

**NOTICE OF REGULAR MEETING OF BOARD OF DIRECTORS OF  
BASTROP ECONOMIC DEVELOPMENT CORPORATION (BEDC)**

**Monday, May 16, 2016 – 6:00 P.M.**

**Bastrop City Hall, 1311 Chestnut Street, Bastrop, Texas**

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*In compliance with the requirements of Chapter 551 of the Texas Government Code, the public is hereby provided notice that it is possible that a quorum or more of the membership of the Bastrop City Council may be in attendance, to observe and/or participate in the above-referenced meeting of the Bastrop Economic Development Corporation.*

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**1. CALL TO ORDER**

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The BEDC Board reserves the right to convene into Executive Session at any time during the meeting regarding any agenda item. In compliance with the Open Meetings Act, Chapter 551 Government Code, Vernon’s Texas Code, Annotated, such item, if taken into executive session, would be discussed in closed session under Section 551.071 – Consultations with Attorney – duty to advise on legal matters.

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**2. PUBLIC COMMENT(S)**

**3. REGULAR BUSINESS & PRESENTATIONS**

- 3.1. Approval of meeting minutes of the Regular Board Meeting of April 18, 2016. **(page 3)**
- 3.2. Consideration, discussion and possible action on acceptance of the BEDC’s financial summary report for period ending April 30, 2016. **(page 7)**
- 3.3. Consideration, discussion and possible action on presentation and update by Aaron Farmer, The Retail Coach, regarding Bastrop’s retail recruiting strategy. **(page 22)**
- 3.4. Consideration, discussion and possible action on presentation and update by Eric Davis, KSA Engineering, regarding retail and commercial land development. **(page 25)**

**4. ACTION ITEMS**

- 4.1. Update from Bastrop Fine Arts Guild representatives, as well as consideration, discussion and possible action related to an overview of the status of the existing BEDC grant and Performance Agreement between the Bastrop Fine Arts Guild and the BEDC, as per the direction of the BEDC Board from the April meeting. **(page 27)**
- 4.2. Consideration, discussion and possible action on approval of an Economic Development Agreement between the BEDC and ‘Project Gold Steel’. **(page 29)**
- 4.3. Consideration, discussion and possible action on a Resolution by the Bastrop Economic Development Corporation authorizing BEDC Board Chair Steve Mills and/or Executive Director Shawn Kirkpatrick to execute all necessary contracts and related documentation necessary to finalize the conveyance of 1.4 acres of land in the Bastrop Business and Industrial Park to ‘Project Gold Steel’ in conjunction with the approval of the Economic Development Agreement. **(page 31)**
- 4.4. Consideration, discussion and possible action on adoption of statutory findings related to the ‘Project Gold Steel’, which upon adoption waives the mandated public hearing(s) for Type B Corporations, as per State Law, i.e., Sec. 505.159 (b) of the Texas Local Government Code. **(page 34)**

5. **UPDATE(S), REPORT(S), AND/OR ANNOUNCEMENT(S)** – The BEDC and City of Bastrop will provide written reports and be available to answer questions from the Board. (Includes items for update, discussion, and/or possible action by the Board of the BEDC)

- 5.1. BEDC Projects and/or Business Update (**page 37**)
- 5.2. *Ad Hoc* Bylaws Committee Report
- 5.3. Main Street Program Monthly Report (**page 43**)
- 5.4. City Manager's Report (**page 45**)
- 5.5. City of Bastrop Comprehensive Plan Update
- 5.6. City of Bastrop Construction Projects Report (**page 51**)

## 6. EXECUTIVE SESSION

6.1. The BEDC Board of Directors will meet in a closed/executive session pursuant to the Texas Government Code, Chapter 551, to discuss the following:

- (1) **Section 551.071(1)(A) and Section 551.071(2)** – Consultations with Attorney: (1) threatened and/or contemplated claims, causes, or litigation, and/or (2) matters upon which the Attorney has a duty and/or responsibility to advise or report to the governmental body.
- (2) **Section 551.072** – Deliberation about real property: including, *but not limited to*, potential sales, acquisitions, exchanges, leases, dispositions or values of the following real properties: 'Project Bronze Star', 'Project Gold Steel', 'Project MT Star Wars', and/or property owned and/or considered for acquisition/use by the BEDC.
- (3) **Section 551.087** – Deliberation regarding economic development negotiations: 'Project Bronze Star', 'Project Gold Steel', 'Project MT Star Wars', 'Project Jetblue', 'Project Valley Stays', and/or 'Project White Foam'.

6.2. The BEDC Board of Directors will reconvene into open session to discuss, consider and/or take any action necessary related to the executive sessions noted herein above, and/or regular agenda items, noted above, and/or matters related to same.

## 7. BOARD INPUT ON FUTURE AGENDAS

7.1. Inviting input from the Board of Directors related (but not limited) to issues for possible inclusion on future agendas and/or concerning issues such as BEDC projects, property, economic development prospects, community events, and BEDC business or activities.

## 8. ADJOURNMENT

### CERTIFICATE

I, Angela Ryan, Assistant Director of the Bastrop Economic Development Corporation (BEDC), certify that this Notice of Meeting was posted on the front window of the BEDC offices, 301 Hwy 71 W., Suite 214, at the Bastrop City Hall, 1311 Chestnut Street, and on the BEDC's website on this the 13th day of May 2016 at 5:00 p.m. Copies of this agenda have been provided to those members of the media requesting such information.

*Angela Ryan*

Angela Ryan, BEDC Assistant Director

THE BASTROP ECONOMIC DEVELOPMENT CORPORATION IS COMMITTED TO COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT. REASONABLE MODIFICATIONS AND EQUAL ACCESS WILL BE PROVIDED UPON REQUEST. PLEASE CALL 512-303-9700.



# BASTROP ECONOMIC DEVELOPMENT CORPORATION

## STANDARDIZED AGENDA RECOMMENDATION FORM

**DATE SUBMITTED:** May 11 , 2016

**MEETING DATE:** May 16, 2016

1. Agenda Item:

Approval of meeting minutes of the Regular Board Meeting of April 18, 2016.

2. Party Making Request: Angela Ryan, Assistant Director

3. Nature of Request: (Brief Overview) Attachments: Yes  No

The draft minutes from the 04/18/16 BEDC Regular Board meeting are attached for the Board's review.

4. Policy Implication:

5. Budgeted: Yes  No  N/A

Bid Amount:

Over/(Under) Budget:

Budgeted Amount:

Budget Balance:

6. Alternate Option/Costs:

7. Routing: ED Staff  ED Chair

8. Staff Recommendation:

Motion: SM GS CC KK WD KLK CL

Second: SM GS CC KK WD KLK CL

For: SM GS CC KK WD KLK CL

Against: SM GS CC KK WD KLK CL

Abstained: SM GS CC KK WD KLK CL

**BASTROP ECONOMIC DEVELOPMENT CORPORATION (BEDC)  
BOARD OF DIRECTORS  
Minutes of Monthly Meeting, April 18, 2016  
Bastrop City Hall, 1311 Chestnut Street, Bastrop, Texas**

The Bastrop Economic Development Corporation (BEDC) met on Monday, April 18, 2016, at 6:00 p.m. at Bastrop City Hall, 1311 Chestnut Street, for the Regular Monthly Meeting.

Board members present were: Steve Mills, Kristi Koch, Gary Schiff, Mayor Ken Kesselus, Cam Chavez, and Joe Beal. Board member Willie DeLaRosa and Mike Talbot (*ex officio*) were absent. Staff members present: Shawn Kirkpatrick, Angela Ryan, Jean Riemenschneider, and JC Brown, BEDC Attorney.

1. **CALL TO ORDER** – BEDC Board Chair Steve Mills called the Board Meeting to order at 6:03 p.m.

2. **PUBLIC COMMENT(S)** – None.

3. **REGULAR BUSINESS & PRESENTATIONS**

3.1. Approval of meeting minutes of the Regular Board Meeting of March 21, 2016. Mr. Schiff made the motion to approve the minutes as submitted, Mr. Beal seconded, and the motion passed.

3.2. Consideration, discussion and possible action on acceptance of the BEDC's financial summary report for period ending March 31, 2016. Mr. Kirkpatrick reviewed the financial report included in the Board packets. Mr. Schiff made the motion to accept the financial report as submitted, Mr. Chavez seconded, and the motion passed.

3.3. Consideration, discussion and possible action on presentation and update by Aaron Farmer of The Retail Coach regarding Bastrop's retail recruiting strategy. This item was postponed until the May Board meeting.

4. **ACTION ITEMS**

4.1. Consideration, discussion and possible action on disposition of real property owned by BEDC located at 903 Main Street, as it relates to a potential economic development project for expansion of a local business, i.e., Zintek Properties (a.k.a. Maxine's Café Project). Mr. Mills explained that the provisions included in the draft agreement were a requirement under law, and in order to incentivize any agreement they are required to include these types of provisions. Mr. Sartain stated his concerns about the incentives agreement, which included the requirement to allow the BEDC access to his financials, which he considered to be ambiguous, and the fact that if he were to default on the agreement, he would have to convey the building back to the BEDC as well as pay for all costs incurred. He said he could purchase the building for the full price of \$138,000 and not receive any incentives. Ms. Brown explained that under the "Act", the BEDC is granted the authority to offer incentives by entering into a performance agreement. However, without such an incentives agreement, the building would have to be put on the market and offered for sale at market value. Ms. Koch made the motion to recall the current offer to Mr. Sartain and Zintek Properties, d/b/a Maxine's Café. Mr. Schiff seconded, and the motion passed.

Ms. Koch made a second motion to offer the property up for sale and for Staff to bring any offers to the Board at the next meeting for review. Furthermore, the Board would not have to accept the lowest offer, but the best offer, to the extent to which the BEDC is legally allowed. Mr. Schiff seconded, and the motion passed.

4.2. Consideration, discussion and possible action on a Resolution by the Bastrop Economic Development Corporation Board of Directors, authorizing BEDC Board Chair Steve Mills and/or

Executive Director Shawn Kirkpatrick to execute all necessary contracts and related documentation required to finalize the conveyance of property owned by the BEDC at 903 Main Street to Zintek Properties (a.k.a. Maxine's Café Project), pursuant to an Economic Development Agreement approved by the Board and in compliance with the Act, related to same. The action taken on item 4.1 negated the need for action on this item.

- 4.3. Consideration, discussion and possible action related to an overview of the status of the existing BEDC grant and Performance Agreement between the Bastrop Fine Arts Guild and the BEDC, dated July 20, 2011, and amended thereafter on August 25, 2014, and October 20, 2014. Karol Rice gave an update on the Bastrop Fine Arts Guild Lost Pines Art Center project. She went over a list of milestones for the project, including the official groundbreaking in October 2015, submission of the required permitting documents in September, receipt of building permits on January 29, 2016, and pouring of the foundation on March 4. The steel beams are now being erected. Ms. Rice reported they had raised over \$3.4 million for the project so far, and need to raise approximately \$700,000 more for the total cost of the project. Ms. Rice said they had paid off the 15 year note with Mr. Clardy in just three years so they now own the property. Ms. Rice went over their projected budget for the first year of operation, explaining they had tried to overestimate expenses and underestimate revenues. Income included estimated sales, additional grants, events, classrooms, and rental income, for a total of \$323,400 in projected income. Expenses would include salaries, artist commissions, utilities, accounting and bookkeeping services, advertising, etc., for a total of \$321,003 in expenses.

Mr. Kirkpatrick suggested the Board move into Executive Session to consult with the BEDC attorney about the items of concern in the agreement with the Guild: (1) Section 5.8 required the Guild to have 100% of their project funding in place by August 2014, (2) the deadline for the beginning of construction was January 31, 2015, and (3) the contract specified three employees, not two. Ms. Rice commented that she considered the deconstruction of the existing building on the property to be part of the project construction, which occurred in December 2014, prior to the deadline.

At 6:43 p.m., Mr. Mills convened the BEDC Board of Directors into a closed/executive session pursuant to the Texas Government Code, Chapter 551, for consultation with the BEDC attorney. The Board of Directors reconvened into open session at 7:41 p.m.

Mr. Mills stated the BEDC supports the Art Guild and believes the project will be an asset for the City of Bastrop, and they wish to offer support and assistance to the Guild in helping them with their business plan and in obtaining some professional assistance to help guide them, through the Texas State Small Business Development Center or similar resources. Mr. Schiff made the motion that, in light of the conflicts between the current contractual agreements with the Arts Guild, to instruct Mr. Kirkpatrick to work with the Guild to remedy the differences and bring proposals to the next Board meeting on how to remedy any conflicts in the agreements and develop a plan to ensure they meet all of their goals going forward. Ms. Koch seconded, and the motion passed.

- 4.4. Consideration, discussion and possible action on defeasance of the BEDC's portion of the City of Bastrop's 2008A Certificates of Obligation. Mr. Kirkpatrick explained that the City had passed a resolution to refund, or refinance, their 2008A Certificates of Obligation. Mr. Kirkpatrick said after speaking with Tracy Waldron at the Finance Department and Dan Wegmiller, the City/BEDC financial advisor at Specialized Public Finance, it was his recommendation that the Board consider defeasing, or paying off, the BEDC's portion of the 2008 bond when the City refinances their portion. Mr. Kirkpatrick said he and Mr. Wegmiller agreed that doing so would free up future debt capacity as well as save the amount of interest left on the bond, which Mr. Wegmiller estimated to be approximately \$130,000. The amount to be paid off would be between \$375,000 and \$425,000, depending upon which option the Board chooses on the

defeasance. The options were to either escrow the amount this year, which would require a budget amendment, or to budget for it in next year's budget. Since the note is callable next fiscal year, there will be no penalty for paying off the bond early. Mr. Beal wanted to make sure that the Board realized there is an element of risk involved, because bond rates could go up by the next time the BEDC issues debt. Mr. Schiff made the motion for Mr. Kirkpatrick to work with the financial analyst and the City's finance department on a proposal concerning BEDC's options on the defeasance. Mr. Beal seconded, and the motion passed.

**5. UPDATE(S), REPORT(S), AND/OR ANNOUNCEMENT(S)** – The BEDC and City of Bastrop provided written reports (includes items for update, discussion, and/or possible action by the Board of the BEDC).

- 5.1. BEDC Projects and/or Business – Mr. Kirkpatrick's report was included in the Board packet.
- 5.2. Ad Hoc Bylaws Committee – Mr. Kirkpatrick reported the committee had met and would have a preliminary draft prepared within the next two weeks.
- 5.3. Main Street Program Monthly Report – Sarah O'Brien, the new director, introduced herself.
- 5.4. City Manager's Report – Excerpts from the City Manager's report to City Council were included.
- 5.5. City of Bastrop Comprehensive Plan – Ms. Koch reported they were moving forward again.
- 5.6. City of Bastrop Construction Projects – The update was included in the packet.

**6. EXECUTIVE SESSION**

- 6.1. At 8:05 p.m., Mr. Mills convened the BEDC Board of Directors into a closed/executive session pursuant to the Texas Government Code, Chapter 551, to discuss the following:

- (1) **Section 551.071(1)(A) and Section 551.071(2)** – Consultations with Attorney: (1) threatened and/or contemplated claims, causes, or litigation, and (2) matters upon which the Attorney has a duty and/or responsibility to advise or report to the governmental body.
- (2) **Section 551.072** – Deliberation about real property: including, but not limited to, potential sales, acquisitions, exchanges, leases, dispositions or values of real property: 'Project Bronze Star', 'Project Gold Steel', 'Project MT Star Wars', 'Project X-Games', and/or disposition of property located at 903 Main Street – Maxine's Café Project.
- (3) **Section 551.087** – Deliberation regarding economic development negotiations: 'Project Bronze Star', 'Project Gold Steel', 'Project MT Star Wars', 'Project X-Games', and/or 903 Main Street – Maxine's Café Project.

- 6.2. At 8:17 p.m., the BEDC Board of Directors reconvened into open session to discuss, consider and/or take any action necessary related to the executive sessions noted herein, or regular agenda items, noted above, and/or related items. There was no action taken.

**7. BOARD INPUT ON FUTURE AGENDAS**

- 7.1. Inviting input from the Board of Directors related to issues for possible inclusion on future agendas, related to (but not limited to) issues such as BEDC projects, property, economic development prospects, community events, and BEDC business. There were no suggestions.

**8. ADJOURNMENT** – Joe Beal made the motion to adjourn and Gary Schiff seconded. The BEDC Board of Directors adjourned the meeting at 8:18 p.m.



## BASTROP ECONOMIC DEVELOPMENT CORPORATION

### STANDARDIZED AGENDA RECOMMENDATION FORM

**DATE SUBMITTED:** May 11, 2016

**MEETING DATE:** May 16, 2016

1. Agenda Item:

Consideration, discussion and possible action on acceptance of the Bastrop Economic Development Corporation's financial summary report for period ending April 30, 2016.

2. Party Making Request: Shawn Kirkpatrick, Executive Director

3. Nature of Request: (Brief Overview) Attachments: Yes  No

Attached for the Board's review and consideration is the BEDC financial summary report for the period ending April 30, 2016.

4. Policy Implication:

5. Budgeted: Yes  No  N/A

Bid Amount:

Over/(Under) Budget:

Budgeted Amount:

Budget Balance:

6. Alternate Option/Costs:

7. Routing: ED Staff  ED Chair

8. Staff Recommendation:

Motion: SM GS CC KK WD KLK CL

Second: SM GS CC KK WD KLK CL

For: SM GS CC KK WD KLK CL

Against: SM GS CC KK WD KLK CL

Abstained: SM GS CC KK WD KLK CL

# Bastrop Economic Development Corporation

## Financial Summary For Period Ending April 30, 2016

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Bastrop Economic Development Corporation  
 Summary of Revenues and Expenditures  
 As of April 30, 2016



Fiscal year 2016 is 58% complete as of April 30, 2016. These reports provide an unaudited and preliminary snapshot of the BEDC financial information.

☐ Revenues reflect 62.9% collected over budgeted or \$1,215,890. Revenues during this same time period last year reflected \$1,121,505. Additional analysis concerning revenues are on the next two pages.

☐ Expenses for the BEDC reflect 45.4% spent or \$877,516. Expenses during this same time period last year reflected \$774,762. Additional analysis concerning the expenses, year to year comparisons, and capital outlay is located within this report.

## Revenues

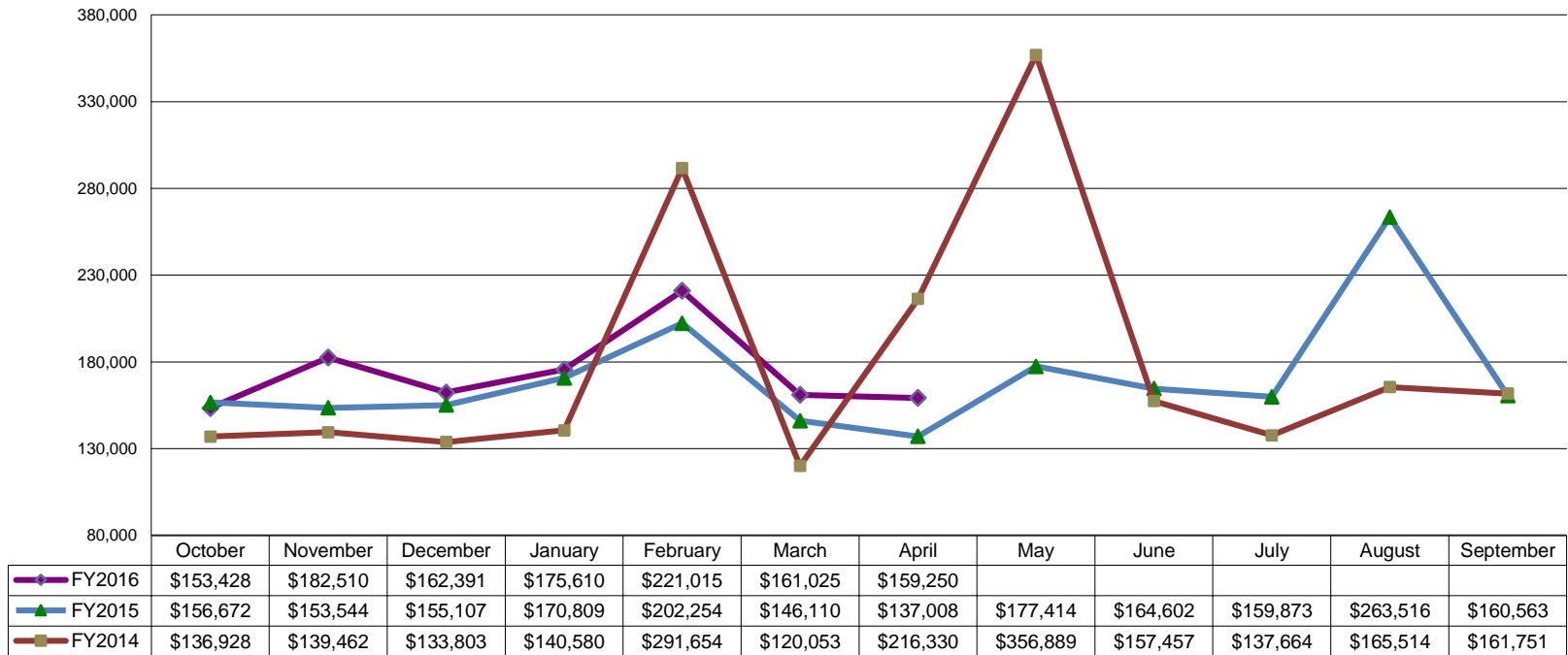
## Expenditures

FY 2016 Budget	FY 2016 Actual	% of FY2016 Budget	FY 2016 Budget	FY 2016 Actual	% of FY2016 Budget
\$ 1,933,000	\$ 1,215,890	62.9%	\$ 1,933,000	\$ 877,516	45.4%

# Summary of Revenues As of April 30, 2016



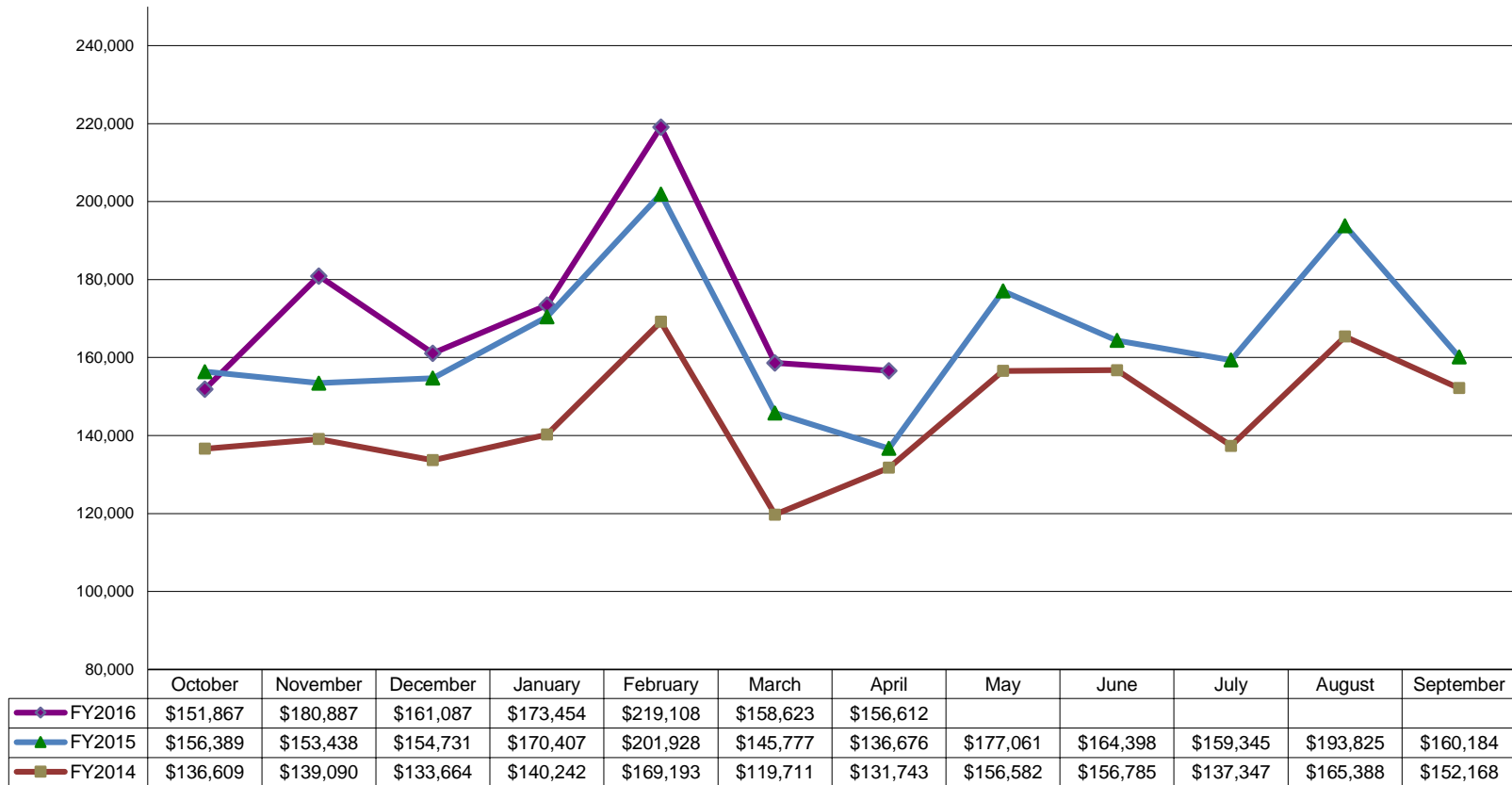
- REVENUE: Sales Tax receipts represent 99% of the total budgeted revenue for the BEDC. As such, the line graph will be a good performance indicator as a comparison of sales tax receipts of the two previous fiscal years to the current fiscal year. Other revenue is included within the line graph to include Lease Agreement Income, Interest Income, and Miscellaneous Income.
- The spikes reflected on the graph in FY2014 are tied to specific transactions. These include the reimbursement of expenses from the Combination Tax and Revenue Certificates of Obligation, Series 2013 in February 2014 of \$102,638; and the transfer from Bond Fund proceeds to cover debt service costs in May 2014 of \$200,261. The spike in the graph in September 2013 reflects the sale of land for \$93,475.





## Sales Tax Revenue Chart As of April 30, 2016

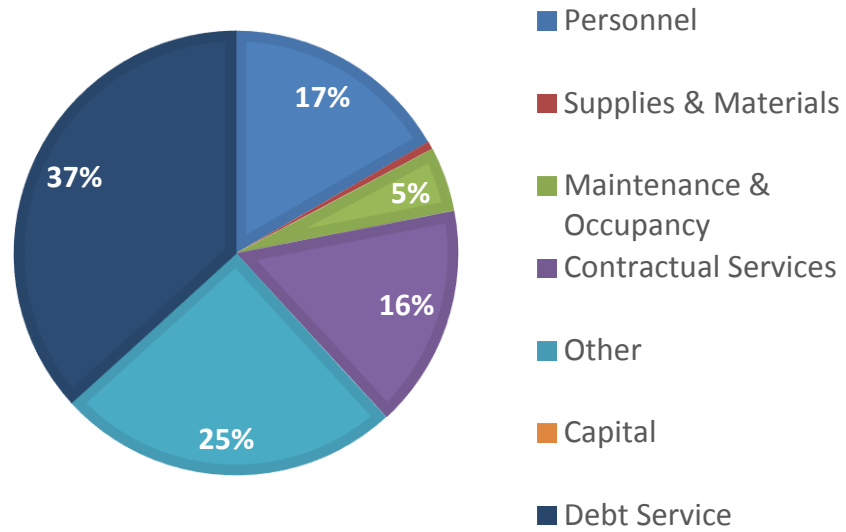
Sales Tax Receipts YTD reflect \$1,201,638 and are more than the prior year to date Sales Tax Receipts of \$1,119,345.





# Expenditure Charts

As of April 30, 2016

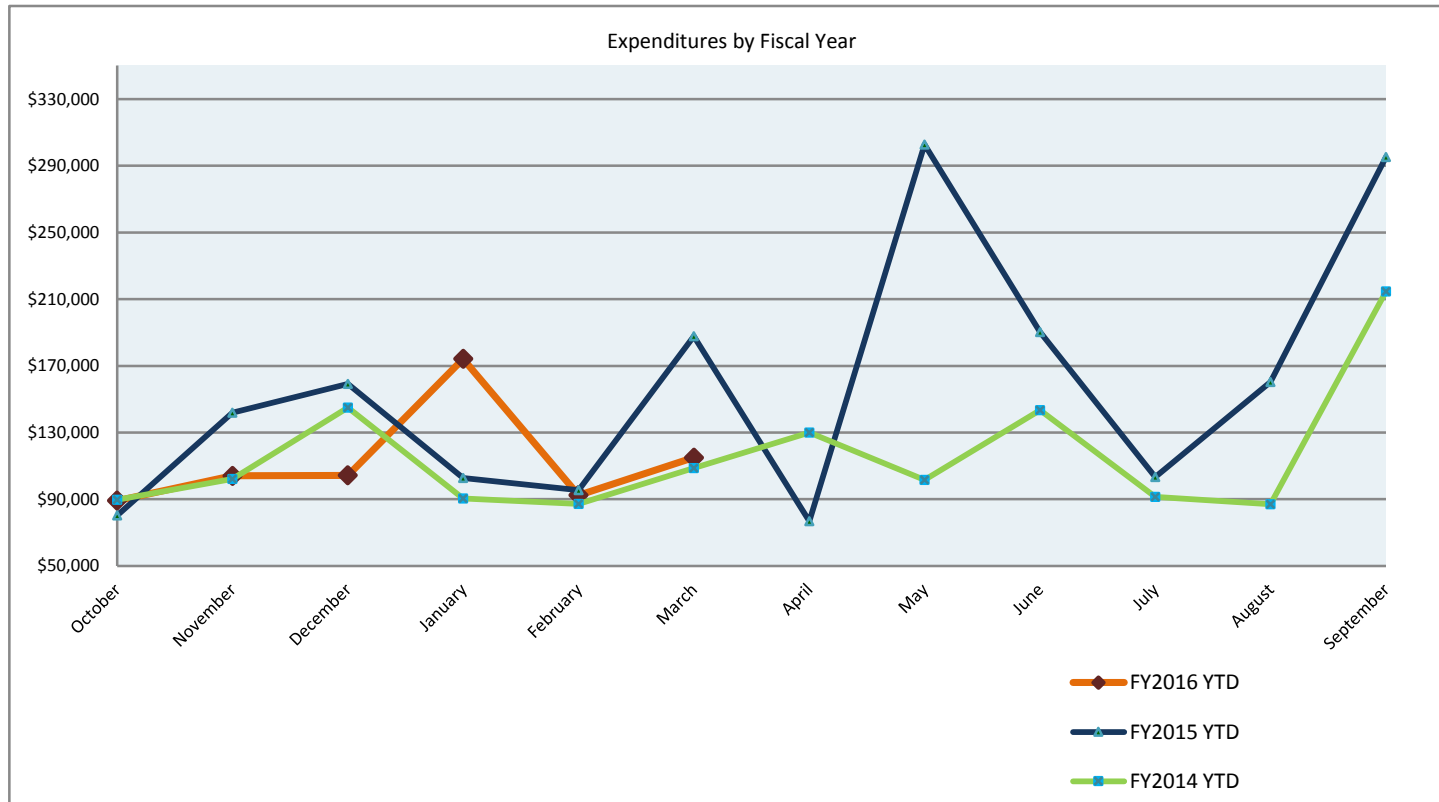


\* Chart reflects FY2016 Fiscal Year-to Date expenses as of April 30, 2016. Data provided by City of Bastrop Finance Department records.



## Expenditure Comparison Graph As of March 31, 2016

EXPENSES: The line graph makes a comparison of the current fiscal year expenses to the last two fiscal year on a monthly basis. The funds' basic operations or fixed expenses should stay relatively flat or fixed on the line graph. The spike in May 2015 is due to the entry required for the donation of the Arena land to the City.






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**BASTROP ECONOMIC DEVELOPMENT CORPORATION FUND**  
**FY 2015-2016 BUDGET**

Audited Fund Balance 9-30-2015	\$ 3,232,997
<b>FY 2015-2016</b>	
Budgeted Revenues	<u>\$ 1,933,000</u>
Total FY 2016 Resources	\$ 5,165,997
Budgeted Expenditures:	<u>\$ (1,933,000)</u>
Projected Ending Gross Fund Balance 09-30-2016	\$ 3,232,997

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\* The projected operating balance includes a \$150,000 reduction for designated operating equity.

\*\* In order to maintain a 25% or 90 day balance, the ending operating balance cannot be less than \$483,250. The budgeted expenditures for the Bastrop Economic Development Corporation can only increase \$2,749,747 and the total budgeted expenditures may not exceed \$4,682,747. These figures are subject to change depending upon actual Revenues and Expenditures.

BEDC Financial Statements attached

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## FINANCIAL STATEMENT

AS OF: APRIL 30TH, 2016

601-BASTROP E.D.C. FUND

REVENUES	PRIOR Y-T-D	CURRENT BUDGET	M-T-D ACTUAL	Y-T-D ACTUAL	BUDGET BALANCE	% OF BUDGET
<hr/>						
TAXES & PENALTIES						
00-00-4005 SALES TAX	1,119,345.19	1,930,000.00	156,612.32	1,201,637.60	728,362.40	62.26
TOTAL TAXES & PENALTIES	1,119,345.19	1,930,000.00	156,612.32	1,201,637.60	728,362.40	62.26
<hr/>						
CHARGES FOR SERVICES						
00-00-4047 LEASE AGREEMENT	0.00	0.00	1,150.00	8,050.00	( 8,050.00)	0.00
TOTAL CHARGES FOR SERVICES	0.00	0.00	1,150.00	8,050.00	( 8,050.00)	0.00
<hr/>						
OTHER REVENUE						
<hr/>						
INTEREST INCOME						
00-00-4400 INTEREST INCOME	1,010.67	1,500.00	1,366.04	5,288.57	( 3,788.57)	352.57
00-00-4401 INTEREST RECEIVED ON NOTES	1,148.80	1,500.00	121.93	914.15	585.85	60.94
TOTAL INTEREST INCOME	2,159.47	3,000.00	1,487.97	6,202.72	( 3,202.72)	206.76
<hr/>						
MISCELLANEOUS						
<hr/>						
OTHER SOURCES						
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** TOTAL REVENUE **	1,121,504.66	1,933,000.00	159,250.29	1,215,890.32	717,109.68	62.90



FINANCIAL STATEMENT

AS OF: APRIL 30TH, 2016

601-BASTROP E.D.C. FUND

EXPENDITURES	PRIOR Y-T-D	CURRENT BUDGET	M-T-D ACTUAL	Y-T-D ACTUAL	BUDGET BALANCE	% OF BUDGET
NON-DEPARTMENT =====						
00-NON-PROGRAM =====						
BEDC ADMINISTRATION =====						
00-NON-PROGRAM =====						
PERSONNEL COSTS						
70-00-5101 BEDC OPERATIONAL SALARIES	65,388.93	218,696.00	26,218.62	112,584.36	106,111.64	51.48
70-00-5114 BEDC PRE-EMPLOYMENT EXPEN	1,200.00	0.00	0.00	0.00	0.00	0.00
70-00-5116 LONGEVITY	222.00	500.00	0.00	258.00	242.00	51.60
70-00-5117 OVERTIME	0.00	0.00	0.00	37.50	( 37.50)	0.00
70-00-5150 SOCIAL SECURITY	4,633.70	16,000.00	1,986.37	8,999.29	7,000.71	56.25
70-00-5151 RETIREMENT	9,968.75	21,400.00	2,895.34	12,127.39	9,272.61	56.67
70-00-5155 GROUP INSURANCE	4,843.45	24,912.00	2,080.10	11,794.92	13,117.08	47.35
70-00-5156 WORKER'S COMPENSATION	243.66	1,100.00	112.72	344.14	755.86	31.29
TOTAL PERSONNEL COSTS	86,500.49	282,608.00	33,293.15	146,145.60	136,462.40	51.71
SUPPLIES & MATERIALS						
70-00-5201 SUPPLIES	1,937.64	4,500.00	550.36	2,571.38	1,928.62	57.14
70-00-5203 POSTAGE	12.62	480.00	0.00	54.04	425.96	11.26
70-00-5206 OFFICE EQUIPMENT	1,496.07	7,500.00	193.52	2,572.83	4,927.17	34.30
TOTAL SUPPLIES & MATERIALS	3,446.33	12,480.00	743.88	5,198.25	7,281.75	41.65
MAINTENANCE & REPAIRS						
70-00-5301 MAINT OF EQUIPMENT	0.00	1,000.00	0.00	125.00	875.00	12.50
70-00-5331 INDUSTRIAL PARK MAINT EXP	0.00	5,000.00	0.00	0.00	5,000.00	0.00
70-00-5345 BUILDING REPAIRS & MAINT.	1,587.97	15,600.00	960.00	12,632.24	2,967.76	80.98
TOTAL MAINTENANCE & REPAIRS	1,587.97	21,600.00	960.00	12,757.24	8,842.76	59.06
OCCUPANCY						
70-00-5401 COMMUNICATIONS	2,699.33	10,000.00	762.81	5,328.32	4,671.68	53.28
70-00-5402 OFFICE RENTAL	0.00	36,000.00	0.00	21,000.00	15,000.00	58.33
70-00-5403 UTILITIES	1,594.90	6,000.00	34.52	2,187.97	3,812.03	36.47
TOTAL OCCUPANCY	4,294.23	52,000.00	797.33	28,516.29	23,483.71	54.84

## FINANCIAL STATEMENT

AS OF: APRIL 30TH, 2016

601-BASTROP E.D.C. FUND

EXPENDITURES	PRIOR Y-T-D	CURRENT BUDGET	M-T-D ACTUAL	Y-T-D ACTUAL	BUDGET BALANCE	% OF BUDGET
CONTRACTUAL SERVICES						
70-00-5505 PROFESSIONAL SERVICES	49,141.68	50,000.00	7,025.00	40,643.40	9,356.60	81.29
70-00-5525 LEGALS	25,534.49	30,000.00	3,197.18	12,557.06	17,442.94	41.86
70-00-5530 ENGINEERING	0.00	15,000.00	297.50	6,982.50	8,017.50	46.55
70-00-5540 PROPERTY INSURANCE	720.66	1,000.00	192.37	577.12	422.88	57.71
70-00-5561 CONTRACTUAL SERVICES	2,500.00	6,000.00	0.00	3,500.00	2,500.00	58.33
70-00-5574 CITY CONTRACT FOR SERVICE	0.00	139,000.00	7,578.41	39,470.12	99,529.88	28.40
70-00-5596 MAIN STREET PROG SUPPORT	23,333.31	40,000.00	3,333.33	23,333.31	16,666.69	58.33
70-00-5598 CITY ADMINISTRATIVE SUPPORT	26,666.61	50,000.00	2,445.00	15,385.00	34,615.00	30.77
TOTAL CONTRACTUAL SERVICES	127,896.75	331,000.00	24,068.79	142,448.51	188,551.49	43.04
OTHER CHARGES						
70-00-5603 MARKETING TRIPS	1,727.00	9,000.00	142.63	3,953.26	5,046.74	43.93
70-00-5604 BUSINESS DEVELOPMENT	3,266.71	9,000.00	165.99	5,741.46	3,258.54	63.79
70-00-5605 TRAVEL & TRAINING	574.00	9,000.00	427.90	5,496.27	3,503.73	61.07
70-00-5606 AUTO ALLOWANCE - STAFF	230.77	0.00	0.00	0.00	0.00	0.00
70-00-5610 ISSUANCE COST	6,372.50	0.00	0.00	0.00	0.00	0.00
70-00-5611 BILLBOARDS	7,600.00	13,000.00	1,000.00	8,000.00	5,000.00	61.54
70-00-5615 DUES, SUBSCRIPTIONS & PUBLI	5,345.22	9,550.00	253.54	7,676.61	1,873.39	80.38
70-00-5631 BONDS FOR BEDC OFFICERS	242.00	1,000.00	0.00	559.10	440.90	55.91
70-00-5633 LOCAL/MISC ADVERTISING	17,220.00	15,000.00	100.00	8,929.18	6,070.82	59.53
70-00-5634 NATIONAL ADVERTISING	23,505.00	40,000.00	0.00	6,803.55	33,196.45	17.01
70-00-5638 SPL PROJECTS-DOWNTOWN GRANT	1,500.00	0.00	0.00	0.00	0.00	0.00
70-00-5640 SPL PROJ-REDEVELOPMENT GRAN	0.00	63,000.00	0.00	0.00	63,000.00	0.00
70-00-5641 SPL EDUC & WORKFORCE DEVELO	0.00	10,000.00	1,251.28	2,100.15	7,899.85	21.00
70-00-5642 SPL ENTREPRENEURIAL/SM BUS	0.00	5,000.00	0.00	0.00	5,000.00	0.00
70-00-5644 380 AGREEMENT REIMBURSEMENT	141,124.96	320,000.00	89,523.96	162,411.87	157,588.13	50.75
70-00-5645 WATER RIGHTS PROP FUNDING	0.00	60,000.00	0.00	0.00	60,000.00	0.00
70-00-5646 SPECIAL PROJ/INCENTIVES	36,823.00	48,500.00	0.00	0.00	48,500.00	0.00
70-00-5648 SPL PROJECTS - BUS OUTREACH	4,597.50	0.00	0.00	0.00	0.00	0.00
70-00-5655 EQUIPMENT RENTAL	1.15	50.00	0.00	0.00	50.00	0.00
70-00-5689 OPPORTUNITY AUSTIN	0.00	10,000.00	0.00	0.00	10,000.00	0.00
70-00-5700 TARGETED MARKETING	450.00	20,000.00	10.00	8,500.08	11,499.92	42.50
TOTAL OTHER CHARGES	250,579.81	642,100.00	92,875.30	220,171.53	421,928.47	34.29
CONTINGENCY						
70-00-5900 CONTINGENCY	0.00	43,626.16	0.00	0.00	43,626.16	0.00
TOTAL CONTINGENCY	0.00	43,626.16	0.00	0.00	43,626.16	0.00

FINANCIAL STATEMENT

AS OF: APRIL 30TH, 2016

601-BASTROP E.D.C. FUND

EXPENDITURES	PRIOR Y-T-D	CURRENT BUDGET	M-T-D ACTUAL	Y-T-D ACTUAL	BUDGET BALANCE	% OF BUDGET
CAPITAL OUTLAY						
70-00-6060 REAL PROPERTY	1,173.21	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL OUTLAY	1,173.21	0.00	0.00	0.00	0.00	0.00
DEBT SERVICE						
70-00-7133 C OF O SERIES 2013 PRINCIPAL	23,998.31	76,230.00	6,352.50	44,467.50	31,762.50	58.33
70-00-7134 C OF O SERIES 2013 INTEREST	59,593.94	100,926.00	8,410.50	58,873.50	42,052.50	58.33
70-00-7137 C OF O SERIES 2010 PRINCIPAL	24,290.00	42,334.00	3,527.83	24,694.81	17,639.19	58.33
70-00-7138 C OF O SERIES 2010 INTEREST	20,388.69	33,494.00	2,791.17	19,538.19	13,955.81	58.33
70-00-7152 GO REFUNDING SER 2014 INT	1,282.63	6,326.00	527.11	3,689.77	2,636.23	58.33
70-00-7501 C OF O SERIES 2008A PRINCIPAL	12,048.75	21,263.00	1,771.92	12,403.44	8,859.56	58.33
70-00-7502 C OF O SERIES 2008A, INTEREST	11,209.94	10,766.84	897.25	6,280.75	4,486.09	58.33
TOTAL DEBT SERVICE	152,812.26	291,339.84	24,278.28	169,947.96	121,391.88	58.33
TOTAL 00-NON-PROGRAM	628,291.05	1,676,754.00	177,016.73	725,185.38	951,568.62	43.25
ADMINISTRATION						
=====						
CAPITAL OUTLAY						
DEBT SERVICE						
70-10-7097 INTEREST EXPENSE ON FNB NOT	120.05	500.00	0.00	3,145.13	( 2,645.13)	629.03
70-10-7603 BOND PRINCIPAL 2006	128,333.31	235,000.00	19,583.33	137,083.31	97,916.69	58.33
70-10-7604 BOND INTEREST 2006	18,018.00	20,746.00	1,728.83	12,101.81	8,644.19	58.33
TOTAL DEBT SERVICE	146,471.36	256,246.00	21,312.16	152,330.25	103,915.75	59.45
TOTAL ADMINISTRATION	146,471.36	256,246.00	21,312.16	152,330.25	103,915.75	59.45
TOTAL BEDC ADMINISTRATION	774,762.41	1,933,000.00	198,328.89	877,515.63	1,055,484.37	45.40
*** TOTAL EXPENSES ***	774,762.41	1,933,000.00	198,328.89	877,515.63	1,055,484.37	45.40

\*\*\* END OF REPORT \*\*\*

BALANCE SHEET

AS OF: APRIL 30TH, 2016

601-BASTROP E.D.C. FUND

ACCOUNT# TITLE

ASSETS

=====

00-00-1010	BEDC OPERATING ACCT	95,008.92
00-00-1012	TEXAS CLASS	1,501,472.69
00-00-1100	TEXPOOL	1,648,013.34
00-00-1135	DREYFUS MM ACCT	202.71
00-00-1141	CERTIFICATE OF DEPOSIT FN	500,000.00
00-00-1224	ACCT RECEIVABLE-SALES TAX	324,797.59
00-00-1227	ACCOUNTS RECEIVABLE-OTHER	582.00
00-00-1272	NOTES RECEIVABLE-GARMENT	72,917.34
00-00-1274	NOTES RECEIVABLE-GTG-LOAN	23,999.32
00-00-1275	NOTES RECEIVABLE-GTG-LOAN	23,239.22
00-00-1276	NOTES RECEIVABLE-GTG-LOAN	558.88
00-00-1420	EQUIPMENT	8,300.77
00-00-1440	BUILDING IMPROVEMENTS	49,785.27
00-00-1460	FIXED ASSETS - BUILDING	921,879.73
00-00-1470	FIXED ASSETS - LAND	848,201.04
00-00-1480	FIXED ASSETS - INFRASTRUC	2,253,147.18
00-00-1490	CONST IN PROGRESS-INFRAST	5,240.18
00-00-1499	ACCUMULATED DEPRECIATION(	1,579,901.19)
00-00-1575	DEFERRED OUTFLOWS-PENSION	15,195.00
00-00-1576	DEFERRED OUTFLOWS-ACTUARI	501.00
00-00-1577	DEFERRED OUTFLOWS-DEFICIT	3,617.00
00-00-1589	NET PENSION ASSETS-PREPAI	0.24

6,716,758.23

TOTAL ASSETS

6,716,758.23

=====

BALANCE SHEET

AS OF: APRIL 30TH, 2016

601-BASTROP E.D.C. FUND

ACCOUNT# TITLE

LIABILITIES & FUND BALANCE

=====

00-00-2000	ACCOUNTS PAYABLE	4,290.10	
00-00-2029	INSURANCE PAYABLE	0.30	
00-00-2080	NOTES PAYABLE-CITY-WTR PR	420,000.00	
00-00-2081	NOTES PAYABLE-CITY-TDC	47,917.35	
00-00-2101	BONDS PAYABLE CURRENT POR	463,246.00	
00-00-2102	TAX/REV 2006 BOND PAYABLE	215,000.00	
00-00-2105	BONDS PAYABLE-CURRENT YR	233,004.41	
00-00-2125	ACCRUED INTEREST PAYABLE	26,642.94	
00-00-2127	ACCRUED EXPENSES-OTHER	38,439.22	
00-00-2235	DEFFERRED REVENUE-TOWER	60,950.00	
00-00-2356	DUE TO OTHER GOVERNMENTS	3,760,538.44	
00-00-2405	ENCUMBRANCE ACCOUNT (	17,451.19)	
00-00-2406	RESERVE FOR ENCUMBRANCE	17,451.19	
00-00-2850	NET PENSION LIABLITY	70,293.00	
00-00-2870	COMPENSATED ABSENCES PAYA	8,064.85	
			5,348,386.61
	TOTAL LIABILITIES		5,348,386.61
	SURPLUS (DEFICIT)	338,374.69	
00-00-3000	NET ASSETS	249,236.43	
00-00-3119	DESIGNATED OPERATING	150,000.00	
00-00-3400	CONTRIBUTED CAPITAL	521,695.50	
00-00-3502	RESTRICTED - JAMCO	73,644.00	
00-00-3503	RESTRICTED-GOOD SOUL BREW	9,700.00	
00-00-3505	RESTRICTED-COGLAN GRP	10,000.00	
00-00-3506	ELLIOTT PARTNERS	75,645.00	
00-00-3700	PRIOR PERIOD ADJ (	59,924.00)	
	TOTAL EQUITY		1,368,371.62
	TOTAL LIABILITIES & FUND EQUITY		6,716,758.23

=====



# BASTROP ECONOMIC DEVELOPMENT CORPORATION

## STANDARDIZED AGENDA RECOMMENDATION FORM

**DATE SUBMITTED:** May 11, 2016

**MEETING DATE:** May 16, 2016

1. Agenda Item:

Consideration, discussion and possible action on presentation and update by Aaron Farmer, The Retail Coach, regarding Bastrop’s retail recruiting strategy.

2. Party Making Request: Shawn Kirkpatrick, Executive Director

3. Nature of Request: (Brief Overview) Attachments: Yes  No

Please see attached memo for additional information.

4. Policy Implication:

5. Budgeted: Yes  No  N/A

Bid Amount:

Over/(Under) Budget:

Budgeted Amount:

Budget Balance:

6. Alternate Option/Costs:

7. Routing: ED Staff  ED Chair

8. Staff Recommendation:

Motion: SM GS CC KK WD KLK CL

Second: SM GS CC KK WD KLK CL

For: SM GS CC KK WD KLK CL

Against: SM GS CC KK WD KLK CL

Abstained: SM GS CC KK WD KLK CL



## MEMORANDUM

Date: May 12, 2016 (April 14, 2016 Update)

To: Bastrop EDC Board of Directors

Cc: Mike Talbot, Bastrop City Manager  
JC Brown, Legal Counsel

From: Shawn A. Kirkpatrick, Executive Director

Subject: Presentation and Update on Bastrop EDC's Retail Recruiting Strategy

This is a carryover from the April 2016 meeting agenda.

In a continuation of our monthly updates and education on Bastrop EDC programs. Aaron Farmer from The Retail Coach will update the Board and public on the community's retail recruiting strategy.

The Retail Coach serves as a consultant to the EDC and has been contracted on an annual basis since 2011. Incorporated in the 2015-2016 budget were updates to our demographic, psychographic, retail trade area and gap analysis of the Bastrop market. This data is used to identify our target retailer match list and direct retailer recruiting efforts. In analyzing our strategy for 2015-2016, a priority was placed on cultivating relationships with retail project developers. This is critically important for Bastrop with limited to no space for big or junior anchor "box type" stores within existing developments. The prevailing trend in commercial/retail development continues to be "mixed-use" development with a combination of retail, office, and housing.

Aaron and the EDC staff will be limited in our ability to speak about specific projects or targets that we are currently engaged in recruiting to Bastrop. Please respect the EDC's client confidentiality until the client elects to or the EDC is required by law to disclose. Nothing kills a real estate deal faster than loose lips.

### **Recommendation**

Informational purposes only.



## ABOUT THE RETAIL COACH

Serving Communities for Over 15 Years...

Since 2000, we have provided the research, the relationships and the strategies to achieve retail recruitment and development results that have helped over 375 communities throughout the U.S. become better, stronger places to live and work.

We are ready to help you.

## WHAT WE DO

The Retail Coach is a national retail consulting, market research and development firm that combines strategy, technology and creative expertise to develop and deliver high-impact retail recruitment and development strategies to local governments, chambers of commerce and economic development organizations.

Through its unique process, The Retail Coach offers a fully-customized system of products and services that better enable communities to maximize their retail development potential.

## RESEARCH | RECRUITMENT | RELATIONSHIPS



**Aaron Farmer**

Senior Vice President

With a degree in Marketing from The Mays Business School at Texas A&M University in College Station and an MBA from Texas A&M University – Commerce, Aaron brings to The Retail Coach knowledge of the most current research on retail and marketing trends. Prior to joining The Retail Coach, Aaron was employed in marketing research and retail development where he worked on projects for some of America's leading retailers and restaurants including FedEx, Kinkos, Sally Beauty Supply, Adidas, Concentra and the National American Association of Subway Franchises (NAASF). Mr. Farmer's expertise touches each step of a project from the initial trade area determination to the actual recruitment of retailers. Aaron is a sought after speaker for industry organizations including the Texas Municipal League and Texas Economic Development Council.





## BASTROP ECONOMIC DEVELOPMENT CORPORATION

### STANDARDIZED AGENDA RECOMMENDATION FORM

**DATE SUBMITTED:** May 11, 2016

**MEETING DATE:** May 16, 2016

1. Agenda Item:

Consideration, discussion and possible action on presentation and update by Eric Davis, KSA Engineering, regarding retail and commercial land development.

2. Party Making Request: Shawn Kirkpatrick, Executive Director

3. Nature of Request: (Brief Overview) Attachments: Yes  No

Please see attached memo for additional information.

4. Policy Implication:

5. Budgeted: Yes  No  N/A

Bid Amount:

Over/(Under) Budget:

Budgeted Amount:

Budget Balance:

6. Alternate Option/Costs:

7. Routing: ED Staff  ED Chair

8. Staff Recommendation:

Motion: SM GS CC KK WD KLK CL

Second: SM GS CC KK WD KLK CL

For: SM GS CC KK WD KLK CL

Against: SM GS CC KK WD KLK CL

Abstained: SM GS CC KK WD KLK CL



## MEMORANDUM

Date: May 12, 2016 (April 14, 2016 Update)

To: Bastrop EDC Board of Directors

Cc: Mike Talbot, Bastrop City Manager  
JC Brown, Legal Counsel

From: Shawn A. Kirkpatrick, Executive Director

Subject: Presentation and Update on Retail and Commercial Land Development

In a continuation of our monthly updates and education on Bastrop EDC programs, Eric Davis from KSA Engineering will provide a presentation on retail and commercial land development. This will be in conjunction with the presentation from Aaron Farmer and The Retail Coach.

Mr. Davis is a former economic developer and currently works for KSA Engineering performing business development for their firm. A lot of his focus is working with communities and EDCs in retail, commercial, and business and industrial park land development.

### **Recommendation**

Informational purposes only.



# BASTROP ECONOMIC DEVELOPMENT CORPORATION

## STANDARDIZED AGENDA RECOMMENDATION FORM

**DATE SUBMITTED:** May 11, 2016

**MEETING DATE:** May 16, 2016

1. Agenda Item:

Update from Bastrop Fine Arts Guild representatives, as well as consideration, discussion and possible action related to an overview of the status of the existing BEDC grant and Performance Agreement between the Bastrop Fine Arts Guild and the BEDC, as per the direction of the BEDC Board from the April meeting.

2. Party Making Request: Shawn Kirkpatrick, Executive Director

3. Nature of Request: (Brief Overview) Attachments: Yes  No

Please see attached memo and documentation for additional information. Representatives from the Bastrop Fine Arts Guild plan to give an update at the May Board meeting.

4. Policy Implication:

5. Budgeted: Yes  No  N/A

Bid Amount:  
Over/(Under) Budget:

Budgeted Amount:  
Budget Balance:

6. Alternate Option/Costs:

7. Routing: ED Staff  ED Chair

8. Staff Recommendation:

Motion: SM GS CC KK WD KLK CL  
Second: SM GS CC KK WD KLK CL

For: SM GS CC KK WD KLK CL  
Against: SM GS CC KK WD KLK CL  
Abstained: SM GS CC KK WD KLK CL



## MEMORANDUM

Date: May 12, 2016

To: Bastrop EDC Board of Directors

Cc: Mike Talbot, Bastrop City Manager  
JC Brown, Legal Counsel

From: Shawn A. Kirkpatrick, Executive Director

Subject: Bastrop Fine Arts Guild

Following up on the action of the Board at the April 2016 Board meeting:

“Mr. Schiff made the motion that, in light of the conflicts between the current contractual agreements with the Arts Guild, to instruct Mr. Kirkpatrick to work with the Guild to remedy the differences and bring proposals to the next Board meeting on how to remedy any conflicts in the agreements and develop a plan to ensure they meet all of their goals going forward. Ms. Koch seconded, and the motion passed.”

Staff has continued discussing with the Bastrop Fine Arts Guild (Guild) concerns of the Board and address and remedy any conflict in the agreements. At this time we are assisting with reviewing documentation submitted by the Guild and providing staff comments. EDC staff has reached out within our small business network to identify service providers for non-profits in providing planning assistance for future operations.

The Guild will present an update on the current status of the project and review with the Board its current project budget, fundraising and M&O budget.

### **Recommendation**

The BEDC Board of Directors moves that the Bastrop Fine Arts Guild (Guild), with the initiation of construction on [date], is in compliance with Section 5.9 of its Performance Agreement with the Bastrop EDC. EDC staff is instructed to continue working with the Guild on remedying any other conflicts in the agreements and keeping the Board informed.



**AGENDA ITEM**

**BASTROP ECONOMIC DEVELOPMENT CORPORATION**

**STANDARDIZED AGENDA RECOMMENDATION FORM**

**DATE SUBMITTED:**

**MEETING DATE:**

1. Agenda Item:

2. Party Making Request:

3. Nature of Request: (Brief Overview) Attachments: Yes      No

4. Policy Implication:

5. Budgeted: Yes      No      N/A

Bid Amount:

Over/(Under) Budget:

Budgeted Amount:

Budget Balance:

6. Alternate Option/Costs:

7. Routing:    ED Staff      ED Chair

8. Staff Recommendation:

Motion:    SM GS CC KK WD KLK CL

Second:    SM GS CC KK WD KLK CL

For:        SM GS CC KK WD KLK CL

Against:    SM GS CC KK WD KLK CL

Abstained: SM GS CC KK WD KLK CL



## MEMORANDUM

Date: May 12, 2016

To: Bastrop EDC Board of Directors

Cc: Mike Talbot, Bastrop City Manager  
JC Brown, Legal Counsel

From: Shawn A. Kirkpatrick, Executive Director

Subject: Project Gold Steel

The project and EDC staff are close to finalizing the development of definitive contract documents. These documents will be available to the Board upon completion and final legal review.

Project owner will be present to answer any questions of the Board.

### **Recommendation**

Move to adopt the performance agreement as presented and authorize the Board Chair and/or Executive Director to execute on behalf of the Corporation.



## BASTROP ECONOMIC DEVELOPMENT CORPORATION

### STANDARDIZED AGENDA RECOMMENDATION FORM

**DATE SUBMITTED:** May 11, 2016

**MEETING DATE:** May 16, 2016

1. Agenda Item:

Consideration, discussion and possible action on a Resolution by the Bastrop Economic Development Corporation authorizing BEDC Board Chair Steve Mills and/or Executive Director Shawn Kirkpatrick to execute all necessary contracts and related documentation necessary to finalize the conveyance of 1.4 acres of land in the Bastrop Business and Industrial Park to 'Project Gold Steel' in conjunction with the approval of the Economic Development Agreement.

2. Party Making Request: Shawn Kirkpatrick, Executive Director

3. Nature of Request: (Brief Overview) Attachments: Yes  No

The attached resolution is required so that the necessary documents can be signed at the closing on the sale of the property to Project Gold Steel, either by Steve Mills or Shawn Kirkpatrick, on behalf of the Bastrop EDC.

4. Policy Implication:

5. Budgeted: Yes  No  N/A

Bid Amount:

Over/(Under) Budget:

Budgeted Amount:

Budget Balance:

6. Alternate Option/Costs:

7. Routing: ED Staff  ED Chair

8. Staff Recommendation:

Motion: SM GS CC KK WD KLK CL

Second: SM GS CC KK WD KLK CL

For: SM GS CC KK WD KLK CL

Against: SM GS CC KK WD KLK CL

Abstained: SM GS CC KK WD KLK CL

**\*NOTE: THE NAME OF THE COMPANY WILL BE MADE PUBLIC UPON THE BOARD APPROVING THE ECONOMIC DEVELOPMENT AGREEMENT.**

**RESOLUTION NO. 05162016-1**

**A RESOLUTION OF THE BASTROP ECONOMIC DEVELOPMENT CORPORATION APPROVING THE TERMS OF SALES/PURCHASE CONTRACTS FOR THE SALE OF A TRACT OF LAND LOCATED IN THE BASTROP BUSINESS & INDUSTRIAL PARK; SOLD BY THE CORPORATION TO (\*PROJECT GOLD STEEL); AUTHORIZING EXECUTION OF NECESSARY DOCUMENTATION; AND, PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the Bastrop Economic Development Corporation, ("BEDC") is a public instrumentality and non-profit industrial development corporation duly established and operating under Local Government Code, Chapters 501 and 505, *et seq.*, as amended, known as the Development Corporation Act of 1979 (the "Act"), and is acting with the approval of the governing body of the City of Bastrop, Texas (the "City"); and

**WHEREAS**, the BEDC Board has provided the BEDC staff with full authority to take reasonable and necessary actions to incentivize economic development in the BEDC's Industrial Park by offering the sale of real property located therein to qualifying prospective entities; and

**WHEREAS**, after careful evaluation and consideration by the Board, it has determined that a project proposed by Project Gold Steel ("Project"), has qualified for such sale, specifically under the terms of an Economic Development Agreement by and between the BEDC and Project Gold Steel, which shall be executed by the Parties ("Agreement"); and

**WHEREAS**, pursuant to the terms of the Agreement, the BEDC has approved to incentivize the Project by conveying a minimum of 1.4 acres of land located in the Industrial Park ("Land") to Project Gold Steel., at a cost of \$56,185.

**NOW THEREFORE, BE IT RESOLVED BY THE BASTROP ECONOMIC DEVELOPMENT CORPORATION, THAT:**

Section 1. On this date, the \_\_\_\_\_ day of \_\_\_\_\_ 2016, the BEDC approved the terms of the negotiated contract of sale of the Land to Project Gold Steel, which Land shall be used solely for developing and operating the Project. The contract, and related documentation related to the sale of the Land, is attached hereto as Exhibit "A." (\*will be made available after approval)

Section 2. The Board authorizes Chair Steve Mills and/or Executive Director Shawn Kirkpatrick to execute all necessary contracts and related documentation to finalize the conveyance of the Land to Project Gold Steel, for the Project, pursuant to the terms of the Agreement.



Section 3. This Resolution is effective upon passage.

**PASSED AND APPROVED** on the \_\_\_\_ day of \_\_\_\_\_ 2016, by the Board of Directors of the Bastrop Economic Development Corporation.

\_\_\_\_\_  
Steve Mills, Board Chair

STATE OF TEXAS COUNTY OF BASTROP

§  
§

This instrument was attested before me on the \_\_\_\_ day of \_\_\_\_\_, 2016, by \_\_\_\_\_, Bastrop County, Texas, on behalf of the Board of Directors of the Bastrop Economic Development Corporation, of Bastrop, Texas.

\_\_\_\_\_  
Notary Public, State of Texas



## BASTROP ECONOMIC DEVELOPMENT CORPORATION

### STANDARDIZED AGENDA RECOMMENDATION FORM

**DATE SUBMITTED:** May 11, 2016

**MEETING DATE:** May 16, 2016

1. Agenda Item:

Consideration, discussion and possible action on adoption of statutory findings related to the 'Project Gold Steel', which upon adoption waives the mandated public hearing(s) for Type B Corporations, as per State Law, i.e., Sec. 505.159 (b) of the Texas Local Government Code.

2. Party Making Request: Shawn Kirkpatrick, Executive Director

3. Nature of Request: (Brief Overview) Attachments: Yes  No

This item is contingent on the Board of Directors approving the conveyance of a minimum of 1.4 acres in the Bastrop Business and Industrial Park to Project Gold Steel. Because the project creates primary jobs, the requirement for a public hearing may be waived, as long as an appropriate motion is recorded in the meeting minutes.

4. Policy Implication:

5. Budgeted: Yes  No  N/A

Bid Amount:

Over/(Under) Budget:

Budgeted Amount:

Budget Balance:

6. Alternate Option/Costs:

7. Routing: ED Staff  ED Chair

8. Staff Recommendation:

Motion: SM GS CC KK WD KLK CL

Second: SM GS CC KK WD KLK CL

For: SM GS CC KK WD KLK CL

Against: SM GS CC KK WD KLK CL

Abstained: SM GS CC KK WD KLK CL

**VERBIAGE FOR BOARD MOTION REQUIRED TO EXPEDITE APPROVAL OF THE PROJECT GOLD STEEL PROJECT:**

**\*NOTE: THE NAME OF THE COMPANY WILL BE MADE PUBLIC UPON THE BOARD APPROVING THE ECONOMIC DEVELOPMENT AGREEMENT.**

---

*Person making motion reads the following:*

In consideration of the information presented to the Board by the Staff and the applicant, (\*Project Gold Steel), and because the Board finds that the expenditure of funds by the BEDC for the Project Gold Steel Project, related to the development of a manufacturing facility in the Bastrop Business and Industrial Park, would:

- (1) create or retain primary jobs, and**
- (2) has been found by the board of directors of the BEDC to be an industrial manufacturing project, and**
- (3) is therefore, an ‘authorized project’ pursuant to Section 501.101 of the Local Government Code.**

I move that the Board approve the expenditure for the Project Gold Steel Project, under the authority granted by Section 505.159(b) of the Local Government Code, and direct the staff to move forward immediately to seek Council approval of the Project.



## BASTROP ECONOMIC DEVELOPMENT CORPORATION

### STANDARDIZED AGENDA RECOMMENDATION FORM

**DATE SUBMITTED:** May 11, 2016

**MEETING DATE:** May 16, 2016

1. Agenda Item:

The BEDC and City of Bastrop will provide written reports and be available to answer questions from the Board (includes items for update, discussion, and/or possible action by the Board of the BEDC).

2. Party Making Request: Shawn Kirkpatrick, Executive Director

3. Nature of Request: (Brief Overview) Attachments: Yes  No

A memo is attached with BEDC Staff updates as well as a report from the Main Street Program. Excerpts from the May 10 City Manager's Report and an update from the City of Bastrop Planning Department are also attached. Other updates will be presented at the Board meeting.

4. Policy Implication:

5. Budgeted: Yes  No  N/A

Bid Amount:

Over/(Under) Budget:

Budgeted Amount:

Budget Balance:

6. Alternate Option/Costs:

7. Routing: ED Staff  ED Chair

8. Staff Recommendation:

Motion: SM GS CC KK WD KLK CL

Second: SM GS CC KK WD KLK CL

For: SM GS CC KK WD KLK CL

Against: SM GS CC KK WD KLK CL

Abstained: SM GS CC KK WD KLK CL



May 12, 2016

## Memorandum

To: Board of Directors

Cc: Mike Talbot, City Manager  
JC Brown, BEDC Attorney

From: Shawn A. Kirkpatrick, Executive Director

Subject: BEDC Update

### **Meetings since last report (04/18/2016):**

Meeting Bylaws Committee	Meeting City Council
Meeting Bastrop Chamber	Meeting OA Regional Partners
Meeting Linda Curtis	Meeting BEST Breakfast
Meeting Bastrop Fine Arts Guild	Meeting Project Gold Steel
Meeting Bastrop ISD	Meeting City Council
Meeting Community Member	Meeting Youth Career Day
Meeting Aerial Focus	Meeting City of Bastrop Directors
Meeting City of Bastrop Strategic Planning	Meeting Mike Barnes
Meeting Project Gold Steel	Site Visit Project White Foam
Meeting Bastrop County ED Directors	Meeting Bastrop Co. Commissioners Court
Site Visit Commercial Developer	Conference Call Bylaws Review
Meeting City of Bastrop Directors	Meeting Project Long Range
Conference Call Project Gold Steel	Meeting Bastrop Village West
Meeting Main Street Design Committee	Meeting City Council
Meeting BISD Education	Meeting Valley Stays
Conference Call Project Jetblue	Meeting BHS Career Day
Conference Call Bylaws Review	Site Visit Dry Home
Meeting CCHS Career Day	

FY 2015-2016 Budget  
Budget Schedule is attached.

#### CO 2008A Defeasance

After visiting with our Financial Advisor, the Resolution to defease the bond will come to the Board at Budget Adoption and funded in FY 2015-2016 Budget with fund balance.

#### UpStart

Board will need to consult with legal counsel in Executive Session and provide further guidance to staff.

#### Ad hoc Bylaws Committee

After completing the initial mark-ups to the bylaws it was discovered several sections of the 8<sup>th</sup> Amended Bylaws are out of compliance with the 2008 Articles of Incorporation (Articles). Staff is conducting a codification of the Articles and preparing recommendations for the committee to consider. The process will be delayed until the Articles are updated and submitted to the State of Texas.

#### 903 Main Street office

EDC staff has placed a for sale sign in the picture window and distributed an offer package to our commercial realtor list. The building has been shown several times and one offer has been received to date.

#### Small Business Development

SBDC and BEDC will host an informational meeting about SBDC resources in June 2016.

#### 921 Main Street (City Owned Property)

Kristi and I attended the Design Committee meeting. The Committee voted 4-2 to recommend to the Main Street Board to place the vacant lot up for sale for redevelopment. Considering the number and cost of other current and proposed projects in the Main Street District, the committee felt the resources of the City would be better utilized on other projects.

#### BEST Breakfast – May

The Bastrop EDC hosts the BEST Breakfast in May and Board members are invited to attend. It will be at Southside Market on May 27<sup>th</sup>, beginning at 7:30 a.m.

### **Items for Future Board Meetings**

The following items have been requested for future meetings.

- Business and Industrial Park infrastructure development (Shawn Kirkpatrick)
- Consideration/Recommendation to the City of Bastrop regarding possible annexation (Mayor Ken Kesselus)
- As part of the ongoing training for the Board of Directors, the Staff has prepared a training schedule for future Board meeting, which follows this update. (subject to change)

## **Education and Workforce Development**

### **Bastrop ISD HB5 Career Cluster Initiative (Informal Working Group)**

BISD is in the process of implementing a CTE program in the Automotive Cluster in conjunction with ACC. This program will not only provide ASE certification course work for juniors and seniors at Bastrop High School, it will additionally provide adult education in Bastrop, Texas. Students enrolled in the course work will have the opportunity to graduate with up to three ASE certifications. After several high-level meetings with community and state partners, BISD is working with ACC to integrate vocational technical (continuing education) into the high school HB5 clusters. BEDC staff is working with BISD and ACC on identifying other industry partners that fit within the HB5 clusters to expand the vocational technical programs offered within BISD. Through integrating BISD and ACC into the vocational technical programs, the real possibility exists of additional post-secondary adult education for Bastrop residents.

### **Bastrop and Cedar Creek HS Youth Career Day (Informal Committee)**

The Bastrop Job Fair in 2015 was a huge success and a lot was learned from it. Keeping in mind that the needs of our high school students can differ greatly from those of our adult workforce, it was decided that the youth and adult job fairs would be separated into two distinct events for 2016. BEDC staff has been meeting with the partners in anticipation of the event. The “Second Annual Bastrop Youth Career Day” is scheduled for May 18<sup>th</sup> at the Performing Arts Center, from 9:00 a.m. to noon.

This year’s event will include special guest speaker Michael Hosford, panel discussions with local business leaders, vocational training opportunities, and the “Patent Pending” Improv Troupe from the BHS Performing Arts Department. Military recruiters, first responders, and PHI Helicopter Company, as well as post-secondary educators, including trade schools and local colleges, will also be on hand to interact with the students. Juniors and seniors from Bastrop and Cedar Creek High Schools can ask questions, practice interview skills, and learn about current and future employment trends. Employers will be able to scout future employees, market their brand/name, and spread the word about their opportunities. Students will also have the opportunity to apply for summer jobs, and the panel discussions will help them get a bigger picture of the difference between a job and a career.

### **Bastrop Job and Career Fair (Informal Committee)**

October 1, 2016, is the tentative date for the Bastrop Job Fair. Planning will begin sometime in the spring 2016.

## **Business Retention and Expansion (BRE)**

### **Bastrop Redevelopment Program (Informal Committee forming)**

Sarah O’Brien at Main Street is working on developing the framework for the program.

### **BRE Outreach**

Staff continues to have good response to visits. A higher volume of survey visits will be scheduled following the completion of the Youth Career Day.

7 BRE visits were conducted during the month of April 2016.

## **Marketing and Recruiting**

### **Aerial Focus**

Staff is working on developing a large format aerial map for marketing purposes. The aerial portion is under second mark-ups. The flip or reverse side is under development with our marketing team.

### **Hwy 71 Billboard**

The Hwy 71 billboard was removed by Lamar in advance of the Hwy 71/95 Construction. The remaining marketing funds will be directed toward our recruitment efforts.

### **Great Investment Summit**

Texas will be hosting the Great Investment Summit in September in Dallas. This is an opportunity for the Bastrop EDC to directly market to a captive audience of companies and investors looking to invest in Texas.

### **Southern California Marketing Trip**

Shawn will be traveling with Opportunity Austin to Southern California on a marketing trip targeting companies and site consultants/brokers with projects in the Austin region.

### **Business Park – Infrastructure**

BEFCO has prepared cost estimates for a potential project. Currently under evaluation by Staff.

### **Lot A-1 and A-7**

BEFCO has prepared a preliminary site improvement estimate to prepare both lots for future office (campus) development.

### **Fiber Connectivity**

We have been meeting with 1GB plus fiber providers to develop a community solution and provide the connectivity needed to attract IT and Bio/Life Sciences companies. A potential provider met with the City and is developing a financial model.



**2016 BEDC BOARD TRAINING SCHEDULE**

May 16	The Retail Coach (Retail Recruitment) KSA Engineering (Retail & Commercial Land Development)
June 20	Budget Preview
July 18	Mike Barnes Group (Strategic Plan Review)
August 15	Budget Adoption
September 19	FY 2017 Primary Job Recruiting

**FY 2016/2017 BEDC BUDGET TIMELINE**

May 16	Regular Board Meeting - Budget Calendar
June 20	Regular Board Meeting - Budget Preview
July 11	Special Meeting - Budget Workshop
July 18	Regular Board Meeting & Budget Workshop
August 8	Special Meeting - Budget Workshop (if needed)
August 15	Regular Board Meeting - Budget approval and Public Hearing
August 23	City Council Meeting - Presentation to City Council
September 13 & 27	Two readings by City Council and budget approval

# Bastrop Main Street Program

Economic Development Activities

May 11, 2016



## Downtown Property & Business Updates:



Back Porch Ceramics opened in the 1887 Prokop building at 913 Main Street, on April 26<sup>th</sup>. Owner Gwen Adams was previously located along the river front in one of Mr. Hoover's properties and is delighted that her new location on Main Street gives her access to more room for special events and interactive classes.



Downtown retailer Liberty Glenn, 1011 Main Street, hosted a Trunk Show and Ribbon Cutting with the Bastrop Chamber of Commerce to celebrate the addition of several new clothing lines on Friday, May 6<sup>th</sup>.



Downtown eatery Gracie's is celebrating its 10<sup>th</sup> Anniversary on Thursday, May 12<sup>th</sup> with live music and specials.

## Main Street Events:

### Preservation Month

Advance Registration Required

FIND OUT HOW YOU CAN LEVERAGE THE TEXAS & NATIONAL HISTORIC PRESERVATION TAX CREDITS ON YOUR HISTORIC PROPERTY RENOVATIONS FOR UP TO 45% OF YOUR PROJECT COSTS!

May 2016

**Tax Credit**

Issue 179

**To Register**  
Call or Email

MainStreet@CityofBastrop.org  
512-332-8996

May 31st 11:30am - 1:00pm  
Tax Credit Workshop  
Bastrop Convention and Exhibit Center

Free for Main Street Area Property Owners  
\$15.00 for other attendees. LUNCH INCLUDED

Main Street is hosting a Lunch & learn to inform area property owners of the benefits and hurdles associated with the State & Federal Tax Credits in honor of preservation month.

## Main Street Director Activities:

Working with the State Comptroller's office to obtain Sales Tax Area Reports for the downtown district so that we can track sales tax data and monitor progress.

Meet with historic tax credit consultant Ellis Mumford-Russell for a walk through of possible Bastrop Projects. Ellis will be our featured speaker at our May 31st Preservation Month Lunch & Learn.

Working to finalize the Façade Grant for Taylor Chiropractic

Attended two pre development meetings for downtown related projects.

Hosted Texas Historical Commission's Architect Howard Langner and Economic Development specialist Brian O'Connor from the State Main Street Office for a site visit downtown.

Hosted Texas Downtown Association executive director, Catherine Sak for a site visit.

Meeting with various entities, property owners, merchants, media representatives, restauranteurs and community partners downtown to discuss issues, projects and concerns.

Continued development of online presence through social media, blog, website and Bastrop TX App.

## Excerpts from City Manager's Report (05/10/16) for BEDC May Board Meeting

- D. Update on the Texas Department of Transportation "Tahitian Village Overpass Project": Since my last update to the City Council on April 12, 2016, concerning the "Tahitian Village Overpass Project," Hunter Industries, the contractor responsible for the Project, has continued to place and compact roadway base material on both sides of the overpass bridges. They have also completed the concrete transition slabs on both sides of the bridges. Overall, the Project is approximately 93% complete and the contractor is currently well ahead of schedule. Over the coming weeks, the contractor will continue preparing the overpass subgrade for paving and installing lighting and other safety improvements. As of the date of preparing this update, the contractor is currently scheduled to begin paving the main-lanes near the end of May 2016; depending on weather conditions the contractor could begin allowing for their opening to traffic near the middle of June.
- E. Update on the Texas Department of Transportation "S.H. 71 - S.H.95 Overpass Project": I contacted the Texas Department of Transportation [Tx.D.O.T] the last week in April, and had a conversation with Ms. Diana Schultz P.E., who has been selected to be the new Tx.D.O.T. "Area Engineer for Bastrop." to get an update on this project. Ms. Schultz is taking over after the retirement of Mr. Roy Dill P.E. who previously held the position of "Area Engineer for Bastrop." In my April conversation with Ms. Schultz regarding the status of S.H. 95 - S.H. 71 Overpass Project, Ms. Schultz expressed a bit of concern regarding when this Project would actually commence, because of an issue with the Union Pacific Railroad. On Friday May 6, 2016, I received the following update from Tx.D.O.T. regarding the S.H. 71- S.H. 95 Overpass Project: "I was advised that the issue with the Union Pacific Railroad has been resolved and Tx.D.O.T. is tentatively scheduling the groundbreaking for the S.H. 71- S.H. Overpass Project for either June 1st or 2nd 2016. The Pre-construction meeting for this Project should be scheduled around the same timeframe as the groundbreaking ceremony, but Tx.D.O.T. will let us know when the date is finally determined and selected. I will keep you all updated.
- F. Update on the DMO and the Development of RFQ for a Consultant to Assist the City to create a DMO: On April 21st, Ms. Katherine Ray and I held a "Public Meeting" at City Hall, to solicit public input from the citizens and any others in attendance regarding the items and/or content that they felt should be included in the "RFQ" that the City would prepare and distribute to consultants to assist the City in creating a DMO. Approximately 20 to 25 citizens were present at this April 21st Public Meeting. There were considerable comments and suggestions by those in attendance. I believe Ms. Ray did an excellent job in capturing all of the comments and suggestions from the citizens. Over nine (9) large display sheets of information gathered at the meeting. I am expecting that Ms. Ray will have a draft "RFQ" to me in the near future. Upon receiving the draft, I will forward it to the City Council, place the draft on the City Website and e-mail the draft to as many of the citizens who were present at the April 21, 2016 meeting and provided their email contact information. We will take input on

that draft and prepare it to go final for publication and submission to consultants. This was a worthwhile activity in this exciting process for the City.

- H. Update on the Comprehensive Plan: Chapters 1 through 4 of the Bastrop Comprehensive Plan have been reviewed by the Comprehensive Plan Steering Committee (CPSC). Drafts of all four chapters are posted on the City website for public viewing. A draft of Chapter 7, Parks and Recreation, has been submitted to staff for preliminary review. Chapter 5, Land Use and Community Image; Chapter 6, Transportation; and, Chapter 8, Cultural Arts and Tourism, are being drafted concurrently by the consultant team and will be released to staff for review on a staggered schedule beginning in the next few weeks. The next CPSC meeting will be scheduled following the staff-level review of Chapter 5.
- I. Update on the "HUD Shelter Grant Project: I have been working on various aspects of this project including: 1) Getting the Environmental Assessment work underway; 2) Putting together an overall "project schedule" for the various steps and work associated with this project; 3) Preparing the RFQ for professional services for this Project,; 4) working on the "Public Notification" for the professional services associated with this Project and 5) reviewing and updating the proposed elements for the construction of the "Activity/Shelter" facility component of the grant. A few Council members have asked why I did not pursue the "Monolithic Building" as the facility for the "HUD Shelter Grant". Though I was very impressed with this type of facility, the "Monolithic Building" is unique and as result, in order to comply with the State of Texas "Competitive Bid Process" and "HUD Competitive Bidding Requirements" would have had to seek and receive approval that this type of structure, as being available through a "Sole Provider" or would have had to put together guidelines together for what is called a "Construction Management Program" to construct the "Monolithic Building." That could have been done, but the time requirements for preparing either one of these approaches would have been extensive given the unique design, etc., and, due to the delay caused by the YMCA negotiations, the City had simply 'run out of time' on this Project and has to start showing that progress is being made on this "HUD Grant" work, or risk losing its share of the funding. That is simply an unfortunate reality caused by the delays we experienced.
- J. Discussion and Review Regarding the City Owned Lot Adjacent to the Convention Center: Attached as **Exhibit "C"** is a proposed site plan and related improvements that I am recommending be utilized for the lot [the "Lot"] adjacent to the Convention Center on Chestnut Street. This proposed layout will, in my opinion, make utilizing the Lot for various types of activities feasible in the future. Also included in **Exhibit "C"** is a cost estimate (of \$38,600.00), covering *materials only - no labor*, to implement the proposed site plan improvements. The site improvements would be constructed by the Public Works Department. Finally, I am recommending that it be the responsibility of the Main Street Department to oversee the activities that would occur on the Lot, should the Council direct me to implement this program and make these improvements on the Lot. Also attached are the various draft 'forms' and 'rules' governing the use of the Lot for different types of activities, for the Council's review

and consideration and input. I have been contacted by an official of the 1832 Farmers Market Organization and was advised that they have 'no problem' with what I am proposing to the City Council related to changes for the Lot, with the exception that on Saturday, they request that they have exclusive use of the Lot (i.e., for the 1832 Farmers Market Organization) and no other users. I believe this request would hinder the possibility of increasing the number of farmers and other participants from attending and selling their products at this location (the Lot) under the Main Street's operation. The 1832 Farmers Organization feels that having 'additional farmers' sell their products at the Lot, at the same time that the 1832 Farmers Market Organization is selling their products, would result in creating a financial hardship for the members of the 1832 Farmers Market Organization. In other words, the competition from other vendors would be detrimental to 1832 FMO. If the Council finds this proposed change for use of the Lot, and its operation by Main Street is acceptable, I would like to be directed to put all this material together for formal approval by the City Council at the May 24, 2016 City Council meeting. Please advise.

EXHIBIT "C"  
CITY OWNED LOT ADJACENT TO THE  
CONVENTION CENTER



**MARKET AREA ACROSS  
FROM CITY HALL**

Gravel Roadway

9,000 sq. ft. X \$2 per sq. ft. \$18,000

Paved Parking Area Next to Fayette Street

4,400 sq. ft. X \$4 per sq. ft. \$17,600

Sidewalk

500 sq. ft. X \$6 per sq. ft. \$ 3,000

**TOTAL COST MATERIALS ONLY \$38,600**

Notes:

1. Cost shown is only for materials.
2. Cost does not include electrical and lighting.
3. City will provide all labor and equipment.

4.12.16

05/13/2016

50

Metal building  
FF = 368.08'

Ex. Sidewalk

ANTIQUE LIGHTING

S

N02°31'01"W

S

S

S

S

S

S

S

S

S

S

S

S

S

S

MB

Gravel driveway

Covered porch  
FF = 368.80'

Metal building  
FF = 368.65'

Concrete porch

20' Building setback

24 - 9'X20' PARKING SPACES

20' WIDE GRAVEL DRIVE

BUILDING BLOCK 52

Gravel driveway

5' SIDEWALK

Slab

Grave park

Meter

City of Bastrop  
1.287 Ac. (Deed)  
Vol. 1809, Pg. 340  
B.C.O.R.

Gravel parking

Flag pole

Sign

20' Building setback\*

FLOOD ZONE

Fnd "X"

(55.56' R.O.W.)

FAYETTE STREET



## Planning and Development Department Monthly Report – April 1, 2016 – April 30, 2016

<b><u>Building Permit Type Totals:</u></b>	<b>Month</b>	<b>YTD</b>	<b>2015</b>
<b>Single Family Residences</b>	2	12	11
<b>New Commercial</b>	2	10	4
<b>Miscellaneous</b> (electrical, plumbing, HVAC, pools, sprinklers, sheds, patio covers, signs, fire suppression)	41	166	204
<b>Residential Remodels</b>	3	12	19
<b>Commercial Remodels</b>	1	7	12
<b>Total Permits Issued</b>	49	213	196
<b>Commercial and Residential Inspections</b>	196	649	1359

**Business information requests:**

- Residential Subdivisions
- Retail Development

<b>Commercial Development/Remodel – Tenant Finish Out</b>	<b>Location</b>	<b>Status</b>
Elysian Nails & Spa`	107 Childers Drive, Suite 200	Project approximately 95% complete

<b>Commercial Development/Remodel – Tenant Finish Out</b>	<b>Location</b>	<b>Status</b>
Mama Fu's	107 Childers Drive, Suite 100	CO issued 4/29/2016
Garcia's Mexican Food Restaurant	Building J – Burleson Crossing	Tenant finish out approximately 93% complete
Papa John's Pizza	Little Colony Shopping Center – Walmart Parking Lot	Tenant finish out approximately 85% complete
<b>Commercial Development With Site Dev Plan – has been permitted and work has begun on the project or is ready to be permitted</b>	<b>Location</b>	<b>Status</b>
Coghlan Group Main Building	1500B Business Park Drive – Bastrop Business and Industrial Park	Site work 95% complete; Temporary CO issued 4/26/2016
Goodwill Bastrop	Corner of Childers Drive and Agnes	Conditional CO issued 4/26/2016 - pending dedicated easement, retaining wall for completion
Lost Pines Art Center and Reflective Sculpture	1204 Chestnut	Site work approximately 20% complete
Elliott Electric Supply	405 Technology Drive – Bastrop Business and Industrial Park	Site work approximately 20% complete
Pacific Dental Services	1670 Highway 71 East – corner of Hwy 95 and Hwy 71 – Purcell Point – Lot 1 east of Popeye's	Pre-construction meeting pending
A & B Auto Repair	612 Old Austin Highway – Don Stewart Replat	Site work approximately 30% complete
<b>Commercial Development with Site Development Plan that has been accepted</b>	<b>Location</b>	<b>Status – ON HOLD</b>
<b>NONE</b>		

<b>Commercial Development with Site Development Plan that is in the review process</b>	<b>Location</b>	<b>Status</b>	
New Haven Assisted Living & Memory Care Center	2604 State Highway 71 East – west of Industrial – within the city limits	4/25/2016 site development plans received and distributed to staff for review	
<b>Plats Received/Approved or in the Review Process that now have Expiration Dates</b>	<b>Description</b>	<b>Status</b>	<b>Expiration</b>
Buttonwood Subdivision – Administrative Plat	1203 Buttonwood Street – two single family residential lots	9/23/2014 all comments addressed – waiting on mylar – Owner may apply for a variance to the subdivision requirements in order to not dedicate right of way 9/22/2015 City Council granted a one year extension	Plat now expires 9/23/2016
<b>Construction of utilities for Subdivisions</b>	<b>Description</b>	<b>Status</b>	<b>CC Action</b>
Pecan Park Residential Section 4	Construction of Public Infrastructure west of Childers Street	In Progress	
<b>Plan Review In Process Platting/Construction (utilities)</b>	<b>Description</b>	<b>Status</b>	<b>CC Action</b>
Lot 1 Block B and Lots 1 and 2 Block A Bastrop West Commercial Section Three Replat of Lot 1, Block A	Terminus of Hasler Boulevard – north of the Hampton Inn – create 2 commercial lots	7/8/2015 received and distributed to staff – 8/26/2015 staff comments issued – resubmittal required – 3/8/2016 owner and surveyor came to plan review to discuss Hasler ROW – 4/28/2016 resubmittal received	Statutory Denial 7/28/2015
Woodrun Subdivision, Section 2 Preliminary Plat, Phase I, II, III and IV	Smith Road within Area A of the ETJ – 62 residential lots	7/9/2015 received and distributed to staff and the County to review – 8/11/2015 staff and County comments issued – resubmittal required – 2/3/2016 resubmittal received – 3/4/2016 all comments cleared– P&Z recommended approval 3/31/2016	CC tabled 4/12/2016 due to the weather – CC approved 4/19/2016

<b>Plan Review In Process Platting/Construction (utilities)</b>	<b>Description</b>	<b>Status</b>	<b>CC Action</b>
Magnolia Gardens Final Plat (will require variances to the Subdivision Ordinance)	3 residential lots – Magnolia and Water – north of the railroad tracks	Variance to Zoning Ordinance approved by BOA 3/9/2016 – variance to the Subdivision Ordinance tabled at CC 4/12/2016 – will be discussed again at CC 4/26/2016 – 4/26/2016 CC approved the variance request	Final Plat will go to 5/10/2016
Allen Subdivision – Administrative Plat	Creating a legal lot – north Main and Old McDade Road	Variance to Subdivision Ordinance approved at CC 2/23/2016 3/30/2016 mylar received – Plat recorded at the County 4/6/2016	CC approved 3/8/2016 –
Piney Ridge, Section 3 Replat Lot 24	Creating two residential lots on Black Jack Road in the 1 mile ETJ	Plat recorded at the County 4/20/2016	CC approved 3/22/2016
Aldridge Plat Final Plat	One residential lot – Lone Star Circle – Area A of the ETJ	12/14/2015 received and distributed to staff – comments issued – resubmittal required	Statutory denial 1/12/2016
XS Ranch – River Camp – Section 1 Preliminary Plat Also in the review process the mass grading plan and 24” offsite waterline	Approximately 536.73 acres – 752 single family residential lots – within the City of Bastrop ETJ	P&Z recommended approval 3/31/2016	CC approved 4/12/2016
Colony MUD 1A, Section 1 Phase 1 – Final Plat and Construction Plans	Approximately 23.925 acres west of FM 969	12/23/2015 received and distributed to staff – construction plans received 1/26/2016 – distributed to staff, TxDOT and the county for review – 3/1/2016 comments on construction plans issued – resubmittal required – 4/6/2016 city and county staff comments issued – resubmittal required – 4/14/2016 plat resubmittal received – construction plans have not been resubmitted	Statutory denial 1/12/2016
Resubdivision of Lot 1 of the Woehl Subdivision	Create three residential lots – Walnut and Hill Street	Plat recorded at the County 4/20/2016	CC approved 4/12/2016
Zavodny Administrative Plat	Create two commercial mixed use lots - Cedar and State Highway 95	2/8/2016 received and distributed to staff – staff comments issued 3/16/2016 – resubmittal required – 4/28/2016 resubmittal received	Statutory denial 2/23/2016

<b>Plan Review In Process Platting/Construction (utilities)</b>	<b>Description</b>	<b>Status</b>	<b>CC Action</b>
Hill Subdivision	On lot subdivision on Highway 21 – Area A of the ETJ	Plat recorded at the County 4/6/2016	
Pecan Park Section 5B Final Plat and Construction Plans for Streets and Utilities	42 single family residential lots – west of Perkins	3/10/2016 received and distributed to staff – 4/6/2016 staff comments issued – resubmittal required – 4/22/2016 resubmittal of the plat and construction plans received	Statutory denial 3/22/2016
512 House Group Final Plat	Located off Phelan Road in the 1 mile ETJ – 1 residential lot	3/14/2016 received and distributed to staff and the County – 4/7/2016 staff and county review comments issued – resubmittal required – 4/8/2016 resubmittal received	Statutory denial 4/12/2016
Suburbia Replat of Lot 21 and Lot 22B	Located off Highway 71 West in the 1 mile ETJ	4/29/2016 received and distributed to staff and the County to review	Statutory denial 5/10/2016
<b>Applications/Projects in Process</b>	<b>Description</b>	<b>Meeting Date, Items to be Discussed or Items to be Acted on</b>	<b>CC Action</b>
Variance to minimum setbacks – now City initiated	College Street – multiple family owned lots	Will go to Board of Adjustment 4/6/2016 – <b>Tabled until the May 4<sup>th</sup> meeting</b>	
Variance to minimum setbacks – City initiated	Nine remaining properties along College Street – south of Highway 71	Will go to Board of Adjustment 5/4/2016	
Variance to the sign code	Southside barbeque – request to add additional drive thru signage to existing sign	Will go to Sign Review Board (BOA) 5/4/2016	
Amendments to the Zoning Ordinance Section 43 and 43.9, Amendments to the Definitions and Use Charts Section 36	Sexually oriented businesses – remove references to tattoos and body piercing – update definitions to allow permanent makeups as an incidental/accessory use in Barber Shop/Hair Salons and amend Use Charts to add tattoo and body piercing studios	Will go to P& Z 5/28/2016	Public Hearing CC 6/14/2016 2 <sup>nd</sup> Reading CC 6/28/2016

Maintenance Bonds	Location Public Utilities Installed	City Council Accepted Public Utilities	Bond Expires
Hunters Crossing Subdivision	Section 7B – residential	Original Two Year Maintenance Bond in Trey Job's office for Hunters Crossing Section 7B – CC accepted the utilities 10/23/2012 – Bond extended until repairs are completed retain escrow in the amount of \$4,259.00 for portion of Bear Hunter that has not been built	9/17/2014
Hunters Crossing Subdivision	Section 9C – Highway 304 and Home Depot Way	Original Two Year Maintenance Bond in the Hunters Crossing Section 9C Final Plat file in the vault – CC accepted utilities 2/11/2014	2/11/2016
Hunters Crossing Subdivision	Section 3E and 5B	Original Two Year Maintenance Bond in the Hunters Crossing Section 3E and 5B Final Plat files in the vault - CC accepted utilities 4/8/2014	4/8/2016
Hunters Crossing	Bear Hunter Drive, Phase 1 Street Improvements Water and Drainage Improvements - <b>Original Subdivision Performance bond in the amount of \$1,629,522.75 in the Bear Hunter Drive file</b>	Original Two Year Maintenance Bond in the Bear Hunter Drive file in the vault – CC accepted the public utilities 5/13/2014	5/13/2016
Orchard Parkway	Pecan Park Subdivision – south of Highway 71 – west of Southside Barbeque	City Council accepted the utilities 11/12/2014 – Two Year Maintenance Bond – original bond is in the Orchard Pkwy Construction file in the vault	11/3/2016
Pecan Park, Section 5A Final Plat	Construction of public infrastructure – extension of Childers Drive, streets and public utilities within the subdivision	City Council accepted the utilities 2/9/2016 – Two Year Maintenance Bond – original bond is in the Pecan Park Residential , Section 5A Final Plat file in the vault	2/9/2018