan Update**

### **City of Burnet**

**Contact:** David Vaughn

**Title:** City Manager

**Organization:** City of Burnet

**Date:** November 3, 2021

**RE:** Hazard Mitigation Plan Update Participation

**Notes:** City of Burnet was invited to participate in the plan update and was advised that the \$5,000 contribution towards the local match would be due only if the grant award is awarded and accepted. City of Burnet has added the plan update to its upcoming meeting agenda for the city council to discuss. The Interlocal Agreement should be executed on November 9th, 2021, should the city council elect to move forward. However, this meeting is scheduled after the application deadline, so City of Burnet has requested this notice of intent be considered as a placeholder Participation Agreement in the interim.





## Development Services

### ITEM 4.6

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

### Agenda Item Brief

**Meeting Date:** November 16, 2021

**Agenda Item:** Discuss and Consider: SECOND AND FINAL READING OF AN ORDINANCE OF THE CITY COUNCIL OF BURNET, TEXAS, AMENDING ORDINANCE NO. 2021-01 AND THE OFFICIAL ZONING MAP OF THE CITY BY ASSIGNING THE PROPERTY DESCRIBED AS 4313 S HIGHWAY 281 (LEGAL DESCRIPTION: 52.522 ACRES INSIDE CITY, PART OF 285.179 ACRES TRACT, OUT OF THE WASHINGTON ANDERSON SURVEY NO. 10, ABS. NO. 29) WITH MEDIUM COMMERCIAL – DISTRICT “C-2” CLASSIFICATION; PROVIDING A REPEALER CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE: L. Kimbler

**Background:** This property stretches along south highway 281 across from the entrances of Oak Vista Drive and Ranches at Delaware Creek Subdivision. This vacant property is a portion of a 285-acre tract; the request will only pertain to the 52-acres within in the city limits. Currently, the property is not serviced by any city utilities and is not located within the city’s electrical CCN.

**Information:** The applicant is seeking the requested zoning for marketing purposes and to be in line with the zoning or surrounding properties. Currently, other properties along south highway 281 are a mix of commercial zonings with the majority being either Medium Commercial – District “C-2” or Heavy Commercial – District “C-3”.

There have been no changes to Ordinance 2021-42 since the first reading on October 26, 2021.

**Staff Analysis:** The Future Land Use Map (Exhibit B) designation for the area is commercial. As the property abuts a major arterial road, Medium Commercial – District “C-2” is appropriate in this area.

Properties adjacent to the subject property are zoned as follows:

	North	South	East	West
Zoning	“A”	“C-1”	ETJ	“C-3/C-2/C-1”

<b>FLUM</b>	Commercial	Commercial	Residential	Commercial
<b>Land Use</b>	Vacant	Vacant	Vacant	Vacant

**Public Notification:** A Notice of Public Hearing was published in the Burnet Bulletin on September 22, 2021, and written notices were mailed to 12 surrounding property owners within 200 feet of the subject property. There have been zero responses in favor and zero responses in opposition.

**Recommendation:** Staff recommends approval and adoption of Ordinance 2021-42 as presented.

## **ORDINANCE NO. 2021-42**

**AN ORDINANCE OF THE CITY COUNCIL OF BURNET, TEXAS, AMENDING ORDINANCE NO. 2021-01 AND THE OFFICIAL ZONING MAP OF THE CITY BY ASSIGNING THE PROPERTY DESCRIBED AS 4313 S HIGHWAY 281 (LEGAL DESCRIPTION: 52.522 ACRES INSIDE CITY, PART OF 285.179 ACRES TRACT, OUT OF THE WASHINGTON ANDERSON SURVEY NO. 10, ABS. NO. 29) WITH MEDIUM COMMERCIAL – DISTRICT “C-2” CLASSIFICATION; PROVIDING A REPEALER CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE**

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

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

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

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

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

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

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

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

**Section two. Property.** The Property that is the subject to this Zoning District Reclassification is 4313 S HIGHWAY 281 (LEGAL DESCRIPTION: 52.522 ACRES INSIDE CITY, PART OF 285.179 ACRES TRACT, OUT OF THE WASHINGTON ANDERSON SURVEY NO. 10, ABS. NO. 29) as shown on **Exhibit “A”** hereto.

**Section three Zoning District Reclassification.** MEDIUM COMMERCIAL – DISTRICT “C-2” Zoning District Classification is hereby assigned to the Property described in section two.

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

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

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

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

**PASSED** on First Reading the 26<sup>th</sup> day of October 2021.

**PASSED AND APPROVED** on this the 16<sup>th</sup> day of November 2021.

**CITY OF BURNET, TEXAS**

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Crista Goble Bromley, Mayor

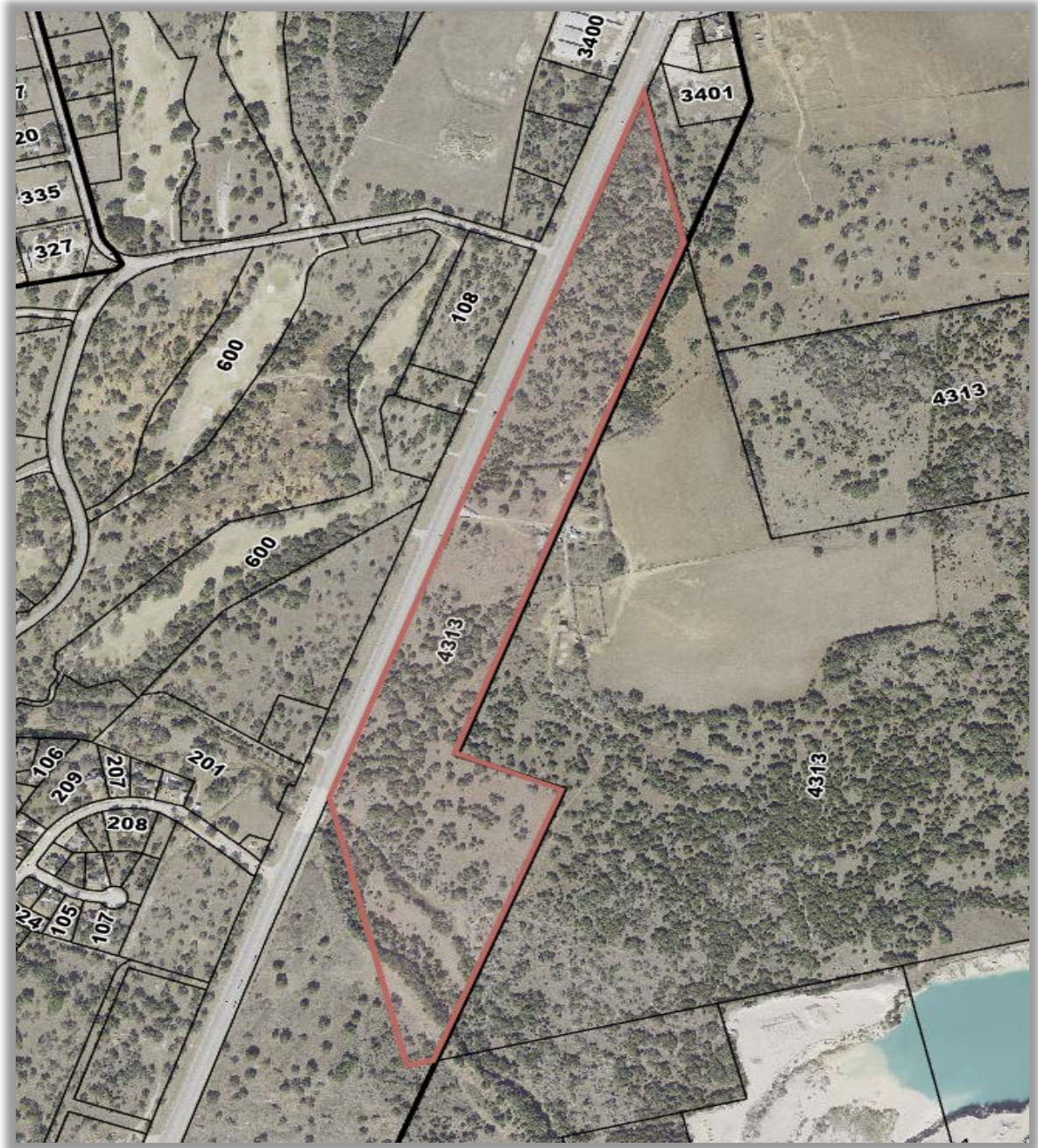
**ATTEST:**

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Kelly Dix, City Secretary



**Exhibit “A”  
Location Map**



## Discuss and Consider

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Discuss and Consider: SECOND AND FINAL READING OF AN ORDINANCE OF THE CITY COUNCIL OF BURNET, TEXAS, AMENDING ORDINANCE NO. 2021-01 AND THE OFFICIAL ZONING MAP OF THE CITY BY ASSIGNING THE PROPERTY DESCRIBED AS 4313 S HIGHWAY 281 (LEGAL DESCRIPTION: 52.522 ACRES INSIDE CITY, PART OF 285.179 ACRES TRACT, OUT OF THE WASHINGTON ANDERSON SURVEY NO. 10, ABS. NO. 29) WITH MEDIUM COMMERCIAL – DISTRICT “C-2” CLASSIFICATION; PROVIDING A REPEALER CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE



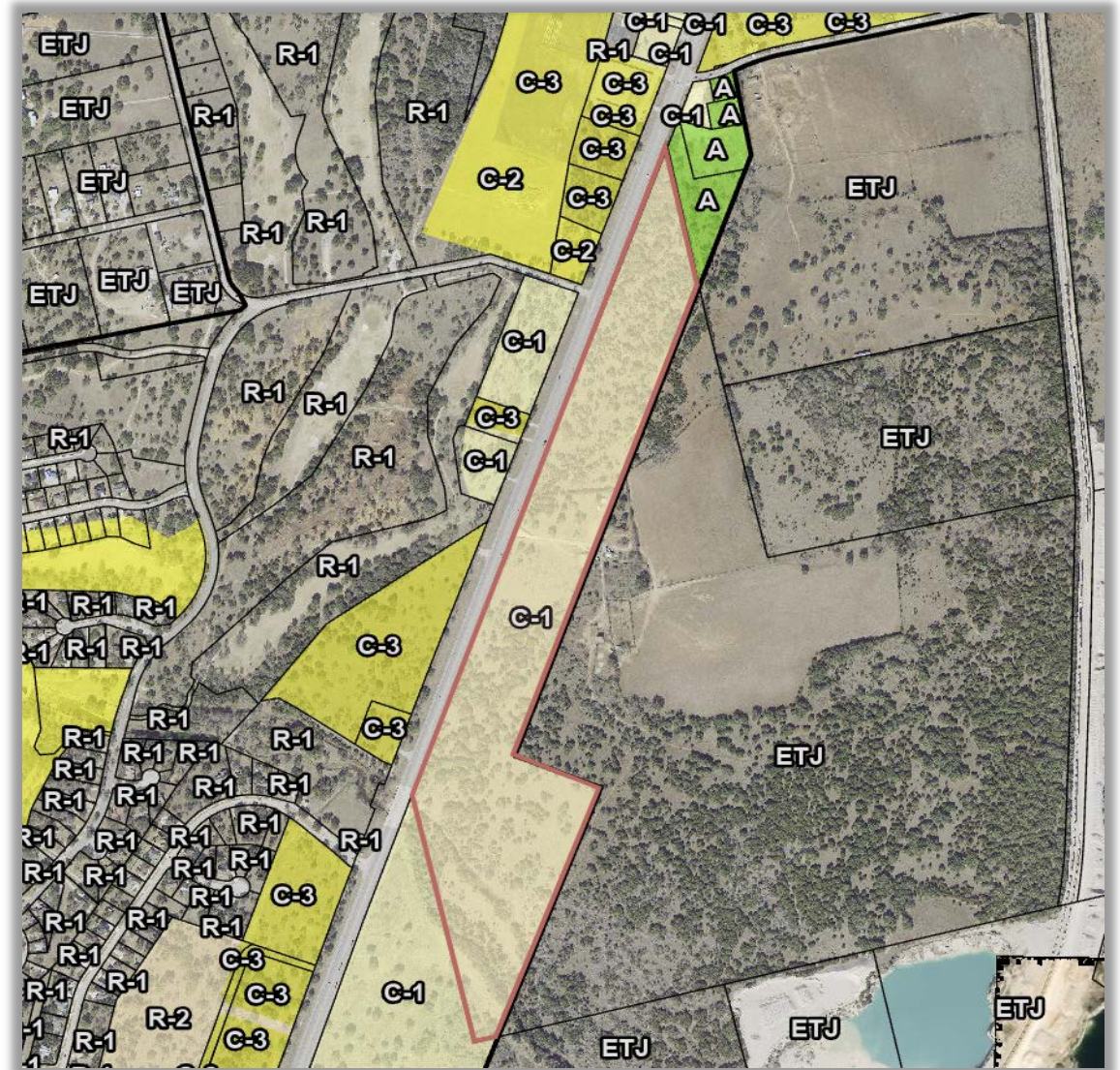
# Discuss and Consider

## Information:

- Current Zoning:  
Light Commercial – District “C-1”
- Requested Zoning:  
Medium Commercial – District “C-2”

## Future Land Use Map:

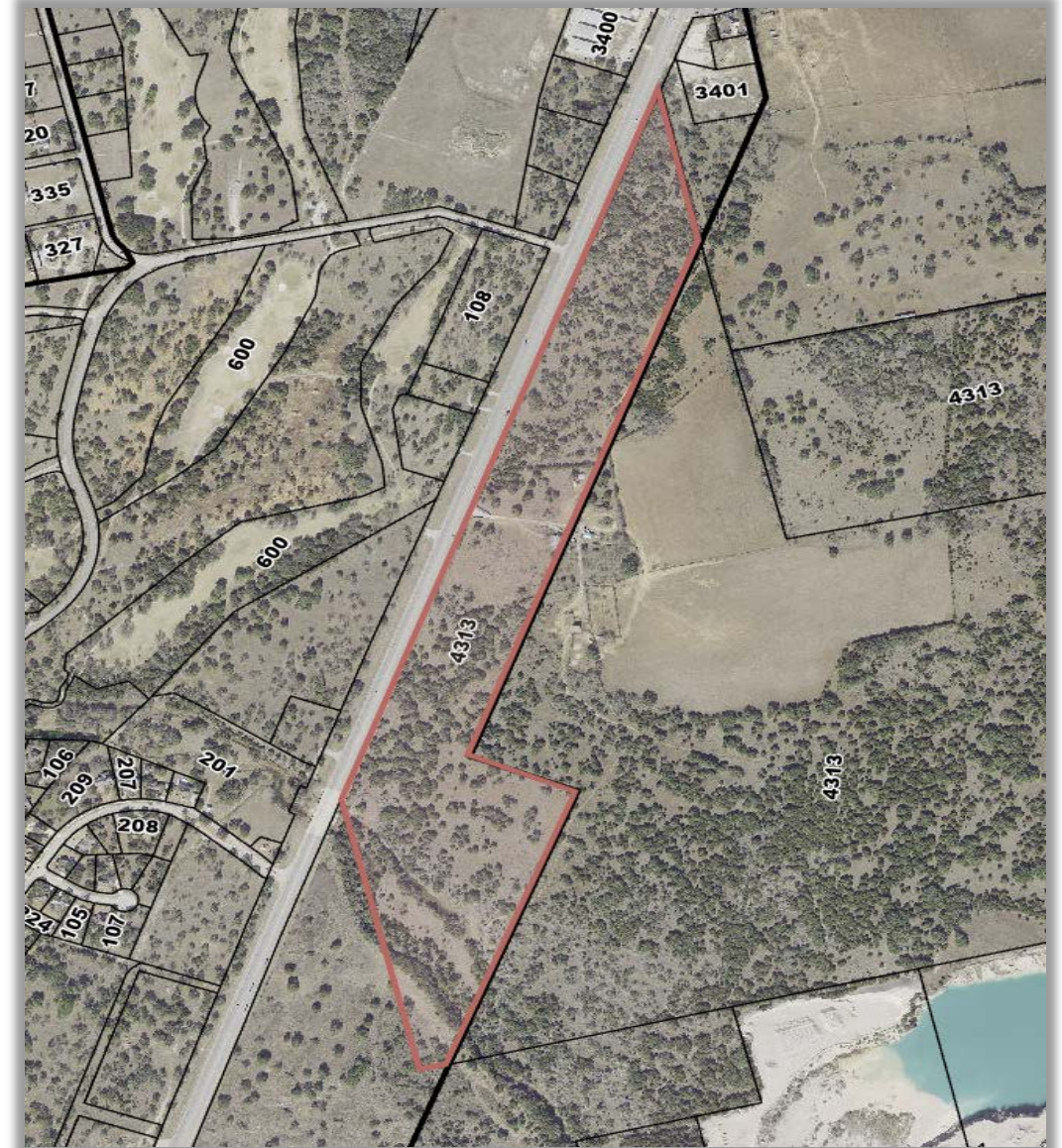
The Future Land Use Map designation for the area is Commercial. The proposed Medium Commercial – District “C-2” zoning is appropriate for this area.





# Questions?

Staff recommends approval and adoption of Ordinance 2021-42 rezoning the property from its present designation of Light Commercial – District “C-1” to a designation of Medium Commercial – District “C-2”





## Development Services

## ITEM 4.3

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

### Agenda Item Brief

**Meeting Date:** November 16, 2021

**Agenda Item:** Discuss and Consider: SECOND AND FINAL READING OF AN ORDINANCE OF THE CITY COUNCIL OF BURNET, TEXAS, AMENDING ORDINANCE NO. 2021-01 AND THE OFFICIAL ZONING MAP OF THE CITY BY ASSIGNING THE PROPERTY DESCRIBED AS 810 EAST LEAGUE STREET (LEGAL DESCRIPTION: 0.151 ACRE TRACT, OUT OF THE JOHN HAMILTON SURVEY NO. 1, ABSTRACT NO.405) WITH SINGLE-FAMILY RESIDENTIAL-DISTRICT "R-1" CLASSIFICATION; PROVIDING A REPEALER CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE:: L. Kimbler

**Background:** This property was identified by staff as being improperly zoned. The current zoning of C-1 is incorrect.

**Information:** Staff recommends Single Family Residential- District "R-1" classification for the property. This is consistent with the FLUM and is the correct zoning for the property.

There have been no changes to Ordinance 2021-43 since the first reading on October 26, 2021.

**Staff Analysis:** The Future Land Use Map (Exhibit B) designation for the area is residential. As the property is bordered by other residential areas, Single Family Residential- District "R-1" is appropriate in this area.  
Properties adjacent to the subject property are zoned as follows:

	North	South	East	West
<b>Zoning</b>	"A"	"C-1"	ETJ	"C-3/C-2/C-1"
<b>FLUM</b>	Commercial	Commercial	Residential	Commercial
<b>Land Use</b>	Vacant	Vacant	Vacant	Vacant

**Public Notification:** A Notice of Public Hearing was published in the Burnet Bulletin on September 22, 2021, and written notices were mailed to fourteen (14) surrounding property owners within 200 feet of the subject property. There have been zero responses in favor and zero responses in opposition.

**Recommendation:** Staff recommends approval and adoption of Ordinance 2021-43 as presented.

## **ORDINANCE NO. 2021-43**

**AN ORDINANCE OF THE CITY COUNCIL OF BURNET, TEXAS, AMENDING ORDINANCE NO. 2021-01 AND THE OFFICIAL ZONING MAP OF THE CITY BY ASSIGNING THE PROPERTY DESCRIBED AS 810 EAST LEAGUE STREET (LEGAL DESCRIPTION: 0.151 ACRE TRACT, OUT OF THE JOHN HAMILTON SURVEY NO. 1, ABSTRACT NO.405) WITH SINGLE-FAMILY RESIDENTIAL – DISTRICT “R-1” CLASSIFICATION; PROVIDING A REPEALER CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE**

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

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

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

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

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

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

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

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

**Section two. Property.** The Property that is the subject to this Zoning District Reclassification is 810 E LEAGUE STREET (LEGAL DESCRIPTION: 0.151 ACRE TRACT,

OUT OF THE JOHN HAMILTON SURVEY NO. 1, ABSTRACT NO.405) as shown on **Exhibit “A”** hereto.

**Section three Zoning District Reclassification.** SINGLE-FAMILY RESIDENTIAL – DISTRICT “R-1” Zoning District Classification is hereby assigned to the Property described in section two.

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

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

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

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

**PASSED** on First Reading the 26<sup>th</sup> day of October 2021.

**PASSED AND APPROVED** on this the 16<sup>th</sup> day of November 2021.

**CITY OF BURNET, TEXAS**

---

Crista Goble Bromley, Mayor

**ATTEST:**

---

Kelly Dix, City Secretary



Exhibit "A"  
Location Map



# Discuss and Consider

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Discuss and Consider: SECOND AND FINAL READING OF AN ORDINANCE OF THE CITY COUNCIL OF BURNET, TEXAS, AMENDING ORDINANCE NO. 2021-01 AND THE OFFICIAL ZONING MAP OF THE CITY BY ASSIGNING THE PROPERTY DESCRIBED AS 810 EAST LEAGUE STREET (LEGAL DESCRIPTION: 0.151 ACRE TRACT, OUT OF THE JOHN HAMILTON SURVEY NO. 1, ABSTRACT NO.405) WITH SINGLE-FAMILY RESIDENTIAL – DISTRICT “R-1” CLASSIFICATION; PROVIDING A REPEALER CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE



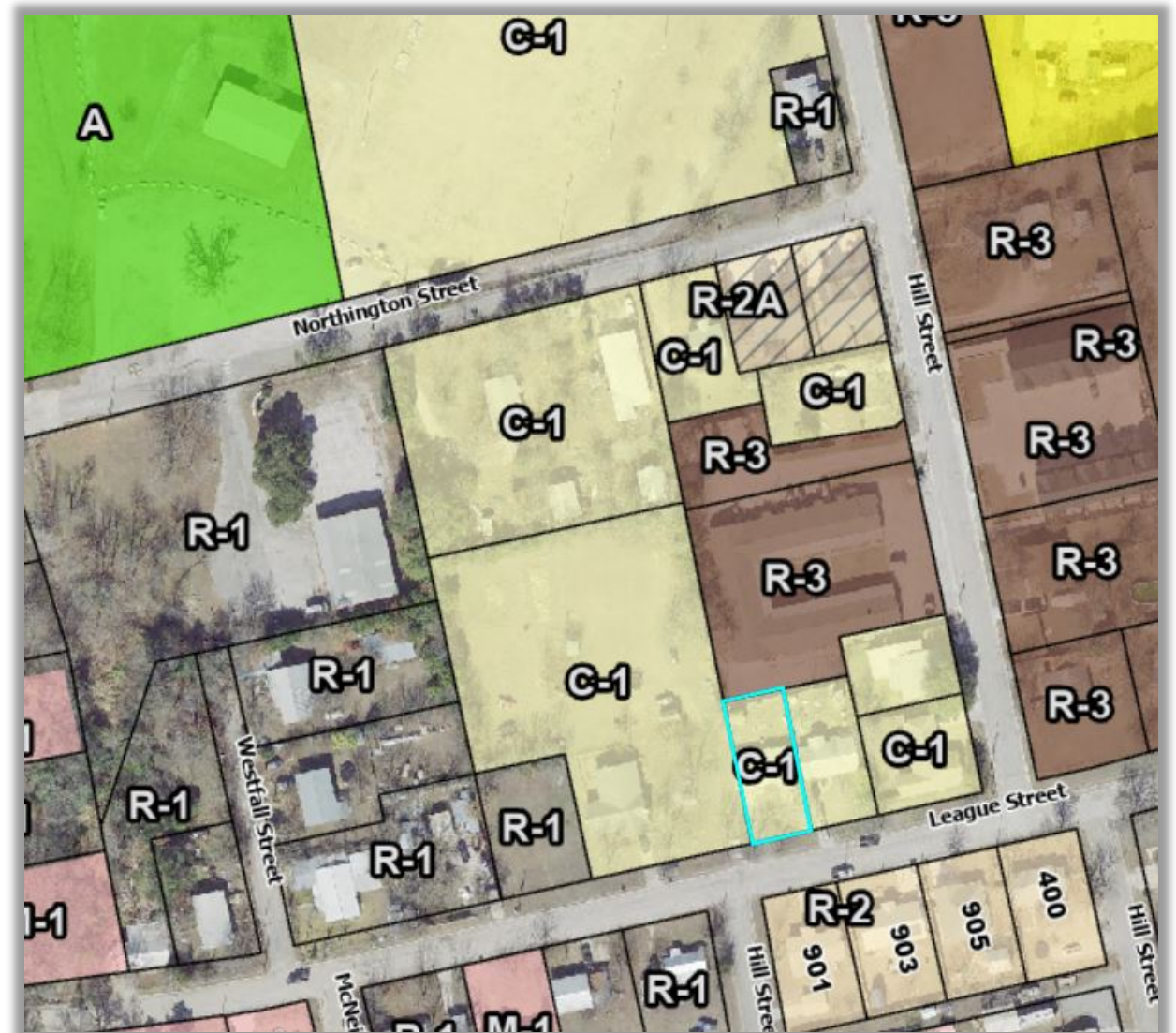
# Discuss and Consider

## Information:

- Current Zoning:  
Light Commercial – District “C-1”
- Requested Zoning:  
Single Family Residential- District “R-1”
  - ❖ Location was identified by staff as being incorrectly zoned. This zoning change was initiated by staff as well.

## Future Land Use Map:

The Future Land Use Map designation for the area is Residential. The proposed Single-Family Residential – District “R-1” zoning is appropriate for this area.





# Questions?

Staff recommends approval and adoption of Ordinance 2021-43 rezoning the property from its present designation of Light Commercial – District “C-1” to a designation of Single-Family Residential - District “R-1”





## Development Services

## ITEM 4.4

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

### Agenda Item Brief

**Meeting Date:** November 16, 2021

**Agenda Item:** Discuss and Consider: FIRST READING OF AN ORDINANCE OF THE CITY COUNCIL OF BURNET, TEXAS, AMENDING ORDINANCE NO. 2021-01 AND THE OFFICIAL ZONING MAP OF THE CITY BY ASSIGNING THE PROPERTY DESCRIBED AS 812 EAST LEAGUE STREET (LEGAL DESCRIPTION: 0.151 ACRE TRACT, OUT OF THE JOHN HAMILTON SURVEY NO. 1, ABSTRACT NO.405 AND BEING A PORTION OF BLOCK NO 8, PETER KERR DONATION) WITH SINGLE-FAMILY RESIDENTIAL – DISTRICT “R-1” CLASSIFICATION; PROVIDING A REPEALER CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE: L Kimbler

**Background:** This property was identified by staff as being improperly zoned. The current zoning of C-1 is incorrect.

**Information:** Staff recommends Single Family Residential- District “R-1” classification for the property. This is consistent with the FLUM and is the correct zoning for the property.

There have been no changes to Ordinance 2021-44 since the first reading on October 26, 2021.

**Staff Analysis:** The Future Land Use Map (Exhibit B) designation for the area is residential. As the property is bordered by other residential areas, Single Family Residential- District “R-1” is appropriate in this area.  
Properties adjacent to the subject property are zoned as follows:

	North	South	East	West
<b>Zoning</b>	“A”	“C-1”	ETJ	“C-3/C-2/C-1”
<b>FLUM</b>	Commercial	Commercial	Residential	Commercial
<b>Land Use</b>	Vacant	Vacant	Vacant	Vacant

**Public Notification:** A Notice of Public Hearing was published in the Burnet Bulletin on September 22, 2021, and written notices were mailed to seventeen

surrounding property owners within 200 feet of the subject property. There have been zero responses in favor and zero responses in opposition.

**Recommendation:** Staff recommends approval and adoption of Ordinance 2021-44 as presented.

## **ORDINANCE NO. 2021-44**

**AN ORDINANCE OF THE CITY COUNCIL OF BURNET, TEXAS, AMENDING ORDINANCE NO. 2021-01 AND THE OFFICIAL ZONING MAP OF THE CITY BY ASSIGNING THE PROPERTY DESCRIBED AS 812 EAST LEAGUE STREET (LEGAL DESCRIPTION: 0.151 ACRE TRACT, OUT OF THE JOHN HAMILTON SURVEY NO. 1, ABSTRACT NO.405 AND BEING A PORTION OF BLOCK NO 8, PETER KERR DONATION) WITH SINGLE-FAMILY RESIDENTIAL – DISTRICT “R-1” CLASSIFICATION; PROVIDING A REPEALER CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE**

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

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

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

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

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

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

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

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

**Section two. Property.** The Property that is the subject to this Zoning District Reclassification is 812 E LEAGUE STREET (LEGAL DESCRIPTION: 0.151 ACRE TRACT,

OUT OF THE JOHN HAMILTON SURVEY NO. 1, ABSTRACT NO.405 AND BEING A PORTION OF BLOCK NO 8, PETER KERR DONATION) as shown on **Exhibit "A"** hereto.

**Section three Zoning District Reclassification.** SINGLE-FAMILY RESIDENTIAL – DISTRICT "R-1" Zoning District Classification is hereby assigned to the Property described in section two.

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

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

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

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

**PASSED** on First Reading the 26<sup>th</sup> day of October 2021.

**PASSED AND APPROVED** on this the 16<sup>th</sup> day of November 2021.

**CITY OF BURNET, TEXAS**

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Crista Goble Bromley, Mayor

**ATTEST:**

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Kelly Dix, City Secretary



Exhibit "A"  
Location Map





## Discuss and Consider

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Discuss and Consider: SECOND AND FINAL READING OF AN ORDINANCE OF THE CITY COUNCIL OF BURNET, TEXAS, AMENDING ORDINANCE NO. 2021-01 AND THE OFFICIAL ZONING MAP OF THE CITY BY ASSIGNING THE PROPERTY DESCRIBED AS 812 EAST LEAGUE STREET (LEGAL DESCRIPTION: 0.151 ACRE TRACT, OUT OF THE JOHN HAMILTON SURVEY NO. 1, ABSTRACT NO.405 AND BEING A PORTION OF BLOCK NO 8, PETER KERR DONATION) WITH SINGLE-FAMILY RESIDENTIAL – DISTRICT “R-1” CLASSIFICATION; PROVIDING A REPEALER CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE

# Discuss and Consider

## Information:

- Current Zoning:  
Light Commercial – District “C-1”
- Requested Zoning:  
Single Family Residential- District “R-1”
  - ❖ Location was identified by staff as being incorrectly zoned. This zoning change was initiated by staff as well.

## Future Land Use Map:

The Future Land Use Map designation for the area is Residential. The proposed Single-Family Residential – District “R-1” zoning is appropriate for this area.



# Questions?

Staff recommends approval and adoption of Ordinance 2021-44 requesting to rezone the property from its present designation of Light Commercial – District “C-1” to a designation of Single-Family Residential - District “R-1”







## Water/Wastewater

### Item 4.5

Alan Burdell  
Water/Wastewater  
Operations Manager  
(512)-756-2402  
aburdell@cityofburnet.com

## Agenda Item Brief

<b>Meeting Date:</b>	November 16, 2021
<b>Agenda Item:</b>	Discuss and consider action: Authorization and approval to purchase a Cues CCTV High Cube E550 16-foot Box Van from CLS Equipment Inc. A. Burdell.
<b>Background:</b>	Due to frequent main sewer line stoppages, the need to have a main sewer line camera system is necessary.
<b>Information:</b>	The camera system would give the Wastewater Department the ability to visibly determine cause, location, and allow documentation to improve the current process of clearing sewer stoppages and videoing sewer main lines. Delivery is estimated to be 30 days after receipt of purchase order.
<b>Fiscal Impact:</b>	\$226,500.00 is the total cost. This is a budgeted item.
<b>Recommendation:</b>	Staff recommends purchasing the Cues CCTV High Cube E550 Box Van from CLS Equipment Inc.

# TEXAS LOCAL GOVERNMENT PURCHASING COOPERATIVE--BUYBOARD

**Remit P.O.'s To: [munisales@rushenterprises.com](mailto:munisales@rushenterprises.com)**

Vendor	<b>RUSH TRUCK CENTER</b>	Date Prepared	<b>11/3/2021</b>
Contact for Vendor:	<b>COLTON KRUSE</b>	Phone	<b>(830) 302-5254</b>
End User:	<b>City of Burnet</b>		
End User Contact:	<b>Alan Burdell</b>	Phone/Fax	<b>(830) 798-3978</b>
Product Description:	<b>Ford F-550-16' Van CUES</b>		

A: Base Price in Bid/Proposal Number: 601-19			Series: F-550		\$ 25,299.00
B: Published Options( <i>Itemize Below</i> )					
	DESCRIPTION	AMOUNT	OPT #	DESCRIPTION	AMOUNT
Ford	X5G (Regular Cab 4x2)	\$ 804.00	Ford	XI Value Package	\$ 1,300.00
Ford	4.88 Limited Slip	\$ 360.00	RTC-0040	OEM + Safety Analysis	\$ 1,275.00
Ford	19,500 GVWR Payload Plus Upgrade	\$ 1,155.00	RTC-0148	Sewer Body Prep	\$ 3,901.00
Ford	Power Equipment Group	\$ 1,415.00	RTC-0011	16' Van	\$ 7,968.00
Ford	110V/400W Outlet	\$ 175.00	RTC-0123	500E	\$ 139,887.00
Ford	Hydraulic Jack/Transmission PTO	\$ 335.00	RTC-1026	Lot Insurance/Floorplan Interest	\$ 6,749.00
Ford	Dual Extra Heavy Duty Alternators/Pre Collision Assist	\$ 230.00			
Subtotal Column 1: \$ 4,474.00			Subtotal Column 2: \$ 161,080.00		
Published Options added to Base Price( <i>Subtotal of "Col 1" &amp; "Col 2"</i> )					\$ 165,554.00

C: Subtotal of A + B					\$ 190,853.00
D: Non Published Options					
Rockport 16' Van Body with Options	\$ 4,412.00				
CUES Equipment with Options	\$ 25,831.00				
Subtotal Column 1: \$ 30,243.00		Subtotal Column 2: \$ -			

Unpublished Options added to Base price ( <i>Subtotal "Col 1 + Col 2"</i> )	\$ 30,243.00
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E: Contract Price Adjustment ( <i>If any, explain here</i> )		
Ford Intra Model Year Price Increase		\$ 2,648.00

F: Total of C + D +/- E	\$ 223,744.00
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G: Quantity ordered Units: <u>1.00</u> x	\$ 223,744.00
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H: BUYBOARD Administrative Fee	\$ 400.00
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I: Non-Equipment Charges & Credits ( <i>I.e.: Ext. Warranty, Trade-In, Delivery, etc.</i> )					
Freight	\$ 2,356.00	x	1	\$ 2,356.00	
					\$ 2,356.00

J: TOTAL PURCHASE PRICE INCLUDING (G+H+I)	\$ 226,500.00
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# City of Burnet CCTV Box Van

\$225,000 Budgeted  
Cost is \$226,500













Questions?

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## Development Services

### ITEM 4.6

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

### Agenda Item Brief

**Meeting Date:** November 16, 2021

**Action Item:** Discuss and consider action: A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF BURNET, TEXAS, CONDITIONALLY APPROVING THE PRELIMINARY PLAT ESTABLISHING DELAWARE SPRINGS SUBDIVISION, SECTION 19, PHASES 3 AND 4, CONSISTING OF APPROXIMATELY 43 RESIDENTIAL LOTS ON APPROXIMATELY 18.79 ACRES OUT OF THE EUGENIO PEREZ SURVEY, NO. 41, ABS. NO. 672: L. Kimbler

**Information:** The tract shown on Exhibit A is currently zoned R-1 and consists of approximately 18.79 acres. The applicant proposes to subdivide the tract into a 40 lot single-family residential subdivision which will establish Delaware Springs Subdivision, Section 19, Phases 3 and 4.

The new subdivision will extend the existing Rachel Loop to connect to Delaware Springs Blvd as well as create two internal streets, Aiden Court and Halsey Court. All lots will be 0.30 acres or greater in size.

**Staff Analysis:** City staff and city engineer have reviewed the plat in accordance with Sec. 98-22 and have found the plat does generally meet the requirements as outlined in the code; however, not all outstanding comments have been addressed at this time.

**P&Z Report:** P&Z conducted a scheduled public hearing and recommended conditional approval of the proposed Preliminary Plat, on November 1, 2021, subject to the applicant resolving the following matters:

- Provide Significant tree survey showing 8 inch caliper and larger trees with critical root zones
- Provide tree preservation plan for any significant trees that are to remain during construction
- Provide Utility demand data for water and wastewater systems
- Show building setbacks on the preliminary plat
- Update plat to show width of streets and rights-of-way
- Call out all easements
- Provide owner info for all lots within 300' of Phases 3 and Phase 4
- Provide Contour labels and clearly define POA
- Confirm sheet flow drainage for the entire site
- Revise to show sidewalks and barrier free ramps at crossings

- Correct the fire hydrant label that is pointing to the incorrect location
- Explain how proposed CFS for 25, 50, and 100 year design storm years satisfies requirements of drainage criteria manual
- Final approval from the City's engineer

**Recommendation:** Staff recommends approval of resolution R2021-56 as presented.



## RESOLUTION NO. R2021-56

**A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF BURNET, TEXAS, CONDITIONALLY APPROVING THE PRELIMINARY PLAT ESTABLISHING DELAWARE SPRINGS SUBDIVISION, SECTION 19, PHASES 3 AND 4, CONSISTING OF APPROXIMATELY 43 RESIDENTIAL LOTS ON APPROXIMATELY 18.79 ACRES OUT OF THE EUGENIO PEREZ SURVEY, NO. 41, ABS. NO. 672.**

**Whereas**, the Planning and Zoning Commission conducted a public hearing on this application on November 1, 2021; and

**Whereas**, the Planning and Zoning Commission conditionally recommended approval of the application on November 1, 2021; and

**Whereas**, City Council conducted a public hearing on this application on November 9, 2021.

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

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

**Section 2. Conditional Approval.** The Preliminary Plat Establishing Delaware Springs, Section 19, Phases 3 and 4, is hereby conditionally approved; subject to the condition recommended by the Planning and Zoning Commission as follow:

- Provide Significant tree survey showing 8 inch caliper and larger trees with critical root zones
- Provide tree preservation plan for any significant trees that are to remain during construction
- Provide Utility demand data for water and wastewater systems
- Show building setbacks on the preliminary plat
- Update plat to show width of streets and rights-of-way
- Call out all easements
- Provide owner info for all lots within 300' of Phases 3 and Phase 4
- Provide Contour labels and clearly define POA
- Confirm sheet flow drainage for the entire site
- Revise to show sidewalks and barrier free ramps at crossings
- Correct the fire hydrant label that is pointing to the incorrect location
- Explain how proposed CFS for 25, 50, and 100 year design storm years satisfies requirements of drainage criteria manual
- Final approval from the City's engineer

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

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

**PASSED AND APPROVED** this the 16<sup>th</sup> day of November, 2021.

**CITY OF BURNET, TEXAS**

**ATTEST:**

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Crista Goble Bromley, Mayor

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Kelly Dix, City Secretary

# Action Item

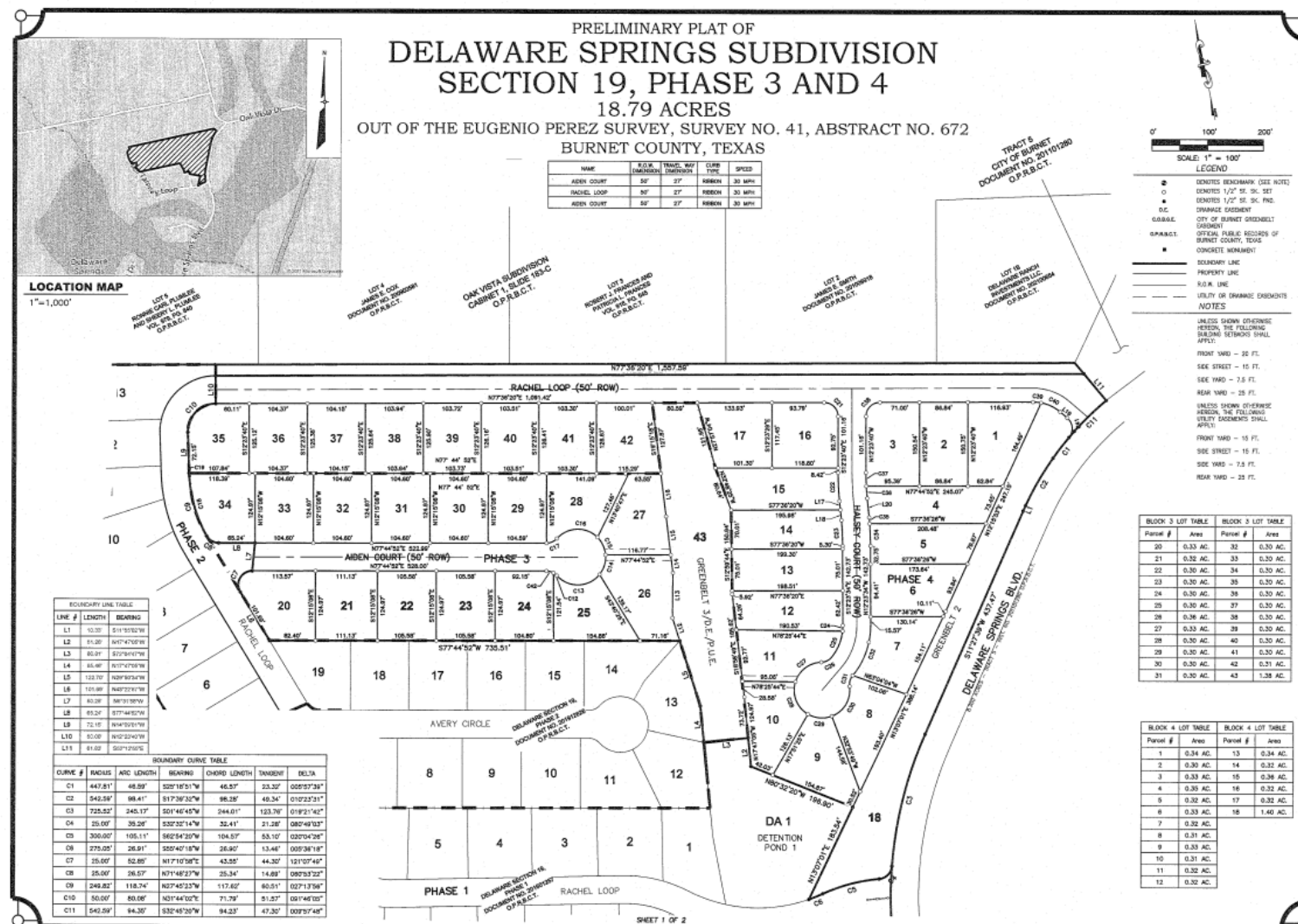
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## **Action Item:**

Discuss and Consider: A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF BURNET, TEXAS, CONDITIONALLY APPROVING THE PRELIMINARY PLAT ESTABLISHING DELAWARE SPRINGS SUBDIVISION, SECTION 19, PHASES 3 AND 4, CONSISTING OF APPROXIMATELY 43 RESIDENTIAL LOTS ON APPROXIMATELY 18.79 ACRES OUT OF THE EUGENIO PEREZ SURVEY, NO. 41, ABS. NO. 672

**Delaware Springs, Sec. 19, Ph. 3 and 4**  
**Preliminary Plat:**

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



# Action Item

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P&Z conducted a scheduled public hearing and recommended conditional approval of the proposed Preliminary Plat, on November 1, 2021, subject to the applicant resolving the following matters:

1. Provide Significant tree survey showing 8-inch caliper and larger trees with critical root zones
2. Provide tree preservation plan for any significant trees that are to remain during construction
3. Provide Utility demand data for water and wastewater systems
4. Show building setbacks on the preliminary plat
5. Update plat to show width of streets and rights-of-way
6. Call out all easements
7. Provide owner info for all lots within 300' of Phases 3 and Phase 4
8. Provide Contour labels and clearly define POA
9. Confirm sheet flow drainage for the entire site
10. Revise to show sidewalks and barrier free ramps at crossings
11. Correct the fire hydrant label that is pointing to the incorrect location
12. Explain how proposed CFS for 25, 50, and 100 year design storm years satisfies requirements of drainage criteria manual
13. Final approval from the City's engineer

Staff recommends approval of resolution R2021-56 which outlines conditions for approval of preliminary plat.







## Development Services

### ITEM 4.7

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

### Agenda Item Brief

**Meeting Date:** November 16, 2021

**Action Item:** Discuss and Consider: A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF BURNET, TEXAS, APPROVING THE “FINAL PLAT” OF PEPPER MILL SUBDIVISION, PHASE THREE; PRELIMINARY ACCEPTANCE OF PUBLIC STREET, WATER, WASTEWATER AND ELECTRICAL IMPROVEMENTS; AND APPROVING THE MAINTENANCE BOND OF THE INFRASTRUCTURE IMPROVEMENTS: L. Kimbler

**Information:** The proposed Final plat of Pepper Mill Subdivision, Phase Three (Exhibit A) will consist of 32 lots and one internal street, Cinnamon Loop.

The preliminary plat was approved by P&Z and City Council in September 2018. Construction plans for Phase Three of Pepper Mill were approved February of 2021.

**P&Z Report:** P&Z conducted a scheduled public hearing on November 1, 2021 and recommended conditional approval of the Final Plat of Pepper Mill Subdivision, Phase Three, subject to the applicant resolving the following matters:

- Maintenance bond in an amount equal to ten percent of the cost of improvements for a period of one calendar year
- Revision of the Title to read “Pepper Mill Subdivision, Phase 3 Final Plat”
- Provide Engineer’s information and signature
- Provide a street table to include street classification, street name, ROW dimension, pavement dimension, curb type and design speed
- Provide a note specifying the number of blocks
- Provide a breakdown of the lots
- Number the blocks
- Provide northing and easting callouts at two opposite corners of the subdivision
- Provide note stating the maximum impervious cover allowed per lot
- Provide georeferenced CAD file to Burnet County 911

**Staff Analysis:** The proposed Final Plat of Pepper Mill Subdivision, Phase Three has been reviewed using Code of Ordinances Section 98-24 (Final Plats) as a guide. It has been found to comply with ordinance requirements relating to form and content.

Since P&Z's recommendation, the applicant has submitted a revised plat clearing all the conditions for approval. Applicant has also submitted a maintenance bond in an amount equal to ten percent of the cost of improvements (Exhibit B).

The subdivision infrastructure improvements required have been installed, inspected, and are satisfactorily completed. All documentation for preliminary acceptance of the subdivision has been received, including record drawings, certified test results, electronic files of the improvements and georeferenced CAD file for Burnet County 911.

**Staff**

**Recommendation:** Staff recommends approval of resolution R2021-57.

## RESOLUTION NO. R2021-57

### **A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF BURNET, TEXAS, APPROVING THE “FINAL PLAT” OF PEPPER MILL SUBDIVISION, PHASE THREE; PRELIMINARY ACCEPTANCE OF PUBLIC STREET, WATER, WASTEWATER AND ELECTRICAL IMPROVEMENTS; AND APPROVING THE MAINTENANCE BOND OF THE INFRASTRUCTURE IMPROVEMENTS**

**Whereas**, the City Council of the City of Burnet (City Council), Texas, has approved a preliminary plat of Pepper Mill Subdivision; and

**Whereas**, the Planning and Zoning Commission has made its recommendation on the final plat of the Pepper Mill Subdivision, Phase Three; and

**Whereas**, the city staff and the city engineer have opined the application substantially complies with the subdivision ordinance; and

**Whereas**, the City Council has determined that public street, water, wastewater, and electrical distribution improvements (improvements) constructed within the Pepper Mill Subdivision, Phase Three have been constructed in accordance with the construction plans approved for construction of said subdivision; and

**Whereas**, Kyros Industries, LLC, the developer of the referenced improvements, has satisfied all applicable provisions of the City of Burnet, Code of Ordinances, Chapter 98 – Subdivision;

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

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

**Section 2. Approval.** The final plat of the Pepper Mill Subdivision, Phase Three, is hereby approved.

**Section 3. 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 Pepper Mill Subdivision, Phase Three; as shown on the plat of the subdivision to be subject to public dedication.

**Section 4. Maintenance guarantee accepted.** The Texas Maintenance Bond issued by Lexon Insurance Company, dated August 17<sup>th</sup>, 2021, for the warranty and maintenance of the public improvements required for the Pepper Mill subdivision, Phase Three, in an amount equal to ten percent of the cost of improvements verified by the city and running for a period of two calendar years 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 occur within the two year period of coverage, the city will require performance under the warranty bond; and
- (b) In the event of defect or failure of any required improvement within the two year period of coverage a new warranty of 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 5. Final Acceptance of Improvements.** Prior to the date of expiration of the Maintenance Bond, 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 improvements. However, should a defect or failure be discovered such defect or failure shall be addressed in accordance with section four herein.

**Section 6. Open Meetings.** It is hereby officially found and determined that the meeting at which this resolution was passed was open to the public and that public notice of the time, place and purpose of said meeting was given as required by the Open Meetings Act.

**Section 7. Effective Date.** That this resolution shall take effect immediately upon its passage, and approval as prescribed by law.

**PASSED AND APPROVED** this the 16<sup>th</sup> day of November 2021.

**CITY OF BURNET, TEXAS**

**ATTEST:**

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Crista Goble Bromley, Mayor

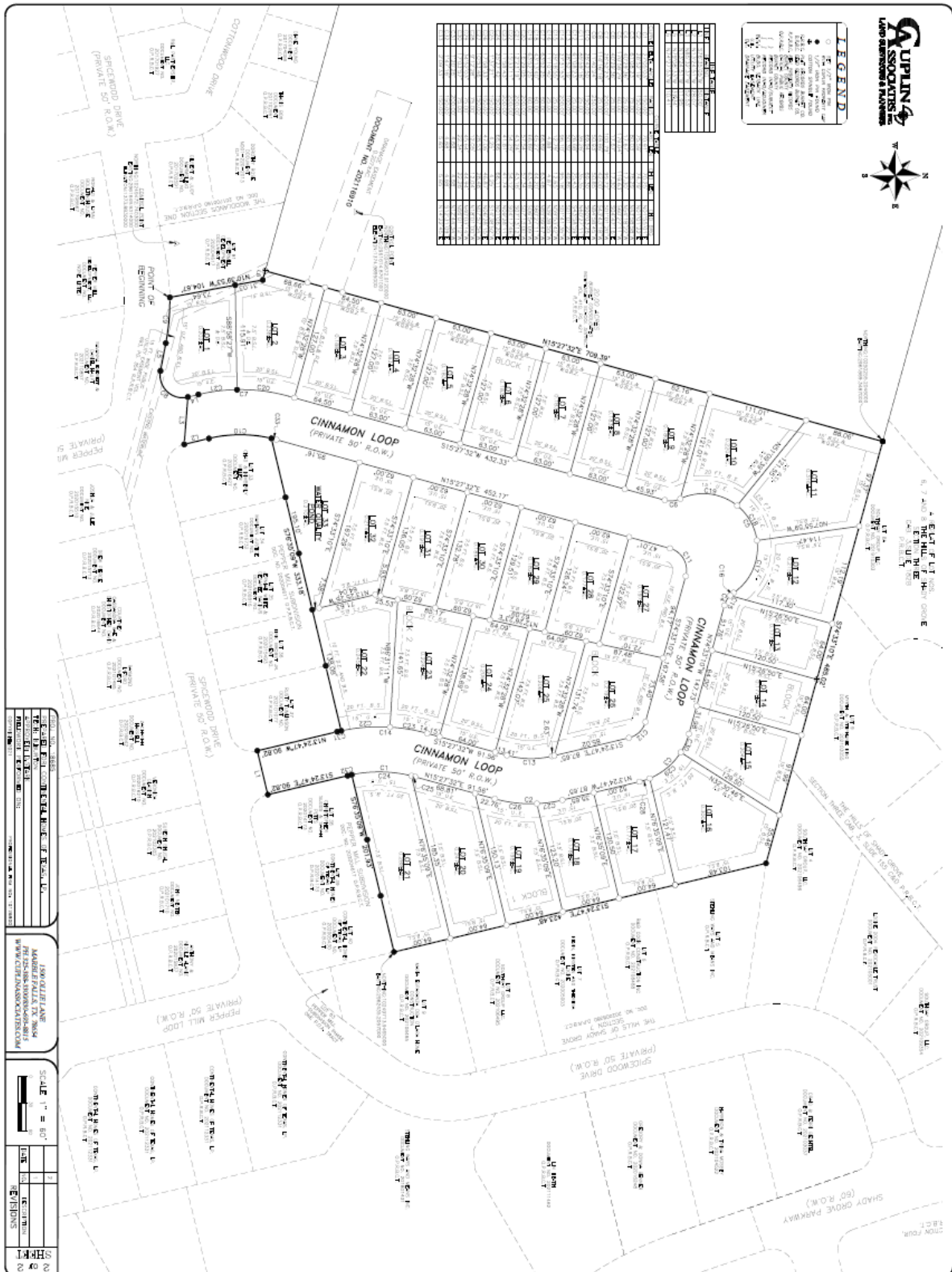
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Kelly Dix, City Secretary

**Exhibit “A”  
Plat**







**Exhibit "B"**  
**Maintenance Bond**



Lexon Insurance Company

Texas Maintenance Bond

Bond #: LICX1166444

Know all men by these presents:

That we, Kyros Industries, LLC, hereinafter referred to as the Principal, and, Lexon Insurance Company, 1221 Ave of the Americas 18th FL, New York, NY 10020, as Surety are held and firmly bound unto City of Burnet hereinafter referred to as the Obligatee, in the sum of Fifty Four Thousand Three Hundred Nineteen and 78/100, \$ 54,319.78, for the payment of which we bind ourselves, our legal representatives, successors and assigns, jointly and severally, firmly by these presents.

Whereas, said Principal has entered into a written agreement for a project known as Pepper Mill III on the 21st day of January in the year 2021, in accordance with the General Conditions, Drawings, and Specifications mentioned therein, which contract is incorporated herein for the purposes of this agreement.

Now, therefore, the condition of this obligation is such that, if the Principal shall remedy any defects due to faulty materials or workmanship which shall appear within a period of two years from the date of substantial completion, then this obligation shall be void; otherwise to remain in full force and effect.

Provided, however, that the Owner shall give Kyros Industries, LLC and Lexon Insurance Company, 1221 Ave of the Americas 18th FL, New York, NY 10020, notice of the observed defects with reasonable promptness.

Signed and sealed this 17th day of August, 2021.

Principal: Kyros Industries, LLC

By: [Signature]  
Name & Title:

(SEAL)

Surety: Lexon Insurance Company

By: Cynthia Giesen  
Name: Cynthia Giesen  
(Attorney-in-Fact)

## POWER OF ATTORNEY

11402

## Lexon Insurance Company

KNOW ALL MEN BY THESE PRESENTS, that **LEXON INSURANCE COMPANY**, a Texas Corporation, with its statutory home office in Austin, Texas, does hereby constitute and appoint: Courtney J. Goulding, Cynthia Giesen, William E. Gellhausen, Wesley M. Pitts its true and lawful Attorney(s)-In-Fact to make, execute, seal and deliver for, and on its behalf as surety, any and all bonds, undertakings or other writings obligatory in nature of a bond.

This authority is made under and by the authority of a resolution which was passed by the Board of Directors of **LEXON INSURANCE COMPANY** on the 1st day of July, 2003 as follows:

Resolved, that the President of the Company is hereby authorized to appoint and empower any representative of the Company or other person or persons as Attorney-In-Fact to execute on behalf of the Company any bonds, undertakings, policies, contracts of indemnity or other writings obligatory in nature of a bond not to exceed \$100,000,000.00, One Hundred Million Dollars, which the Company might execute through its duly elected officers, and affix the seal of the Company thereto. Any said execution of such documents by an Attorney-In-Fact shall be as binding upon the Company as if they had been duly executed and acknowledged by the regularly elected officers of the Company. Any Attorney-In-Fact, so appointed, may be removed for good cause and the authority so granted may be revoked as specified in the Power of Attorney.

Resolved, that the signature of the President and the seal of the Company may be affixed by facsimile on any power of attorney granted, and the signature of the Assistant Secretary, and the seal of the Company may be affixed by facsimile to any certificate of any such power and any such power or certificate bearing such facsimile signature and seal shall be valid and binding on the Company. Any such power so executed and sealed and certificate so executed and sealed shall, with respect to any bond of undertaking to which it is attached, continue to be valid and binding on the Company.

IN WITNESS THEREOF, **LEXON INSURANCE COMPANY** has caused this instrument to be signed by its President, and its Corporate Seal to be affixed this 22nd day of June, 2018.

LEXON INSURANCE COMPANY



BY

Brian Beggs  
President

## ACKNOWLEDGEMENT

On this 22nd day of June, 2018, before me, personally came Brian Beggs to me known, who be duly sworn, did depose and say that he is the President of **LEXON INSURANCE COMPANY**, the corporation described in and which executed the above instrument; that he executed said instrument on behalf of the corporation by authority of his office under the By-laws of said corporation.



AMY TAYLOR  
Notary Public- State of Tennessee  
Davidson County  
My Commission Expires 5-8-2023

BY

Amy Taylor  
Notary Public

## CERTIFICATE

I, the undersigned, Assistant Secretary of **LEXON INSURANCE COMPANY**, A Texas Insurance Company, DO HEREBY CERTIFY that the original Power of Attorney of which the forgoing is a true and correct copy, is in full force and effect and has not been revoked and the resolutions as set forth are now in force.

Signed and Seal at Mount Juliet, Tennessee this 17th Day of August, 2021.



BY

Andrew Smith  
Assistant Secretary

"WARNING: Any person who knowingly and with intent to defraud any insurance company or other person, files and application for insurance of claim containing any materially false information, or conceals for the purpose of misleading, information concerning any fact material thereto, commits a fraudulent insurance act, which is a crime and subjects such person to criminal and civil penalties."



## Development Services

### ITEM 4.7

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

### Agenda Item Brief

**Meeting Date:** November 16, 2021

**Action Item:** Discuss and consider action: A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF BURNET, TEXAS, APPROVING THE "FINAL PLAT" OF PEPPER MILL SUBDIVISION, PHASE THREE, A PROPOSED 32-LOT RESIDENTIAL SUBDIVISION CONSISTING OF APPROXIMATELY 8.44 ACRES: L. Kimbler

**Information:** The proposed Final plat of Pepper Mill Subdivision, Phase Three (Exhibit A) will consist of 32 lots and one internal street, Cinnamon Loop.

The preliminary plat was approved by P&Z and City Council in September 2018. Construction plans for Phase Three of Pepper Mill were approved February of 2021.

**Staff Analysis:** The proposed Final Plat of Pepper Mill Subdivision, Phase Three has been reviewed using Code of Ordinances Section 98-24 (Final Plats) as a guide. It has been found to comply with ordinance requirements relating to form and content.

**P&Z Report:** P&Z conducted a scheduled public hearing on November 1, 2021 and recommended conditional approval of the Final Plat of Pepper Mill Subdivision, Phase Three, subject to the applicant resolving the following matters:

- Maintenance bond in an amount equal to ten percent of the cost of improvements for a period of one calendar year
- Revision of the Title to read "Pepper Mill Subdivision, Phase 3 Final Plat"
- Provide Engineer's information and signature
- Provide a street table to include street classification, street name, ROW dimension, pavement dimension, curb type and design speed
- Provide a note specifying the number of blocks
- Provide a breakdown of the lots
- Number the blocks
- Provide northing and wasting callouts at tow opposite corners of the subdivision
- Provide note stating the maximum impervious cover allowed per lot
- Provide georeferenced CAD file to Burnet County 911



**Recommendation:** Staff recommends approval of resolution R2021-57 as presented.

## RESOLUTION NO. R2021-57

### A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF BURNET, TEXAS, APPROVING THE "FINAL PLAT" OF PEPPER MILL SUBDIVISION, PHASE THREE, A PROPOSED 32-LOT RESIDENTIAL SUBDIVISION CONSISTING OF APPROXIMATELY 8.44 ACRES

**Whereas**, the City Council Commission has approved a preliminary plat of Pepper Mill Subdivision; and

**Whereas**, the Planning and Zoning Commission has made its recommendation on the final plat of the Pepper Mill Subdivision, Phase Three; and

**Whereas**, the city staff and the city engineer have opined the application substantially complies with the subdivision ordinance; and

**Whereas**, the internal streets within the subdivision shall be maintained by a homeowners association; and

**Whereas**, the plat shall not be recorded until the applicant provides fiscal security assuring such completion; and

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

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

**Section 2. Approval.** The final plat of the Pepper Mill Subdivision, Phase Three, is hereby approved.

**Section 3. Recordation.** The final plat of the Pepper Mill Subdivision, Phase Three may be recorded in the Public Records of the County Clerk of Burnet County, Texas upon compliance with the requirements of Subdivision Code Sec. 98-24(h) and related regulations.

**Section 4. Open Meetings.** It is hereby officially found and determined that the meeting at which this resolution was passed was open to the public and that public notice of the time, place and purpose of said meeting was given as required by the Open Meetings Act.

**Section 5. Effective Date.** That this resolution shall take effect immediately upon its passage, and approval as prescribed by law.

**PASSED AND APPROVED** this the 16<sup>th</sup> day of November, 2021.

**CITY OF BURNET, TEXAS**

**ATTEST:**

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Crista Goble Bromley, Mayor

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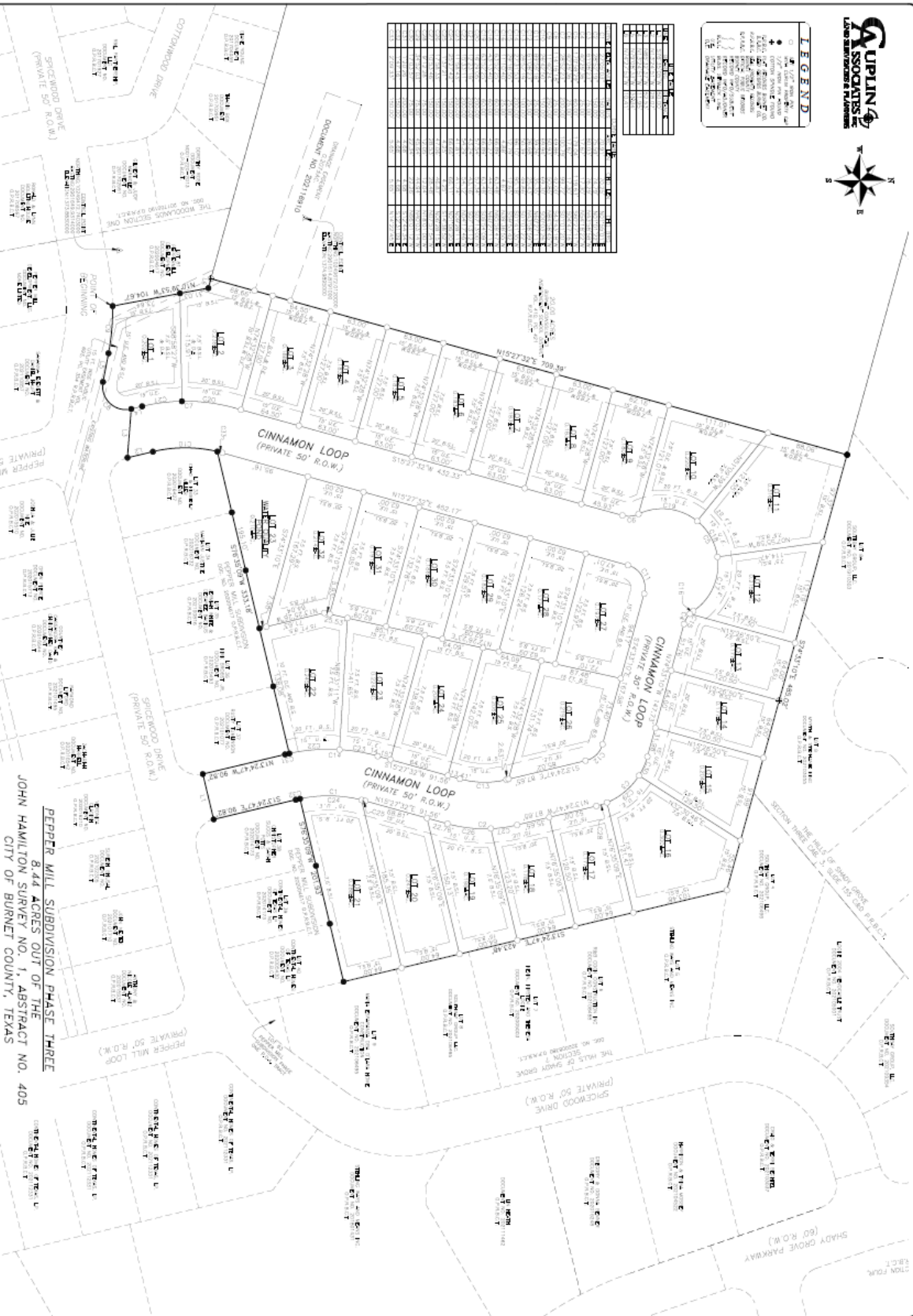
Kelly Dix, City Secretary

## Exhibit “A” Plat



LEGEND	
1	1/4 SECTION
2	1/2 SECTION
3	3/4 SECTION
4	SECTION
5	1/4 SECTION
6	1/2 SECTION
7	3/4 SECTION
8	SECTION
9	1/4 SECTION
10	1/2 SECTION
11	3/4 SECTION
12	SECTION
13	1/4 SECTION
14	1/2 SECTION
15	3/4 SECTION
16	SECTION
17	1/4 SECTION
18	1/2 SECTION
19	3/4 SECTION
20	SECTION
21	1/4 SECTION
22	1/2 SECTION
23	3/4 SECTION
24	SECTION
25	1/4 SECTION
26	1/2 SECTION
27	3/4 SECTION
28	SECTION
29	1/4 SECTION
30	1/2 SECTION
31	3/4 SECTION
32	SECTION

TRACT	ACRES	OWNER	REMARKS
1	1.00	JOHN HAMILTON SURVEY NO. 1	
2	1.00	JOHN HAMILTON SURVEY NO. 1	
3	1.00	JOHN HAMILTON SURVEY NO. 1	
4	1.00	JOHN HAMILTON SURVEY NO. 1	
5	1.00	JOHN HAMILTON SURVEY NO. 1	
6	1.00	JOHN HAMILTON SURVEY NO. 1	
7	1.00	JOHN HAMILTON SURVEY NO. 1	
8	1.00	JOHN HAMILTON SURVEY NO. 1	
9	1.00	JOHN HAMILTON SURVEY NO. 1	
10	1.00	JOHN HAMILTON SURVEY NO. 1	
11	1.00	JOHN HAMILTON SURVEY NO. 1	
12	1.00	JOHN HAMILTON SURVEY NO. 1	
13	1.00	JOHN HAMILTON SURVEY NO. 1	
14	1.00	JOHN HAMILTON SURVEY NO. 1	
15	1.00	JOHN HAMILTON SURVEY NO. 1	
16	1.00	JOHN HAMILTON SURVEY NO. 1	
17	1.00	JOHN HAMILTON SURVEY NO. 1	
18	1.00	JOHN HAMILTON SURVEY NO. 1	
19	1.00	JOHN HAMILTON SURVEY NO. 1	
20	1.00	JOHN HAMILTON SURVEY NO. 1	
21	1.00	JOHN HAMILTON SURVEY NO. 1	
22	1.00	JOHN HAMILTON SURVEY NO. 1	
23	1.00	JOHN HAMILTON SURVEY NO. 1	
24	1.00	JOHN HAMILTON SURVEY NO. 1	
25	1.00	JOHN HAMILTON SURVEY NO. 1	
26	1.00	JOHN HAMILTON SURVEY NO. 1	
27	1.00	JOHN HAMILTON SURVEY NO. 1	
28	1.00	JOHN HAMILTON SURVEY NO. 1	
29	1.00	JOHN HAMILTON SURVEY NO. 1	
30	1.00	JOHN HAMILTON SURVEY NO. 1	
31	1.00	JOHN HAMILTON SURVEY NO. 1	
32	1.00	JOHN HAMILTON SURVEY NO. 1	



PEPPER MILL SUBDIVISION PHASE THREE  
8.44 ACRES OUT OF THE  
JOHN HAMILTON SURVEY NO. 1, ABSTRACT NO. 405  
CITY OF BURNET COUNTY, TEXAS

1500 OXLEY LANE  
MARIETTA, TX 75654  
BRYAN@AUPLINANDASSOCIATES.COM

SCALE 1" = 60'

REVISIONS



## Action Item

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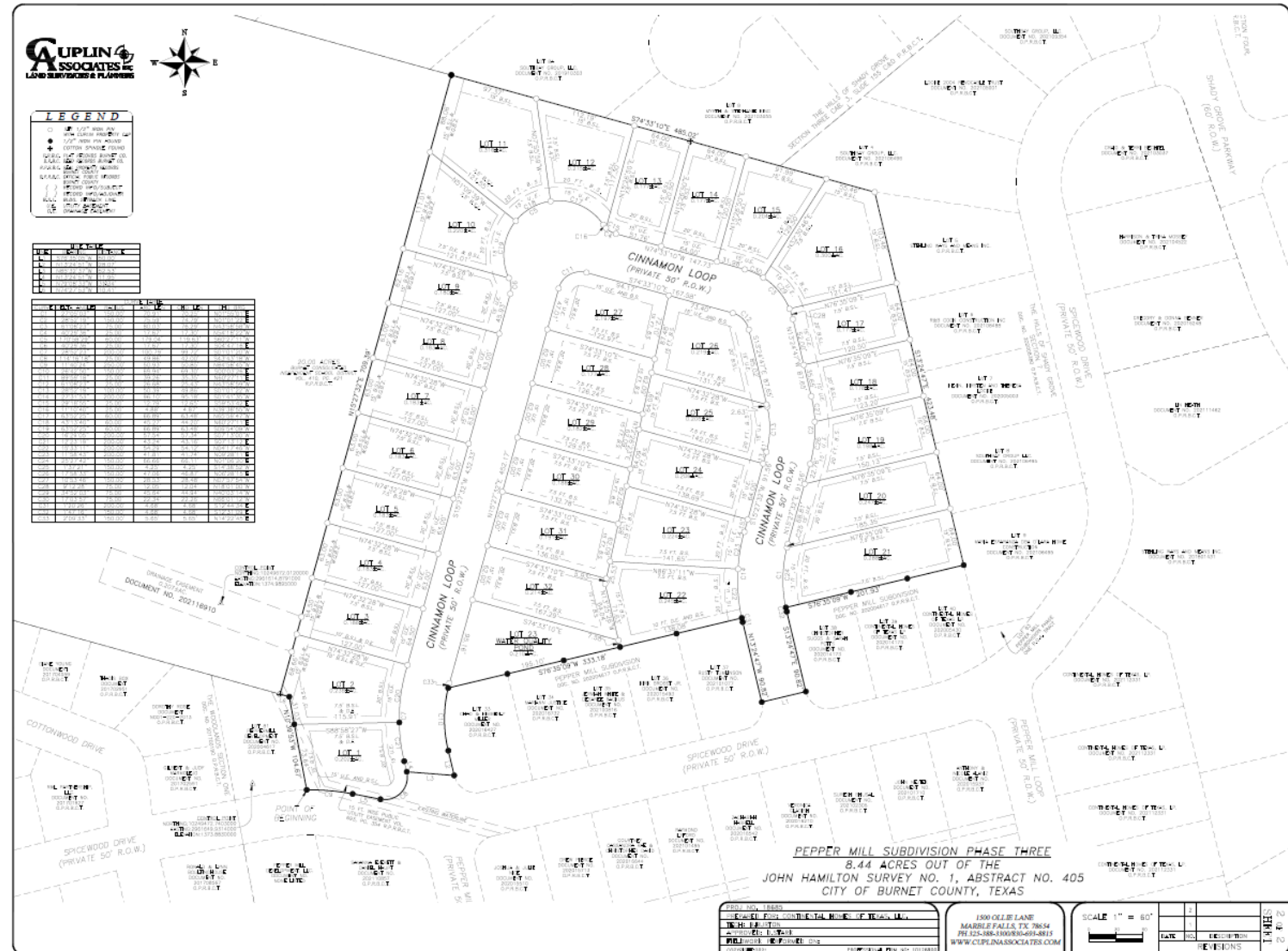
Discuss and Consider: A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF BURNET, TEXAS, APPROVING THE “FINAL PLAT” OF PEPPER MILL SUBDIVISION, PHASE THREE; PRELIMINARY ACCEPTANCE OF PUBLIC STREET, WATER, WASTEWATER AND ELECTRICAL IMPROVEMENTS; AND APPROVING THE MAINTENANCE BOND OF THE INFRASTRUCTURE IMPROVEMENTS

# Pepper Mill Subdivision, Ph. 3

## Final Plat:

- Zoned R-1
- 8.44 acres
- 32 single-family residential lots
- One new street – Cinnamon Loop

Preliminary Plat approved  
September 2018  
Construction Plans approved  
February 2021



# Action Item

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P&Z conducted a scheduled public hearing and recommended conditional approval of the proposed Final Plat, on November 1, 2021, subject to the applicant resolving the following matters:

1. Maintenance bond in an amount equal to ten percent of the cost of improvements for a period of one calendar year
2. Revision of the Title to read “Pepper Mill Subdivision, Phase 3 Final Plat”
3. Provide Engineer’s information and signature
4. Provide a street table to include street classification, street name, ROW dimension, pavement dimension, curb type and design speed
5. Provide a note specifying the number of blocks
6. Provide a breakdown of the lots
7. Number the blocks
8. Provide northing and wasting callouts at tow opposite corners of the subdivision
9. Provide note stating the maximum impervious cover allowed per lot
10. Provide georeferenced CAD file to Burnet County 911

[illegible]

City staff and engineer have reviewed the plat in accordance with Section 98-24 (Final Plats) and have found the plat does meet the requirements as outlined in the code

After P&Z's recommendation, applicant submitted a revised plat clearing all the conditions for approval, as well as:

- Maintenance Bond equal to 10%
- Record drawings
- Certified test results
- Electronic files of improvements
- CAD file for Burnet County 911

# Questions?

Staff recommends approval of Resolution R2021-57







## Development Services

### ITEM 4.8

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

### Agenda Item Brief

**Meeting Date:** November 16, 2021

**Action Item:** Discuss and consider action: A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF BURNET, TEXAS, APPROVING A VARIANCE TO THE TECHNICAL CONSTRUCTION STANDARDS SECTION 210 STREET DESIGN CRITERIA AND SECTION 290 STREET LIGHT REQUIREMENT FOR EAGLE'S NEST, SECTION III, A 13 LOT RESIDENTIAL SUBDIVISION: L. Kimbler

**Background:** The proposed Eagle's Nest Section 3 is a single-family residential subdivision located on 17.45 acres of property located on the east side of Eagle Ridge (Exhibit A). The proposed subdivision will include thirteen (13) residential lots ranging in size from 1.01 acres to 2.56 acres.

Per Section 210, of the City of Burnet's Technical Construction Standards, the required minimum street width for large lot developments with up to 80 dwelling units is 26 feet. The applicant has submitted construction drawings with a proposed width of 23 feet.

Per Section 292, of the City of Burnet's Technical Construction Standards, the proposed subdivision would be required to install a streetlight at the main entrance to the subdivision. In the case of this Eagle's Nest Section 3, the location would be at the intersection of Eagle Ridge and the proposed road Manor Drive.

The original development at the Eagle's Nest Subdivision was granted a variance to the street width requirement as well as the streetlight requirement when it entered into a Development Agreement with the City back when it was first developed. The proposed street width is consistent with the current streets throughout the development. Also, the Homeowner's Association supports the Dark Sky program and requests for no outdoor lighting that could interfere with the nighttime ambience of the neighborhood.

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

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

**Staff Analysis:** Staff has coordinated with the City of Burnet Fire Chief who stated that the fire department does not have issues with the proposed street width. When considering this information, the fact that the proposed street width is consistent with the original development, the HOA's request for no outdoor lighting and that the subdivision is a rural, gated subdivision with low vehicular traffic, staff is of the determination that the requested variance would meet the criterion of the code.

**P&Z Report:** P&Z recommended approval of the requested variances at its regularly scheduled meeting on November 1, 2021.

**Recommendation:** Staff recommends approval of the presented resolution R2021-58.

## **RESOLUTION NO. R2021-58**

### **A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF BURNET, TEXAS, APPROVING A VARIANCE TO THE TECHNICAL CONSTRUCTION STANDARDS SECTION 210 STREET DESIGN CRITERIA AND SECTION 290 STREET LIGHT REQUIREMENT FOR EAGLE'S NEST, SECTION III, A 13 LOT RESIDENTIAL SUBDIVISION**

**Whereas**, on April 9<sup>th</sup>, 2019, City Council has approved the application for the final plat of the Eagle's Nest, Section III, Subdivision; and

**Whereas**, Technical Construction Standards Section 210, impose street width requirements within the Subdivision; and

**Whereas**, Technical Construction Standards Section 290, impose street light construction requirements within the Subdivision; and

**Whereas**, the Eagle's Nest Subdivision is currently developed with 23 foot wide streets; and

**Whereas**, the Eagle's Nest Homeowner's Association Board of Directors have requested streetlights not be constructed within the subdivision due to the Eagles Nest Community's promotion of "dark skies"; and

**Whereas**, the applicant has petitioned for a variance to stay consistent with the existing development and to preserve the community's dark skies ambiance; and

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

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

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

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

- Granting the variance is not contrary to the public interest: **as streetlights are not installed in other sections of Eagles Nest and the existing streets are already developed at the 23 foot width.**
- The literal enforcement of this chapter would result in unnecessary hardship: **as the installation of streetlights would interfere with neighboring property owners' ability to enjoy dark skies and the street width would be inconsistent to the existing development.**

- The variance observes the spirit of the chapter and concludes that substantial justice is done: **By granting this variance, the spirit of the code is observed, ad substantial justice is done**

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

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

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

**PASSED AND APPROVED** this the 16<sup>TH</sup> day of November, 2021.

**CITY OF BURNET, TEXAS**

**ATTEST:**

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Crista Goble Bromley, Mayor

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Kelly Dix, City Secretary

## Action Item

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Discuss and Consider: **A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF BURNET, TEXAS, APPROVING A VARIANCE TO THE TECHNICAL CONSTRUCTION STANDARDS SECTION 210 STREET DESIGN CRITERIA AND SECTION 290 STREET LIGHT REQUIREMENT FOR EAGLE'S NEST, SECTION III, A 13 LOT RESIDENTIAL SUBDIVISION**

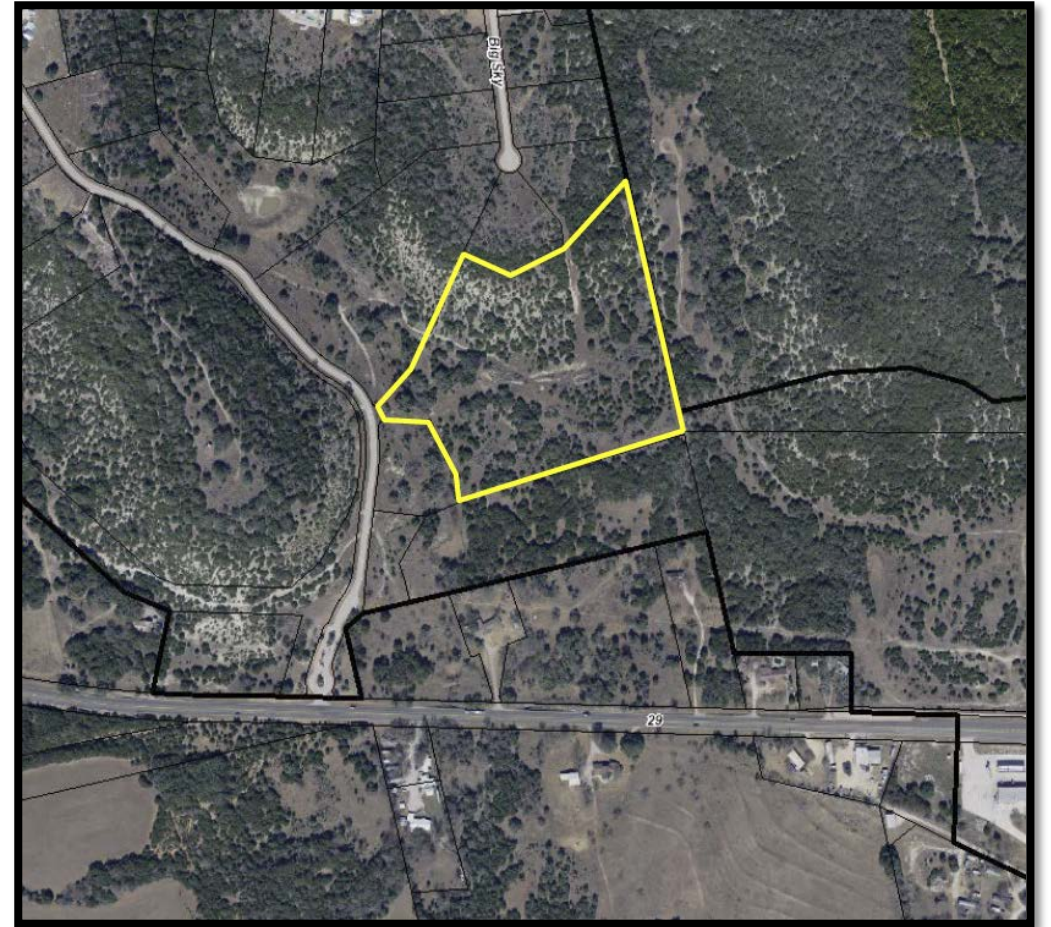


# Action Item

## Eagle's Nest, Sec 3 - Variance

- 17.45 acres
- 13 residential lots
- Lot range from 1.01 acres to 2.56 acres

Sec. 290 – City of Burnet's Technical Construction Standards require a minimum street width of 26' for large lot developments with up to 80 dwelling units – Applicant is proposing 23'



# Action Item

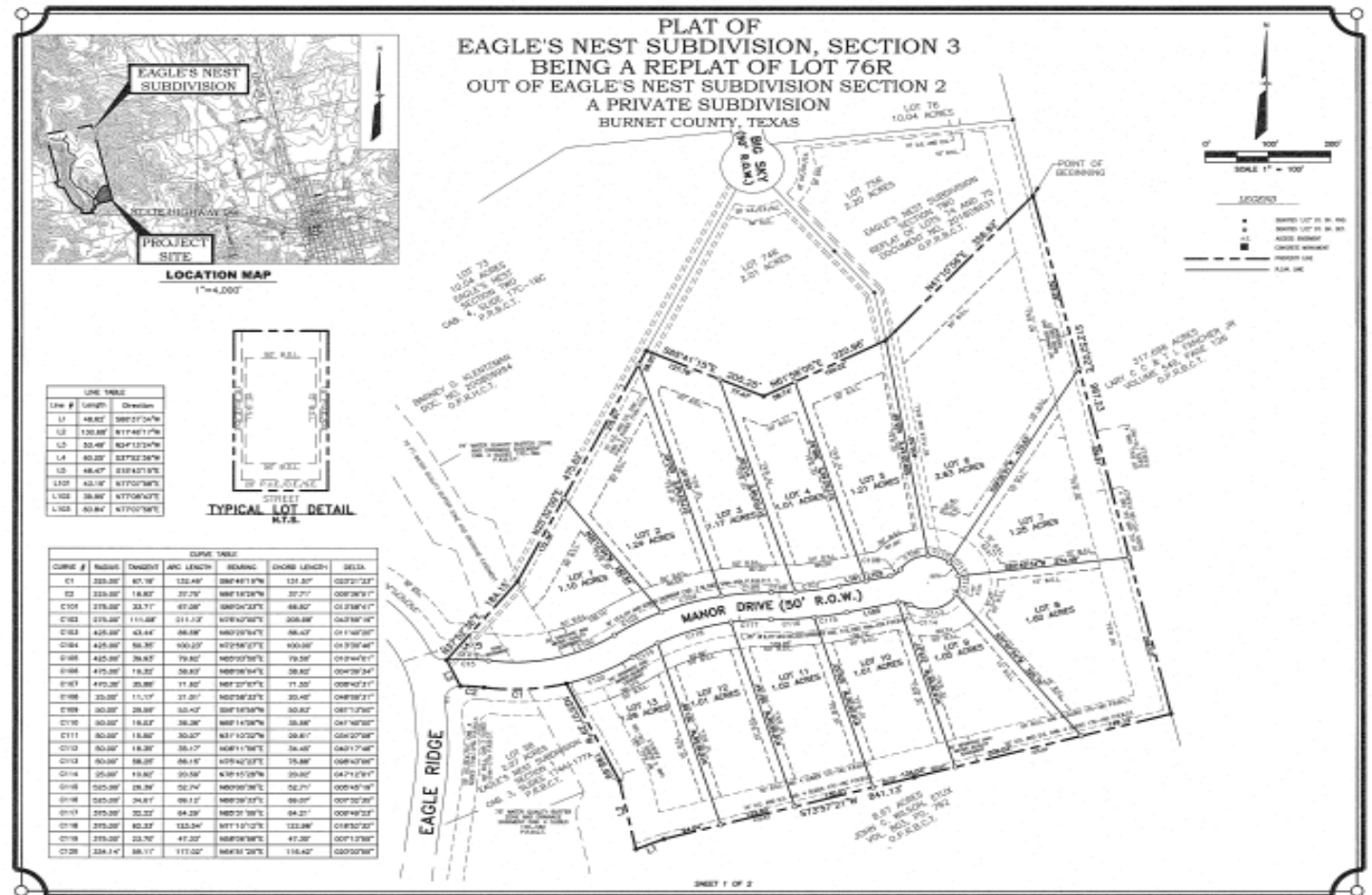
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## Sec. 98-82 Criteria for granting a variance

- Variance is not contrary to the public interest.
  - Due to special conditions, a literal enforcement of this chapter would result in unnecessary hardship.
  - The variance observes the spirit of this chapter and concludes that substantial justice is done.
- 
- City of Burnet Fire Chief “OK” with proposed street width
  - Consistent with original development
  - Gated, rural subdivision with low vehicular traffic

# Questions?

Staff recommends  
approval of the presented  
resolution R2021-58





## ITEM 4.9

### Delaware Springs Golf Course

Tony Nash  
Golf Course General Manager  
830-285-9660  
tnash@cityofburnet.com

#### Agenda Item Brief

- Meeting Date:** November 16, 2021
- Agenda Item:** Discuss and consider action: A contract with Austin Turf and Tractor for equipment purchases for Delaware Springs Golf Course: T. Nash
- Background:** This agenda item is in reference to equipment replacement at the golf course. The equipment scheduled to be replaced is at the end of its useful life and cost more to repair than the equipment is worth. Along with a trade in on other equipment that is at the end of its useful life.
- Information:** Below is an itemized list of the maintenance equipment scheduled and budgeted for replacement this fiscal year. Attached is the quote prepared by Austin Turf and Tractor through the National Buy Board Contract #611-20 for the new equipment.
- (1) JOHN DEERE 2550 PrescisionCut Triplex Mower (2 each)
  - (2) JOHN DEERE 7700A PrecisionCut Fairway mower
  - (3) JOHN DEERE GATOR TX (Model Year 2022) (2 each)
- TRADE In SUMMARY**
- (1) JOHN DEERE 2500 18HP Greens mower (2 each)
  - (2) JOHN DEERE 8700 PrecisionCut Fairway Mower
  - (3) JOHN DEERE TX Turf Gas Gator (3each)
- Fiscal Impact:** The total cost for all the equipment summary is \$ 175,303.09. With a trade in summary of \$ 8,025.00. Total cost of the equipment \$167,278.09. A total of \$21.91 under budget.

**Recommendation:**

Staff recommends approval of the quote prepared by Austin Turf and Tractor through the National Buy Board Contract #611-20 for the purchase of the new equipment.





Purchase Order for  
John Deere Equipment (U.S. Only)

PO# 08373699  
PO Revision# Original

<b>PURCHASER'S NAME - First Signer</b> (First, Middle Initial, Last)			DATE OF ORDER	COMPANY UNIT	DEALER ACCOUNT NO.
DELAWARE SPRINGS GOLF COURSE			Oct 19, 2021	04	045236
(SECOND LINE OF OWNER NAME)			DEALER ORDER NO.		
STREET OR RR			SOC. SEC.	IRS NO.	EIN. NO.
600A DELAWARE SPRINGS BLVD					
TOWN	STATE	ZIP CODE	TRANSACTION TYPE		PURCHASER SALES TAX EXEMPT
BURNET	TX	78611	Cash Sale		
COUNTY	PURCHASER ACCT.	PHONE NO.	SELLER'S NAME & ADDRESS		
Burnet		512-756-8471	Austin Turf & Tractor		
REWARDS #			809 Steve Hawkins Pkwy		
988859714			Marble Falls, TX 78654		
E-MAIL ADDRESS			830-693-6477		
<b>PURCHASER'S NAME - Second Signer</b>			I (We), the undersigned, hereby order from Dealer the Equipment described below, to be delivered as shown below. This order is subject to Dealer's ability to obtain such Equipment from the manufacturer and Dealer shall be under no liability if delivery of the Equipment is delayed or prevented due to labor disturbances, transportation difficulties, or for any reason beyond Dealer's control. The price shown below is subject to Dealer's receipt of the Equipment prior to any change in price by the manufacturer. It is also subject to any new or increased taxes imposed upon the sale of the Equipment after the date of this order.		
STREET OR RR					
TOWN	STATE	ZIP CODE			
REWARDS #					
Use County			Use State/Province		
BURNET			TX		

QTY	NEW	DEMO	RENTAL	USED	Equipment & Value Added Service (Give Model, Size & Description)	Hours of Use	PRODUCT IDENTIFICATION NUMBER	DELIVERED CASH PRICE (Or Total Lease Payments)
1	x				JOHN DEERE 2550 PrecisionCut Triplex Mower			\$ 41,255 94
1	x				JOHN DEERE 2550 PrecisionCut Triplex Mower			\$ 41,255 94
1	x				JOHN DEERE 7700A PrecisionCut Fairway Mower			\$ 69,436 33
1	x				JOHN DEERE GATOR™TX Turf (Model Year 2022)			\$ 11,677 44
1	x				JOHN DEERE GATOR™TX Turf (Model Year 2022)			\$ 11,677 44
I (We) offer to sell, transfer, and convey the following item(s) at or prior to the time of delivery of the above Equipment, as a "trade-in" to be applied against the cash price. Such item(s) shall be free and clear of all security agreements, liens, and encumbrances at the time of transfer to you. The following is a description and the price to be allowed for each item.							TOTAL CASH PRICE	\$ 175,303 09
QTY	DESCRIPTION OF TRADE-IN					Hours of Use	PRODUCT IDENTIFICATION NUMBER	AMOUNT
1	JOHN DEERE 2500 18HP GREENSMOWER						1TC250BDEBT050582	\$ 1,875 00
1	JOHN DEERE 2500 18HP GREENSMOWER						1TC250BDEBT060013	\$ 1,500 00
1	JOHN DEERE 8700 PRECISIONCUT FAIRWAYMWR						1C8700X010173	\$ 1,650 00
1	JOHN DEERE TX TURF GAS GATOR						W0TURFD051465	\$ 750 00
1	JOHN DEERE TX TURF GAS GATOR						W0TURF051401	\$ 1,125 00
1	JOHN DEERE TX TURF GAS GATOR						W0TURF051480	\$ 1,125 00
							TOTAL TRADE-IN ALLOWANCE	\$ 8,025 00
PURCHASER TYPE					MARKET USE		1. TOTAL CASH-PRICE	\$ 175,303 09
1 Commercial					94 Golf Courses		2. TOTAL TRADE-IN ALLOWANCE	\$ 8,025 00
COMMENTS: <b>Texas Buy Board Contract 611-20 Contract Pricing</b>							3. TOTAL TRADE-IN PAY-OFF	\$ 0 00
							4. BALANCE	\$ 167,278 09
							8. EST. SERVICE AGREEMENT TAXES	\$ 0 00
							9. SUB-TOTAL	\$ 167,278 09
							10. CASH WITH ORDER	\$ 0 00
							11. RENTAL APPLIED	\$ 0 00
							12. CASH DISCOUNT	\$ 0 00
							13. BALANCE DUE	\$ 167,278 09

COMMENTS:

**Texas Buy Board Contract 611-20 Contract Pricing**

**IMPORTANT WARRANTY NOTICE:** The John Deere warranty applicable to new John Deere Equipment is printed and included with this document. There is no warranty on used equipment. The new equipment warranty is part of this contract. Please read it carefully. **YOUR RIGHTS AND REMEDIES PERTAINING TO THIS PURCHASE ARE LIMITED AS SET FORTH IN THE WARRANTY AND THIS CONTRACT. IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS ARE NOT MADE AND ARE EXCLUDED UNLESS SPECIFICALLY PROVIDED IN THE JOHN DEERE WARRANTY.**

**Telematics:** Orders of telematic devices include only the hardware. Where available, telematics software, including JDLink™ connectivity service, may be enabled from your local John Deere Operations Center or JDLink website. Please see your authorized John Deere dealer for assistance.

**DISCLOSURE OF REGULATION APPLICABILITY:** When operated in California, any off-road diesel vehicle may be subject to the California Air Resources Board. In-Use Off-Road Diesel Vehicle Regulation. It therefore could be subject to retrofit or accelerated turnover requirements to reduce emissions of air pollutants.

**ACKNOWLEDGEMENTS-** I (We) promise to pay the Balance Due (line13) shown above in cash, or to execute a Time Sale Agreement (Retail InstallmentContract), or a Loan Agreement, for the purchase price of the Equipment, plus additional charges shown thereon or execute a Lease Agreement, on or before delivery of the Equipment ordered herein. Despite physical delivery of the Equipment, title shall remain in the seller until one of the foregoing is accomplished.

**USE OF INFORMATION/PRIVACY NOTICE** I understand that Deere & Company and its affiliates ("John Deere") and Dealer collect information, including my personal information and machine data to provide warranty, customer service, product and customer support, marketing and promotional information about Dealer, John Deere and their equipment, products and services and to support other business processes and purposes. See the John Deere Privacy Statement (<https://www.deere.com/en/privacy-and-data/privacy-statements/>) for additional information on the types of personal information and machine data John Deere collects, how it is collected, used and disclosed. See Dealer directly for information about its privacy policy.



Purchase Order for  
John Deere Equipment (U.S. Only)

PO# 08373699  
PO Revision# Original  
Purchaser Name: DELAWARE SPRINGS GOLF COURSE

Quote ID: 25462230

Purchaser's  
Signature \_\_\_\_\_

Accepted  
By \_\_\_\_\_

Purchaser's  
Signature \_\_\_\_\_

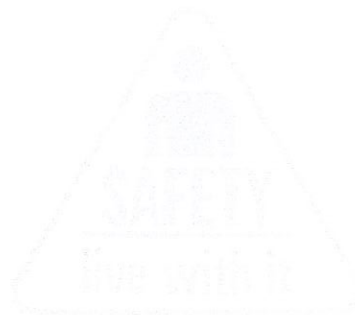
Date  
Accepted \_\_\_\_\_

Salesperson

HARRIS, TERRY

DELIVERED ON:

WARRANTY BEGINS:





## Administration

## ITEM 4.10

Adrienne Field  
afeild@cityofburnet.com

### Agenda Item Brief

**Meeting Date:** November 16, 2021

**Agenda Item:** Discuss and consider action: Proposal for Professional Engineering Services with KSA Engineers for a new box hangar:  
A. Field

**Background:**

**Information:** The attached proposal is for the design of an approximately 12,000 square foot box hangar at the airport.

**Fiscal Impact:** The design and bid phase services equal \$49,100. Construction Phase services are on an as-needed basis. This project is being funded from the 2021 Certificates of Obligation that were issued earlier this year.

**Recommendation:** Staff recommends approval of the agreement as presented.

November 4, 2021

Mr. David Vaughn  
City Manager

*via email only*  
[dvaughn@cityofburnet.com](mailto:dvaughn@cityofburnet.com)

Ms. Adrienne Feild  
Airport Manager  
2302 S. Water Street  
Burnet, TX 78611

*via email only*  
[afeild@cityofburnet.com](mailto:afeild@cityofburnet.com)

**RE: Proposal for Professional Engineering Services  
Burnet Municipal Airport Box Hangar and Associated Improvements**

Dear Mr. Vaughn and Ms. Feild,

KSA Engineers, Inc., (KSA) is pleased to present this letter to serve as our proposal to provide professional engineering services associated with the new box hangar building and associated site improvements at the Burnet Municipal Airport. The following is a general description of the project scope of work to be performed under this proposal.

KSA understands the City of Burnet has scoped and intends to construct a new box hangar approximately 120' wide by 100' deep. The scope of improvements includes a flexible pavement apron in front of the hangar approximately 120' by 200' in area, drainage and detention improvements for positive storm water flow away from the hangar building, and a new electric service. Based on the scoping call held on August 20, 2021, between the City and KSA, and the site visit conducted on October 18, 2021, to reevaluate location options, the City requests that KSA provide professional services scope including design of the scoped improvements, coordination with the City's geotechnical firm and surveyor, bid phase assistance, construction phase management, and construction materials acceptance testing. Based on the discussions and site visit for evaluation of hangar locations, this proposal assumes the hangar will be located on the generally vacant site between the existing T-hangar buildings behind the fire station.

### **Scope of Services**

KSA proposes to provide the following services for the improvements described previously.

#### **Design Phase:**

- Project management and coordination.
- Collect, review, compile, and summarize available data of the existing infrastructure and conditions.
- Kick-off meeting / site visit and review meeting (2 in-person meetings total this phase).
- Coordination with the City's surveyor for a topographic survey of the project site.
- Coordination with the City's geotechnical engineer to secure geotechnical recommendations for the hangar building concrete foundation and a flexible pavement section recommendation for the hangar apron.
- Abbreviated hydraulic and hydrology analysis for determining the detention required to comply with the City's development regulations for the additional building and pavement impervious cover.
- Final Design (100%) deliverables include plans, technical specifications, and preliminary opinion of probable project cost (POPPC) for the project scope. Engineer shall furnish copies of the draft design documents for review and make revisions to the design documents as may be required by the City.

- Final Design documents include signed and sealed plans and technical specifications required for the hangar building and associated improvements. Technical specifications will generally include FAA and TxDOT standard specification items. Final Design documents will also include a Stormwater Pollution Prevention Plan for construction activities as required by the TCEQ.
- The following construction plan sheets are anticipated in the Final Design deliverable:
  - o Cover Sheet (1 drawing)
  - o General Notes & Summary of Quantities (1 drawing)
  - o Airport Layout Plan – For Information Only (1 drawing)
  - o Safety and Phasing Plans, Notes, and Details (2 drawings)
  - o Project Layout and Dimensional Control (1 drawings)
  - o Storm Water Pollution Prevention Plan, Notes, and Details (2 drawings)
  - o Hangar and Apron Grading Plan (1 drawing)
  - o Pre- and Post- Construction Drainage Area Map (1 drawing)
  - o Drainage and Detention Layout and Details (1 drawing)
  - o Hangar Building Details (1 drawing)
  - o Hangar Foundation Minimum Standards (1 drawing)
  - o Pavement and Construction Details (2 drawings)
  - o Electrical Details and Site Plan (3 drawings)
- Front-end construction contract documents will be prepared with the Final Design deliverables using relevant EJCDC forms, as amended by KSA, for the City's use in soliciting bids and contracting construction.
- Prepare electrical design for hangar building including electric service to the building, electric hangar door, interior and exterior lighting, and electric outlets. Electrical design deliverables include sealed plans and specifications for construction and permitting.
- Prepare and submit FAA 7460-1 for proposed construction and permanent improvements for FAA review and determination on impact to protected airport and airspace surfaces.
- Register the project with TDLR per the Elimination of Architectural Barriers Act requirements and contract with a Registered Accessibility Specialist (RAS) to review the construction plans and inspect the project post-construction for conformance with the Texas Accessibility Standards as required by State law. This task assumes a single project for registration and inspection and is inclusive of TDLR registration fee and RAS fees for plan review and construction inspection.

**Bid Phase:**

- General Bid Phase services include publishing and administering public bid process using CivCastUSA for distribution of bid documents, responding to bidder questions, issuing addendums as needed, administering a public pre-bid, and preparing a bid tabulation and summary of bids received for the City's review.
- Attend and administer pre-bid meeting (1 in-person meeting total this phase). KSA will not attend the bid opening or Council award of the project.



**Construction and Closeout Phase: (Services performed at the City's request, billed at Time & Expense)**

- General Construction Phase services include administering a pre-construction meeting, review of construction submittals; responding to contractor RFI's, preparing change orders as needed, conducting site visits, and performing a final inspection.
- Attend and conduct pre-construction meeting, 4 site visits, and final inspection (6 in-person meetings total this phase).
- Closeout Phase services include providing record drawings, furnish copies of the final test and QC reports, approved catalogs cuts, and warranties.
- Materials Acceptance Testing is expected to be performed by material testing firm Rodriquez Engineering Laboratories (REL) and include ASTM-compliant testing of the building pad materials (select fill and concrete) and pavement section materials (soil embankment, treated subgrade, crushed aggregate base, and asphalt).

The following services are excluded from this proposal:

- Study or Planning Phase services. KSA will utilize the criteria and location provided by the City for the basis of design.
- Topographic survey. KSA will coordinate with the City's surveyor as needed to acquire a topographic design survey for the project site.
- Geotechnical investigation. KSA will coordinate with the City's geotechnical engineering firm as needed to acquire foundation and apron pavement recommendations in accordance with relevant design criteria.
- Environmental services. No environmental study or Federal/State permitting is anticipated except for the 7460-1 determination by the FAA which is included in this scope of services. The City will require a development permit for this project, and associated development permit fees will be paid for by the City.
- Subsurface utility engineering. Existing utilities will be approximated based on available documentation including the topographic survey scoped under this proposal.
- Full-time Resident Project Representative. The City will provide on-site construction inspection as needed, and KSA will schedule the 4 scoped site visits to occur during major items of work.
- As-Built or verification surveying of constructed improvements.

**Compensation**

We propose to perform the services described for the above outlined scope for the following fees:

Final Design (Lump Sum):	\$ 37,600
FAA 7460-1 (Lump Sum):	\$ 1,500
TDLR Registration and Inspection (Lump Sum):	\$ 3,200
<b>Total for Design Phase Services:</b>	<b>\$ 42,300</b>
<hr/>	
Bidding (Lump Sum):	\$ 6,800
<b>Total for Bid Phase Services:</b>	<b>\$ 6,800</b>
<hr/>	
Construction Administration and Closeout (Estimated, Time & Expense):	\$ 22,000
Construction Material Acceptance Testing (Estimated*):	\$ 15,000
<b>Total for Construction and Closeout Phase Services:</b>	<b>\$ 37,000</b>



\* Construction Materials Acceptance Testing fee is estimated since final testing schedule and associated fee will be based on project material quantities as determined during the design phase. The estimated fee included above assumes construction material types and quantities based on a recent similar hangar project in the Central Texas area.

### **Schedule**

We propose to perform the scoped services in accordance with the following schedule.

- Topographic Survey ..... Provided by City
- Geotechnical Investigation ..... Provided by City
- Design Phase (90%) ..... 8 weeks
  - ↳ City Review of FD Deliverables and Review Meeting ..... 1 week
  - ↳ Address FD Comments and Provide 100% Bid Documents ..... 1 week
- Bid Phase (Estimated) ..... 4 weeks
  - ↳ City Award of Construction Contract ..... 2 weeks
- Construction Phase (Estimated) ..... 28 weeks
  - ↳ Prepare Closeout Documents ..... 2 weeks

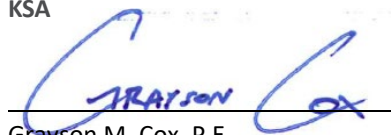
Total.... 46 weeks

Please note that City review times above are estimated and longer review times will extend the overall project schedule.

### **Proposal Acceptance**

If this scope of services and proposed fees are acceptable, KSA will prepare a Work Authorization for review and execution. KSA appreciates the opportunity to provide professional services for the Burnet Municipal Airport and the City of Burnet. If you have any questions, please do not hesitate to call me at 512.342.6868.

Sincerely,  
KSA



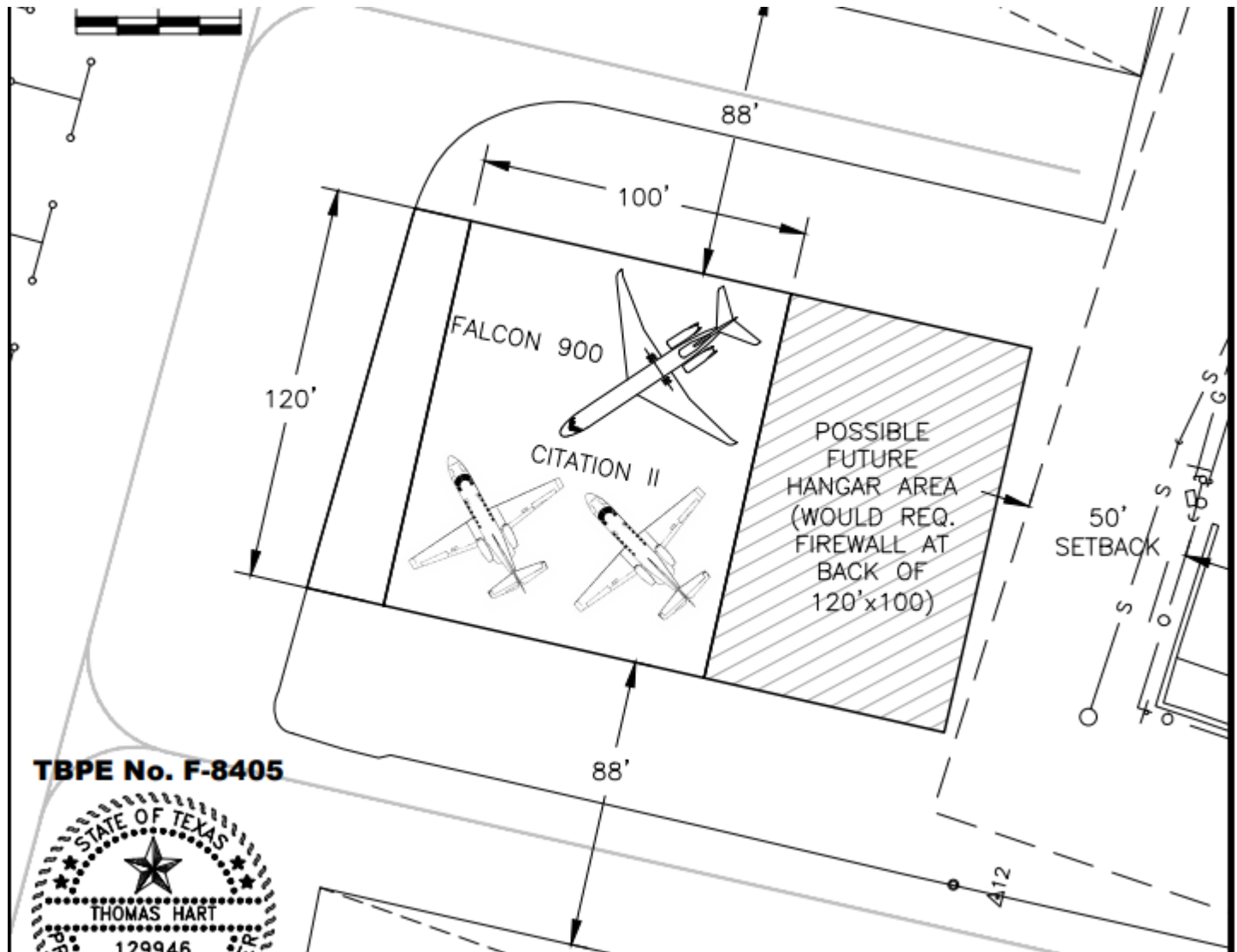
Grayson M. Cox, P.E.  
Project Manager

Enclosed: Hangar Layout Exhibit  
2021 Schedule of Hourly Fees

## Grayson Cox P.E.

**From:** David Vaughn <dvaughn@cityofburnet.com>  
**Sent:** Friday, August 20, 2021 2:51 PM  
**To:** Grayson Cox P.E.  
**Subject:** hangar

**NOTE:** Layout revised to move hangar building to the setback line and install asphalt apron between new hangar and existing taxilane.



Sincerely,

*David Vaughn*

City Manager  
City of Burnet  
(512) 715-3208



## 2021 SCHEDULE OF HOURLY FEES

### AVIATION

Principal	\$280.00/hour
Senior Environmental Planner	\$220.00/hour
Environmental Planner	\$175.00/hour
Senior Aviation Planner	\$220.00/hour
Aviation Planner	\$180.00/hour
Electrical Engineer	\$240.00/hour
Electrical Design Engineer	\$150.00/hour
Mechanical Engineer	\$180.00/hour
Senior Project Manager	\$215.00/hour
Project Manager	\$190.00/hour
Senior Project Engineer	\$180.00/hour
Project Engineer	\$155.00/hour
Senior Design Engineer	\$145.00/hour
Design Engineer	\$120.00/hour
Senior Project Architect	\$220.00/hour
Project Architect	\$145.00/hour
Design Architect	\$105.00/hour
GIS Specialist	\$185.00/hour
Senior Engineering Technician	\$185.00/hour
Engineering Technician	\$105.00/hour
Senior Design Technician	\$125.00/hour
Design Technician	\$ 90.00/hour
Project Assistant	\$115.00/hour
Senior CAD Technician	\$ 90.00/hour
CAD Technician	\$ 80.00/hour
Senior Project Representative	\$110.00/hour
Senior Project Representative - After Hours	\$130.00/hour
Project Representative	\$100.00/hour
Project Representative - After Hours	\$120.00/hour
Graphic Designer	\$ 75.00/hour
Grant Administrator	\$130.00/hour
Administrative Assistant	\$ 90.00/hour
Secretary	\$ 60.00/hour
Three-Man Survey Crew	\$200.00/hour
Two-Man Survey Crew	\$155.00/hour
Senior Registered Surveyor	\$180.00/hour
Registered Surveyor	\$140.00/hour
Senior Survey Technician	\$110.00/hour
Survey Technician	\$ 95.00/hour
Mileage	\$ 0.56/mile
ATV (4-Wheeler)	\$100.00/day
GPS	\$100.00/day

Reimbursable Expenses (Travel, Lodging, Copies, Printing)

Actual Cost

Outside Consultants

Cost + 15%

**NOTE: The Standard Hourly Rates and Reimbursable Expenses Schedule shall be adjusted annually as of January to reflect equitable changes in the compensation payable to Engineer.**



## Administration

## ITEM 4.11

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

### Agenda Item Brief

<b>Meeting Date:</b>	November 16, 2021
<b>Agenda Item:</b>	Discuss and consider action: Authorization to hire a full time City Engineer: D. Vaughn
<b>Background:</b>	<p>The role of the City Engineer is to provide direction, control, and management over key engineering functions of the city including: infrastructure and utilities engineering, transportation engineering, construction management, and development review. Historically, the city has engaged a firm to provide engineering services on an as needed basis. The City's current engineering consultant firm is Cuatro Consultants, LTD. ("Cuatro"). However, due to the unprecedented growth the City is experiencing, and is anticipated to experience for the foreseeable future, it would be advantageous to establish a full time staff position.</p>
<b>Information:</b>	<p>Bringing the City Engineer in house opens a litany of long-term concerns that could finally be addressed including:</p> <ul style="list-style-type: none"><li>• Update the Technical Construction Standards</li><li>• Update the Drainage Manual</li><li>• Inspections on new developments and commercial sites</li><li>• More availability for pre-development meetings and customer inquiries</li><li>• Review contracted engineered plans for street projects</li><li>• Projects for the Airport<ul style="list-style-type: none"><li>o Airport Hangar developments</li><li>o FBO building</li><li>o Review of master drainage</li><li>o Roads in and around airport</li></ul></li><li>• Assist with water modeling</li><li>• Training for infrastructure inspector</li><li>• Mentoring planning staff</li><li>• Drainage issues<ul style="list-style-type: none"><li>o Recommendations on how to effectively address current drainage issues</li></ul></li></ul>

- o Review of project drainage design to assure integration with existing drainage system
- o Periodic inspection of projects to assure construction of drainage facilities complies with engineered design.

In addition, the City is beginning the Comprehensive Plan update process. Having the City Engineer in house would be invaluable to make the process a success. If approved, this position would likely oversee Development Services.

**Fiscal Impact:**

This year staff anticipates spending approximately \$75,000 on engineering services for weekly meetings and plan reviews. However, staff feels we need the engineer to be available for often, which is likely going to add at least an additional \$25,000 above the original budget estimate. Depending on final salary and hiring date, total salaries and benefits would be estimated to be an additional \$30,000-\$40,000 this fiscal year.

**Recommendation:**

Staff requests authorization to hire an in-house City Engineer.



## Administration

## ITEM 4.12

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

### Agenda Item Brief

**Meeting Date:** November 16, 2021

**Discussion Item:** Discuss and consider action: Direction to City staff pertaining to a possible amendment to the zoning code increasing the minimum lot width in the single-family residential 1 – District “R-1”: D. Vaughn

**Background:** Currently the minimum lot width in District “R-1” is 60 feet. The purpose of this discussion is to determine if City Council wishes to increase the lot width requirement in District “R-1”. With the growth the City is experiencing there is a concern that the 60 foot width minimum is not conducive to maintaining the community’s hill country environment. Increasing the lot width in District “R-1” to 70 or 75 feet may enable subdivision densities more in harmony with the City’s agrarian heritage. Moreover, stormwater management is easier to address in lower density subdivision.

**Information:** It is not proposed that 60-foot width minimum lots be eliminated. Rather City Council is asked to consider both increasing the minimum lot width in District “R-1” to 70 or 75 feet; and establishing a new district which would allow 60-feet lot minimums. This would require a developer, wishing to develop lots with 60-feet lot width minimums to request a change in zoning classification; thus, giving City Council more control on where and under what conditions lots with 60-feet width minimums may be developed.

**Staff Analysis:** Like any amendment to zoning classifications the proposed ordinance would require public hearings before both the planning and zoning commission and Council before action can be taken. Prior to the commission’s public hearing notice must be mailed to every owner of property within 200 feet of the current District “R-1”. This will require a substantial amount of staff time and postage. Therefore, staff is seeking guidance from City Council

**Recommendation:** Open discussion on initiating proceedings to amend the zoning code to increase the minimum lot width in the single-family residential 1 – District “R-1”.





## Municipal Court

### ITEM 4.13

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

### Agenda Item Brief

**Meeting Date:** November 16, 2021

**Agenda Item:** Discuss and consider action: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BURNET, TEXAS, ASSIGNING A MUNICIPAL COURT ASSOCIATE JUDGE TO SERVE IN THE ABSENCE OF THE PRESIDING JUDGE: H. Erkan, Jr.

**Background:** In June 2016 Council adopted Ordinance 2016-14 providing Council the ability to appoint an Associate Judge by motion. This appointment will run concurrently with the Mayor's term and the Council has the authority to fill any unexpired terms that might arise.

The primary duty of the Associate Judge is to provide judicial services in the absence of the Presiding Municipal Judge and if necessary to facilitate magistration of City of Burnet arrestees at the Burnet County Jail. In order for the Magistrate to preside over City arrestees, they are required to be an associate judge of the City.

**Information:** Staff is recommending the appointment of Roxanne Nelson as Associate Municipal Judge to fill the position that Tamara Tinney held prior to her appointment to Presiding Judge.

**Fiscal Impact:** None.

**Recommendation:** Approve Resolution No.R2021-59 appointing the Honorable Judge Roxanne Nelson as Associate Judge for the Burnet Municipal Court.

## RESOLUTION R2021-58

### **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BURNET, TEXAS, ASSIGNING A MUNICIPAL COURT ASSOCIATE JUDGE TO SERVE IN THE ABSENCE OF THE PRESIDING JUDGE**

**Whereas**, Section 4.03.E., of the City Charter, authorizes the city council to appoint alternate judges (known herein as associate judges) to serve in the absence of the presiding judge; and

**Whereas**, the purpose of this resolution is to designate a municipal court associate judge to fill the vacancy of the associate judge position created by the appointment of Associate Judge Tamara Tinney to Presiding Municipal Judge.

**Whereas**, the Associate Judge serves in the absence of the Presiding Judge and as an appointed Associate Judge is able to provide magistration services on behalf of the City of Burnet at the Burnet County Jail if needed.

**Whereas**, the Honorable Judge Roxanne Nelson has agreed to serve as an Associate Municipal Court Judge for the City of Burnet Municipal Court; and

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

**Section one. Designation.** The Honorable Judge Roxanne Nelson is hereby appointed as Burnet Municipal Court Associate Judge to act in the absence of the Burnet Municipal Court Presiding Judge as required.

**Section two. Duties and compensation.** The associate judge designated in section one shall have the same duties, and shall serve under the same terms and conditions, as established in section 42-32 (d) of the City of Burnet Code of Ordinances.

**Section three. Designation does not create an office.** The designation established by this resolution does not create an office and the status of the designee shall always be that as an alternate judge as provided in section 4.03.E., of the city charter.

Passed, approved, and adopted on the 16<sup>th</sup> day of November, 2021

CITY OF BURNET

**ATTEST:**

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

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



## Police Department

## ITEM 4.14

Brian Lee  
Police Chief  
512-756-6404  
blee@cityofburnet.com

### Agenda Item Brief

**Meeting Date:** November 16, 2021

**Agenda Item:** Discuss and consider action: Request for the Police Department to pursue and accept a National Rifle Association (NRA) 2021/2022 Grant for department equipment and/or programs: B. Lee

**Background:** The NRA awards Law Enforcement Agencies grant money for new equipment and or to assist with starting up new programs. The police department began issuing patrol rifles purchased with NRA grant funds six years ago. This grant will move the department closer to the goal of issuing a rifle to every sworn officer.

**Information:** The police department is requesting approval from Council, to allow the police department to apply for and accept the grant if awarded.

High powered, high-capacity rifles are a critical piece of equipment for all officers to have available. Across the nation, police departments are supplying these weapons to their officers. Patrol rifles have shown to save lives in situations involving heavily armed suspects, active shooters, or situations where an accurate distant shot is required. In this day of active shooters and heavily armed suspects, officers are trained to move in and engage the suspect immediately. They cannot wait for a specially equipped team to respond. To intervene in these situations with only a sidearm puts the officer at a distinct disadvantage.

A shoulder fired weapon is far more accurate and in today's environment all law enforcement officers must be supplied with and trained to use high-powered patrol rifles to simply match the firepower of weaponry used by violent offenders.

**Fiscal Impact:**

The NRA grant is not a matching grant therefore there will be no impact on the 2021/2022 Budget.

**Recommendation:**

Staff recommends authorizing the Police Department to move forward with the National Rifle Association grant application process.

(/sp/nraf\_2022\_state\_fund\_grant\_app)

## 2022 State Fund Grants ▾

Save Changes

Close

Please complete all required fields.

You can save as a draft and return later to complete by clicking "Save Draft" at the bottom of the page.

When you are ready to submit this step, please click the blue "Save" button at the bottom of the page.

**This form is now marked complete.**

*Last saved on 11/9/2021 at 9:38:58 AM*

## 2022 State Fund Grant Application

### Grant Number (ADMIN ONLY)

This will be assigned by NRA Foundation staff. You will use it later in the grant process as a reference number.

### Notes to Grantee (ADMIN ONLY)

## Applying Organization Information

**Organization Name \***

Burnet Police Department

The organization's legal name as it appears on IRS documentation.

**Address 1 \***

2000 South Water

**Address 2****City \***

Burnet

**State \***

Texas

**Zip Code \***

78611

**Select Organization Type \***

Government Entity

**Entity Type \***

You must have an IRS 501 (c) Determination Letter if you select a 501 (c) entity type.

- ☒ Government Entity
- ☐ 501(c)3 - Religious, Educational, Charitable, Scientific, Literary, Testing for Public Safety, to Foster National or International
- ☐ 501(c)4 - Civic Leagues, Social Welfare Organizations, and Local Associations of Employees
- ☐ 501(c)5 - Labor, Agricultural and Horticultural Organizations
- ☐ 501(c)6 - Business Leagues, Chambers of Commerce, Real Estate Boards
- ☐ 501(c)7 - Social and Recreational Clubs
- ☐ 501(c)8 - Fraternal Beneficiary Societies and Associations
- ☐ 501(c)9 - Voluntary Employee Beneficiary Associations
- ☐ 501(c)10 - Domestic Fraternal Societies and Associations
- ☐ 501(c)(19) - Veterans Organizations
- ☐ 501(c)(23) - Veterans Organizations
- ☐ State Registered Nonprofit



☐ Other

**If other, please describe**

**Federal Tax ID Number \***

74-6000460

**W-9, Signed and Dated No More Than Two Years Old \***

**+** Select a file W-9.pdf



IRS determined 501 (c) entities must attach their IRS Determination Letter.

Government agencies (Law Enforcement, Public Schools and Colleges, Public Ranges) should attach a letter from their finance office stating the Federal Tax ID number, on agency letterhead, signed and dated by a finance officer.

State incorporated and registered nonprofits, who are NOT an IRS (c) entity, need to attach a copy of their most recent state registration from the Secretary of State website.

**IRS Determination Letter, Or Government Agency Letter Or State Nonprofit Registration \***

**+** Select a file Letter - Finance Office Signed.pdf



**State Nonprofit Organizations Verification of Federal Tax ID Number**

If you are a State Registered Nonprofit, with no IRS Determination Letter, you must attach verification of your Federal tax ID number, such as your IRS Assignment Letter or most recent 990 filing.

**+** Select a file



## Grant Proposal Information

\*Note: The answer to the question below determines what questions will be asked throughout the remainder of the application. Changing this answer will affect the application form below.

A Capital Improvement includes projects that seek to improve a facility, including clubhouse or classroom improvements, commercial grade trap machines, or any other permanent improvement to an organization's property. This does NOT include most JROTC air rifle ranges.

**Which Best Describes This Grant Request? \***

- ☐ An event occurring just once
- ☐ Series of reoccurring events or program

- ☐ Team Activity
- ☒ Support for Law Enforcement Activities (not a range improvement)
- ☐ Capital Improvement/Range Improvement

**Project Title \***

Patrol Rifles For Officers

Title this project in 10 words or less.

**Overview of the Program \***

We are using the program to provide patrol rifles to officers who did not have one and now are also p

Please give a brief overview of the program associated with this grant request.

**Detailed Description for this Project \***

Over the past 5 years the NRA has supported us in obtaining patrol rifles for our officers who have not had one. We now are continuing with the program to start getting personally owned rifles out of the rotation and only use department weapons.

Please provide a detailed description for this project. How this will this serve the general public or benefit the community at large? What are the goals and objectives of the project? How will this further 2nd Amendment rights for Americans?

**Impact of the Program \***

The impact of the program has been tremendous in the fact the officers may not have or would not ha

How will you measure the impact of this project/program? Describe the criteria to be used in determining the success and impact of the project/program. How will this affect the shooting/hunting/2nd Amendment community?

**Award Recognition \***

The city will do a blast on social media and we will also do a media release to the local news outlets.

If this request is funded, how will The NRA Foundation and/or its Friends of NRA program by recognized for its contribution?

**Estimated project or program cost \***

\$ 10,000

Numbers only. How much do you estimate the project or program you are applying for to cost in 2022? If you are submitting a capital/range improvement request, this number should reflect the ENTIRE project.

**Project Completion Date \***

09/01/2022

Estimated date in which the project will be completed.

### **Revenue Sources \***

Without this program we will not continue this with any other sources other than officers going back to

Aside from NRA Foundation grants, how will this project be funded? Describe other sources of revenue such as grants from other organizations, fundraisers, member dues, sponsorships, participation fees, in-kind donations, Pittman-Robertson Funds, etc.

### **Partial Funding \***

If the grant is partially funded as it has been we will purchase as many of the rifles that are allotted.

If this grant request is not fully awarded, how will this affect the outcome of the program/project? Will the event/project be able to proceed at all? Would this impact participation fees? How does the organization plan to fill any budgetary shortfalls?

### **Notes Regarding Request Priority**

In addition to setting the priority of items in your funding request, provide any notes regarding the needs of for this project. Example: would prefer 70/30 split of 12GA vs 20GA shells.

## **Funding Request ID\*\***

Click **HERE**

(<https://fundingrequest.nrafoundation.org/#/index>)  
to Access the Funding Request Development Tool.

EACH GRANT APPLICATION MUST HAVE A UNIQUE FUNDING REQUEST ID FOR THIS GRANT YEAR. If multiple applications are being submitted requesting the same items, a new funding request must be created for each application. Requests cannot be duplicated, merged or manipulated once the Funding Request ID is generated. Make sure to enter the correct ID for this grant application.

### **Funding Request ID \***

UMUQGV

This is a unique six character alpha numeric ID generated by the Funding Development Tool.

## Participants and Users

### Number of Participants \*

7

How many people do you expect to participate in the program/event? Numbers only please.

### Target Audience \*

Patrol Officers.

Who is the target audience? Will non-club/organization members be allowed to participate? How will this program be marketed or advertised to potential users?

### Which Groups Would be Affected by this Grant?

Mark all that apply.

- ☐ 4-H
- ☐ Club members
- ☐ Disabled
- ☐ FFA
- ☐ General Public
- ☐ Hunters
- ☒ Law Enforcement Officers
- ☐ Museums/Historical Societies
- ☐ NASP
- ☐ New Shooters
- ☐ NRA Eddie Eagle
- ☐ NRA Refuse To Be A Victim
- ☐ NRA Women on Target
- ☐ NRA Youth Education Summit
- ☐ ROTC/JROTC
- ☐ Scouts (Boy/Cub/Girl Scouts)
- ☐ SCTP

- ☐ Trap/Skeet Team
- ☐ Veterans
- ☐ Women
- ☐ Youth
- ☐ Youth Hunter Education Challenge

**Primary County Served \***

Burnet, TX 🇺🇸

This project/program will affect users primarily from this county. You may select "State Wide" for projects such as State Competitions, State YES, State YHEC, etc.

If the project/program significantly or equally benefits people from other counties you may add up to 4 additional counties served.

**Secondary County Served**

Type to begin search...

**Third County Served**

Type to begin search...

**Fourth County Served**

Type to begin search...

**Fifth County Served**

Type to begin search...

## Request Contact Information

**First Name \***

Jason

**Last Name \***

Davis

**Email Address \***

jdavis@cityofburnet.com

Correspondence regarding this request will sent to this email account

**Secondary Email Address**

blee@cityofburnet.com

This email address should be a different address than listed above. Correspondence regarding this request will sent to this email account in addition to the one listed above.

**Phone \***

830-798-4784

(xxx) xxx-xxxx

**Phone Extension**

**Phone Type \***

- ☒ Mobile
- ☐ Home
- ☐ Office

**Title/Position Within Organization \***

Captain

*Last saved on 11/9/2021 at 9:38:58 AM*

www.wizetive.com  
(<http://www.wizetive.com/>)



## Print for Your Records

### 5 Funding Request ID

You have successfully created your request budget for your NRA Foundation Grant Application!

- Enter the Funding Request ID below into the corresponding field of the application
- Ensure that the Funding Request ID is entered correctly
- Retain this ID for your own records
- Once you have entered the ID and ensured that it is correct, you may close this window

Your Funding Request ID Is

**UMUQGV**

### Progress

- 1 Catalog Items
- 2 Non-Catalog Items
- 3 Arrange Priority
- 4 Review
- 5 Funding Request ID

#### Funding Request ID

Be sure to write the Funding Request ID down. You will need to enter this in the application EXACTLY as it appears. Click the "PRINT" button if you would like a copy for your records. Once you are done with this screen, you can close the tab but be careful not to close the entire browser if the application is still up!

RANK	ITEM DESC.	QTY
1	Thank You Promotional Banner. 60" x 33"	1
2	Colt 6920 Carbine SemiAuto	7
3	Aim Point Pro	7



PRINT

© Copyright 2021 National Rifle Association  
11250 Waples Mill Road, Fairfax, VA 22030



## Administration

## ITEM 4.15

Kelly Dix  
City Secretary  
(512) 756-6093 ext. 3209  
kdix@cityofburnet.com

### Agenda Item Brief

**Meeting Date:** November 16, 2021

**Agenda Item:** Discuss and consider action: A RESOLUTION OF VOTES CAST BY THE CITY COUNCIL, OF THE CITY OF BURNET, TO ELECT DIRECTORS FOR THE BURNET CENTRAL APPRAISAL DISTRICT FOR THE YEAR 2022-2023: K. Dix

**Background:** Senate Bill 621, Section 6.03 requires that each taxing unit entitled to vote, cast their vote by resolution and to submit to the Chief Appraiser of the Burnet Central Appraisal District by December 15, 2021.

**Information:** The City of Burnet has 131 votes that may be cast for the following individuals:

- Gene Broadway
- Bruce Jones
- Dave Kithil
- Darlene Oostermeyer
- Phillip Thurman

Council will need to decide the distribution of votes. The votes can be cast for one candidate or the votes may be divided among any number of candidates.

**Fiscal Impact:** None at this time.

**Recommendation:** Staff recommends approval of Resolution R2021-60 as presented to include the stated number of votes for each candidate(s).

**RESOLUTION R2021-60**

**A RESOLUTION OF VOTES CAST BY THE CITY COUNCIL, OF THE CITY OF BURNET, TO ELECT DIRECTORS FOR THE BURNET CENTRAL APPRAISAL DISTRICT FOR THE YEAR 2022-2023**

**WHEREAS**, SB 621, Section 6.03 requires that each taxing unit entitled to vote, cast their vote by resolution and to submit to the Chief Appraiser of the Burnet Central Appraisal District by December 15, 2021; and

**WHEREAS**, in open session, the City Council of the above mentioned taxing unit, which is entitled under SB 621, to cast 131 votes to elect the Board of Directors listed on the Official Ballot of the Burnet Central Appraisal District of Burnet County (exhibit A); and

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

The City of Burnet submits the attached Official Ballot, as issued by the Chief Appraiser, stating our vote for candidates for election of the Board of Directors for Burnet Central Appraisal District for 2022-2023.

**PASSED AND APPROVED this the 16<sup>th</sup> day of November, 2021.**

---

Crista Goble Bromley, Mayor

**ATTEST:**

---

Kelly Dix, City Secretary

# OFFICIAL BALLOT

City of Burnet

TO ELECT

BOARD OF DIRECTORS FOR THE BURNET CENTRAL APPRAISAL DISTRICT  
FOR THE YEAR 2022 – 2023

**DIRECTIONS:** Please enter the number of votes cast in the blank space opposite the name of the candidate. You may cast all of your votes for one candidate, or you may divide your votes among any number of candidates that you desire. **You have 131 total votes you may cast.**

NAMES OF CANDIDATES	NUMBER OF VOTES
BROADWAY, GENE	
JONES, BRUCE	
KITHIL, DAVE	
OOSTERMEYER, DARLENE	
THURMAN, PHILIP	



## Administration

### ITEM 4.16

David Vaughn  
City Manager  
512.715.3208  
dvaughn@cityofburnet.com

## Agenda Item Brief

<b>Meeting Date:</b>	November 16, 2021
<b>Agenda Item:</b>	Discuss and consider action: Authorization to proceed with the Texas Community Resiliency Program: D. Vaughn
<b>Background:</b>	The Texas Department of Housing and Community Affairs is soliciting grant applications to create, expand, or enhance public facilities that provide medical care, social services, and/or non-congregate housing and increase the community's long-term resiliency and ability to mitigate current and future coronavirus outbreaks.
<b>Information:</b>	The Community Center remodel potentially qualifies for this grant. The Children's Advocacy Center has been considering an expansion to their facility for quite some time, which could possibly qualify as well. The CAC grant would have to be on a separate grant application but must go through the city to be eligible. The deadline to submit has been extended until the end of January.
<b>Fiscal Impact:</b>	To be determined. The City must solicit proposals for the grant writer engineer and/or architects for the proposed projects.
<b>Recommendation:</b>	Staff requests authorization to proceed with soliciting grant writer proposals and other initial funding steps.





## Administration

### ITEM 5.1

David Vaughn  
City Manager  
512.715.3208  
dvaughn@cityofburnet.com

## Agenda Item Brief

**Meeting Date:** November 16, 2021

**Agenda Item:** Executive Session: Pursuant to Texas Government Code Sec. 551.071 the City Council of the City of Burnet shall convene in executive session to consult with the City Attorney pertaining to a proposed waterline construction agreement with The Simons Group of Texas Builders LLC: D. Vaughn

**Background:**

**Information:**

**Fiscal Impact:**

**Recommendation:** To be determined by Council.



## Administration

### ITEM 6.1

David Vaughn  
City Manager  
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## Agenda Item Brief

**Meeting Date:** November 16, 2021

**Agenda Item:** Discuss and consider action: Direction to staff regarding the proposed water line construction agreement with the Simons Group of Texas Builders LLC: D. Vaughn

**Background:**

**Information:**

**Fiscal Impact:**

**Recommendation:** To be determined by Council.