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Friday, January 28, 2022

Council Chambers

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**WORK SESSION - 9:00 A.M.**

1. **CALL TO ORDER**

2. **RECESS INTO EXECUTIVE SESSION**

Pursuant to Section 551.071, Texas Government Code, the Council reserves the right to convene in Executive Session(s), from time to time as deemed necessary during this meeting for any posted agenda item, to receive advice from its attorney as permitted by law.

A. **Pending or Contemplated Litigation or to Seek the Advice of the City Attorney Pursuant to Section 551.071**

B. **Pursuant to Sec. 418.183(f), deliberation of information related to managing emergencies and disasters including those caused by terroristic acts (must be tape recorded)**

- Security Assessment and Training

3. **REPORTS AND PRESENTATIONS**

- A. Receive a report, hold a discussion, and give staff direction regarding the proposed bond program, bond proposition language, voter ballot language, and calling a bond election. *(Staff Presenter: Martin Avila, Finance Director)*

**Attachments**

Dept Memo Bond Program\_Proposition\_Ballot\_Election  
Presentation Bond Program\_Proposition\_Ballot Language\_

- B. Receive a report, hold a discussion and provide staff direction on the May 7, 2022 elections order. *(Staff Presenter: Amanda Campos, City Secretary)*

**Attachments**

Department Memo  
Presentation

4. **CITIZEN APPEARANCES**

Other than public hearings and items listed on the posted agenda, citizens in attendance who desire to speak to City Council may speak during this section.

Speakers in attendance: Each person will be allowed three (3) minutes to speak and will not be interrupted by City Council or staff. If you would like to speak, please fill out a speaker card and give the completed card to the City Secretary prior to addressing City Council.

Speakers not in attendance: Each person must fill out an online speaker card. Online speaker cards will be for items posted on the agenda only and must be submitted 30 minutes prior to the posted start time of the meeting. Online speaker cards will be read aloud by the City Secretary at the time the item is presented. Online speaker cards can be found on the city's website, [www.burlesontx.com](http://www.burlesontx.com) on the [agenda/notices page](#).

Please note that City Council may only take action on items posted on the agenda. The Texas Open Meetings Act prohibits the City Council from deliberating or taking action on an item not listed on the agenda. City Council may, however, receive your comments on the unlisted item, ask clarifying questions, respond with facts, and explain policy.

Adjourn

Staff Contact

City Manager's Office  
817-426-9680

### CERTIFICATE

I hereby certify that the above agenda was posted on this the **25th of January 2022, by 9:00 a.m.**, on the official bulletin board at the Burleson City Hall, 141 W. Renfro, Burleson, Texas.

*Amanda Campos*

Amanda Campos  
City Secretary



### ACCESSIBILITY STATEMENT

The facility is wheelchair accessible. The entry ramp is located in the front of the building, accessible from Warren St. Accessible parking spaces are also available in the Warren St. parking lot. Sign interpretative services for meetings must be made 48 hours in advance of the meeting. Call the A.D.A. Coordinator at 817-426-9600, or TDD 1-800-735-2989.



## City of Burleson

City Council

City Hall  
Council Chambers  
141 W. Renfro  
Burleson, TX 76028

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### AGENDA INFORMATION SHEET

**DEPARTMENT:** Finance  
**DATE:** 01/28/2022

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#### **SUBJECT**

Receive a report, hold a discussion, and give staff direction regarding the proposed bond program, bond proposition language, voter ballot language, and calling a bond election. (*Staff Presenter: Martin Avila, Finance Director*)

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#### **Attachments**

Dept Memo Bond Program\_Proposition\_Ballot\_Election  
Presentation Bond Program\_Proposition\_Ballot Language\_

#### **Respectfully submitted:**

Martin Avila  
Finance Director  
817-426-9651  
[mavila@burlesontx.com](mailto:mavila@burlesontx.com)

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**DEPARTMENT MEMO**

**DEPARTMENT:** Finance  
**FROM:** Martin Avila, Finance Director  
**MEETING:** January 28, 2022

**SUBJECT:**

Receive a report, hold a discussion and give staff direction regarding the proposed bond program, proposition language, voter ballot language and calling a bond election. *(Staff Presenter: Martin Avila, Finance Director)*

**SUMMARY:**

On August 11, 2021 staff briefed the City Council on the proposed FY21-22 Annual Budget, the Five Year Capital Improvement Plan, and provided an overview of existing debt capacities. Following this, on August 16, 2021 staff briefed the City Council on options associated with a possible bond election. Options included: 1) the City Council placing projects directly on the ballot for voter consideration; 2) the formation of a Citizen Bond Advisory Committee to recommend projects to be placed on the ballot for voter consideration; 3) the issuance of certificate of obligation bonds for FY21-22, and consideration of a future bond election in November 2022 or May 2023. The City Council directed staff to move forward with the formation of a Bond Committee, and approved a resolution creating the Committee on September 20, 2021.

The Citizen Bond Advisory Committee consisted of fourteen members, in addition to a Committee Chair. The Committee met over a series of seven meetings between October and December 2021. Meeting topics consisted of the Committee's charge and scope, general financial information, bond ratings, possible street and infrastructure projects, a proposed police headquarters expansion, construction of fire station four, a new computer aided dispatch program, discussion on options, and formal recommendations.

The \$88,000,000 proposed bond program, funded over a 5 to 6 year period, is based on a conservative financial model with no tax increase on the debt rate which is currently \$0.1885/per \$100 value. On January 10, 2022, Bond Advisory Committee presented their recommendations to the City Council for consideration of a possible bond election, and on January 18, 2022, staff provided a report on the proposed bond program and preliminary language on the proposition and voter ballot.

City staff and Mr. Clark Kimball from McCall, Parkhurst & Horton LLP Associates, bond counsel, will be available to answer questions from Council regarding the proposed bond program, proposition language, voter ballot language and calling a bond election.

**OPTIONS:**

**RECOMMENDATION:**

**STAFF CONTACT:**

Martin Avila  
Finance Director  
[mavila@burlesontx.com](mailto:mavila@burlesontx.com)  
817-426-9651



# Proposed Bond Program - Proposition and Ballot Language

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*Presented to Council on January 28, 2022*

# Bond Package Recommended Projects

Priority	Project ID	Project Name/Description	Recommended Cost in Presentation	Committee Recommendation	
				GO	CO
				<b>\$88,000,000</b>	
<b>Public Safety Facility and Technology</b>					
		Fire Station #4 (4 Bay)	\$15,943,000	\$15,943,000	
		Police Dept Expansion (Option C)	\$36,415,000	\$36,415,000	
		Computer Aided Dispatch (CAD) System	\$2,000,000		\$2,000,000
		<b>Total Public Safety Projects</b>		<b>\$52,358,000</b>	<b>\$2,000,000</b>
<b>Streets Projects</b>					
	1	G22-06* Neighborhood Streets	\$3,175,833	\$3,175,833	
	6	G22-04 Hulen at Wilshire Intersection	\$1,701,027	\$1,701,027	
	7	G22-02 SH174 Traffic Signal Imprv	\$2,161,123	\$2,161,123	
	8	G25-20 Hulen 4L to Candler	\$13,980,724	\$7,803,653	
	9	G22-07 Alsbury - Hulen to CR1020 (Design & ROW)	\$947,015	\$947,015	
	9	G23-07 Alsbury - Hulen to CR1020 (Construction)	\$6,432,481	\$6,432,481	
	10	G25-25 CR1020 (Alsbury) Widening	\$13,000,000	\$2,500,000	
	11	G23-11 E Renfro (FM3391) Widdening PS&E	\$2,697,512	\$2,697,512	
	12	G22-08 Hillside Dr, Elk Dr, & FM731	\$1,036,509	\$1,036,509	
	16	G22-03 SH174 Widening PH2 (Schematic & Env)	\$430,000	\$430,000	
	18	G24-17 FM1902 Pedestrian Mobility	\$1,854,901	\$1,489,901	
	24	G22-09 Sidewalk Program	\$1,266,946	\$1,266,946	
	30	ALT-05 Wilshire Blvd Constr. Doc from Hulen to City Lmts	\$1,900,000	\$1,900,000	
	31	ALT-06 Intersection Impr: Lakewood@SH174 (Dual Left Turns)	\$100,000	\$100,000	
		<b>Total Street Projects</b>		<b>\$33,642,000</b>	
		<b>Total Bond Recommendations</b>		<b>\$86,000,000</b>	<b>\$2,000,000</b>

\*four line items combined 22-06, 23-13, 24-19, 24-18

# Discussion Points

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- In the January 18, 2022 Council meeting, Council posed a question regarding the impact of a failed “street proposition” would have in issuing bonds for other street projects not reflected in the proposed project list
- Pending Attorney General review allowing for police and fire projects to be included in the same proposition



# Proposed Language Proposition A

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- Shall the City Council of the City of Burleson, Texas, be authorized to issue and sell bonds of said City, in the aggregate principal amount of \$33,645,000, for the public purpose of designing, constructing, improving, extending, expanding, upgrading and developing streets, roads, bridges, thoroughfares and related improvements, including utility relocation, landscaping, sidewalks and pedestrian walkways, lighting, signalization, drainage, and the purchase of any necessary land or right-of-way; with said bonds to be issued in one or more series or issues, to mature serially or otherwise not to exceed 40 years from their date and bear interest at such rate or rates, not to exceed the respective limits prescribed by law at the time of issuance, and to be sold at such price or prices as the City Council in its discretion shall determine; and shall there be levied and pledged, assessed and collected annually ad valorem taxes on all taxable property in said City in an amount sufficient, within the limits prescribed by law, to pay the annual interest on said bonds and provide a sinking fund to pay said bonds at maturity?

- **Election Ballot language:**

PROPOSITION A

- FOR \_\_\_\_ AGAINSTS \_\_\_\_ THE ISSUANCE OF \$33,645,000 BONDS BY THE CITY OF BURLESON, TEXAS, FOR STREET AND ROAD IMPROVEMENTS IN THE CITY AND LEVYING A TAX SUFFICIENT TO MAKE PAYMENTS OF PRINCIPAL AND INTEREST THEREON

# Resolution

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- Council approve a resolution listing the projects.
  - Contract with the voters
  - Allow for funding to be moved within projects listed
  - If funding is available after all projects listed are completed, Council can allocate to another street project
  - If proposition fails, City will not be able to issue COs on the projects listed for three years
    - City will be able to issue COs for other street projects not listed
  - Changes to the resolution would require Council action

# Proposed Language Proposition B

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- Shall the City Council of the City of Burleson, Texas, be authorized to issue and sell bonds of said City, in the aggregate principal amount of \$52,360,000, for the public purpose of constructing, improving, renovating and equipping public safety facilities consisting of new fire department facilities, renovation and expansion of existing police facilities, acquisition of fire apparatuses and public safety equipment and vehicles, and the acquisition of land and interests in land necessary therefor; with said bonds to be issued in one or more series or issues, to mature serially or otherwise not to exceed 40 years from their date and bear interest at such rate or rates, not to exceed the respective limits prescribed by law at the time of issuance, and to be sold at such price or prices as the City Council in its discretion shall determine; and shall there be levied and pledged, assessed and collected annually ad valorem taxes on all taxable property in said City in an amount sufficient, within the limits prescribed by law, to pay the annual interest on said bonds and provide a sinking fund to pay said bonds at maturity?

- **Election Ballot language:**

PROPOSITION B

- For \_\_\_\_ Against \_\_\_\_ THE ISSUANCE OF \$52,360,000 BONDS BY THE CITY OF BURLESON, TEXAS, FOR CONSTRUCTION, IMPROVEMENT AND EQUIPMENT OF PUBLIC SAFETY AND LEVYING A TAX SUFFICIENT TO MAKE THE PAYMENTS OF PRINCIPAL AND INTEREST THEREON

# Separate Public Safety Propositions

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- If Attorney General requires separate propositions for police and fire
  - Proposition B - Police expansion facility- \$36,415,000
  - Proposition C – New fire station facility - \$15,945,000

# Proposed Language Proposition B

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- Shall the City Council of the City of Burleson, Texas, be authorized to issue and sell bonds of said City, in the aggregate principal amount of \$36,415,000, for the public purpose of constructing, improving, renovating and equipping public safety facilities consisting of renovation and expansion of existing police facilities, acquisition of public safety equipment and vehicles, and the acquisition of land and interest in land necessary therefor; with said bonds to be issued in one or more series or issues, to mature serially or otherwise not to exceed 40 years from their date and bear interest at such rate or rates, not to exceed the respective limits prescribed by law at the time of issuance, and to be sold at such price or prices as the City Council in its discretion shall determine; and shall there be levied and pledged, assessed and collected annually ad valorem taxes on all taxable property in said City in an amount sufficient, within the limits prescribed by law, to pay the annual interest on said bonds and provide a sinking fund to pay said bonds at maturity?
- **Election Ballot language:**  
PROPOSITION B
  - For \_\_\_\_\_ Against \_\_\_\_\_ THE ISSUANCE OF \$36,415,000 BONDS BY THE CITY OF BURLESON, TEXAS, FOR CONSTRUCTION, IMPROVEMENT AND EQUIPMENT OF PUBLIC SAFETY POLICE EXPANSION FACILITIES AND LEVYING A TAX SUFFICIENT TO MAKE THE PAYMENTS OF PRINCIPAL AND INTEREST THEREON

# Proposed Language Proposition C

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- Shall the City Council of the City of Burleson, Texas, be authorized to issue and sell bonds of said City, in the aggregate principal amount of \$15,945,000, for the public purpose of constructing, improving, renovating and equipping public safety facilities consisting of new fire department facilities, acquisition of fire apparatuses and public safety equipment and vehicles, and the acquisition of land and interests in land necessary therefor; with said bonds to be issued in one or more series or issues, to mature serially or otherwise not to exceed 40 years from their date and bear interest at such rate or rates, not to exceed the respective limits prescribed by law at the time of issuance, and to be sold at such price or prices as the City Council in its discretion shall determine; and shall there be levied and pledged, assessed and collected annually ad valorem taxes on all taxable property in said City in an amount sufficient, within the limits prescribed by law, to pay the annual interest on said bonds and provide a sinking fund to pay said bonds at maturity?
- **Election Ballot language:**  
PROPOSITION C
  - For \_\_\_\_\_ Against \_\_\_\_\_ THE ISSUANCE OF \$15,945,000 BONDS BY THE CITY OF BURLESON, TEXAS, FOR CONSTRUCTION, IMPROVEMENT AND EQUIPMENT OF PUBLIC SAFETY NEW FIRE STATION AND LEVYING A TAX SUFFICIENT TO MAKE THE PAYMENTS OF PRINCIPAL AND INTEREST THEREON

# Next Step – Calling for Bond Election

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- City Council must adopt an ordinance calling for a bond election not more than 90 days or less than 78 days prior to the proposed election date.
- For a May 7, 2022 bond election, City Council must adopt an ordinance calling for a bond election between February 7, 2022 and February 18, 2022

# QUESTIONS/COMMENTS





## City of Burleson

City Council

City Hall  
Council Chambers  
141 W. Renfro  
Burleson, TX 76028

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### AGENDA INFORMATION SHEET

**DEPARTMENT:** City Secretary Office

**DATE:** 01/28/2022

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#### **SUBJECT**

Receive a report, hold a discussion and provide staff direction on the May 7, 2022 elections order. (*Staff Presenter: Amanda Campos, City Secretary*)

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#### **Attachments**

Department Memo  
Presentation

#### **Respectfully submitted:**

Amanda Campos, TRMC  
City Secretary | [acampos@burlesontx.com](mailto:acampos@burlesontx.com) | 817.426-9665

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**DEPARTMENT MEMO**

**DEPARTMENT:** City Secretary's Office  
**FROM:** Amanda Campos, City Secretary  
**MEETING:** January 28, 2022

**SUBJECT:**

Receive a report, hold a discussion and provide staff direction on the May 7, 2022 elections. (Staff Presenter: Amanda Campos, City Secretary)

**SUMMARY:**

The council provided staff direction to place on the February 7, 2022 council agenda an item ordering a Special election to be held on May 7, 2022. The Special election will have bond measures on the ballot.

At the January 18, 2022 council meeting the Council provided direction on the polling location and chose the Burleson Senior Activity Center, 216 SW Johnson Avenue. The Senior Activity Center will serve as the main early voting places as well as the election day polling location.

Council is now being asked to consider other necessary and legal requirements to be placed in the election order for the May 7, 2022 election. The required contents of the order of election are largely completed however; there is a couple of items to complete.

An election order must contain, the date of the election, the office or measures, location of main early voting place, early voting clerk's official mail address with dates for applying for ballot by mail, dates of early voting, each polling place. There is a practical method that the City of Burleson does when ordering an election. Those items are naming a Presiding and Alternate Judge, stating at least one bi-lingual clerk will be required, and the minimum number of clerks required. The city uses one precinct, Election Precinct No. 1 and it shall be established in the election order.

At this council meeting council will be asked to provide direction on early voting hours, if we are going to provide additional notice of election results, and number of minimum clerks.

**STAFF CONTACT:**

Name: Amanda Campos, TRMC  
Department: City Secretary's Office  
Email: [acampos@burlesontx.com](mailto:acampos@burlesontx.com)  
Phone: 817-429-9665

# **Elections in 2022**

**City Council meeting January 28, 2022**



# Content of election order

- Nature of the election
- Date of the election
- Office or measures
- Location of main early voting place
- Location of all polling locations
- Early voting clerk's official mailing address
- Dates for applying for ballot by mail
- Dates of all early voting by personal appearance and ABBM, BBM, or FPC deadlines



## **Election considerations to discuss:**

Hours of early voting

Additional notice of election results

Number of clerks - minimum



## **Contents complete**

- **Nature of election**
  - **Special Bond**
- **Date of election**
  - **May 7, 2022**
- **Location of main early voting**
  - **Senior Activity Center**
- **Location of polling places**
  - **Senior Activity Center**
- **Early voting clerk's official mailing address**
  - **141 W. Renfro, Burleson, TX**



# Hours of Early Voting

## **Required for uniform election date:**

- Must start the 12<sup>th</sup> day before the election and end the 4<sup>th</sup> day before the election
  - April 25 to May 3
- Voting 9 hours each week day
  - Between the hours of 6am and 10pm
- No weekend required
  - Can call for weekend



# Reporting Results

## **Required reporting of results:**

- Internet posting
  - As soon as practical must be posted on the city's website
  - Number of vote cast, votes for each measure, personal appearance election day, personal appearance early voting, mail ballots during early voting, counting and uncounted provisional ballots
- Partial results
  - Are allowed after the last voter has voted on election day
  - Must be at the entrance of the polling place
- Canvass
  - Council is canvassing authority – in open meeting
  - No later than 11<sup>th</sup> day after election and no earlier than 3<sup>rd</sup> after election
  - Can only canvass when all provisional ballots are resolved and no FPC are outstanding



# Number of Clerks

## **Required number of clerks:**

- Presiding and Alternate Judge
  - For election day
- Number of clerks
  - Presiding Judge appoints for election day
  - Must be at least 2 besides the presiding judge
- Bi-lingual







**Questions?**

