



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

Notice is hereby given that a **Regular Council Meeting** will be held by the governing body of the above named City on the **11<sup>th</sup> day of December, 2018** at **6:00 p.m.** in the Council Chambers, Burnet Municipal Airport, 2402 S. Water, Burnet, at which time the following subjects will be discussed, to-wit:

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

### **CALL TO ORDER:**

### **INVOCATION:**

### **PLEDGE OF ALLEGIANCE:**

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

### **1. PUBLIC RECOGNITION/SPECIAL REPORTS:** 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 November 13, 2018 Regular Council Meeting minutes

### **3. PUBLIC HEARINGS:** None.

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

4.1) Discuss and consider action: SECOND AND FINAL READING OF AN ORDINANCE AMENDING ORDINANCE NO. 2012-06 BY ASSIGNING TOWNHOMES – DISTRICT R-2A TO LOTS 8-A (0.29-ACRES); 9-A (0.21-ACRES) AND 10-A (0.26-ACRES); JOHN HAMILTON SURVEY NO. 1, WHICH ARE FURTHER DESCRIBED AS BEING LOCATED IN THE 1200 BLOCK OF BUCHANAN DRIVE; PROVIDING A REPEALER CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE: M. Lewis

4.2) Discuss and consider action: Acceptance of a Public Utility Easement granted by the Highland Lakes Health Fund: G. Courtney

4.3) Discuss and consider action: Acceptance of a deed for dedication of land as a public right-of-way: G. Courtney

4.4) Discuss and consider action: Airport Advisory Board appointments: L. Baugh

4.5) Discuss and consider action: Approval of LCRA Community Development Partnership Program (CDPP) grant application: L. Baugh

4.6) Discuss and consider action: Burnet Historic Preservation Board appointment: K. Dix

## **5. REPORTS:**

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

5.1(B.3) September 2018 Financial Report: P. Langford

5.1(G.2) Proposed regional sewage collection for US Hwy 281 South: D. Vaughn

5.1(G.2) Project F Update Report: A. Burdell

## **6. REQUESTS FROM COUNCIL FOR FUTURE REPORTS:**

## **7. ADJOURN:**

Dated this 7<sup>th</sup> day, of December, 2018

**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 December 7, 2018, 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).*

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

On this the 13<sup>th</sup> day of November, 2018, the City Council of the City of Burnet convened in Regular Session, at 6:00 p.m., at the regular meeting place thereof with the following members present, to-wit:

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

Guests: Mark Lewis, Gene Courtney, Mark Ingram, Patricia Langford, Paul Nelson, Alan Burdell, Jonny Simons, Doug Fipps, Adrienne Feild, Wallis Meshier, Evan Milliorn, Craig Lindholm, Chester Wilson, Savanna Gregg, Leslie Baugh

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

INVOCATION: Council Member Mary Jane Shanes

PLEDGE OF ALLEGIANCE: Council Member Joyce Laudenschlager

PLEDGE TO TEXAS FLAG: Council Member Joyce Laudenschlager

PUBLIC RECOGNITION/SPECIAL REPORTS: None.

CONSENT AGENDA ITEMS:

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

Approval of the October 23<sup>rd</sup>, 2018 Regular Council Meeting minutes

Council Member Danny Lester moved to approve the consent agenda as presented. Council Member Joyce Laudenschlager seconded, the motion carried unanimously.

PUBLIC HEARINGS:

Public Hearing: The City Council of the City of Burnet will conduct a public hearing regarding the request to rezone Lot 8-A (0.29-acres); Lot 9-A (0.21-Acres) and Lot 10-A (0.26-acrea) ;John Hamilton Survey No. 1, which are further described as being located in the 1200 block of Buchanan Drive, from their present zoning designation of Single Family Residential – District R-1, to a designation of Townhomes – District R-2A: M. Lewis: Mayor Bromley opened the public hearing and asked if anyone was interested in speaking, if so to approach the podium. Mr. Chester Wilson approached the podium and identified himself as the owner of the property. There being no one else wishing to speak, Mayor Bromley closed the public hearing.

ACTION ITEMS:

Discuss and consider action: A RESOLUTION BY THE CITY OF BURNET, TEXAS DESIGNATING CERTAIN CITY OFFICIALS TO SIGN CHECKS AND OTHER DISBURSEMENTS FOR ANY AUTHORIZED DEPOSITORY OF THE CITY OF BURNET, TEXAS: P. Langford: Council Member Joyce Laudenschlager moved to approve Resolution number R2018-25 as presented. Council Member Mary Jane Shanes seconded, the motion carried unanimously.

Discuss and consider action: Authorize staff to enter into a vendor agreement with Opportunities for Williamson and Burnet Counties (formerly WBCO) for the purpose of a Comprehensive Energy Assistance Program: P. Langford: Council Member Mary Jane Shanes made a motion to approve and authorize the City of Burnet to enter into a vendor agreement with Opportunities for Williamson and Burnet Counties for the purpose of a Comprehensive Energy Assistance Program. Council Member Cindia Talamantez seconded, the motion carried unanimously.

Discuss and consider action: Authorize the purchase of new vehicles and equipment for the Public Works Department: G. Courtney: Council Member Joyce Laudenschlager made a motion to approve and authorize the purchase of new vehicles and equipment for the Public Works Department as presented. Council Member Danny Lester seconded, the motion carried unanimously.

Discuss and consider action: Engineering of proposed waterline loop for 281South area: D. Vaughn: Council Member Joyce Laudenschlager moved to authorize the engineering of the proposed waterline loop for US Hwy 281 South and for the City Manager to execute the contract. Council Member Mary Jane Shanes seconded, the motion carried unanimously.

Discuss and consider action: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BURNET, TEXAS, ABANDONING A 1.00 ACRE PORTION OF SPICEWOOD DRIVE, A PUBLIC RIGHT-OF-WAY, DESCRIBED BY THE BURNET COUNTY APPRAISAL DISTRICT AS WOODLANDS LOT, SEC 2 AND BEING ALL OF THAT CERTAIN 0.97 ACRE TRACT OF LAND CONVEYED TO THE CITY OF BURNET, TEXAS IN DOCUMENT NO. 201806716 OF THE OFFICIAL PUBLIC RECORDS OF BURNET COUNTY, TEXAS AND A 0.03 ACRE PORTION OF THAT CERTAIN 0.09 ACRE TRACT OF LAND CONVEYED TO THE CITY OF BURNET, TEXAS IN DOCUMENT NO. 201806715 OF THE OFFICIAL PUBLIC RECORDS OF BURNET COUNTY, TEXAS; DIRECTING THE CITY MANAGER TO EXECUTE AND CAUSE TO BE FILED IN THE OFFICIAL PUBLIC RECORDS OF BURNET COUNTY, TEXAS, A DEED GRANTING OWNERSHIP OF SAID RIGHT-OF-WAY TO DILLARD DEVELOPMENT AND CONSULTING LLC; ACCEPTING DEDICATION FROM DILLARD DEVELOPMENT AND CONSULTING LLC 1.07 ACRES OF LAND FOR THE PURPOSE OF ESTABLISHING AN ALTERNATE ALIGNMENT FOR SPICEWOOD DRIVE; AND DIRECTING THE CITY MANAGER TO EXECUTE AND CAUSE TO BE RECORDED THE OFFICIAL RECORDS OF BURNET COUNTY, TEXAS, A DEED TRANSFERRING OWNERSHIP OF DEDICATING THAT SAME 1.07 ACRES TO THE CITY OF BURNET FOR USE AS PUBLIC RIGHT-OF-WAY: M. Lewis: Council Member Mary Jane Shanes moved to approve Resolution number R2018-26 as presented. Council Member Cindia Talamantez seconded, the motion carried unanimously.

Discuss and consider action: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BURNET, TEXAS, ABANDONING A 0.04 ACRE PORTION OF SPICEWOOD DRIVE, A PUBLIC RIGHT-OF-WAY, DESCRIBED AS BEING OUT OF THAT CERTAIN 0.90 ACRE TRACT OF LAND CONVEYED TO THE CITY OF BURNET, TEXAS IN DOCUMENT NO. 201806715 OF THE OFFICIAL PUBLIC RECORDS OF THE BURNET COUNTY, TEXAS; DIRECTING THE CITY MANAGER TO EXECUTE AND CAUSE TO BE FILED IN THE OFFICIAL PUBLIC RECORDS OF BURNET COUNTY, TEXAS, A DEED GRANTING OWNERSHIP OF SAID RIGHT-OF-WAY TO STEHLING WAYS AND MEANS, INC. M. Lewis: Council Member Joyce Laudenschlager moved to approve Resolution number R2018-27 as presented. Council Member Cindia Talamantez seconded, the motion carried unanimously.

Discuss and consider action: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BURNET, TEXAS, ABANDONING THAT 0.343-ACRE, PERMANENT PUBLIC UTILITY EASEMENT AND 0.80-ACRE, TEMPORARY CONSTRUCTION EASEMENT DESCRIBED IN A DEED RECORDED IN VOL. 644, PAGE 190, OF THE REAL PROPERTY RECORDS OF BURNET COUNTY, TEXAS AND FURTHER DESCRIBED AS BEING LOCATED ON THAT 20.84-ACRE TRACT CONVEYED TO DILLARD DEVELOPMENT AND CONSULTING LLC BY STEHLING DEVELOPMENT LLC; AND DIRECTING THE CITY MANAGER TO EXECUTE AND CAUSE TO BE RECORDED THE OFFICIAL RECORDS OF BURNET COUNTY, TEXAS, AN INSTRUMENT ABANDONING SAID PERMANENT PUBLIC UTILITY AND TEMPORARY CONSTRUCTION EASEMENTS. M. Lewis: Council Member Danny Lester moved to approve Resolution number R2018-28 as presented. Council Member Joyce Laudenschlager seconded, the motion carried unanimously.

Discuss and consider action: FIRST READING OF AN ORDINANCE AMENDING ORDINANCE NO. 2012-06 BY ASSIGNING TOWNHOMES – DISTRICT R-2A TO LOTS 8-A (0.29-ACRES); 9-A (0.21-ACRES) AND 10-A (0.26-ACRES); JOHN HAMILTON SURVEY NO. 1, WHICH ARE FURTHER DESCRIBED AS BEING LOCATED IN THE 1200 BLOCK OF BUCHANAN DRIVE; PROVIDING A REPEALER CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE: M. Lewis: Council Member Danny Lester moved to approve the first reading of Ordinance 2018-19 as presented. Council Member Cindia Talamantez seconded, the motion carried unanimously.

REPORTS: None.

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

REQUESTS FROM COUNCIL FOR FUTURE REPORTS: None.

ADJOURN: There being no further business a motion to adjourn was made by Council Member Joyce Laudenschlager at 6:38 p.m., seconded by Council Member Mary Jane Shanes. The motion carried unanimously.

ATTEST:

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Crista Goble Bromley, Mayor

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



## Development Services

### ITEM 4.1

Mark S. Lewis  
Development Services Director  
(512)-715-3215  
mlewis@cityofburnet.com

### Agenda Item Brief

<b>Meeting Date:</b>	December 11, 2018
<b>Agenda Item:</b>	Discuss and consider action: SECOND AND FINAL READING OF AN ORDINANCE AMENDING ORDINANCE NO. 2012-06 BY ASSIGNING TOWNHOMES – DISTRICT R-2A TO LOTS 8-A (0.29-ACRES); 9-A (0.21-ACRES) AND 10-A (0.26-ACRES); JOHN HAMILTON SURVEY NO. 1, WHICH ARE FURTHER DESCRIBED AS BEING LOCATED IN THE 1200 BLOCK OF BUCHANAN DRIVE; PROVIDING A REPEALER CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE: M. Lewis
<b>Background:</b>	The attached ordinance, if approved by City Council, will assign Townhomes – District R-2A zoning to the property described in the above caption.
<b>Information:</b>	<p>The Planning and Zoning Commission, by unanimous vote, has recommended approval of this zone change. Staff concurs with the Commission recommendation and also recommends that the zone change be approved.</p> <p>There have been no changes to this Ordinance 2018-19 since the first reading on November 13, 2018.</p>
<b>Fiscal Impact:</b>	None
<b>Recommendation:</b>	Approve and adopt Ordinance 2018-19 as presented.

## **ORDINANCE NO. 2018-19**

**AN ORDINANCE AMENDING ORDINANCE NO. 2012-06 BY ASSIGNING TOWNHOME – DISTRICT R-2A TO LOTS 8-A (0.29-ACRES); 9-A (0.21-ACRES) AND 10-A (0.26-ACRES); JOHN HAMILTON SURVEY NO. 1, WHICH ARE FURTHER DESCRIBED AS BEING LOCATED IN THE 1200 BLOCK OF BUCHANAN DRIVE; PROVIDING A REPEALER CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE**

**WHEREAS**, The Planning and Zoning Commission of the City of Burnet, on October 17, 2018, did conduct a public hearing for the purpose of taking public comment regarding the proposal to assign Townhomes – District R-2A zoning to Lots 8-A (0.29-acres); 9-A (0.21-acres) and 10-A (0.26-acres); John Hamilton Survey No. 1, which are further described as being located in the 1200 Block of Buchanan Drive; and

**WHEREAS**, The City Council of the City of Burnet, on November 13, 2018 did conduct its own public hearing for the purpose of taking public comment regarding the proposal to assign Townhomes – District R-2A to Lots 8-A (0.29-acres); 9-A (0.21-acres) and 10-A (0.26-acres); John Hamilton Survey No. 1, which are further described as being located in the 1200 Block of Buchanan Drive; and

**WHEREAS**, The City Council, based on due consideration of the Planning and Zoning Commission recommendation, and its own findings, did determine that assigning Townhomes – District R-2A Lots 8-A (0.29-acres); 9-A (0.21-acres) and 10-A (0.26-acres); John Hamilton Survey No. 1, which are further described as being located in the 1200 Block of Buchanan Drive to be consistent with the City of Burnet Future Land Use Plan, consistent with development patterns in the surrounding area and consistent with the best public interest of the City;

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

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

**Section 2. Zoning Changed.** The Lots 8-A (0.29-acres); 9-A (0.21-acres) and 10-A (0.26-acres); John Hamilton Survey No. 1, which are further described as being located in the 1200 Block of Buchanan Drive are hereby assigned a zoning designation of Townhomes – District R-2A.

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

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

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

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

**PASSED AND APPROVED** on First Reading this 11<sup>th</sup> day of November, 2018.

**FINALLY PASSED AND APPROVED** on this 11<sup>th</sup> day of December, 2018.

**CITY OF BURNET, TEXAS**

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Crista Goble Bromley, Mayor

**ATTEST:**

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Kelly Dix, City Secretary



## Public Works Department

## ITEM 4.2

Gene Courtney  
Public Works Director  
(512)-756-2402  
gcourtney@cityofburnet.com

### Agenda Item Brief

<b>Meeting Date:</b>	December 11, 2018
<b>Agenda Item:</b>	Discuss and consider action: Acceptance of a Public Utility Easement granted by the Highland Lakes Health Fund: G. Courtney
<b>Background:</b>	The City entered into a multi-party agreement to take over CR 340A. The city's part of the agreement would consist of the road being renamed to John Hoover Parkway and have the city street department reconstruct the road to meet city standards.
<b>Information:</b>	At the intersection of John Hoover Parkway and US 281, John Hoover Parkway will be widened to accommodate appropriate lane widths, and include a new third lane taking it to three lanes from two lanes. The new intersection will include one lane heading east from US 281. A second lane allowing you to turn north off of John Hoover Parkway, and a third lane allowing you to turn south off of John Hoover Parkway. Due to the road width and right-of-way increasing the city needs to move some of the electrical infrastructure, and needed a new public utility easement.
<b>Fiscal Impact:</b>	NONE
<b>Recommendation:</b>	Staff recommends council to accept the Public Utility Easement granted from the Highland Lakes Health Fund.

**PUBLIC UTILITY EASEMENT**

DATE:

GRANTOR: **Highland Lakes Health Fund, a Texas non-profit corporation**

GRANTOR'S MAILING ADDRESS (including County): **P.O. Box 1036, Burnet, Texas 78611**

GRANTEE: **City of Burnet, Texas**

GRANTEE'S MAILING ADDRESS (including County): **1001 Buchanan Drive Suite 4, Burnet, Burnet County, Texas 78611**

LIENHOLDER: **None**

CONSIDERATION: Ten Dollars (\$10.00) and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged.

PROPERTY:

BEING A 0.026 ACRES OUT OF THE EUGENIO PEREZ SURVEY NO. 4, ABSTRACT NO. 672, BURNET COUNTY, TEXAS, AND OUT OF A CALLED 0.35 ACRE TRACT OF LAND AS DESCRIBED IN DOCUMENT TO HIGHLAND LAKES HEALTH FUND, RECORDED IN DOCUMENT NO. 200806673 OF THE OFFICIAL PUBLIC RECORDS OF BURNET COUNTY, TEXAS AND FURTHER DESCRIBED BY THE SURVEY ATTACHED HERETO AS EXHIBIT "A" AND THE METES AND BOUNDS DESCRIPTION ATTACHED HERETO AS EXHIBIT "B".

**GRANTOR**, for the **CONSIDERATION** paid to **GRANTOR**, hereby grants, sells, and conveys to **GRANTEE**, its successors and assigns, an exclusive, perpetual easement for all purposes necessary for installing, operating and maintaining any and all desired utility services within said easement, including but not limited to placing, constructing, operating, repairing, maintaining, rebuilding, replacing, relocating and removing or causing to be placed, constructed, operated, repaired, maintained, rebuilt, replaced, relocated and removed structures or improvements reasonably necessary for the supplying of electric, water and/or sanitary sewer service and all other utility services deemed necessary by the **GRANTEE** in, upon, under and across the **PROPERTY** more fully described and as shown in Exhibit "A" attached hereto.

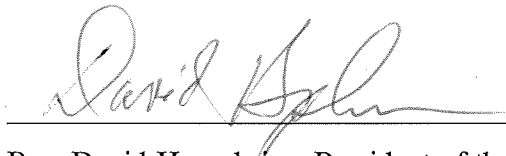
**GRANTOR** and **GRANTOR's** heirs, successors, and assigns shall retain the right to use all or part of the **PROPERTY** as long as such use does not interfere with **GRANTEE's** use of the **PROPERTY** for the purposes provided for herein. **GRANTEE** shall have the right to eliminate any encroachments into the **PROPERTY** that interfere with **GRANTEE's** use of the **PROPERTY** as a Public Utility Easement.

**TO HAVE AND TO HOLD** the above-described easement, together with all and singular the

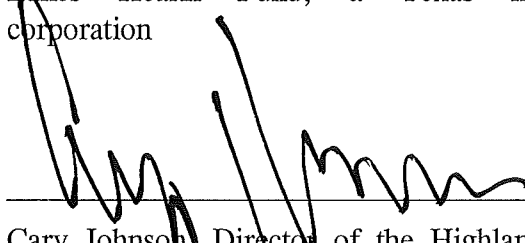
rights and appurtenances thereto in anyway belonging unto **GRANTEE**, and **GRANTEE**'s successors and assigns forever; and **GRANTOR** does hereby bind itself, its successors and assigns to **WARRANT AND FOREVER DEFEND** all and singular the easement unto **GRANTEE**, its successor and assigns, against every person whomsoever lawfully claiming or to claim the same, or any part thereof.

When the context requires, singular nouns and pronouns include the plural.

**GRANTOR:**



By: David Humphries, President of the Highland Lakes Health Fund, a Texas non-profit corporation

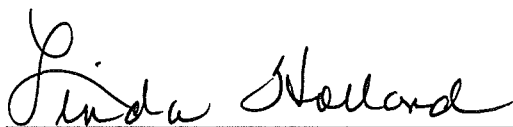
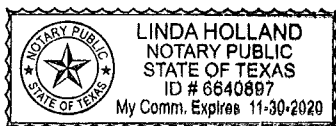


Cary Johnson, Director of the Highland Lakes Health Fund, a Texas non-profit corporation

THE STATE OF TEXAS   §  
  §  
COUNTY OF BURNET   §

This instrument was acknowledged before me the 2nd day of November,

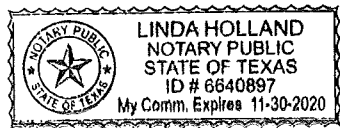
2018, by David Humphries, President of the Highland Lakes Health Fund, a Texas non-profit corporation.



NOTARY PUBLIC STATE OF TEXAS

THE STATE OF TEXAS   §  
  §  
COUNTY OF BURNET   §

This instrument was acknowledged before me the 2nd day of November,  
2018, by Cary Johnson, Director of the Highland Lakes Health Fund, a Texas non-profit corporation.



Linda Holland  
NOTARY PUBLIC STATE OF TEXAS

**After recording return to:**

City of Burnet, Texas

P.O. Box 1369

Burnet, Texas 78611



## Exhibit "B"

### **CUPLIN & ASSOCIATES, Inc.** Metes and Bounds land surveyors & planners

Prepared For: City of Burnet  
Project No. 181417  
Date: 10/23/2018

#### 0.026 ACRE EASEMENT:

BEING A 0.026 ACRE EASEMENT, OUT OF THE EUGENIO PEREZ SURVEY NO. 4, ABSTRACT NO. 672, BURNET COUNTY, TEXAS, FURTHER BEING OUT OF A CALLED 0.35 ACRE TRACT OF LAND AS DESCRIBED IN DOCUMENT TO HIGHLAND LAKES HEALTH FUND, RECORDED IN DOCUMENT NO. 200806673 OF THE OFFICIAL PUBLIC RECORDS OF BURNET COUNTY, TEXAS, SAID 0.026 TRACT BEING MORE PARTICULARLY DESCRIBED BY METES AND BOUNDS AS FOLLOWS:

**BEGINNING** at a set 1/2" iron pin with "Cuplin" property cap, along the called easterly line of the said Eugenio Perez survey, and the called westerly line the Lemuel Taylor Survey No. 8, Abstract No. 800, along the easterly line of said 0.35 acre tract, the westerly line of a called 8.00 acre tract of land as described in document to Daughters of Charity Health Services of Austin, recorded in Volume 779, Page 326 of the Official Public Records of Burnet County, Texas, along the proposed right-of-way line of County Road No. 340-A, being the southeasterly corner hereof, from whence a found 1/2" iron pin with "1877" property cap at the southeast corner of said 0.35 acre tract bears, South 16°04'06" East, a distance of 13.99';

**THENCE** over and across said 0.35 acre tract, along the northerly proposed right-of-way line of said County Road No. 340-A, and the southerly line hereof, the following courses and distances;

- 1) South 75°59'38" West, a distance of 73.81' to a 1/2" iron pin set with "Cuplin" property cap;
- 2) South 79°21'40" West, a distance of 35.73' to a 1/2" iron pin set with "Cuplin" property cap, along the easterly right-of-way line of Highway No. 281, from whence found concrete right-of-way marker at the southwest corner of said 0.35 acre tract bears, South 40°38'20" East, a distance of 24.75';


**THENCE** North 40°38'20" West, along the easterly right-of-way line of said Highway No. 281, the westerly line of said 0.35 acre tract, and hereof, a distance of 11.55' to a 1/2" iron pin set with "Easement Corner" cap, at the northwesterly corner hereof, from whence a 1/2" iron pin with "Cuplin" property cap bears, North 40°38'20" West, a distance of 14.82';

**THENCE** over and across said 0.35 acre tract, and the northerly line hereof, the following courses and distances;

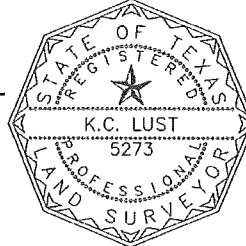
- 1) North 79°21'40" East, a distance of 41.21' to a 1/2" iron pin with "Easement Corner" cap;
- 2) North 75°59'38" East, a distance of 73.16' to a 1/2" iron pin with "Easement Corner" cap, along the westerly line of said 8.00 acre tract, the easterly line of said 0.35 acre tract, along the called westerly line of said Lemuel Taylor Survey, the called easterly line of said Eugenio Perez Survey, and being the northeasterly corner hereof;

**THENCE** South 16°04'06" East, along the westerly line of said 8.00 acre tract, the easterly line of said 0.35 acre tract along the called westerly line of said Lemuel Taylor Survey, the called easterly line of said Eugenio Perez Survey, and the easterly line hereof, a distance of 10.01' to the **POINT OF BEGINNING**, containing 0.026 of an acre, more or less.

I HEREBY CERTIFY THAT THIS SURVEY WAS PERFORMED ON THE GROUND AND WAS SURVEYED BY ME OR UNDER MY DIRECT SUPERVISION. COPYRIGHT 2018, CUPLIN & ASSOCIATES, INC. ©. BASIS OF BEARINGS ARE TO THE NORTH AMERICAN DATUM OF 1983, TEXAS COORDINATE SYSTEM, CENTRAL ZONE. A PLAT OF SURVEY OF EVEN DATE WAS PREPARED AS IS INTENDED TO ACCOMPANY THE ABOVE DESCRIBED TRACT OF LAND.

  
K.C. Lust  
Registered Professional Land Surveyor No. 52732

Dated: 10/23/2018



1500 Ollie Lane, Marble Falls, Texas 78654  
PH: 325.388.3300 Fax: 325.388.3320 Prof. Firm No. 10126900  
www.cuplinassociates.com



## Public Works Department

## ITEM 4.3

Gene Courtney  
Public Works Director  
(512)-756-2402  
gcourtney@cityofburnet.com

### Agenda Item Brief

<b>Meeting Date:</b>	December 11, 2018
<b>Agenda Item:</b>	Discuss and consider action: Acceptance of a deed for dedication of land as a public right-of-way: G. Courtney
<b>Background:</b>	The city entered into a multi-party agreement to take over CR 340A. The city's part of the agreement would consist of the road being renamed to John Hoover Parkway and have the city street department reconstruct the road to meet city standards.
<b>Information:</b>	At the intersection of John Hoover Parkway and US 281, John Hoover Parkway will be widened to accommodate appropriate lane widths, and include a new third lane taking it to three lanes from two. The new intersection will include one lane heading east from US 281. A second lane allowing you to turn north off of John Hoover Parkway, and a third lane allowing you to turn south off of John Hoover Parkway. Due to the road width increasing the city needs more public right-of-way to accommodate it.
<b>Fiscal Impact:</b>	NONE
<b>Recommendation:</b>	Staff recommends council to accept the Special Warranty Deed for public right-of-way from the Highland Lakes Health Fund.

**NOTICE OF CONFIDENTIALITY RIGHTS: IF YOU ARE A NATURAL PERSON, YOU MAY REMOVE OR STRIKE ANY OR ALL OF THE FOLLOWING INFORMATION FROM ANY INSTRUMENT THAT TRANSFERS AN INTEREST IN REAL PROPERTY BEFORE IT IS FILED FOR RECORD IN THE PUBLIC RECORDS: YOUR SOCIAL SECURITY NUMBER OR YOUR DRIVER'S LICENSE NUMBER.**

**Special Warranty Deed**

**Date:** November 2, 2018

**Grantor:** Highland Lakes Health Fund, a Texas non-profit corporation

**Grantor's Mailing Address:**

Highland Lakes Health Fund  
Post Office Box 1036 Burnet, TX 78611

**Grantee:** City of Burnet, Texas, a Texas municipal corporation

**Grantee's Mailing Address:**

City of Burnet, Texas  
1001 Buchanan Drive, Suite 4  
Burnet, TX 78611

**Consideration:**

TEN AND NO/100 (\$10.00) DOLLARS and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, and for which no lien, express or implied, is retained or shall exist.

**Property (including any improvements):**

BEING A 0.042 ACRE TRACT OF LAND, OUT OF THE EUGENIO PEREZ SURVEY NO. 4, ABSTRACT NO. 672, BURNET COUNTY, TEXAS, FURTHER BEING OUT OF A CALLED 0.35 ACRE TRACT OF LAND AS DESCRIBED IN DOCUMENT TO HIGHLAND LAKES HEALTH FUND, RECORDED IN DOCUMENT NO. 200806673 OF THE OFFICIAL PUBLIC RECORDS OF BURNET COUNTY, TEXAS, AND FURTHER DESCRIBED BY THE SURVEY ATTACHED HERETO AS EXHIBIT "A" AND THE METES AND BOUNDS DESCRIPTION ATTACHED HERETO AS EXHIBIT "B".

**Reservations from Conveyance:**

None

**Exceptions to Conveyance and Warranty:**

Validly existing easements, rights-of-way, and prescriptive rights, whether of record or not; all presently recorded and validly existing instruments, other than conveyances of the surface fee estate, that affect the Property; and taxes for the current calendar year have been prorated as of the date hereof and Grantee assumes and agrees to pay, and subsequent assessments for that and prior years due to change in land usage, ownership, or both, the payment of which Grantee assumes.

Grantor, for the Consideration and subject to the Reservations from Conveyance and the Exceptions to Conveyance and Warranty, grants, gives, and conveys to Grantee the Property, together with all and singular the rights and appurtenances thereto in any way belonging, to have and to hold it to Grantee and Grantee's heirs, successors, and assigns forever. Grantor binds Grantor and Grantor's heirs and successors to warrant and forever defend all and singular the Property to Grantee and Grantee's heirs, successors, and assigns against every person whomsoever lawfully claiming or to claim the same or any part thereof when the claim is by, though, or under Grantor but not otherwise, except as to the Reservations from Conveyance and the Exceptions to Conveyance and Warranty.

GRANTEE IS TAKING THE PROPERTY IN AN ARM'S-LENGTH AGREEMENT BETWEEN THE PARTIES. THE CONSIDERATION WAS BARGAINED ON THE BASIS OF AN "AS IS, WHERE IS" TRANSACTION AND REFLECTS THE AGREEMENT OF THE PARTIES THAT THERE ARE NO REPRESENTATIONS OR EXPRESS OR IMPLIED WARRANTIES, EXCEPT FOR THOSE CONTAINED IN THE PURCHASE CONTRACT, THIS DEED, AND THE OTHER CLOSING DOCUMENTS. GRANTEE HAS NOT RELIED ON ANY INFORMATION OTHER THAN GRANTEE'S INSPECTION AND THE REPRESENTATIONS AND WARRANTIES EXPRESSLY CONTAINED IN THE PURCHASE CONTRACT, THIS DEED, AND THE OTHER CLOSING DOCUMENTS.

When the context requires, singular nouns and pronouns include the plural.

GRANTOR:

David Humphries

By: David Humphries, President of the Highland Lakes Health Fund, a Texas non-profit corporation

Cary Johnson

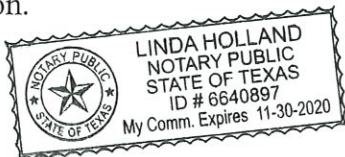
Cary Johnson, Director of the Highland Lakes Health Fund, a Texas non-profit corporation

THE STATE OF TEXAS §

§

COUNTY OF BURNET §

This instrument was acknowledged before me the 2nd day of November, 2018, by David Humphries, President of the Highland Lakes Health Fund, a Texas non-profit corporation.



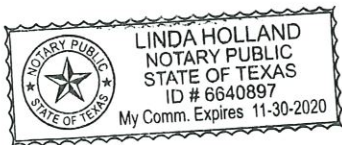
Linda Holland  
NOTARY PUBLIC STATE OF TEXAS

THE STATE OF TEXAS §

§

COUNTY OF BURNET §

This instrument was acknowledged before me the 2nd day of November, 2018, by Cary Johnson, Director of the Highland Lakes Health Fund, a Texas non-profit corporation.



Linda Holland  
NOTARY PUBLIC STATE OF TEXAS

AFTER RECORDING RETURN TO:

City of Burnet, Texas  
P.O. Box 1369  
Burnet, Texas 78611

EXECUTED TO BE EFFECTIVE the \_\_\_\_ day of \_\_\_\_\_, 2018.

**CITY OF BURNET, TEXAS**

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

**ATTEST:**

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

**THE STATE OF TEXAS   §**

**COUNTY OF BURNET   §**

**BEFORE ME**, the undersigned authority, a Notary Public in and for said County and State, on this day personally appeared Crista Goble Bromley, Mayor of the City of Burnet, Texas, 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 capacity therein stated.

**GIVEN UNDER MY HAND AND SEAL OF OFFICE** on this the \_\_\_\_ day of \_\_\_\_\_, 2018.

[Seal]

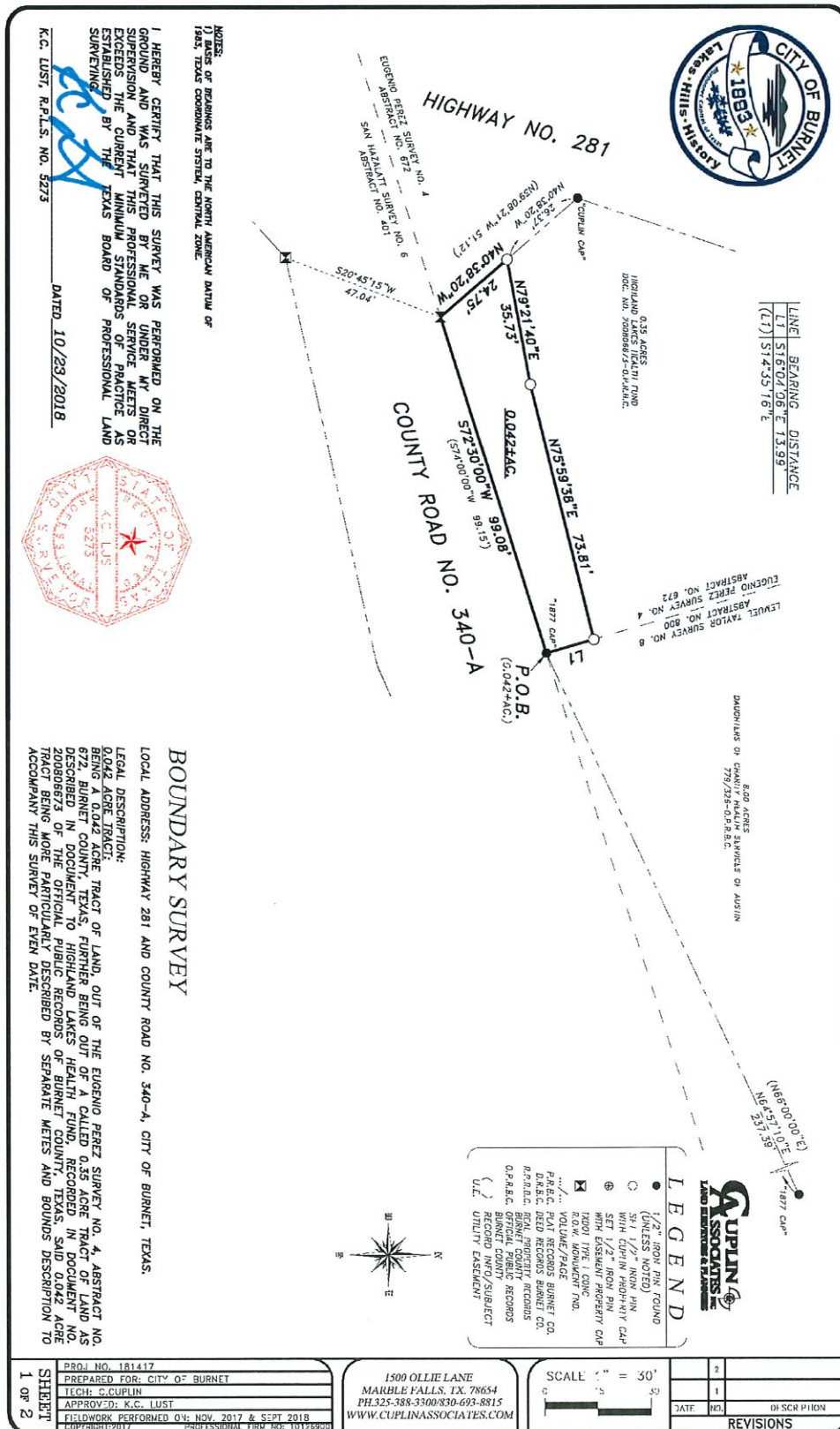
\_\_\_\_\_  
Notary Public in and for the State of Texas

My Commission Expires: \_\_\_\_\_

**AFTER RECORDING RETURN TO:**

City of Burnet, Texas  
Attn. City Secretary  
1001 Buchanan Drive, Suite 4  
P.O. Box 1369  
Burnet, TX 78611

## Exhibit "A"



## Exhibit "B"

**CUPLIN & ASSOCIATES, Inc.**  
land surveyors & planners

Prepared For: City of Burnet  
Project No. 181417  
Date: 10/23/2018

### 0.042 ACRE TRACT:

BEING A 0.042 ACRE TRACT OF LAND, OUT OF THE EUGENIO PEREZ SURVEY NO. 4, ABSTRACT NO. 672, BURNET COUNTY, TEXAS, FURTHER BEING OUT OF A CALLED 0.35 ACRE TRACT OF LAND AS DESCRIBED IN DOCUMENT TO HIGHLAND LAKES HEALTH FUND, RECORDED IN DOCUMENT NO. 200806673 OF THE OFFICIAL PUBLIC RECORDS OF BURNET COUNTY, TEXAS, SAID 0.042 ACRE TRACT BEING MORE PARTICULARLY DESCRIBED BY METES AND BOUNDS AS FOLLOWS:

**BEGINNING** at a found 1/2" iron pin with 1877 property cap, at the called southeast corner of the said Eugenio Perez Survey, and the called southwest corner of the said Lemuel Taylor Survey, at the southeasterly corner of said 0.35 acre tract, the southwesterly corner of a called 8.00 acre tract of land as described in document to Daughters of Charity Health Services of Austin, recorded in Volume 779, Page 326 of the Official Public Records of Burnet County, Texas, along the northerly right-of-way line of County Road No. 340-A, and being the southeasterly corner hereof;

**THENCE** South 72°30'00" West, along the northerly right-of-way line of said County Road No. 340-A, the called southerly line of the said Eugenio Perez Survey, the southerly line of said 0.35 acre tract, and hereof, a distance of 99.08' to a concrete right-of-way marker found, at the intersection of the northerly right-of-way line of said County Road No. 340-A and the easterly right-of-way line of Highway No. 281, and being the southwesterly corner hereof, from whence a concrete right-of-way marker found across County Road No. 340-A bears South 20°45'15" West, a distance of 47.04' ;

**THENCE** North 40°38'20" West, along the easterly right-of-way line of said Highway No. 281, the southwesterly line of said 0.35 acre tract, and hereof, a distance of 24.75' to a 1/2" iron pin set "Cuplin" property cap, being the most westerly corner hereof, from whence a 1/2" iron pin with "Cuplin" property cap bears, North 40°38'20" West, a distance of 26.37' ;

**THENCE** over and across said 0.35 acre tract, and over and across said 8.00 acre tract, and the northerly line hereof, the following courses and distances;

- 1) North 79°21'40" East, a distance of 35.73' to a 1/2" iron pin set with "Cuplin" property cap;
- 2) North 75°59'38" East, a distance of 73.81' to a 1/2" iron pin set with "Cuplin" property cap, along the called westerly line of the said Lemuel Taylor Survey, along the westerly line of said 8.00 acre tract, the called easterly line of said Eugenio Perez Survey, the easterly line of said 0.35 acre tract, and being the northeasterly corner hereof;

**THENCE** South 16°04'06" East, along the called westerly line of said Lemuel Taylor Survey, the westerly line of said 8.00 acre tract, the called easterly line of said Eugenio Perez Survey, the easterly line of said 0.35 acre tract, and hereof, a distance of 13.99' to the **POINT OF BEGINNING**, containing 0.042 of an acre, more or less.

I HEREBY CERTIFY THAT THIS SURVEY WAS PERFORMED ON THE GROUND AND WAS SURVEYED BY ME OR UNDER MY DIRECT SUPERVISION. COPYRIGHT 2018, CUPLIN & ASSOCIATES, INC. ©. BASIS OF BEARINGS ARE TO THE NORTH AMERICAN DATUM OF 1983, TEXAS COORDINATE SYSTEM, CENTRAL ZONE. A PLAT OF SURVEY OF EVEN DATE WAS PREPARED AS IS INTENDED TO ACCOMPANY THE ABOVE DESCRIBED TRACT OF LAND.

  
K.C. Lust

Registered Professional Land Surveyor No. 52732

Dated: 10/23/2018





## Administration

## ITEM 4.4

Leslie Baugh  
Airport Manager  
(512) 715-3217  
lbaugh@cityofburnet.com

### Agenda Item Brief

<b>Meeting Date:</b>	December 11, 2018
<b>Agenda Item:</b>	Discuss and consider action: Airport Advisory Board appointments: L. Baugh
<b>Background:</b>	Two seats on the Airport Advisory Board are up for appointment.
<b>Information:</b>	The seats currently filled by Chairman Ken Wittekiend and Member Charles F. Dietrich expired in October 2018. Both members are extremely knowledgeable and valuable members of the board and have expressed their desire to continue to serve on the Airport Advisory Board.
<b>Fiscal Impact:</b>	No fiscal impact.
<b>Recommendation:</b>	The Airport Advisory Board recommends re-appointment of Chairman Ken Wittekiend and Member Charles F. Dietrich to the City of Burnet Airport Advisory Board for a term of two years ending in October 2020.



## Administration

## ITEM 4.5

Leslie Baugh  
Administration  
(512) 715-3217  
lbaugh@cityofburnet.com

### Agenda Item Brief

**Meeting Date:** December 11, 2018

**Agenda Item:** Discuss and consider action: Approval of LCRA Community Development Partnership Program (CDPP) grant application.  
L. Baugh

**Background:** The LCRA Community Development Partnership Program (CDPP) grant is awarded twice a year to support local communities through grants of up to \$50,000. Applications are accepted in January and July. An applicant must not have received a CDPP grant within 24 months to be eligible.

In July of 2018 the City of Burnet applied for the LCRA CDPP grant in the amount of \$50,000 for a live fire training tower. The project came in one (1) point under the LCRA funding line and the City was not awarded the grant.

**Information:** Exhibit "A" hereinafter is the proposed CDPP grant application in the amount of \$50,000 for a live fire training tower and cost details.

The City of Burnet has not received a CDPP grant within 24 months and is eligible to apply.

**Fiscal Impact:** The City will be responsible for all costs exceeding the CDPP grant amount of \$50,000.

**Recommendation:** Staff recommends approval of the LCRA Community Development Partnership Program grant application and commit to construct the training tower contingent to the City being awarded the LCRA CDPP grant in the amount of \$50,000.

## Exhibit "A"

### FY 2019 Grant Application

#### Organization Information

##### Organization requesting grant

Name of organization

City of Burnet

Mailing address

*Including city and ZIP code*

1001 Buchanan Drive, Suite 4  
Burnet, Texas 78611

County where project will be located

Burnet County

Project address

*Including city and ZIP code*

City of Burnet Wastewater Plant  
301 Wastewater Plant Way, Burnet, TX 78611

Tax ID number

746000460

Tax status

Exempt

Is the organization a Volunteer Fire Department registered with the Internal Revenue Service?

No

Is the organization required to file an IRS Form 990?

No

Organization website

*Enter URL of website, if applicable.*

[www.cityofburnet.com](http://www.cityofburnet.com)

Organization Facebook page

*Enter URL of Facebook page, if applicable.*

<https://www.facebook.com/City-of-Burnet-268916636458638/>

### Organization details

Year founded

1852

Organization mission statement

The Mission of the Burnet Fire Department is to prevent loss of life and property through proactive, efficient and effective public fire education, code enforcement, inspections and investigations and in so doing, positively affect the quality of life of the citizens of the city of Burnet.

### Contact Information

Organization primary contact

Prefix

Mr.

First name

Mark

Last name

Ingram

Title

Fire Chief, Burnet Fire Department

Email

mingram@cityofburnet.com

Primary phone number

{512} 756-2662

Secondary phone number

{830} 798-4764

Grant request primary contact
Same as organization primary contact
No
Prefix
Ms.
First name
Leslie
Last name
Baugh
Title
Administration
Email
lbaugh@cityofburnet.com
Primary phone number
{830} 613-0431
Secondary phone number
{512} 715-3217

## Grant Request Information

### Grant request information

Total project cost  
*(whole dollars only)*

\$110,000

Grant amount requested (\$50,000 maximum)  
*(whole dollars only)*

\$50,000

Do you have a matching contribution?

*Grants of \$5,000 or more require a minimum 20 percent match of the total project cost. In-kind contributions such as labor can be counted as a matching contribution.*

Yes

If so, how much is your matching contribution? \*

\$60,000

What percentage of the total project cost is your matching contribution?  
*Click the calculator.*

55%

Provide a brief description of your project.  
*Indicate specific use of funds.*

Construction of a live fire training tower equipped with burn rooms for fire training exercises such as rappelling for high angle rescue, confined space, search and rescue, live fire training, forcible entry and many more.

How does this project benefit the community?

The Fire Department needs not only to protect the public, they must also protect themselves. The best way to learn how to fight a fire is by fighting real fires. However with today's improved fire prevention methods and public education, there are fewer fires to fight; which means less opportunity for real-life experiences. Live fire training is essential to the health and safety of the Fire Department personnel and the community.

Why is this project needed?

Live fire training drills teach firefighters how to think clearly and act calmly under the stress of an emergency situation when lives are at stake and every second counts. Firefighters must effectively use their training to solve the unique problems of a fire emergency while maintaining their own safety as well as that of their fellow firefighters and any other people involved in the fire scene. This includes operating heavy equipment and tools which can cause serious injury if used improperly. There's no better way to give firefighters hands-on experience in firefighting than through this kind of controlled, supervised exercise. Live fire training towers and burn rooms are the best fire training systems available.

There is nothing like fighting a real uncontrolled fire in a structure. It takes experience fighting real uncontrolled fires to fully develop physical skills along with the ability to visually recognize important fire clues. We have in the past acquired vacant buildings for live-fire training in our city; however there

is an obvious safety factor. Burning an acquired structure is a very serious matter and should not be taken lightly or entered into without an understanding of the risks involved. A fire in a burn building or live fire training tower and one in an acquired structure are entirely different. The building/tower fire is of concrete construction, which allows for better controlled fire behavior; a fire in an acquired structure can be totally unpredictable.

Firefighting is full of unexpected dangers. Training should not unnecessarily expose firefighters to harm. A burn building and/or live fire training tower is the safest way to train firefighters to experience heat, smoke, and flame fronts in a training environment, giving them a dose of reality.

How often will the project be open or accessible to the public?

*Please describe public access in detail, such as, "The museum is open 8 - 5 Monday through Friday," or "The Fire Department will carry the requested equipment on emergency calls 24/7."*

The fire training tower will be open to the other area departments on a scheduled basis for live fire training demonstrations, public education events, and employee recruitment site visits.

A unique example of public educational events, is the use of the training tower by our Fire Explorer Post 4700. The Fire Explorer program is a public program for high school students (incoming Freshmen through Senior year), interested in the emergency services field after graduation. It is an interactive program that teaches teens life-saving skills and educates them about what it takes to have a career in the fire service. There are opportunities within the program for skills competition as well as providing public service at local events. The Explorer program also provides scholarships for higher education on a competitive basis.

In 2017, Burnet hosted the first annual Burnet Games after regularly competing in the annual Winterfest Games in Gatlinburg, Tennessee. By hosting the Burnet Games, this opened up a fire fighting opportunity for local Texas Explorer programs to participate in skills competitions here in the Hill Country. With the addition of the training tower, our Explorers and those all over central Texas will have an opportunity to learn more skills and engage them in an incredibly rewarding awarding career field.

Who is the property owner of the project location?

City of Burnet

Will the requested CDPP grant funds enable the completion of the project?

Yes

Identify each community, city, county or region impacted by this project.

The Burnet Fire Department services Burnet County and adjacent counties including San Saba County, Williamson County, Lampasas County and Llano County. Burnet County alone has a total area of 1,021 square miles.

Unincorporated communities: Briggs, Fairland, Gandy, Joppa, Lake Victor, Mahomet, Mormon Mill, Naruna, Oakalla, Oatmeal, Scobee, Sherwood Shores, Smithwick, Spicewood, Sudduth, and Watson.

Cities: Bertram, Burnet, Cottonwood Shores, Granite Shoals, Highland Haven, Horseshoe Bay, Marble Falls, Meadowlakes, Lampasas, Liberty Hill, Llano.

County: Burnet, Lampasas, Williamson, and Llano

Region: Hill Country

What is the population of the area served by this project?

As of the 2015 census, Burnet County has the population of 45,750.

Additional documentation 2

Additional documentation 3

### Photographs

If applicable, attach photographs that would help the Review Committee better understand the project and the need for it:

Picture 1

Picture 2

### Key Staff and Board of Directors

Provide a list of key staff and members of the organization's governing body, such as a board of directors:

### Signature

**Application must be signed by the chief executive administrator or officer of the entity requesting the grant, such as a city manager, executive director, general manager, board president or school superintendent.**

By checking this box, I certify to the best of my knowledge and belief that all documentation in this application is true and correct.

Name of authorized representative

Leslie Baugh

Title

Administration

Email

[Lbaugh@cityofburnet.com](mailto:Lbaugh@cityofburnet.com)

Phone number

(830) 613-0431

Electric Service Provider
City of Burnet
If other, provide the name of the electric service provider.
Does the requesting organization have a reserve/operating fund?
Yes
Is the fund being used for this project?
Yes
If the fund is being used, explain how. If it is not being used, explain why.
The City is using reserves to cover all costs in excess of grant amount.

Additional detail
Does the project have a water conservation component such as a rainwater catchment system, low-flow toilets or energy-efficient landscaping strategies?
Yes
Does the project have an energy-efficient component such as solar energy, energy-efficient lighting, windows or insulation?
Yes
If yes, please explain in more detail.
<p>Placement of the live fire training tower at the Wastewater Treatment Plant enables the firefighters the use of effluent water sources. The reuse of water for fire fighter training is a positive means of recycling water due to the potential large volumes of water that can be used. Recycled effluent water has the advantage of being a constant, reliable water source and reduces the amount of water extracted from the environment.</p> <p>The live fire training tower site will be illuminated at night with IDA certified, dark sky lighting, amber LED's to reduce light pollution with the use of full-cutoff fixtures that cast little to no light upward, reducing light trespass and skyglow. Night time is essential to the Earth's ecosystem. Artificial lighting disrupts the rhythm of day and night that many plants and animals depend on; leading to devastating effects for birds, nocturnal animals, amphibians, mammals and insects such as fireflies. By installing dark sky lighting we will be preserving our Hill Country plants and animals.</p> <p>Amber LED's only the amount of light necessary, which greatly reduces wasted energy consumption and money.</p>

Is there anything else you want the Review Committee to know about this grant proposal?

The City of Burnet Fire Department currently has an ISO rating of "Class 2." The ISO rating is from 10 - 1. With "1" being the best. Historically, very few cities ever received a "Class 1" rating. There have been times where only one city, out of the nation, would receive a "1". Presently there may be as many as 40+ cities with a "1" rating in the U.S. This is still a small percentage when one considers the thousands of communities nationwide.

Construction of the live fire training tower will allow the City of Burnet to be eligible for a "Class 1" ISO rating. A "Class 1" ISO rating will benefit the public because insurance companies calculate rates based upon the ISO rating. A lower ISO rating can lead to lower calculated rates by insurance companies.

If the City of Burnet receives an ISO "Class 1" rating, "Class 1" ISO certificates will be sent to the public with their utility bills and available online for download. The public then will be able to contact their insurance provider and submit a "Class 1" ISO rating update and possibly lower their insurance rates.

## Attachments

### Required Documentation

IRS determination letter for nonprofit organizations

*Nonprofit organizations must attach their IRS determination letter. Documents from a CPA or state Comptroller's office are not acceptable.*

### Budget Summary

Provide a detailed budget summary for the project, including itemized costs and funding sources:

*For a template using an Excel worksheet, [click here](#). For an example of a completed budget summary, [click here](#).*

Provide vendor quotes or estimates for the project.

*Vendor quotes should be obtained within the last six months.*

If no quotes are attached, explain why:

Quote/estimate 1

Quote/estimate 2

### Additional Documentation

Attach the organization's current financial statement.

Include any additional documentation you believe the Review Committee would find helpful to fully understand the project and the need for it, including information about additional funding sources, property deeds and lease agreements.

Additional documentation 1



Please enter a description for each line item and the dollar amount of the CDDP grant requested for that item. The matching contribution does not have to be broken down by line item and can be included on a single line item labeled "Matching Contribution."

**Community Development Partnership Program  
Grant Request Budget Summary**

Line Item Description	CDPP Grant Request Amount	Matching Contribution <small>(must be at least 25% percent of total project cost for grants over \$25,000)</small>		Project Cost
		Dollars	In Kind	
	whole dollars only			
Live Fire Training Tower	\$50,000			
Matching Contribution		\$50,000		
TOTAL DOLLARS	\$50,000	\$50,000	\$0	\$100,000
TOTAL PERCENTAGE OF PROJECT COST	45%	55%		100%

**Estimated Total Construction Costs  
Live Fire Training Tower with Burn Rooms**

Drill Tower	\$58,215.00
Burn Room (2)	\$10,000.00
Water Line & Fire Hydrant	\$20,928.65
Training Tower Slab	\$10,000.00
LED Amber Lights & Poles NEW	\$10,000.00
	<hr/>
	\$109,143.65

**AFFORDABLE DRILL TOWERS, LLC**

PO Box 111938  
Houston, TX 77293-1938  
(844)558-6937  
Info@affordabledrilltowers.com

**QUOTATION****QUOTATION #** 1018**DATE** 04/25/2018**EXPIRATION DATE** 05/25/2018**ADDRESS**

Dep. Chief JJ Miller  
City of Burnet Fire Dept.  
PO Box 1369  
Burnet, TX 78611

**SHIP TO**

Dep. Chief JJ Miller  
City of Burnet Fire Dept.  
2002 South Water St.  
Burnet, TX 78611

Please detach top portion and return with your payment.

**SHIP VIA**  
ADT Truck

**CONTACT**  
JJ Miller

**PHONE**  
830-613-7829

DATE	PART NUMBER	ACTIVITY	QTY	UNIT PRICE	EXTENDED PRICE
04/25/2018	CA34	<b>34'T California Drill Tower</b> Affordable Drill Tower (5-levels, 3-floors, FDC, Standpipe & Sprinkler System, 1-Balcony, 2-Segmented Floors).	1	49,995.00	49,995.00
04/25/2018	VLSC	<b>Vertical Ladder w/Safety Cage</b> Vertical Ladder w/Safety Cage for vertical rope rescue, patient packaging, confined space training, and limited access scenarios.	1	4,995.00	4,995.00
04/25/2018	STB	<b>Steel Toe Boards</b> Complete wrap of all steel flooring, outside edge, to minimize hose lines from expanding off the drill tower, and tools and appliance from being kicked-off.	1	2,250.00	2,250.00
04/25/2018	BAL	<b>Balcony/Instructor's Platform</b> 2nd Balcony added above existing Balcony to create a more realistic apartment scenario.	1	975.00	975.00

Taking Your Training to New Heights!

**TOTAL****\$58,215.00**

Accepted By

Accepted Date



New 40ft High Cube Shipping Container

**\$5,000.00**

Buy It Now

CITY OF BURNET  
1000 BUCHANAN DR.  
512-756-2402

Invoice No.

## INVOICE

<b>Customer</b>	
Name	Water Line and Fire Hydrant Take Off
Address	
City	State ZIP
Phone	

<b>Misc</b>	
Date	
Order No.	
Rep	
FOB	

Qty	Description	Unit Price	TOTAL
1	12" DI TEE	\$ 245.05	\$ 245.05
2	12 X 6 DI TEE	\$ 210.82	\$ 421.65
1	12" DI MJ SLEEVE	\$ 152.33	\$ 152.33
1	12" AVK GATE VALVE MJ X MJ	\$ 1,345.04	\$ 1,345.04
2	6" AVK GATE VALVE MJ X MJ	\$ 465.85	\$ 931.70
6	6" EBAA MEGALUG FOR DUCTILE	\$ 36.49	\$ 218.94
8	12" EBAA MEGALUG FOR C-900	\$ 108.21	\$ 865.68
3	MUSHROOM VALVE RISER CAP	\$ 11.91	\$ 35.73
800	12" C-900 DR-18 PIPE	\$ 14.92	\$ 11,936.00
40	6" DI PIPE	\$ 11.31	\$ 452.40
10	1 GAL PIPE SOAP	\$ 11.41	\$ 114.13
2	4' AVK FIRE HYDRANT	\$ 1,505.00	\$ 3,010.00
1	BEDDING	\$ 500.00	\$ 500.00
1	GRAVEL	\$ 200.00	\$ 200.00
1	PALLET OF CEMENT	\$ 500.00	\$ 500.00

SubTotal \$ 20,928.65

Shipping

<b>Payment</b>	Select One...
Comments	
Name	
CC #	
Expires	

Tax Rate(s)	
TOTAL	\$ 20,928.65

Office Use Only
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CITY OF BURNET  
1000 BUCHANAN DR.  
612-756-2402

Invoice No. 20180720

## INVOICE

**Customer**  
Name Fire Department Training Tower Site  
Address 301 Wastewater Plant Way  
City Burnet State TX ZIP 78611  
Phone 512-756-2662

**Misc**  
Date 7/20/2018  
Order No.  
Rep  
FOB

Qty	Description	Unit Price	TOTAL
4	LED Amber Light & Pole Installation New & Labor	\$ 2,500.00	\$ 10,000.00
1	Training Tower Slab & Labor	\$ 10,000.00	\$ 10,000.00

SubTotal \$ 20,000.00

Shipping

**Payment** Select One...

Tax Rate(s)

**TOTAL** \$ 20,000.00

Comments  
Name  
CC #  
Expires

Quote per Gene/Jonny

--



## Administration

## ITEM 4.6

Mark Lewis  
Director of Development Services  
(512)-756-6093 ext. 3215  
mlewis@cityofburnet.com

### Agenda Item Brief

**Meeting Date:** December 11, 2018

**Agenda Item:** Discuss and consider action: Burnet Historic Preservation Board appointment: K. Dix

**Background:** The Burnet Historic Preservation Board received notification of Mark Lewis's impending retirement January 31<sup>st</sup>, 2019.

Ordinance 2016-19; Section 22-235(b) states: The Board shall consist of five members; one of which shall be a member of the City of Burnet staff, one shall be a member of the City Council or a City staff member appointed in their stead, and three at-large members.

Mr. Lewis, Development Services Director, was appointed by the Council to serve on the Burnet Historic Preservation Board as a City of Burnet Staff member.

**Information:** Staff recommends that Wallis Meshier, Director of Development Services be appointed to the Burnet Historic Preservation Board to fill the staff member position required by Ordinance 2016-19.

**Fiscal Impact:** None.

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

**ORDINANCE NO. 2016-19**

**AN ORDINANCE OF THE CITY OF BURNET, TEXAS, AMENDING CHAPTER 22, ARTICLE X, SECTIONS 22-232 THROUGH 22-251, HISTORIC PRESERVATION; PROVIDING FOR THE ADMINISTRATION OF A HISTORIC PRESERVATION PROGRAM; PROVIDING FOR THE DESIGNATION OF HISTORIC DISTRICTS AND LANDMARKS; AND PROVIDING FOR CERTAIN RELATED MATTERS.**

**WHEREAS**, the City of Burnet is authorized by the general laws of the State of Texas, including but not limited to Ch.211, Tex. Loc. Gov't. Code, the Municipal Zoning Authority, specifically authorizes zoning functions and procedures for municipalities; and

**WHEREAS**, the City of Burnet is authorized by the general laws of the State of Texas, including but not limited to Ch. 211, Tex. Loc. Gov't. Code, Section 211.005, authorizing the governing body of a municipality to divide the municipality into districts, within which the governing body may regulate the erection, construction, reconstruction, alteration, repair, or use of buildings, other structures, or land and within which zoning regulation must be uniform for each class or kind of building in a district; however, zoning regulations may vary from district to district.

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

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

**Section 2. Amendment of Ordinance.** The City of Burnet Code of Ordinances, Chapter 22, Article X, Sections 22-232 through 22-251 shall be amended in their entirety as follows:

**Division 1. Establishment, Goals, Purpose and Funding.**

**Sec. 22-232. Historic Preservation Program Established:** The development and promotion of historic preservation is hereby established as a program and function of the City of Burnet, Texas. The name of the organization and program is the "City of Burnet Historic Board".

**Sec. 22-233. Goals and Purposes:** The City Council of the City of Burnet hereby declares that as a matter of public policy the protection, enhancement, and perpetuation of landmarks and a district of historical and cultural importance and significance is necessary to promote the economic, cultural, educational and general welfare of the public. It is recognized that areas of the city, including but not limited to the historic downtown area, represents the unique confluence of time and place that shaped the identity of generations of citizens, collectively and individually, and produced significant

historic, architectural, and cultural resources that constitute their heritage. This section is intended to:

- (a) Protect and enhance the landmarks and districts which represent distinctive elements of Burnet's historic, architectural, and cultural heritage;
- (b) Foster civic pride in the accomplishments of the past;
- (c) Protect and enhance the city of Burnet's attractiveness to visitors and the support and stimulus to the economy thereby provided;
- (d) Ensure the harmonious, orderly, and efficient growth and development of the city;
- (e) Promote economic prosperity and welfare of the community by encouraging the most appropriate use of such property within the city;
- (f) Encourage stabilization, restoration, and improvements of such properties and their values.

**Sec. 22-234. Funding.** The City of Burnet may provide funding to the Board as approved by the City Council.

## **Division 2. Board of Directors.**

### **Sec. 22-235. Establishment, Composition and Officers.**

- (a) There is hereby established a Historic Preservation Board of Directors (the "Board").
- (b) The Board shall consist of five members; one of which shall be a member of the City of Burnet staff, one shall be a member of the City Council or a City staff member appointed in their stead, and three at-large members. The at-large members shall be appointed by the City Council. For the initial terms, two at-large directors shall serve two year terms and one shall serve a one-year term after which all terms for at-large members shall be two years. In the event a director leaves prior to the expiration of his/her term, the City Council shall appoint a director to fill the un-expired term.
- (c) All at-large Board members shall have a known and demonstrated interest or knowledge in historic preservation.
- (d) Officers of the Board shall be the President, Vice-President and Secretary and shall be elected by and from the members of the Board annually.
- (e) The Board shall be subject to the City of Burnet Code of Ethics.
- (f) The Board shall meet at least monthly, if business is at hand. Special meetings may be called at any time by the President, City staff member, or on the written request of any two Board members.

- (g) A quorum of the Board is required for the transaction of business and shall consist of not less than a majority of the currently sitting membership of the Board.
- (h) The President shall be the Executive Officer for the Board. He/she shall preside at board meetings and, with the approval of the Board, appoint committees, task forces, and chairmen; act as a liaison to the Code Enforcement Office, Planning and Zoning Commission and/or the City Council as needed to do the business of the Board; serve on Board committees as requested by the Board and deemed appropriate; sign official documents on behalf of the Board; and perform other such duties as may pertain to the office. The President shall submit an annual activity and progress report to the City Council.
- (i) The Vice-President shall preside at all meetings in the case of the absence of the President; he/she shall possess all of the duties and responsibilities of the President in the event of absence, resignation or death of the President.
- (j) The Secretary shall record the minutes of all the meetings; assist the President in arrangement and notification of meetings, necessary correspondence and reports; where required, co-sign with the President where required, any contracts or instruments designated by the Board as pertaining to the business of the Board; perform any other duties normally pertaining to the office as requested by the Board.
- (k) Committee chairmen shall lead their committee members in the execution of those tasks assigned to them by the Board as they pertain to the business of the Board.
- (l) No person may be appointed to the Board who is related within the second degree by affinity (marriage) or within the third degree by consanguinity (blood) to any other member of Board or City Council. In the event that City Council adopts nepotism rules generally applicable to boards and commissions the Board shall comply with either this subsection or such general nepotism rules whichever is stricter.
- (m) All Board meetings shall comply with the Texas Open Meetings Act.

**Sec. 22-236. Duties, functions and jurisdiction.** The Board's duties functions and jurisdiction shall be determined by City Council and shall include the following:

- (a) Recommend to the City Council, criteria for the designation of historical, architectural, and cultural landmarks and delineation of Historic District(s) of the city of Burnet.
- (b) Conduct survey's and maintain an inventory of significant historic, architectural, and cultural landmarks and all properties located in Historic Districts within the city.

- (c) Recommend to City Council, the designation of landmarks and Historic Districts.
- (d) Create committees from among its membership to carry out the purposes of this ordinance.
- (e) Maintain written minutes which record all actions taken by the Board.
- (f) Recommend to City Council, the conferral of recognition upon the owners of landmarks or properties within Historic Districts by means of certificates, plaques and/or markers.
- (g) Increase public awareness of the value of historic, cultural, and architectural preservation by developing and participating in public education programs.
- (h) Make recommendations to the City Council concerning the utilization of state, federal, or private funds to promote the preservation of landmarks and Historic Districts within the City.
- (i) Review applications for Certificates of Appropriateness as provided for herein.
- (j) Prepare and submit a report summarizing the work completed as requested by the City and/or City Council.
- (k) Recommend specific guidelines that, upon approval by City Council, shall be the basis for the review of landmarks and districts.
- (l) With prior approval of the City Council, research and report on the possible acquisition of landmark structures by the City where its preservation is essential to the purpose of this ordinance and/or where private preservation is not feasible.
- (m) Upon direction by the City Council, review offers of the donation of preservation easements and development rights for the purpose of historic preservation, for consideration by the City Council of the City of Burnet.

#### **Division 4. Designation of Historic Districts and Landmarks.**

##### **Sec. 22-237. Designation of Historic Landmarks and Historic Districts, generally.**

- (a) The Designation of a Historic District or Landmark is a change of zoning classification, which, in addition to the requirements of this division, shall comply with applicable provisions of Chapter 118 of this Code and Chapter 211 of the Texas Local Government as stated in subsection (e) and (f) below.
- (b) The agenda, for any Board meeting where the designation of a Historic District or Landmark shall be considered, shall include an agenda item describing the matter that will be considered, in accordance with the Texas Open Meetings Act.

- (c) At any hearing on the proposed designation of a Historic District or Landmark the owners of properties, subject to the proposed designation, City staff, interested parties, and technical experts may present testimony or documentary evidence which will become part of a record regarding the historic, architectural, or cultural importance of the proposed Historic Landmark.
- (d) At the conclusion of a hearing on the proposed designation of a Historic District or Landmark, the Board shall make a recommendation to the Planning and Zoning Commission in favor or opposed to the proposed designation.
- (e) Upon receipt of the recommendation, the Planning and Zoning Commission shall proceed with consideration of the proposed designation as a zoning case and in compliance with Chapter 118 of this Code and Chapter 211 of the Texas Local Government.
- (f) Upon receipt of a report from the Planning and Zoning Commission, the City Council may take final action on the proposed designation by consideration of an ordinance after publication of notice and public hearing as required by Chapter 118 of this Code and Chapter 211 of the Texas Local Government.

**Sec. 22-238. Designation of Historic Landmarks outside a Historic District.**

- (a) No property shall be considered by the Board for designation as a Historic Landmark without the consent of the property owner(s) unless otherwise directed by the City Council of the City of Burnet. For purposes of this ordinance "Property" shall mean any building, site, structure, or object that is deemed to meet the criteria for historical designation as provided for herein.

**Sec. 22-239. Designation of Historic Landmarks within a Historic District.**

- (a) Any Property located within a City designated Historic District shall be eligible for designation as a Historic Landmark if it meets the criteria for Historic Landmark designation as provided for herein.

**Sec. 22-240. Designation of Historic Districts**

- (a) These provisions pertaining to the designation of a Historic District constitute a part of the City of Burnet Code of Ordinances.
- (b) The Board may not take under consideration the historic designation of any area or district without the consent of the City Council of the City of Burnet, which shall be memorialized by resolution or minute order considered and acted on in open session.

**Sec. 22-241. Criteria for Designation of Historic Landmarks and Districts** In order for a Property to be designated a Historic Landmark or an area or district to be designated a Historic District the City Council, after consideration of the recommendations of the Board and Planning and Zoning Commission, shall proceed as follows:

- (a) City Council must find that a Property, area or district meets one or more of the criteria:
  - a. Possesses significance in history, architecture, archeology, and culture, or
  - b. Is associated with events that have made a significant contribution to local, regional, state, or national history; or
  - c. Embodies the distinctive characteristics of a type, period, or method of construction, or section of the city; or
  - d. Represents the work of a master designer, builder, or craftsman; or
  - e. Represents a significant, established and familiar visual feature of the city
- (b) City Council may reject a Property for historic designation if it makes one or more of the findings that follows:
  - a. The structure is in such condition that it is not a viable candidate for restoration; or
  - b. Materials or craftsmen are no longer available or are prohibitive in cost, or
  - c. The Property cannot be adapted for any other use, whether by the current owner or by a purchaser; or
  - d. Efforts to find a purchaser interested in acquiring the Property and preserving it have failed; or
  - e. Peculiar and unusual circumstances would prevent the reasonable use of the Property; or
  - f. The historic qualities or character of the Property cannot be ascertained or are not historically appropriate with the character of the Historic District and/or other Properties in its proximity.

**Sec. 22-242. Certificate of Appropriateness for Alteration or New Construction Affecting Landmarks or Historic Districts and Sign Permits. –**

- (a) Exterior alteration. Unless otherwise provided for herein, no person shall carry out any construction, reconstruction, alteration, restoration, rehabilitation, demolition, or relocation of any Historic Landmark, or any Property within a Historic District, nor shall any person make any material change in the light fixtures, sidewalks, fences, steps, paving, or other exterior elements visible from a public right-of-way which affect the appearance and cohesiveness of any Historic Landmark or any Property within a Historic District without having been issued a Certificate of Appropriateness.

- (b) Signs. No person shall carry out any construction, reconstruction, alteration, restoration, or rehabilitation of a sign for any Historic Landmark or any property within a Historic District without having been issued a sign permit, in lieu of a Certificate of Appropriateness, from the City Manager, or his/her designee ("City Representative"). Requests for signs for any Historic Landmark or any Property within a Historic District shall be historically compatible in size, scale, color, material and complementary to the character of the Property, neighborhood or environment of the Property or Historic District. The City Representative shall have decision making authority for all such signs. Property owners who disagree with the decision of the City Representative may appeal as provided for herein.
- (c) Exceptions: The following matters are hereby exempted from this Section 22-241.
  - (i) Landscaping; and
  - (ii) Sidewalks, streets, signs, paving or other fixtures located within the public right-of-way and owned by any governmental entity; and
  - (iii) Remodeling and other alterations to the interior of a structure that does not affect the exterior of such structure.

**Sec. 22-243. Criteria for Approval of a Certificate of Appropriateness** - In making a recommendation on an application for a Certificate of Appropriateness, the Board shall be guided by the following:

- (a) Minimal alteration of the building, structure, object, or site and its environment are encouraged.
- (b) The removal or alteration of any historic material or distinctive architectural features should be avoided where possible.
- (c) Changes which may have taken place in the course of time and are significant evidence of the history and development of a building, structure, object, or site and its environment may have acquired significance in their own right. In this event, the Board may apply the criteria for approval to the changes in addition to the original design of the structure.
- (d) Distinctive stylistic features or examples of skilled craftsmanship that characterize a building, structure, object, or site shall be kept where possible.
- (e) Every reasonable effort shall be made to protect and preserve archeological resources affected by, or adjacent to, any project.
- (f) Contemporary design for new construction, alterations and additions to existing properties shall not be discouraged when such alterations and additions are compatible with the size, scale, color, material, and character of the property, neighborhood, or environment.

- (g) In the event of a building in a Historic District that has not been individually designated as a historic structure and the historic qualities or character cannot be ascertained or are not historically appropriate with the character of the Historic District, the owner of such building may request a Certificate of Appropriateness, to that effect, from the Board.

**Sec. 22-244. Certification of Appropriateness Application Procedure**

- (a) Unless otherwise provided for herein, prior to the commencement of any work requiring a Certificate of Appropriateness the property owner shall file an application for such a certificate with the City Representative. The application shall contain:
  - (i) Name, address, telephone number of applicant, detailed description of proposed work.
  - (ii) Location and photograph of the property and adjacent properties.
  - (iii) Elevation drawings of the proposed changes, if available.
  - (iv) Samples of materials to be used, if applicable.
  - (v) Any other information, which the Board may deem necessary, in order to demonstrate the proposed work.
- (b) The City Representative shall submit the application to the Board for review and recommendation. The Board shall review the application within forty-five (45) days from the date the application is received by the Board, at which time an opportunity will be provided for the applicant to be heard. The Board shall make recommendation for the approval, denial, or approval with modifications, of the permit within fifteen (15) days after the review meeting. In the event the Board does not make such recommendation within sixty (60) days of the receipt of the application, an application may be acted upon by the City Representative.
- (c) Except as provided for herein, no building permit for a Historic Landmark or Property within a Historic District shall be issued for proposed work until a Certificate of Appropriateness has first been issued. The Certificate of Appropriateness required by this ordinance shall be in addition to, and not in lieu of, any building permit that may be required by any other ordinance of the City of Burnet
- (d) The Board shall state its recommendations pertaining to the approval, denial, or with modification of the application in writing. The recommendation shall be returned to the City Representative for action.

- (e) In the event an applicant for a Certificate of Appropriateness is dissatisfied with the action of the City Representative, the applicant shall have the right to appeal as provided for herein.

**Sec. 22-245. Certificate of Appropriateness Required for Demolition**

- (a) Except as provided for herein, a permit for the demolition of a Historic Landmark or property within a Historic District, including secondary buildings, shall not be granted by any department of the City of Burnet without a Certificate of Appropriateness.
- (b) When considering a Certificate of Appropriateness for demolition, the Board shall take into consideration:
  - (i) If the structure is in such condition that it is not a reasonably viable candidate for restoration, or
  - (ii) If materials or craftsmen are no longer available or are prohibitive in cost, or
  - (iii) If the property cannot be adapted for any other use, whether by the current owner or by a purchaser, or
  - (iv) If efforts to find a purchaser interested in acquiring the property and preserving it have failed, or
  - (v) If peculiar and unusual circumstances prevent the reasonable use of the property, or
  - (vi) If the historic qualities or character of the property cannot be ascertained or are not historically appropriate with the character of the Historic District and/or other properties in its proximity.
- (c) If any of the above criteria are applicable to the Property, the Board may issue a Certificate of Appropriateness for demolition.
- (d) Any structure built in the place of a demolished building shall meet the criteria herein for new construction and shall require a Certificate of Appropriateness.

**Sec. 22-246. Demolition by Neglect** - No owner or person with an interest in real property designated as a Historic Landmark or included within a Historic District shall permit the Property to fall into a serious state of disrepair so as to result in the deterioration of any exterior architectural feature which would, in the judgment of the Board, produce a detrimental effect upon the character of the Historic District as a whole or the life and character of the Property itself.

In the event the Board makes a recommendation of Demolition by Neglect of a Property to the City Representative, the City Representative may take action as provided for in the City of Burnet Code of Ordinance for any deteriorating structure.

Examples of such deterioration include:

- (a) Deterioration of exterior walls or other vertical supports.

- (b) Deterioration of roof or other horizontal members.
- (c) Deterioration of exterior chimneys.
- (d) Deterioration or crumbling of exterior stucco or mortar.
- (e) Ineffective waterproofing of exterior walls, roof, or foundations, including broken windows or doors.
- (f) Deterioration of any feature so as to create a hazardous condition which could lead to the claim that demolition is necessary for the public safety.

**Sec. 22-247. Appeal Procedure**

An applicant for a Certificate of Appropriateness or a Sign Permit, dissatisfied with the action of the City Representative relating to the Certificate of Appropriateness or Sign Permit, shall have the right to appeal to the Board of Adjustment, within ninety (90) days after receipt of notification of such action. The Board of Adjustment shall give notice, follow publication procedure, hold hearings, and make its decision in the same manner as provided in Chapter 118, Section 118-74 of the code of ordinances of the City of Burnet.

**Sec. 22-248. Enforcement** - All work performed under a building permit issued pursuant to a Certificate of Appropriateness shall conform to any requirements included therein. It shall be the duty of the City Representative to inspect periodically any such work to assure compliance. In the event work is not being performed in accordance with the Certificate of Appropriateness or upon notification of such fact by the Board and verification by the City Representative, the City Representative shall issue a stop work order and all work shall immediately cease. No further work shall be undertaken on the project as long as a stop work is in effect.

**Sec. 22-249. Ordinary Maintenance** - Nothing in this ordinance shall be construed to prevent the ordinary maintenance and repair of any exterior architectural feature of a Historic Landmark or Property within a Historic District which does not involve a change in design, material, or outward appearance. In-kind replacement or repair is included in this definition of ordinary maintenance.

**Sec. 22-250. Bylaws** - Any and all by-laws enacted to date shall be repealed.

**Sec. 22-251. Penalties** - Failure to comply with any of the provisions of this section shall be deemed a violation and the violator shall, upon conviction, be found guilty of a

misdemeanor charge, punishable by a fine of not more than \$500 for each violation. Each day the violation exists shall constitute a separate offense.

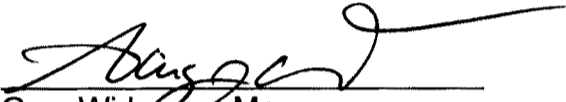
**Section 3. Effective Date.** This ordinance shall be in force and effect from and after its final passage on second reading on the date shown below.

**Section 4. Open Meetings.** It is hereby officially found and determined that this meeting was open to the public, and public notice of the time, place and purpose of said meeting was given, all as required by the Open Meetings Act, Chapter 551, Texas Government Code.

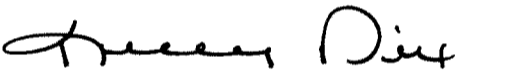
**Approved** on the first reading this the 26<sup>th</sup> day of July, 2016.

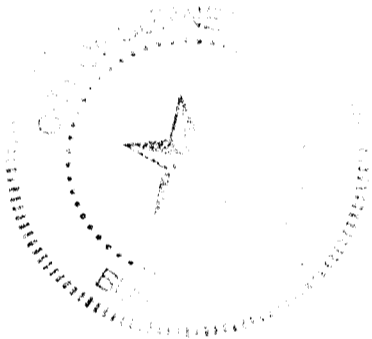
**Approved and Adopted** on the second and final reading this 9<sup>th</sup> day of August, 2016.

CITY OF BURNET, TEXAS

  
\_\_\_\_\_  
Gary Widegren, Mayor

ATTEST:

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





## **THE BURNET HISTORIC PRESERVATION BOARD BY-LAWS**

### **ARTICLE I: NAME**

The name of this body shall be "The City of Burnet Historic Preservation Board" as dictated by the passing of Ordinance 2016-19 by the City Council of the City of Burnet on the 9th day of August, 2016.

### **ARTICLE II: PURPOSE and POLICY**

Section 1: The purpose of the City of Burnet Historic Preservation Board shall be to uphold Ordinance 2016-19 in the most effective and lawful manner, which will:

- (a) Protect and enhance the landmarks and districts which represent distinctive elements of Burnet's historic, architectural and cultural heritage;
- (b) Foster civic pride in the accomplishments of the past;
- (c) Protect and enhance the City of Burnet's attractiveness to visitors and the support and stimulus to the economy there-by provided;
- (d) Ensure the harmonious, orderly and efficient growth and development of the city;
- (e) Promote economic prosperity and welfare of the community by encouraging the most appropriate use of such property within the city;
- (f) Encourage stabilization, restoration, and improvements of such properties and their values.

### **ARTICLE III: DUTIES**

#### **Section 1: MEETINGS**

- (a) Meetings shall be held in conformance with the Texas Open Meetings Act, Texas Civil Statutes, Article #6252-7;
- (b) The Historic Preservation Board shall meet at least monthly. Parliamentary procedure shall be according to Roberts Rules of Order;
- (c) If business is at hand, special meetings may be called at any time by the President or Vice-President, or on the request of any two board members;
- (d) A quorum shall be required for transaction of business at any meeting. Decisions will be made by majority vote of the members present.
- (e) All board members are required to complete Texas Open Meetings and Public Information Act Training.

## Section 2: RESPONSIBILITY

- (a) The Board shall be empowered to carry out all duties and functions as described in Ordinance 2016-19 of the City of Burnet.
- (b) Should a conflict of interest arise with a member of the Board, the member shall complete a Conflict of Interest Form and abstain from voting on the issue; and a record of the vote will be reflected in the minutes.

## Section 3: REPORTS

- (a) The Board shall submit an annual report of activities and expenses to the City Council;
- (b) The Board shall submit an annual proposed budget to the City Council.

## ARTICLE IV: FUNDING

Section 1: Budget; The City of Burnet may provide funding to the Board as approved by the City Council.

Section 2: Gifts/Donations; The Board may accept, on behalf of the City Council of Burnet, the donation of preservation easements and development rights as well as any other gift of value for the purpose of historic preservation, subject to the approval of the City Council.

Section 3: Grants; The Board may seek the utilization of state or private funds to promote the preservation of, historic landmarks and historic districts within the city, subject to the approval of the City Council.

## ARTICLE V: MEMBERS

- (a) Section 1: There is hereby established a Historic Preservation Board of Directors (the "Board").
- (b) The Board shall consist of five members; one of which shall be a member of the City of Burnet staff, one shall be a member of the City Council or a City staff member appointed in their stead, and three at-large members. The at-large members shall be appointed by the City Council. For the initial terms, two at-large directors shall serve two year terms and one shall serve a one-year term after which all terms for at-large members shall be two years. In the event a member leaves prior to the expiration of his/her term, the City Council shall appoint a member to fill the un-expired term.
- (c) All at-large Board members shall have a known and demonstrated interest or knowledge in historic preservation.

- (d) Officers of the Board shall be the President, Vice-President and Secretary and shall be elected by and from the members of the Board annually.
- (e) The Board shall be subject to the City of Burnet Code of Ethics.
- (f) The Board shall meet at least monthly, if business is at hand. Special meetings may be called at any time by the President, City staff member, or on the written request of any two Board members.
- (g) A quorum of the Board is required for the transaction of business and shall consist of not less than a majority of the currently sitting membership of the Board.
- (h) The President shall be the Executive Officer for the Board. He/she shall preside at board meetings and, with the approval of the Board, appoint committees, task forces, and chairmen; act as a liaison to the Development Services Office, Planning and Zoning Commission and/or the City Council as needed to do the business of the Board; serve on Board committees as requested by the Board and deemed appropriate; sign official documents on behalf of the Board; and perform other such duties as may pertain to the office. The President shall submit an annual activity and progress report to the City Council.
- (i) The Vice-President shall preside at all meetings in the case of the absence of the President; he/she shall possess all of the duties and responsibilities of the President in the event of absence, resignation or death of the President.
- (j) The Secretary shall record the minutes of all the meetings; assist the President in arrangement and notification of meetings, necessary correspondence and reports; where required, co-sign with the President where required, any contracts or instruments designated by the Board as pertaining to the business of the Board; perform any other duties normally pertaining to the office as requested by the Board.
- (k) Committee chairmen shall lead their committee members in the execution of those tasks assigned to them by the Board as they pertain to the business of the Board.
- (l) No person may be appointed to the Board who is related within the second degree by affinity (marriage) or within the third degree by consanguinity (blood) to any other member of Board or City Council. In the event that City Council adopts nepotism rules generally applicable to boards and commissions the Board shall comply with either this subsection or such general nepotism rules whichever is stricter.
- (m) All Board meetings shall comply with the Texas Open Meetings Act.

**ARTICLE VI: AMENDMENTS**

These by-laws may be amended by a majority vote of the Historic Board and the ratification of the City Council, The amendments shall be submitted in writing at two consecutive meetings of the Board, with a vote taken at the second meeting.

These by-laws are hereby adopted by the Burnet Historical Board members.

Date: May 4, 2017

President:

Carole Goble  
Carole Goble

Secretary/Treasurer:

Kelly Dix  
Kelly Dix

Approved by the City Council:

Date: May 9, 2017

Gary Wideman  
Gary Wideman, Mayor

ATTEST:

Kelly Dix  
Kelly Dix, City Secretary



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

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

- A. Department of Economic Development/Airport Management
  - 1. Burnet Historical Board
  - 2. Airport Advisory Board
  - 3. Project Management
  - 4. Burnet Economic Development Corporation
  - 5. Burnet Cultural Arts Commission
- B. Department of Finance
  - 1. Utilities
  - 2. Human Resources
  - 3. Budget and Finance Reports
- C. Municipal Court
- D. City Secretary
  - 1. Records Management
  - 2. Elections
  - 3. Housing Authority Board
  - 4. Special Projects or Activities
  - 5. Interlocal Agreements and Leases
- E. Police Department
  - 1. Animal Control
  - 2. School Resource Officer
  - 3. Reports
- F. Fire Department
  - 1. Emergency Medical Services
  - 2. Emergency Management
  - 3. Administration
- G. Public Works
  - 1. Electric Department
  - 2. Water/Wastewater Department
  - 3. Parks/Maintenance
  - 4. Street Department/Shop
- H. Galloway Hammond
  - 1. Parks and Recreation Advisory Board
  - 2. Facility Operations
- I. Delaware Springs Golf Course
- J. Building Department
  - 1. Code Enforcement
  - 2. Cemetery
  - 3. Floodplain
  - 5. Planning and Zoning Commission
  - 6. Historical Board
  - 7. Zoning/Subdivision

#### 4. Board of Adjustments

# City of Burnet Financial Update



**For the Fiscal Year ended September 2018**



## **FINANCIAL HIGHLIGHTS**

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### **General Fund Revenue**

Ad Valorem Taxes = \$2,314,849, increase of 16.59% over last year

Sales Tax = \$1,688,484, 0.82% increase from last year. Last year's number includes \$50,000 received as the result of an audit adjustment received from a taxpayer.

EMS Patient Billing Collections = \$1,829,936 compared to \$1,620,664 at this time last year. The total EMS call volume is currently 4,370 runs compared to 4,150 for the same period last year.

Allocation Transfers = \$2,765,293, 101.99% of annual budget

Use of Cash Reserves = \$1,372,300 or 66.49% of annual budget; determined by expenditures

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### **Golf Course Revenue**

Fees for Services = \$1,017,759, \$54,204 increase over last year

Operating Transfer from General Fund = \$1,664 compared to \$70,586 last year.

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### **Airport Revenue**

Net Fuel Sales = \$242,076 (sales minus the fuel purchased) compared to \$208,255 last year.

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### **Electric Fund Revenue**

Net Fees for Services = \$3,894,021 compared to \$3,651,066 at this time last year.

Use of Cash Reserves = \$98,907, determined by expenditures.

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### **Water/Wastewater Fund Revenue**

Fees for Water Services net of Cost of Water = \$2,257,406 compared to \$2,178,227 last year.

Fees for Sewer Services = \$1,829,793 compared to \$1,789,263 last year.



## **Financial Report for the Fiscal Year ended September 2018**

### Overview

The monthly financial report is directed at providing a snapshot of revenues and expenditures as well as other important financial information through the month of September 2018. Attached to this report are financial summaries that indicate the annual budget, year-to-date budget, financial activity for the fiscal year-to-date and comparison to the prior year at the same time.

### **General Fund**

#### **Revenues**

As of September 2018, General Fund revenues total \$12,163,440 or 98.54% of the annual budget. The majority of property tax revenue is collected during the months of December - February. Since this is a large source of income for the General Fund, the timing of collections has a significant impact on the overall revenue collections. During the budgeting process, the Central Appraisal District sends the City a certified tax roll that is used to calculate the anticipated property taxes to be levied and collected in the next budget cycle. This year that tax roll contained a 15% increase mainly as the result of new property added and valuation changes that had occurred and that has been reflected in the budget for FY 2017-18. \$2,314,849 of property taxes have been collected which is 16.59% more than last year.

Sales Tax is another large source of income for the fund. Currently, the City has received \$1,688,484 of Sales Tax revenue which is an increase of .82% compared to the same period last year.

EMS Billing Collections are not only a significant source of revenue, but can be very volatile and difficult to predict. Many factors can influence collections such as the number of EMS runs each month, the number of private pay patient's vs the number of patients with insurance, insurance rule changes, and the type of insurance the patient may have. When these collections are below budget, it has a major effect on the overall revenue and it becomes important to offset the reduced revenue with a reduction in expenses. Collections are currently \$1,829,936 representing a \$209,272 or 12.91% increase from last year at the same time.

The final major revenue source for the General Fund is the Allocation Transfers. The majority of this revenue comes from fees assessed to the Electric Fund and the Water/Wastewater Fund in the form of Return on Investment, In-Lieu of Property Tax and In-Lieu of Franchise Tax. Since these utilities are owned by the City they are not assessed taxes that would be required if they were held by private ownership. The fees are based on the revenue and/or customer consumption numbers of the utility fund and help maintain the health of the General Fund. Other fees are assessed to funds for a proportionate amount of the Administration and Mayor and Council departments and the Shop Department. The current revenue is \$2,765,293 or 101.99% of the annual budget.

#### **Expenditures**

General Fund Expenditures total \$11,037,742 and are below budget. The major variable to the expenditures is the Transfers to Other Funds. These transfers are going to the Golf Course to cover the Administration Allocation and operating losses in the fund, and to the Capital Project Funds for Golf and General Government. Timing of the capital projects will have a significant effect on the actual year to date expenditures reported. The transfer to the Golf Course for the current year was \$1,664 compared to \$70,581 last year.



### General Fund Expenditures

Category	FY 2017-2018 Annual Budget	September 2018	September 2017
Personnel	\$ 5,914,485	\$ 5,835,310	\$ 5,601,230
Supplies	\$ 559,053	\$ 583,689	\$ 535,841
Repairs & Maintenance	\$ 433,110	\$ 443,901	\$ 496,891
Services	\$ 2,525,931	\$ 2,639,346	\$ 2,477,946
Other Expense	\$ 12,250	\$ 16,631	\$ 7,398
Property Acquisition	\$ —	\$ 770	\$ 150
Capital Outlay	\$ 38,010	\$ 56,875	\$ 74,735
Transfers to Other Funds	\$ 2,291,955	\$ 1,461,220	\$ 1,187,442
<b>Total</b>	<b>\$ 11,774,794</b>	<b>\$ 11,037,742</b>	<b>\$ 10,381,633</b>

### Delaware Springs Golf Course

#### Revenues

The total revenue excluding the transfer for operations for the Golf Course is currently \$1,584,396. The Golf Course is showing an operating loss for the year of \$(1,664). The operating transfer number for last year was \$70,581.

#### Expenditures

Expenditures are \$1,586,060 and well within the annual budget of \$1,622,956. This also represents an increase of \$6,461 from last year at the same time.

### Electric Fund

#### Revenues

Total revenues from Electric Sales are \$8,873,872 which is an increase of \$512,491 over last year. Each dollar of Electric Sales is made up of two components. The first is the LCRA (Lower Colorado River Authority) purchase price derived by dividing the total dollar amount billed by LCRA by the kWh purchased. That rate is applied to each class of electric customers equally and can vary depending on the charges from LCRA. The second component of the amount is the Customer Distribution Charge or CDC. This charge was adopted by Council several years ago and remains consistent until the Council votes to make a change. The CDC represents the cost of providing electric service to our customers and vary by Customer Class. Customer Class is determined by the type of use and the kWh used by the individual customer.

Since a portion of the monthly electric rate is simply a pass-through to the customer based on what the City has been charged by LCRA, the Net Sales amount is a more valuable measurement than just looking at the sales dollars. Net Sales are exactly what they imply: total sales dollars less the cost of power. The result is the true amount that the City receives to cover the expenses of the Fund. Net Sales are \$3,894,021 this year.

#### Expenditures

Expenditures excluding Cost of Power are \$3,440,581 and well within the annual budget of \$3,582,210.



**Electric Fund Net Sales**

Category	FY 2017-2018 Annual Budget	September 2018	September 2017
Electric Sales	\$ 8,843,000	\$ 8,873,872	\$ 8,361,381
Cost of Power	\$ 5,100,000	\$ 4,979,851	\$ 4,710,315
Net Sales	\$ 3,743,000	\$ 3,894,021	\$ 3,651,066
kWh Sold		82,775,933	77,063,962

**Water/Wastewater Fund**

**Revenue**

Year-to-date revenue net of Fund Balance is \$4,325,821 which exceeds last year by \$172,791.

**Expenditures**

Expenditures for the reporting period are \$3,563,254 and well within budget.

**Water/Wastewater Sales and Production**

Category	FY 2017-2018 Annual Budget	September 2018	September 2017
Water Sales	\$ 2,215,000	\$ 2,326,884	\$ 2,233,185
Cost of Water	\$ 70,000	\$ 69,478	\$ 54,958
Net Water Sales	\$ 2,145,000	\$ 2,257,406	\$ 2,178,227
Wastewater Revenue	\$ 1,760,000	\$ 1,829,793	\$ 1,789,263



## Airport Fund

### Revenue

Current Airport revenue is \$982,315. Sales of both AvGas and Jet Fuel are showing an increase over last year despite a decrease in the actual number of gallons sold, due to increasing fuel prices.

### Expenditures

Current expenditures are \$845,500. The primary factor effecting the increase in expenditures over last year are repairs made to the facility as a part of the RAMP grant and land acquisition costs.

### Airport Fuel Sales and Gallons Sold

Category	FY 2017-2018 Annual Budget	September 2018	September 2017
Fuel Sales	\$ 595,000	\$ 645,662	\$ 570,745
Fuel Purchases	\$ 389,180	\$ 403,586	\$ 362,490
Net Fuel Sales	\$ 205,820	\$ 242,076	\$ 208,255
AvGas		60,862	62,348
Jet		90,992	98,353
Total Gallons Sold		151,854	160,701

### Fuel Sale Comparison by Fuel Type

	Current Year 10/01/17 – 09/30/18	Prior Year 10/01/16 – 09/30/17	Variance
<b>AvFuel</b>			
<b>Gallons Sold:</b>	60,862	62,348	(1,486)
<b>Total Revenue:</b>	\$ 267,978	\$ 234,532	\$ 33,446
<b>Jet A Fuel</b>			
<b>Gallons Sold:</b>	90,992	98,353	(7,361)
<b>Total Revenue:</b>	\$ 377,684	\$ 336,213	\$ 41,471



## Cash & Investment Report

### September 2018

Acct #	Bank	Account Name	Account Type	Balance September 2018	Date Purchased	Maturity Date	Interest Rate
Unrestricted Accounts							
984/2410	FSB	Operating Cash	Checking	\$ 3,507,676.04	N/A	N/A	0.10%
2329	FSB	Golf Course Petty Cash	Checking	\$ 1,887.44	N/A	N/A	—%
2535	FSB	Operating Reserve	M/M	\$ 384,327.61	N/A	N/A	0.20%
2352	FSB	Delaware Springs-Credit Card Acct	Checking	\$ —	N/A	N/A	—%
2378	FSB	Airport - Credit Card Acct	Checking	\$ —	N/A	N/A	—%
2386	FSB	Utility - Credit Card Acct	Checking	\$ —	N/A	N/A	—%
2469	FSB	Court - Credit Card Acct	Checking	\$ —	N/A	N/A	—%
2711100002	TexPool	Operating Cash	Investment	\$ 2,026,069.09	N/A	N/A	1.8896%
	Total			<u>\$ 5,919,960.18</u>			
Restricted by Council Action							
2711100004	TexPool	Operating Reserve	Investment	\$ 795,831.03	N/A	N/A	1.8896%
	Total Restricted by Council Action			<u>\$ 795,831.03</u>			
	Total Unrestricted Cash			<u>\$ 6,715,791.21</u>			
	75 Day Reserve Requirement Net of Airport		\$ 2,956,612	\$ 2,819,376			
	90 Day Reserve Requirement Net of Airport		\$ 3,548,502	\$ 2,227,486			
	Airport Claim on Cash		\$ 143,972				



# City of Burnet

## Finance Department

Acct #	Bank	Account Name	Account Type	Balance September 2018	Date Purchased	Maturity Date	Interest Rate
<b>Restricted by Purpose or Law</b>							
1453	FSB	Bond Reserve	M/M	\$ 407,616.43	N/A	N/A	0.20%
2188	FSB	Self-Funded Equipment	M/M	\$ 510,666.90	N/A	N/A	0.20%
2402	FSB	Hotel / Motel	M/M	\$ 42,118.42	N/A	N/A	0.20%
2711100005	TexPool	Hotel / Motel	Investment	\$ 100,657.26	N/A	N/A	1.8896%
2451	FSB	Construction Account	Checking	\$ 104,884.47	N/A	N/A	—%
2485	FSB	PD Seizure	M/M	\$ 2,957.76	N/A	N/A	0.20%
2493	FSB	Municipal Court Special Revenue	M/M	\$ 44,609.93	N/A	N/A	0.20%
2519	FSB	Impact Fees - Water	M/M	\$ 64,510.46	N/A	N/A	0.20%
2543	FSB	Airport Reserve	M/M	\$ 79,741.12	N/A	N/A	0.20%
2711100009	TexPool	Airport Reserve	Investment	\$ 554,870.01	N/A	N/A	1.8896%
2568	FSB	Benevolent Fund	Checking	\$ —	N/A	N/A	—%
2576	FSB	Interest & Sinking Acct	M/M	\$ 74,189.00	N/A	N/A	0.20%
2584	FSB	Impact Fees - Wastewater	M/M	\$ 17,620.35	N/A	N/A	0.20%
2592	FSB	BEDC	Super NOW	\$ 223,537.26	N/A	N/A	0.10%
2711100008	TexPool	BEDC Project Fund	Investment	\$ 1,862,976.47	N/A	N/A	1.8896%
2711100010	TexPool	BEDC	Investment	\$ 803,284.13	N/A	N/A	1.8896%
2634	FSB	Benefit Trust Account	M/M	\$ —	N/A	N/A	—%
2675	FSB	Police Department Explorer Program	M/M	\$ 5,866.54	N/A	N/A	—%
2691	FSB	Fire Department Explorer Program	M/M	\$ 2,405.96	N/A	N/A	0.20%
3012	FSB	Franchise Fee Account	Super NOW	\$ 79,170.59	N/A	N/A	0.10%
58776	FSB	Fire Dept. Community Acct	M/M	\$ 8,497.91	N/A	N/A	—%
2711100007	TexPool	TWDB	Investment	\$ 66,419.81	N/A	N/A	1.8896%
2711100006	TexPool	TWDB	Investment	\$ 40,325.95	N/A	N/A	1.8896%
143033000	US Bank	City of Burnet, Texas Combination Tax and Surplus Revenue Certificates of Obligation, Series 2010 Escrow Account	Investment	\$ 3,101.63	N/A	N/A	0.34%
82-020-01-0	Bank of Texas	City of Burnet Ctsr 2012 TWDB Escrow	Investment	\$ 266,710.55	N/A	N/A	0.37%
62315	FSB	BEDC Bond Fund		\$ 32,365.88	N/A	N/A	
62364	FSB	BEDC Project Fund		\$ —	N/A	N/A	
Total Restricted Cash				<u>\$ 5,399,104.79</u>			
Total All Cash				<u>\$ 12,114,896.00</u>			

**FINANCIAL REPORT**

September 2018

	Budget		Actual	
	Annual Budget	YTD September 2018	% of Budget	YTD September 2017
<b>UNRESTRICTED FUNDS</b>				
<b>GOVERNMENTAL ORGANIZATIONAL UNIT</b>				
<b>General Fund</b>				
Operating Revenues	\$ 10,279,027	\$ 10,791,137	104.98 %	\$ 10,096,107
Use of Fund Balance	\$ 2,064,010	\$ 1,372,300	66.49 %	\$ 1,120,098
Total Revenue	\$ 12,343,037	\$ 12,163,437	98.54 %	\$ 11,216,205
Operating Expenditures	\$ 9,654,586	\$ 9,755,288	101.04 %	\$ 9,309,943
Debt Service	\$ —	\$ —	— %	\$ —
Total Operating Expense	\$ 9,654,586	\$ 9,755,288	101.04 %	\$ 9,309,943
Transfers to Capital Project Funds	\$ 1,965,000	\$ 1,280,790	65.18 %	\$ 1,001,109
<b>Net Operating Profit / (Loss)</b>	<b>\$ 723,451</b>	<b>\$ 1,127,362</b>	<b>155.83 %</b>	<b>\$ 905,153</b>
Transfer to Golf - Operating	\$ 155,208	\$ 1,664	1.07 %	\$ 70,581
<i>Net Excess/(Deficit)</i>	\$ 568,243	\$ 1,125,696	198.10 %	\$ 834,572
<b>Delaware Springs Golf Course</b>				
Operating Revenues	\$ 1,467,748	\$ 1,584,396	107.95 %	\$ 1,509,014
Operating Expenditures	\$ 1,622,955	\$ 1,586,062	97.73 %	\$ 1,579,595
Debt Service	\$ —	\$ —	— %	\$ —
Total Operating Expense	\$ 1,622,955	\$ 1,586,062	97.73 %	\$ 1,579,595
<b>Net Operating Profit / (Loss)</b>	<b>\$ (155,207)</b>	<b>\$ (1,666)</b>	<b>1.07 %</b>	<b>\$ (70,581)</b>
Operating Transfer from General Fund	\$ 155,208	\$ 1,664	1.07 %	\$ 70,581
<i>Net Excess/(Deficit)</i>	\$ —	\$ (2)	(2.00) %	\$ —
<b>General Government Capital Fund</b>				
Operating Revenues	\$ 50,000	\$ 50,000	100.00 %	\$ —
Transfer from General Fund	\$ 1,740,000	\$ 1,084,076	62.30 %	\$ 775,029
Total Revenue	\$ 1,790,000	\$ 1,134,076	63.36 %	\$ 775,029
Operating Expenditures	\$ 1,790,000	\$ 1,134,076	63.36 %	\$ 775,029
<i>Capital Project Gain/(Loss)</i>	\$ —	\$ —	— %	\$ —



# City of Burnet

## Finance Department

### Golf Course Capital Fund

Transfer from General Fund	\$ 225,000	\$ 196,714	87.43 %	\$ 226,080
Operating Expenditures	\$ 225,000	\$ 196,714	87.43 %	\$ 226,080
Capital Project Gain/(Loss)	\$ —	\$ —	— %	\$ —

### ORGANIZATIONAL UNIT NET CHANGE

\$ 568,243	\$ 1,125,696	198.10 %	\$ 834,572
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### ELECTRIC ORGANIZATIONAL UNIT

#### Electric Fund

Operating Revenues	\$ 9,020,200	\$ 9,090,105	100.77 %	\$ 8,611,247
Use of Fund Balance	\$ 125,000	\$ 98,907	79.13 %	\$ 185,179
Total Revenue	\$ 9,145,200	\$ 9,189,012	100.48 %	\$ 8,796,426
Operating Expenditures	\$ 8,508,656	\$ 8,272,971	97.23 %	\$ 7,918,406
Debt Service	\$ 48,554	\$ 48,554	100.00 %	\$ 64,178
Total Operating Expense	\$ 8,557,210	\$ 8,321,525	97.25 %	\$ 7,982,584
Transfers to Capital Project Fund	\$ 125,000	\$ 98,907	79.13 %	\$ 185,179
Net Operating Profit / (Loss)	\$ 462,990	\$ 768,580	166.00 %	\$ 628,660

#### Electric Capital Project Fund

Contributions	\$ 50,000	\$ —	— %	\$ 109,149
Transfer from Electric Fund	\$ 125,000	\$ 98,907	79.13 %	\$ 185,179
Total Revenue	\$ 175,000	\$ 98,907	56.52 %	\$ 294,328
Operating Expenditures	\$ 175,000	\$ 98,907	56.52 %	\$ 264,230
Capital Project Gain/(Loss)	\$ —	\$ —	— %	\$ 30,098

### ORGANIZATIONAL UNIT NET CHANGE

\$ 462,990	\$ 768,580	166.00 %	\$ 658,758
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# City of Burnet

## Finance Department

		Budget	Actual		
		Annual Budget	YTD September 2018	% of Budget	YTD September 2017
<b>WATER/WASTEWATER ORGANIZATIONAL UNIT</b>					
<b>Water/Wastewater</b>					
Operating Revenues	\$	4,078,700	\$ 4,325,821	106.06 %	\$ 4,153,031
Use of Fund Balance	\$	500,000	\$ —	— %	\$ 93,151
Total Revenue	\$	4,578,700	\$ 4,325,821	94.48 %	\$ 4,246,182
Operating Expenditures	\$	2,648,675	\$ 2,654,994	100.24 %	\$ 2,477,521
Debt Service	\$	1,055,035	\$ 908,259	86.09 %	\$ 1,000,967
Total Operating Expense	\$	3,703,710	\$ 3,563,253	96.21 %	\$ 3,478,488
Transfers to Capital Project Fund	\$	500,000	\$ —	— %	\$ 93,151
Net Operating Profit / (Loss)	\$	374,990	\$ 762,568	203.36 %	\$ 674,543
<b>Water/Wastewater Capital Project Fund</b>					
Transfer from Water/Wastewater Fund	\$	500,000	\$ —	— %	\$ 93,151
Other Revenue	\$	42,000	\$ 148,149	352.74 %	\$ 305,236
Use of Loan Proceeds	\$	1,650,000	\$ 605,269	36.68 %	\$ 291,212
Total Revenue	\$	2,192,000	\$ 753,418	34.37 %	\$ 689,599
Operating Expenditures	\$	2,192,000	\$ 647,269	29.53 %	\$ 587,144
Capital Project Gain/(Loss)	\$	—	\$ 106,149	106,149.00 %	\$ 102,455
<b>ORGANIZATIONAL UNIT NET CHANGE</b>	\$	<b>374,990</b>	\$ <b>868,717</b>	<b>231.66 %</b>	\$ <b>776,998</b>
<b>AIRPORT ORGANIZATIONAL UNIT</b>					
<b>Airport Fund</b>					
Operating Revenues	\$	881,050	\$ 886,401	100.61 %	\$ 785,744
Use of Fund Balance	\$	95,914	\$ 95,914	100.00 %	\$ 23,162
Total Revenue	\$	976,964	\$ 982,315	100.55 %	\$ 808,906
Operating Expenditures	\$	854,997	\$ 819,225	95.82 %	\$ 629,454
Debt Service	\$	26,275	\$ 26,275	100.00 %	\$ 22,295



# City of Burnet

## Finance Department

	Budget		Actual	
	Annual Budget	YTD September 2018	% of Budget	YTD September 2017
Total Expense	\$ 881,272	\$ 845,500	95.94 %	\$ 651,749
Operating Excess/(Deficit)	\$ 95,692	\$ 136,815	142.97 %	\$ 157,157
Transfers to Capital Project Fund	\$ —	\$ —	— %	\$ 23,162
Net Operating Profit / (Loss)	\$ 95,692	\$ 136,815	142.97 %	\$ 133,995
			— %	
<b>Airport Capital Project Fund</b>				
Revenues	\$ —	\$ —	— %	\$ 54,721
Expenses	\$ —	\$ —	— %	\$ 23,162
Capital Project Gain/(Loss)	\$ —	\$ —	— %	\$ 31,559
			— %	
<b>ORGANIZATIONAL UNIT NET CHANGE</b>	<b>\$ 95,692</b>	<b>\$ 136,815</b>	<b>142.97 %</b>	<b>\$ 165,554</b>
<b>UNRESTRICTED FUND EXCESS/(DEFICIT)</b>	<b>\$ 1,501,915</b>	<b>\$ 2,899,808</b>	<b>193.07 %</b>	<b>\$ 2,435,882</b>
<b>OTHER ORGANIZATIONAL UNITS</b>				
<b>Hotel/Motel Fund</b>				
Revenues	\$ 364,475	\$ 358,771	98.44 %	\$ 203,203
Expenses	\$ 362,746	\$ 352,560	97.19 %	\$ 159,920
Net Excess/(Deficit)	\$ 1,729	\$ 6,211	359.22 %	\$ 43,283
<b>Burnet Economic Development Corporation</b>				
Revenues	\$ 3,071,450	\$ 1,321,242	43.02 %	\$ 657,288
Use of Fund Balance	\$ —	\$ —	— %	\$ —
Use of Loan Proceeds	\$ 175,000	\$ 175,000	100.00 %	\$ —
Total Revenue	\$ 3,246,450	\$ 1,496,242	46.09 %	\$ 657,288
Expenses	\$ 3,052,080	\$ 1,080,271	35.39 %	\$ 435,924
Net Excess/(Deficit)	\$ 194,370	\$ 415,971	214.01 %	\$ 221,364



# City of Burnet

## Finance Department

Budget		Actual		
Annual Budget		YTD September 2018	% of Budget	YTD September 2017
<b>Debt Service Fund</b>				
Revenues	\$ 1,130,613	\$ 983,735	87.01 %	\$ 1,088,176
Expenses	\$ 1,130,612	\$ 983,424	86.98 %	\$ 1,112,424
Net Excess/(Deficit)	\$ —	\$ 311		\$ (24,248)
<b>Self-Funded Equipment Fund</b>				
Revenues	\$ 826,052	\$ 931,577	112.77 %	\$ 752,336
Expenses	\$ 761,300	\$ 717,817	94.29 %	\$ 913,452
Net Excess/(Deficit)	\$ 64,752	\$ 213,760		\$ (161,116)
<b>Interest &amp; Sinking Fund</b>				
Revenues	\$ 345,686	\$ 357,513	103.42 %	\$ 320,856
Expenses	\$ 345,686	\$ 345,610	99.98 %	\$ 351,771
Net Excess/(Deficit)	\$ —	\$ 11,903		\$ (30,915)



# City of Burnet

## Finance Department

### Year to Date Actual as of September 2018

Category	General Fund	Electric Fund	Water/Wastewater Fund	Golf	Airport	Total
Ad Valorem Taxes	\$ 2,314,849	\$ —	\$ —	\$ —	\$ —	2,314,849
Sales Tax Revenue	\$ 1,688,484	\$ —	\$ —	\$ —	\$ —	1,688,484
Other Taxes	\$ 138,231	\$ —	\$ —	\$ —	\$ —	138,231
Allocation Transfer In	\$ 2,765,293	\$ —	\$ —	\$ —	\$ —	2,765,293
Use of Fund Balance	\$ 1,372,300	\$ 98,907	\$ —	\$ —	\$ 95,914	1,567,121
Fees for Services	\$ 2,842,769	\$ 8,873,872	\$ 4,156,677	\$ 1,017,759	\$ 645,662	17,536,739
Municipal Court Fines	\$ 273,691	\$ —	\$ —	\$ —	\$ —	273,691
County Coverage	\$ 519,042	\$ —	\$ —	\$ —	\$ —	519,042
Other Revenue	\$ 202,939	\$ 60,382	\$ 57,929	\$ 4,681	\$ 1,604	327,535
Contributions	\$ 5,064	\$ —	\$ —	\$ —	\$ —	5,064
Interest Earned	\$ 20,450	\$ 6,000	\$ 10,932	\$ —	\$ 8,049	45,433
Sale of Property	\$ 13,629	\$ —	\$ —	\$ —	\$ —	13,629
Penalties	\$ —	\$ 110,577	\$ 51,847	\$ —	\$ —	162,424
Connection Fees	\$ —	\$ 29,274	\$ 48,436	\$ —	\$ —	77,710
Transfers	\$ —	\$ 10,000	\$ —	\$ 129,430	\$ —	139,430
Other Operating Revenue	\$ —	\$ —	\$ —	\$ 1,100	\$ —	1,100
Sale of Merchandise - Pro Shop	\$ —	\$ —	\$ —	\$ 176,960	\$ —	176,960
Sale of Merchandise - Snack Bar	\$ —	\$ —	\$ —	\$ 256,130	\$ —	256,130
Hanger Lease	\$ —	\$ —	\$ —	\$ —	\$ 201,086	201,087
Grant Revenue	\$ 6,696	\$ —	\$ —	\$ —	\$ 30,000	36,696
<b>Total Revenue</b>	<b>\$ 12,163,437</b>	<b>\$ 9,189,012</b>	<b>\$ 4,325,821</b>	<b>\$ 1,586,060</b>	<b>\$ 982,315</b>	<b>28,246,645</b>
Personnel	\$ 5,835,310	\$ 808,505	\$ 998,886	\$ 740,681	\$ 89,544	8,472,926
Supplies	\$ 583,689	\$ 83,578	\$ 184,267	\$ 82,066	\$ 20,223	953,823
Repairs & Maintenance	\$ 443,901	\$ 157,366	\$ 342,215	\$ 114,387	\$ 67,088	1,124,957
Services	\$ 2,639,346	\$ 125,948	\$ 431,215	\$ 189,501	\$ 97,411	3,483,421
Other Expense	\$ 16,631	\$ —	\$ —	\$ —	\$ —	16,631
Property Acquisition	\$ 770	\$ —	\$ —	\$ —	\$ —	770
Capital Outlay	\$ 56,875	\$ 66,221	\$ 11,809	\$ —	\$ 98,998	233,903
Transfers to Other Funds	\$ 1,461,220	\$ 98,907	\$ —	\$ —	\$ —	1,560,127
Purchases for Resale	\$ —	\$ 4,979,851	\$ 69,478	\$ 266,438	\$ 403,586	5,719,353
Tournaments	\$ —	\$ —	\$ —	\$ 65,223	\$ —	65,223
Community Outreach	\$ —	\$ 78,423	\$ —	\$ —	\$ —	78,423
Transfers to Debt Service	\$ —	\$ 48,554	\$ 908,259	\$ —	\$ 26,275	983,088
Allocation Transfers	\$ —	\$ 1,973,079	\$ 617,124	\$ 127,766	\$ 42,375	2,760,344
<b>Total Expenditures</b>	<b>\$ 11,037,742</b>	<b>\$ 8,420,432</b>	<b>\$ 3,563,253</b>	<b>\$ 1,586,062</b>	<b>\$ 845,500</b>	<b>25,452,989</b>
<b>Net Profit / (Loss)</b>	<b>\$ 1,125,696</b>	<b>\$ 768,580</b>	<b>\$ 762,568</b>	<b>\$ (2)</b>	<b>\$ 136,815</b>	<b>2,793,656</b>



# City of Burnet

## Finance Department

### General Fund by Department

September 2018

Description	Mayor & Council	Administration	Interfund Transfers	Police	Municipal Court	Fire/EMS	Sanitation	Streets	Parks	Development Services	City Shop	Economic Development	Galloway Hammond	Total
Ad Valorem Taxes	\$ —	\$ 2,314,849	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	2,314,849
Sales Tax Revenue	\$ —	\$ 1,688,484	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	1,688,484
Other Taxes	\$ —	\$ 138,231	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	138,231
Allocation Transfer In	\$ —	\$ 2,765,293	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	2,765,293
Use of Fund Balance	\$ —	\$ 1,372,300	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	1,372,300
Fees for Services	\$ —	\$ —	\$ —	\$ —	\$ —	\$ 1,829,936	\$ 955,760	\$ —	\$ 37,165	\$ 19,908	\$ —	\$ —	\$ —	2,842,769
Municipal Court Fines	\$ —	\$ —	\$ —	\$ —	\$ 115,241	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	115,241
County Coverage	\$ —	\$ —	\$ —	\$ —	\$ —	\$ 519,042	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	519,042
Other Revenue	\$ —	\$ 11,152	\$ —	\$ 158,450	\$ —	\$ 9,682	\$ —	\$ —	\$ 35,000	\$ 66,105	\$ —	\$ 81,000	\$ —	361,389
Contributions	\$ —	\$ —	\$ —	\$ —	\$ —	\$ 5,064	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	5,064
Sale of Property	\$ —	\$ 13,629	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	13,629
Grant Revenue	\$ —	\$ —	\$ —	\$ 6,696	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	6,696
Interest Earned	\$ —	\$ 20,452	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	20,450
<b>Total Revenue</b>	<b>\$ —</b>	<b>\$ 8,324,390</b>	<b>\$ —</b>	<b>\$ 165,146</b>	<b>\$ 115,241</b>	<b>\$ 2,363,724</b>	<b>\$ 955,760</b>	<b>\$ —</b>	<b>\$ 72,165</b>	<b>\$ 86,013</b>	<b>\$ —</b>	<b>\$ 81,000</b>	<b>\$ —</b>	<b>12,163,437</b>
Personnel	\$ 345	\$ 772,105	\$ —	\$ 1,484,330	\$ 32,535	\$ 2,399,164	\$ —	\$ 401,206	\$ 364,859	\$ 256,747	\$ 67,774	\$ 56,245	\$ —	5,835,310
Supplies	\$ 4,769	\$ 80,484	\$ —	\$ 164,259	\$ 3,553	\$ 199,244	\$ 19,193	\$ 42,235	\$ 39,986	\$ 9,577	\$ 19,877	\$ 512	\$ —	583,689
Repairs & Maintenance	\$ 757	\$ 107,215	\$ —	\$ 46,244	\$ 5,393	\$ 95,782	\$ —	\$ 61,321	\$ 88,990	\$ 4,420	\$ 12,617	\$ —	\$ 21,162	443,901
Services	\$ 12,339	\$ 548,398	\$ —	\$ 278,816	\$ 27,667	\$ 526,188	\$ 782,136	\$ 99,847	\$ 154,564	\$ 100,178	\$ 5,545	\$ 3,668	\$ 100,000	2,639,346
Other Expense	\$ 13,731	\$ —	\$ —	\$ 2,900	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	16,631
Property Acquisition	\$ 770	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	770
Capital Outlay	\$ —	\$ 14,258	\$ —	\$ 37,158	\$ —	\$ —	\$ —	\$ —	\$ 5,459	\$ —	\$ —	\$ —	\$ —	56,875
Transfers to Other Funds	\$ —	\$ —	\$ 1,461,220	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	1,461,220
Transfers to Debt Service	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	\$ —	—
<b>Total Expenditures</b>	<b>\$ 32,711</b>	<b>\$ 1,522,460</b>	<b>\$ 1,461,220</b>	<b>\$ 2,013,712</b>	<b>\$ 69,148</b>	<b>\$ 3,220,378</b>	<b>\$ 801,329</b>	<b>\$ 604,609</b>	<b>\$ 653,858</b>	<b>\$ 370,922</b>	<b>\$ 105,813</b>	<b>\$ 60,425</b>	<b>\$ 121,162</b>	<b>11,037,142</b>
Excess / (Deficit)	(32,711)	6,801,930	(1,461,220)	(1,738,953)	46,092	(856,654)	154,431	(604,609)	(581,693)	(284,909)	(105,813)	20,575	(121,162)	1,125,696



## Electric Fund

Category	FY 2017-2018 Annual Budget	September 2018	September 2017
Electric Sales	\$ 8,843,000	\$ 8,873,872	\$ 8,361,381
Cost of Power	\$ 5,100,000	\$ 4,979,851	\$ 4,710,315
Net Sales	\$ 3,743,000	\$ 3,894,021	\$ 3,651,066
Other Revenue	\$ 177,200	\$ 216,233	\$ 249,865
Use of Fund Balance	\$ 125,000	\$ 98,907	\$ 185,179
<b>Revenue Net of Cost of Power</b>	<b>\$ 4,045,200</b>	<b>\$ 4,209,161</b>	<b>\$ 4,086,111</b>
Personnel	\$ 855,499	\$ 808,505	\$ 690,685
Supplies	\$ 80,500	\$ 83,578	\$ 88,434
Repairs & Maintenance	\$ 186,500	\$ 157,366	\$ 134,046
Services	\$ 150,994	\$ 125,948	\$ 221,562
Community Outreach	\$ 85,200	\$ 78,423	\$ 87,900
Capital Outlay	\$ 83,500	\$ 66,221	\$ 151,262
Transfer to Capital Project Fund	\$ 125,000	\$ 98,907	\$ 185,179
Transfers to Debt Service	\$ 48,554	\$ 48,554	\$ 64,178
Allocation Transfers	\$ 1,966,463	\$ 1,973,079	\$ 1,834,202
<b>Expenditures</b>	<b>\$ 3,582,210</b>	<b>\$ 3,440,581</b>	<b>\$ 3,457,448</b>
<b>Net Profit / (Loss)</b>	<b>\$ 462,990</b>	<b>\$ 768,580</b>	<b>\$ 628,660</b>
<b>kWh Sold</b>		<b>82,775,933</b>	<b>77,063,962</b>



## Water/Wastewater Fund

Category	FY 2017-2018		
	Annual Budget	September 2018	September 2017
Water Sales	\$ 2,215,000	\$ 2,326,884	\$ 2,233,185
Purchases for Resale	\$ 70,000	\$ 69,478	\$ 54,958
Net Sales	\$ 2,145,000	\$ 2,257,406	\$ 2,178,227
Wastewater Revenue	\$ 1,760,000	\$ 1,829,793	\$ 1,789,263
Other Revenue	\$ 103,700	\$ 169,144	\$ 130,582
Use of Fund Balance	\$ 500,000	\$ —	\$ 93,151
<b>Revenue Net of Cost of Water</b>	<b>\$ 4,508,700</b>	<b>\$ 4,256,343</b>	<b>\$ 4,191,223</b>
Personnel	\$ 1,012,610	\$ 998,886	\$ 943,447
Supplies	\$ 199,000	\$ 184,267	\$ 172,761
Repairs & Maintenance	\$ 337,000	\$ 342,215	\$ 316,488
Services	\$ 447,730	\$ 431,215	\$ 378,932
Capital Outlay	\$ —	\$ 11,809	\$ 15,869
Transfer to Capital Project Fund	\$ 500,000	\$ —	\$ 93,151
Allocation Transfers	\$ 582,338	\$ 617,124	\$ 595,069
Transfers to Debt Service	\$ 1,055,032	\$ 908,259	\$ 1,000,963
<b>Expenditures</b>	<b>\$ 4,133,710</b>	<b>\$ 3,493,775</b>	<b>\$ 3,516,680</b>
<b>Net Profit / (Loss)</b>	<b>\$ 374,990</b>	<b>\$ 762,568</b>	<b>\$ 674,543</b>



## Delaware Springs Golf Course

Category	FY 2017-2018 Annual Budget	September 2018	September 2017
Charges For Golf Services	\$ 954,000	\$ 1,017,759	\$ 963,554
Other Operating Revenue	\$ —	\$ 1,100	\$ 700
Other Revenue	\$ —	\$ 4,681	\$ 29
Pro Shop	\$ 170,000	\$ 176,960	\$ 193,948
Snack Bar	\$ 223,000	\$ 256,130	\$ 231,546
Transfer from General Fund - Overhead	\$ 120,748	\$ 127,766	\$ 119,236
Transfer from General Fund - Operations	\$ 155,208	\$ 1,664	\$ 70,586
Revenue	\$ 1,622,956	\$ 1,586,060	\$ 1,579,599
Personnel	\$ 779,447	\$ 740,681	\$ 744,557
Supplies	\$ 84,223	\$ 82,066	\$ 88,537
Repairs & Maintenance	\$ 122,194	\$ 114,387	\$ 125,312
Services	\$ 186,933	\$ 189,501	\$ 169,057
Purchases for Resale	\$ 252,410	\$ 266,438	\$ 271,877
Tournaments	\$ 77,000	\$ 65,223	\$ 61,019
Allocation Transfers	\$ 120,748	\$ 127,766	\$ 119,236
Expenditures	\$ 1,622,956	\$ 1,586,060	\$ 1,579,599
Net Profit / (Loss)	\$ —	\$ (2)	\$ —

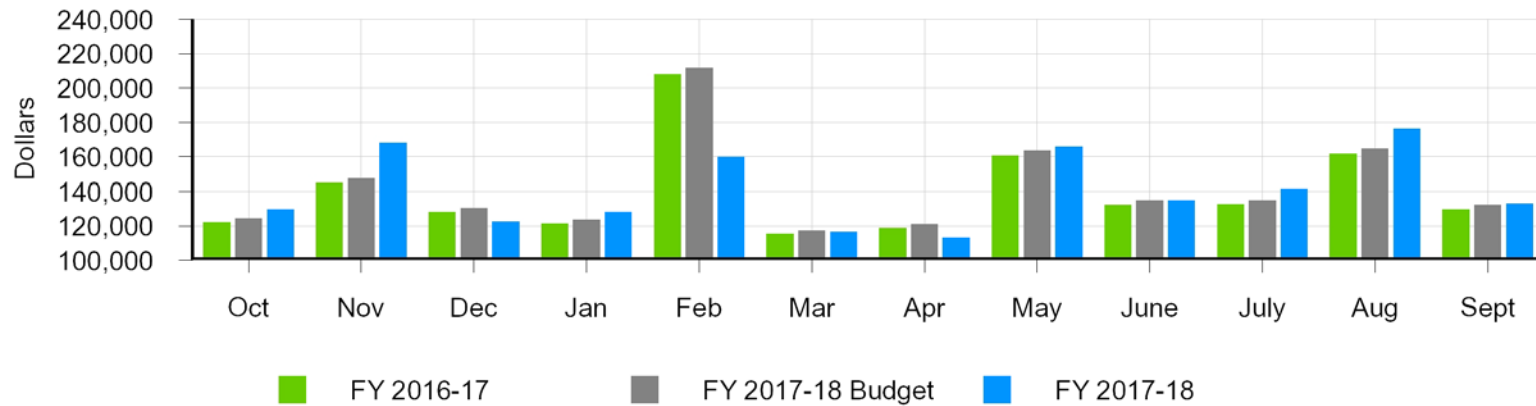


## Airport Fund

Category	FY 2017-2018 Annual Budget	September 2018	September 2017
Fuel Sales	\$ 595,000	\$ 645,662	\$ 570,745
Purchases for Resale	\$ 389,180	\$ 403,586	\$ 362,490
Net Sales	\$ 205,820	\$ 242,076	\$ 208,255
Other Revenue	\$ 51,900	\$ 1,604	\$ 2,405
Hanger Lease	\$ 203,600	\$ 201,087	\$ 203,556
Interest Earned	\$ 550	\$ 8,049	\$ 1,688
Grant Revenue	\$ 30,000	\$ 30,000	\$ 7,349
Use Of Fund Balance	\$ 95,914	\$ 95,914	\$ 23,162
<b>Revenue Net of Fuel Purchases</b>	<b>\$ 587,784</b>	<b>\$ 578,730</b>	<b>\$ 446,415</b>
Personnel	\$ 93,850	\$ 89,544	\$ 56,765
Supplies	\$ 23,250	\$ 20,223	\$ 23,584
Repairs & Maintenance	\$ 63,000	\$ 67,088	\$ 61,003
Services	\$ 102,950	\$ 97,411	\$ 96,729
Transfers to Debt Service	\$ 26,275	\$ 26,275	\$ 22,295
Allocation Transfers	\$ 36,853	\$ 42,375	\$ 28,883
Capital Outlay	\$ 145,914	\$ 98,998	\$ —
Transfers	\$ —	\$ —	\$ 23,162
Expenditures	\$ 492,092	\$ 441,914	\$ 312,421
Net Profit / (Loss)	\$ 95,692	\$ 136,815	\$ 133,994
AvGas		60,862	62,348
Jet		90,992	98,353
Total Gallons Sold		151,854	160,701

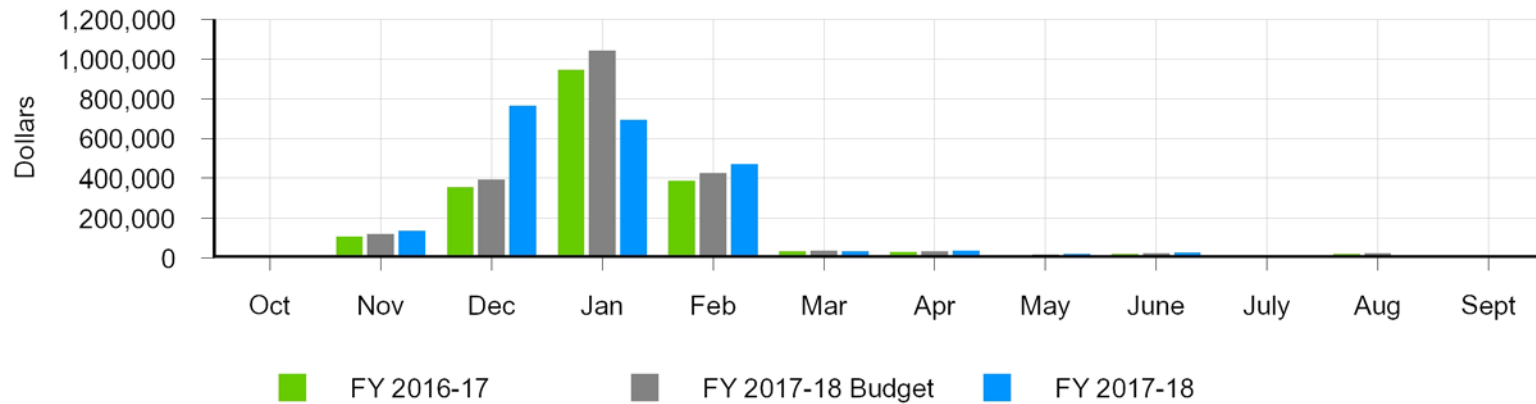


## Sales Tax Revenue



Sales Tax collected by the state is remitted to the City two months later. Therefore, the spike in Sales Tax Revenue shown in February reflects the tax collected in December.

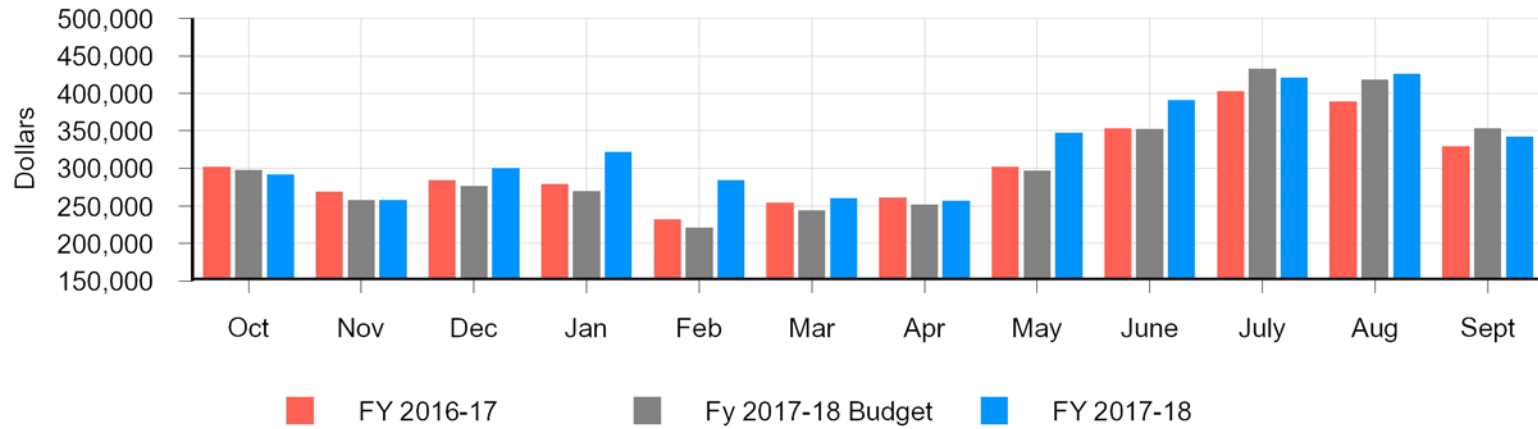
## Current Property Tax Revenue



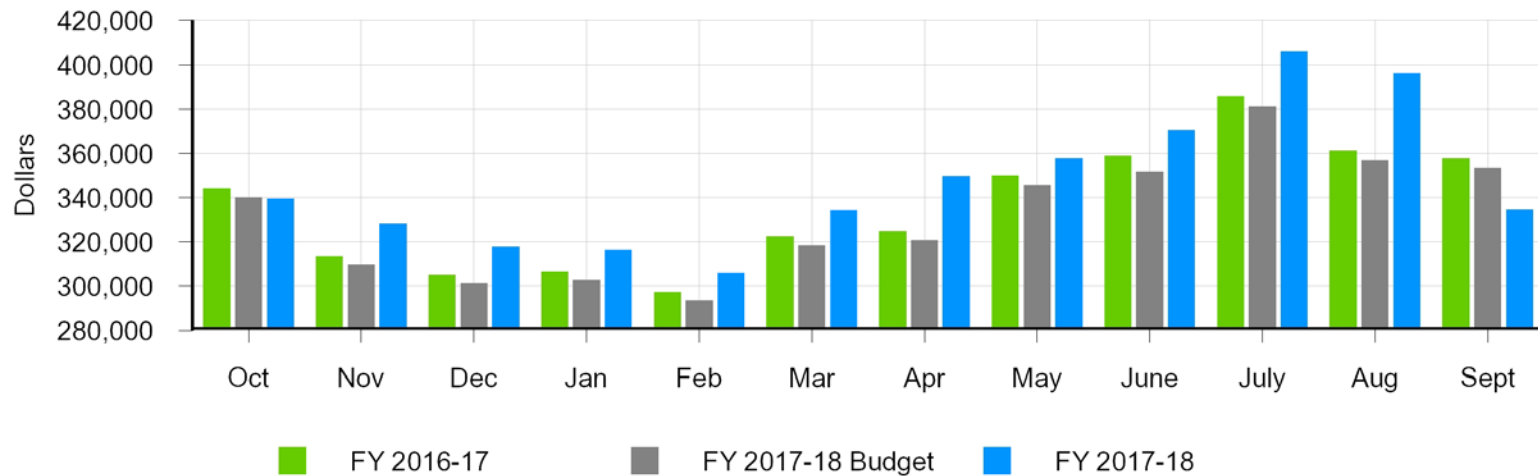
Property Taxes are collected by the Central Appraisal District and remitted to the City. Fluctuations in monthly numbers are the result of when the taxes are paid.



### Electric Sales Net Revenue



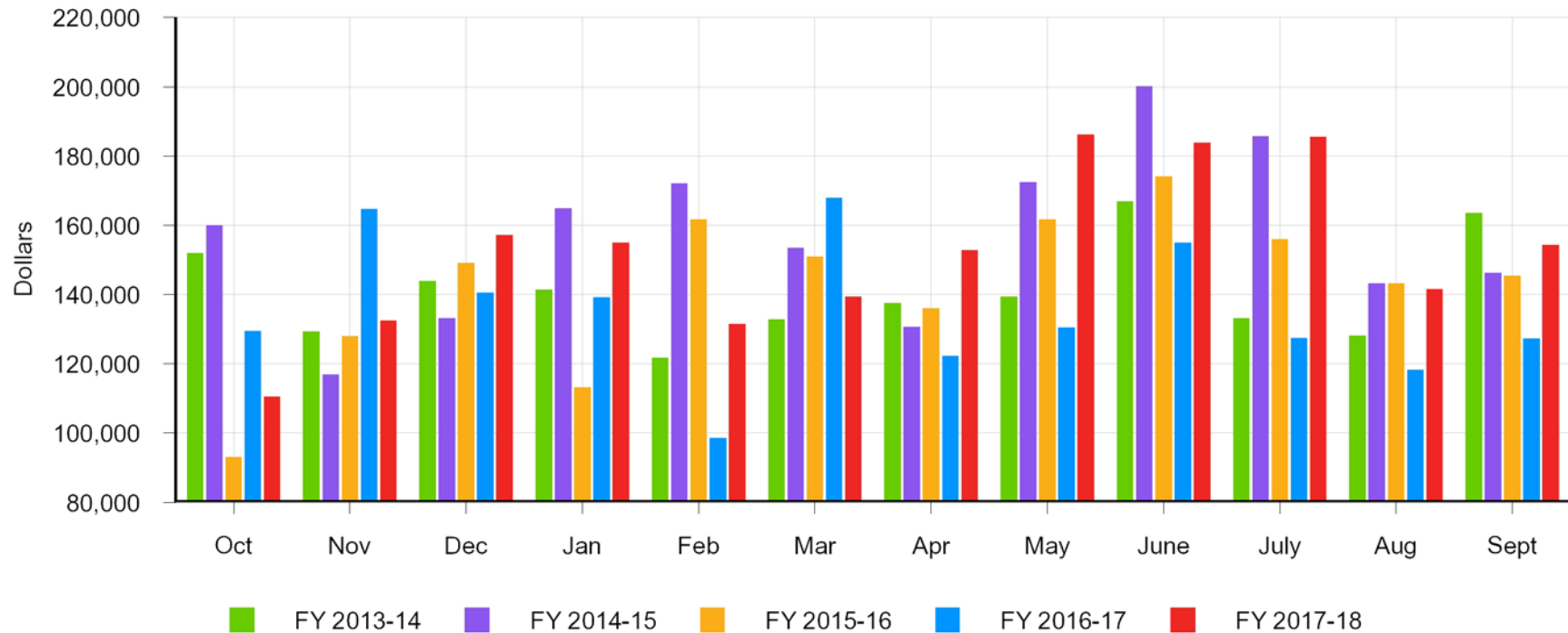
### Water / Wastewater Sales Revenue



Utility revenue from month to month can be very volatile depending on weather and consumption patterns.



## EMS Patient Billing Collections

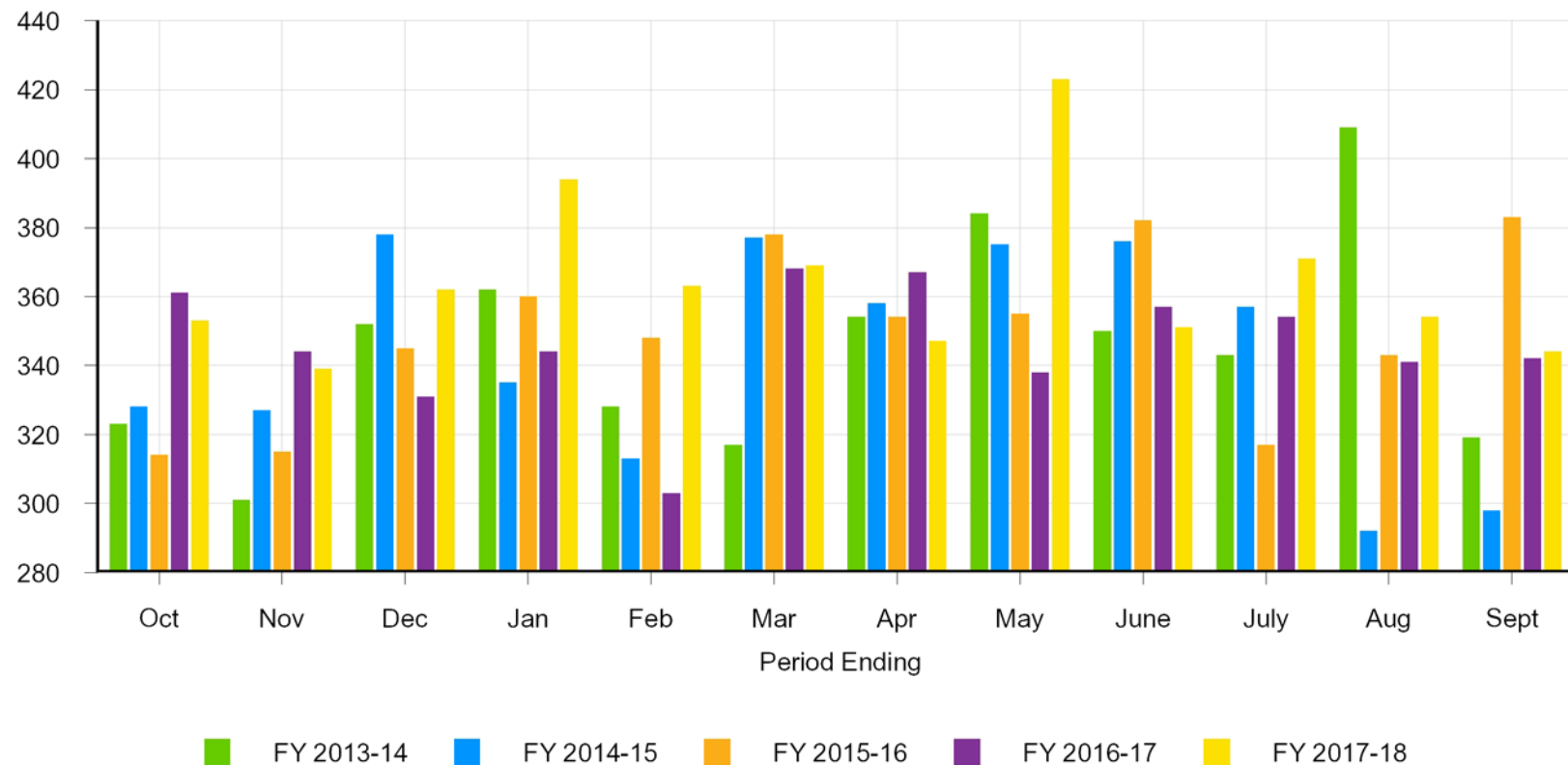


	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Total
FY 2013-14	\$ 151,962.82	\$ 129,263.98	\$ 143,843.54	\$ 141,387.97	\$ 121,652.84	\$ 132,770.94	\$ 137,460.44	\$ 139,256.56	\$ 166,800.56	\$ 133,167.80	\$ 127,998.41	\$ 163,576.21	\$ 1,689,142.07
FY 2014-15	\$ 160,062.21	\$ 116,890.14	\$ 133,098.44	\$ 164,846.42	\$ 172,025.94	\$ 153,381.45	\$ 130,582.82	\$ 172,361.34	\$ 200,075.77	\$ 185,666.65	\$ 143,267.10	\$ 146,297.84	\$ 1,878,556.12
FY 2015-16	\$ 93,006.55	\$ 127,968.30	\$ 149,001.74	\$ 113,172.73	\$ 161,756.31	\$ 150,980.36	\$ 135,994.20	\$ 161,624.69	\$ 174,077.52	\$ 155,931.11	\$ 143,193.09	\$ 145,449.14	\$ 1,712,155.74
FY 2016-17	\$ 129,477.14	\$ 164,728.83	\$ 140,445.15	\$ 139,240.23	\$ 98,531.83	\$ 167,924.75	\$ 122,251.53	\$ 130,355.06	\$ 154,984.24	\$ 127,354.64	\$ 118,199.90	\$ 127,170.36	\$ 1,620,663.66
FY 2017-18	\$ 110,412.87	\$ 132,518.13	\$ 157,064.44	\$ 154,948.23	\$ 131,404.83	\$ 139,279.39	\$ 152,692.26	\$ 186,266.41	\$ 183,809.71	\$ 185,604.04	\$ 141,586.9	\$ 154,348.96	\$ 1,829,936.17

EMS patient billing collections are the reflection of the number of ambulance runs, the type of insurance the patient may have, uninsured patients and changes to insurance rules. The result can be a significant fluctuation from month to month and year to year.



## EMS Call Volume



	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Total
FY 2013-14	323	301	352	362	328	317	354	384	350	343	409	319	4,142
FY 2014-15	328	327	378	335	313	377	358	375	376	357	292	298	4,114
FY 2015-16	314	315	345	360	348	378	354	355	382	317	343	383	4,194
FY 2016-17	361	344	331	344	303	368	367	338	357	354	341	342	4,150
FY 2017-18	353	339	362	394	363	369	347	423	351	371	354	344	4,370