

**NOTICE OF REGULAR MEETING OF BOARD OF DIRECTORS OF
BASTROP ECONOMIC DEVELOPMENT CORPORATION
Monday, June 15, 2015 – 6:30 P.M.
Bastrop City Hall, 1311 Chestnut Street, Bastrop, Texas**

1. CALL TO ORDER

2. PUBLIC COMMENT(S)

3. PRESENTATION(S)

4. ANNOUNCEMENT(S)

5. UPDATE(S)/REPORT(S) from Executive Director, City of Bastrop, and Community Partners (includes items for update, discussion, and possible action)

A. Update on BEDC Projects and/or Business:

- 1. Update on the Bastrop EDC Business Park
 - a) Project status update
 - b) Update on master plan for the BEDC Business Park
 - c) Update on Land Use Study
- 2. Update on Housing and Multi-family Studies
- 3. Update on BEDC office repairs

B. Update from the City of Bastrop

- 1. City Manager’s update
 - a) Water development update
 - b) Comprehensive Plan
- 2. City of Bastrop Update on Construction Projects
- 3. Update on approval of BEDC’s 8th Amended Bylaws

C. Update(s) from Community Partners

- 1. Bastrop Main Street Program

 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, the item below will be discussion in closed session:
 1. Section 551.071 – Consultations with Attorney – duty to advise on legal matters.

6. MEETING MINUTES

6.1 Approval of meeting minutes of the Regular Board Meeting of May 18, 2015.

7. FINANCIAL REPORT(S)

7.1 Consideration, discussion and possible action on acceptance of the Bastrop Economic Development Corporation’s financial summary report for period ending May 31, 2015.

8. ACTIONS ITEMS

8.1 Consideration, discussion and possible action on election of 2015/2016 BEDC Officers: Chair, Vice-Chair, Secretary and Treasurer, and Assistant Secretary and Assistant Treasurer.

8.2 Consideration, discussion, and possible action on 2015/2016 BEDC regular meeting times and locations and 2015/2016 BEDC Board training, budget workshop(s) and special meeting(s).

8.3 Consideration, discussion, and possible action regarding Bastrop Business & Industrial Park development, infrastructure, and 2015/2016 debt issuance.

8.4 Consideration, discussion, and possible action regarding BEDC offices (e.g., water damage, repair, relocation, potential identification/lease of temporary space, etc.).

8.5 Consideration, discussion, and possible action on a request by Dr. Frederic Taylor, owner of Taylor Family Chiropractic, for **preliminary** approval of a **façade grant** in the amount of **\$2,950**, for renovations to the building at 909 Main Street, with a total project cost estimate of **\$5,900**.

9. WORKSHOP SESSION – The Bastrop Economic Development Corporation will convene into a Workshop Session to discuss:

9.1 2015/2016 Budget – A review and discussion regarding Fiscal Year 2015/2016 Budget for the Bastrop Economic Development Corporation.

9.2 The Bastrop Economic Development Corporation will adjourn the Workshop Session and reconvene into the regular session to take any necessary action(s) pertaining to the workshop items.

10. EXECUTIVE SESSION

10.1 The Bastrop Economic Development Corporation 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 litigation, and (2) matters upon which the Attorney has a duty and/or responsibility to report to the governmental body.

(2) **Section 551.072** – Deliberation about real property: including, but not limited to, 'Project Blue Star,' and/or potential sales, acquisitions, exchanges, leases, dispositions or values of real property.

(3) **Section 551.087** – Deliberation regarding economic development negotiations: 'Project Blue Star'.

10.2 The Bastrop Economic Development Corporation Board of Directors will reconvene 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.

11. BOARD INPUT ON FUTURE AGENDAS

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.

12. ADJOURNMENT**CERTIFICATE**

I, Angela Ryan, Assistant Director of the Bastrop Economic Development Corporation, certify that this Notice of Meeting was posted on the front window of the Bastrop Economic Development Corporation offices, 903 Main Street, at the Bastrop City Hall, 1311 Chestnut Street, and on the Bastrop Economic Development Corporation website on this the 12th day of June 2015 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.

AGENDA ITEM 5.

BASTROP ECONOMIC DEVELOPMENT CORPORATION

STANDARDIZED AGENDA RECOMMENDATION FORM

DATE SUBMITTED: June 11, 2015

MEETING DATE: June 15, 2015

1. Agenda Item:

UPDATE(S)/REPORT(S) from Executive Director, City of Bastrop, and Community Partners (includes items for update, discussion, and possible action).

2. Party Making Request: Shawn Kirkpatrick, Executive Director

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

A memo is attached showing BEDC Staff updates. 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



June 11, 2015

Memorandum

To: BEDC Board of Directors

From: Shawn A. Kirkpatrick, Executive Director

Subject: BEDC June 2015 update

Bastrop Business Park – Projects. Mr. Coghlan is moving forward with permitting and construction of his project. Good Soul Brewing's plans are under development and Staff is in communication to review the project in the coming weeks. Project Blue Star has sent their comments to Staff and we are working through preparing the final Performance Agreement to present to the Board at the June Board meeting.

Bastrop Business Park - Infrastructure. After discussing the project in depth for the last month with Steve, Gary, Mike and Gene, Staff is preparing to present a recommendation to the Board to extend Technology to the Southern cul-de-sac. The project total would be \$2.5-\$2.6M, funded through \$622K 2013 CO's, \$1M 2015 CO's, and \$1M BEDC cash.

Bastrop Business Park - Land Use. First draft has been reviewed and Staff is awaiting direction from the Board on the next phase of infrastructure to proceed with mark-ups and revisions. Once the Board provide final guidance on the next phase of infrastructure, Staff will work with the consultant to finalize the plan to present to Board at the July 2015 Board meeting.

Bastrop Area Housing Study. In order to support the increased inquiries related to multi-family housing, Staff ordered a Market Demand Analysis for Multi-family Housing. That component study is due to the BEDC July 10, 2015, to be incorporated into the RCLCO Housing Study. The component study provides a more in-depth analysis by an industry-leading expert in multi-family development and access to market data otherwise not available.

FY 2015-2016 Budget Preparation. The Board will have a brief budget workshop at the regular June meeting to discuss debt service, community funding, and projected revenues. The Board will need to set a special meeting/workshop to go in-depth into the expense portion of the FY 2015-2016 budget.

Board Training. It is recommended by Staff either at the special meeting/workshop related to the FY 2015-2016 budget or separate special meeting that Staff arrange training for the Board.

BEDC Office. Roof repair contract has been executed and the repairs will start sometime in late June or early July. This is part of a larger discussion the Board will have during regular session.

Project Management/CRM Database. Staff has completed the demo portion of evaluating the available commercial options. Opportunity Austin is reevaluating their provider and Staff preferred the OA vendor.

BEDC Meetings and Upcoming Travel

Monday, May 18th

Meeting: RECA Power Luncheon

Meeting: Mike Talbot

Meeting: BEDC Board Meeting

Tuesday, May 19th

Meeting: City Staff

Meeting: City Manager and Main Street

Wednesday, May 20th

Meeting: Chamber Board

Meeting: Main Street and Chamber

Thursday, May 21st

Meeting: MW Builders

Presentation: Cedar Creek Rotary

Meeting: Dahill

Meeting: Bowman Consulting

Meeting: Lost Pine High Tech Consortium

Friday, May 22nd

Meeting: BEST County Breakfast

Monday, May 25th

Memorial Day

Tuesday, May 26th

Council Presentation (Angela)

ED Out (Relocation)

Thursday, May 28th

Meeting: Dawn Kana

Site Visit: Mister Rogers 1

Conference Call: Mister Rogers 2

Meeting: City Manager and BEFCO

Friday, May 29th

ED Out (Relocation)

Monday, June 1st

Meeting: Main Street Board (Angela)

ED Out (Relocation)

Tuesday, June 2nd

ED Out (Relocation)

Wednesday, June 3rd

Meeting: Dawn Kana

Meeting: Chamber Luncheon

Meeting: Carlos Liriano

Event: BHS Automotive Tech Open House

Thursday, June 4th

Meeting: Kristi Koch

Meeting: Cam Chavez

Site Visit: Mister Rogers 4

Friday, June 5th

Conference Call: County ED

Meeting: Dan Hays Clark

Tuesday, June 9th

Meeting: Main Street

Meeting: City Staff

Presentation: City Council

Thursday, June 11th

Meeting: Steve Mills and Gary Schiff

Site Visit: Mister Rogers 3

Friday, June 12th

Conference Call: Retail Coach

Monday, June 15th

Meeting: County Transportation Committee

Meeting: Steve Mills and City Manager

Meeting: BEDC Board Meeting

July 10 to 12th

Team Texas Showcase

Las Colinas, TX

July 15th to 16th

Opportunity Austin

SEMICON West

San Francisco, CA

City of Bastrop Update on Construction Projects as of 06/05/15

Major Construction Projects in Process:

- Bastrop Retail Station – potholing for utilities; building plans approved & released
- Vitalogy Skincare (formerly First State Bank – 208 Hwy 71) – remodel; interior demo approximately 95% complete
- Hunter's Crossing Retail Center FM 304 – 100% complete; awaiting final closeout documentation
- Coghlan Group – site work 60% complete, building plans approved & released
- Burleson Crossing:
 - Five Below & Ulta: building shell complete; interior finish approximately 75% complete
 - Hobby Lobby: work has been rain delayed; density issues on dirt; brought in more dirt, entire project approximately 45% complete
 - Building J – tilt walls are up, building is being closed in. Site work approximately 80% complete; building approximately 35% complete (next to TSO, Subway)

Engineer Report:

- Murphy Oil Site Development (west of Wal-Mart) – awaiting resubmittal
- 2014 Water/Wastewater Improvements (Klotz Assoc.) – Contractor has commenced construction on emergency water line relocation; expected completion June 9th.
- Hunters Crossing 7B - Maintenance Bond – Phase 1 repairs complete, coordinating final seal coat. Bond remains in effect.
- SH 71 Improvements (Tahitian Drive) – improvement project approximately 20% complete; Continuing to coordinate mural artwork.
- Wastewater Master Plan – update meeting with BEFCO 6/10
- XS Ranch Road and Colorado River Bridge Phase 1 – construction plans received 4/29/15; under review
- Colony MUD 1D and 1E – construction plans under review
- Wal-Mart Replat for Murphy Oil – will go to CC 6/23/15
- Pecan Park Section 5A – construction underway, coordinating inspections with contractor
- Fresenius Medical Care Facility Site Development – Jackson and Jasper (Lot 7 of Jackson Square by CVS) received 5/26/2015 – distributed to staff to review

BASTROP ECONOMIC DEVELOPMENT CORPORATION

STANDARDIZED AGENDA RECOMMENDATION FORM

DATE SUBMITTED: June 11, 2015

MEETING DATE: June 15, 2015

1. Agenda Item:

Approval of meeting minutes of the Regular Board Meeting of May 18, 2015.

2. Party Making Request: Angela Ryan, Assistant Director

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

The draft minutes from the 05/18/15 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
BOARD OF DIRECTORS
Minutes of Monthly Meeting, May 18, 2015
903 Main Street, Bastrop, Texas**

The Bastrop Economic Development Corporation (BEDC) met on Monday, May 18, 2015, at 6:30 p.m. in the BEDC Boardroom at 903 Main Street for the Regular Monthly Meeting.

Board members present were: Steve Mills, Gary Schiff, Pat Crawford, Carlos Liriano, Dr. Neil Gurwitz, Mayor Ken Kesselus, Willie DeLaRosa and Mike Talbot (ex-officio).

Staff members present: Shawn Kirkpatrick, Angela Ryan, Jean Riemenschneider, and JC Brown, BEDC Attorney.

Others in attendance: Steve Murray, Les Hudson, Paul Grabowski, Bill Szelag, Bruce Mungiguerra, Debbie Moore, Bonnie Coffey, Bill Weddle, Andy Sevilla, Lee Harle, Merle Breiland, Nancy Wood, and Kayli Head.

ANNOUNCEMENTS

1. Call to Order – Steve Mills, Chair of the BEDC Board, called the meeting to order at 6:30 p.m.
2. Public Comments – None.
3. Presentations – None.
4. Announcements – None.

EXECUTIVE DIRECTOR'S INFORMATIONAL UPDATE REPORT - Items for update, discussion and possible action:

- A. Update on BEDC Projects and/or Business
 1. Update on the Bastrop EDC Business Park.
 - a) Project status update – Mr. Kirkpatrick reported that Mr. Coghlan has submitted his construction plans to the City for his expansion project and they are under review. Mr. Kirkpatrick spoke with Good Soul Brewing Company and their plans are still under development. Ms. Brown has the draft agreement with Project Blue Star.
 - b) Update on master plan for the BEDC Business Park – Discussed under D4.
 - c) Update on Land Use Study – Mr. Kirkpatrick said he reviewed the draft of the land use study with Tracy Bratton that morning and he expects to submit the final plan to the Board some time during the summer months.
 2. Bastrop Opera House – Mr. Kirkpatrick explained that the EDC was asked at the last Council meeting to take a look at the Bastrop Opera House and he, Mrs. Head, and Mr. Talbot will meet about it next week to determine the best course of action to help them address their roof issues.
 3. FY 2015/2016 Budget Preparation – Mr. Kirkpatrick explained he prefers to break down the budget by categories to make the numbers easier to work with. These categories include administration, operations, marketing & advertising, professional services, city projects and support, BEDC projects and grants, and debt service. Mr. Kirkpatrick asked that the Board members take a look at the budget preview and let him know if they want to make any changes.
 4. 2015 Bastrop Career and Job Fair – Mrs. Ryan reported that the event went really well, with about 1,000 high school students on Friday and over 300 adult jobseekers on Saturday. She said many attendees had commented that it should become an annual event. Mr. Kirkpatrick thanked everyone involved for the success of the event.

5. Update on BEDC office roof leak – Mr. Kirkpatrick said he had received one quote for the roof repair and was awaiting two more. He said he, Mr. Schiff and Mr. Mills would then choose the contractor and the work could begin.
 6. Update on BEDC Board appointments – Mr. Kirkpatrick reported that the City Council had not made the BEDC Board appointments at their last meeting.
- B. Update from the City of Bastrop
1. City Manager's update
 - a) Water development update – Mr. Talbot showed a PowerPoint presentation about the City of Bastrop's request for a groundwater permit.
 - b) Comprehensive Plan – No update.
 2. City of Bastrop Update on Construction Projects – A list of projects in various stages of completion was included in the Board packets.
- C. Update from Community Partners
1. Update from Bastrop Main Street Program – Kayli Head, the new program director, reported she had met with the Entrepreneurship Readiness Team and also attended an entrepreneurship class at Cedar Creek High School. The students did a comprehensive marketing plan and business strategy for Neighbor's Kitchen and Yard. Mrs. Head said she is looking into partnering with Texas University marketing classes to start an online presence report card for businesses. She is also putting together an inventory of available buildings in the downtown area.
 2. Paul Grabowski, Chairman of Vocational Services of the Bastrop Rotary Club – Mr. Grabowski thanked the BEDC for their assistance in establishing the Job Fair. He explained that the Rotary Club seeks to improve business relations, and had recently been told by several businesses they were having difficulty hiring qualified candidates and that there was a need for training courses. Mr. Grabowski said based on those requests, his committee took on the responsibility of working with the community to identify solutions, sponsor vocational training, and to improve career opportunities for students after graduation.
 3. BISD – Bastrop ISD's superintendent Steve Murray gave an update about the school district. He said their college readiness is higher than it has ever been. The early college high school program is in its first year and has been the most successful program of its kind in Central Texas, with over 90% of the freshman class currently taking college coursework, allowing them to earn up to 60 college credit hours and the opportunity to graduate high school with an associate degree. He said they have also discussed with ACC the possibility of offering vocational training for BISD students. Mr. Murray thanked the members of the task force who helped the automotive shop become NATEF certified. Les Hudson pointed out that there are not many of them in Texas. Mr. Hudson explained that 8th grade students now have a Personal Graduation Plan (PGP) that put them on a path for specific courses for certifications, including medical billing/coding and construction.

A. CONSENT AGENDA

A.1 Approval of meeting minutes of the Regular Board Meeting of April 20, 2015. Mrs. Crawford made the motion to approve the minutes as submitted, Mr. DeLaRosa seconded, and the motion passed.

B. PUBLIC HEARINGS

None

C. OLD BUSINESS

None

D. NEW BUSINESS

D.1 Consideration, discussion and possible action on acceptance of the Bastrop Economic Development Corporation's financial summary report for period ending April 30, 2015. Mr. Kirkpatrick reported that at seven months through the current fiscal year, revenues are at 62.63% collected, or approximately \$1.1 million. Expenses are at 47.15%, or \$844,226. Mr. DeLaRosa made the motion to accept the financial report as submitted. Mr. Liriano seconded, and the motion passed.

D.2 Consideration, discussion and possible action regarding governance of the Bastrop Economic Development Corporation and the role of the Board of Directors, related to BEDC's 7th Amended Bylaws pertaining to the selection/election of the Officers of the Board of Directors, and approval of a process for development of agendas for the BEDC Board meetings. Mrs. Crawford explained that while the BEDC works in concert with the City Council, she feels it important to maintain an arms-length relationship and not be seen as an extension of the Council. Dr. Gurwitz said he agreed, that in the past they had heard complaints that the BEDC was too close to the City, and it is important to be viewed as two separate entities. After further discussion, Mrs. Crawford made a motion to amend the BEDC Bylaws to state that the Mayor may not serve as either Chair or Vice-Chair of the BEDC Board. Mr. Schiff seconded, and the motion passed, with Mayor Kesselus abstaining.

D.3 Consideration, discussion, and possible action regarding Education and Workforce Development in Bastrop, Texas, and role of the Bastrop Economic Development Corporation. Mr. Liriano requested this be added to the agenda with a brief presentation about the BEDC's role in education and workforce development. Mr. Kirkpatrick's presentation included information about how House Bill 5 has changed the structure of high school courses, how skilled labor is often the number one factor in the site selection process, and how the educational attainment in Bastrop County compares to other counties in Central Texas. Mr. Liriano commented that there are a number of groups working on education and workforce independently of one another, and he would like the BEDC to take a leadership role in bringing together the entities and parties needed to establish partnerships and move forward together, to help fill the gap between high school and business. It was the consensus of the Board that the BEDC would continue to develop their role in education and workforce development.

D.4 Consideration, discussion, and possible action regarding Bastrop Business Park development and infrastructure. Mr. Kirkpatrick showed the Board several different proposed layouts for extending the infrastructure in the Business Park. It was discussed as to whether or not the Board wished to finish out the Park completely, at a cost of approximately \$6 million, or concentrate on the southern portion, at a lesser cost. Mr. Kirkpatrick explained that the project costs could be split between the remaining \$622,000 in bond funds from the last infrastructure project, issuing additional bond debt, and fund balance. The Board discussed the importance of having shovel-ready sites. After a lengthy discussion, the Board consensus was for Mr. Kirkpatrick to gather additional information about the cost of each proposed phase and financing options.

E. EXECUTIVE SESSION –

E.1 At 8:52 p.m., Mr. Mills convened the Bastrop Economic Development Corporation 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 litigation, and (2) matters upon which the Attorney has a duty and/or responsibility to report to the governmental body.
2. Section 551.072 - Deliberation about real property: 'Project Crystal Tupperware', 'Project Blue Star', 'Project Artic Sea' and/or potential sales, acquisitions, exchanges, leases, dispositions or values of real property.
3. Section 551.087 - Deliberation regarding economic development negotiations: 'Crystal Tupperware', 'Project AJ', 'Project Foot Loose', and/or 'Project Blue Star'.

E.2 The Bastrop Economic Development Corporation Board of Directors reconvened from Executive Session at 8:59 p.m. There was no action taken. The Board members thanked Mrs. Crawford and Dr. Gurwitz for their years of service on the Board. Dr. Gurwitz said he had found an article from 1996 that talked about the City of Bastrop and EDC and sales tax revenues, and he said it reminded him just how far Bastrop has come in 20 years. Mr. DeLaRosa said that both Board members had played an important role in doing work through the BEDC for the betterment of the community. Mr. Liriano thanked them for helping to lay the foundation for what Bastrop is today.

F. BOARD INPUT ON FUTURE AGENDAS

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.

G. ADJOURNMENT – Willie DeLaRosa made the motion to adjourn and Gary Schiff seconded. The BEDC Board of Directors adjourned the meeting at 9:10 p.m.

BASTROP ECONOMIC DEVELOPMENT CORPORATION

STANDARDIZED AGENDA RECOMMENDATION FORM

DATE SUBMITTED: June 12, 2015

MEETING DATE: June 15, 2015

1. Agenda Item:

Consideration, discussion and possible action on acceptance of the Bastrop Economic Development Corporation's financial summary report for period ending May 31, 2015.

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 May 31, 2015.

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 May 31, 2015



Bastrop Economic Development Corporation
Summary of Revenues and Expenditures
As of May 31, 2015

Fiscal year 2015 is 8 month or 66% complete as of May 31, 2015. These reports provide an unaudited and preliminary snapshot of the BEDC financial information.

- ☐ Revenues reflect 72.54% collected or \$1,298,918. Revenues during this same time period last year reflected \$1,516,243. Additional analysis concerning revenues are on the next two pages.
- ☐ Expenses for the BEDC reflect 64.05% spent or \$1,146,832. Expenses during this same time period last year reflected \$854,627. Additional analysis concerning the expenses, year to year comparisons, and capital outlay is located within this report.

Revenues

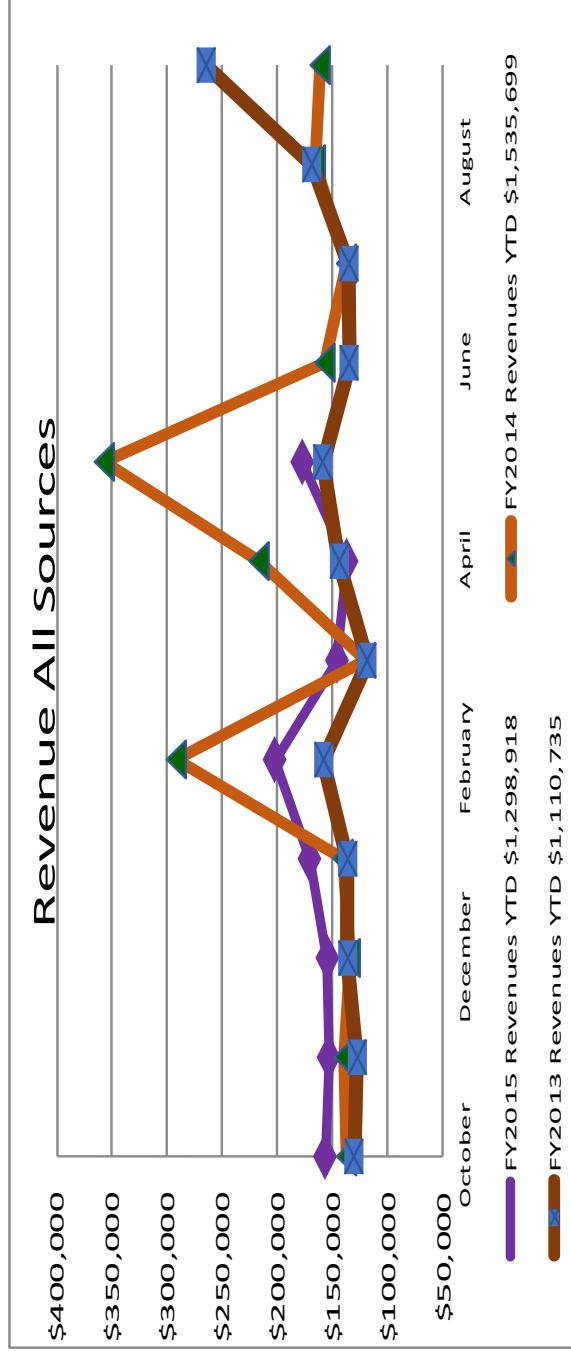
FY 2015 Budget	FY 2015 Actual	% of FY2015 Budget	FY 2015 Budget	FY 2015 Actual	% of FY2015 Budget
\$ 1,790,650	\$ 1,298,918	72.54%	\$ 1,790,650	\$ 1,146,832	64.05%

Expenditures



Summary of Revenues and Expenditures As of May 31, 2015

- REVENUE: Sales Tax receipts represent 96% 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. Due to an audit adjustment that accrues our revenue into the period it was earned, the revenue earned in October and November is an estimate. 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.

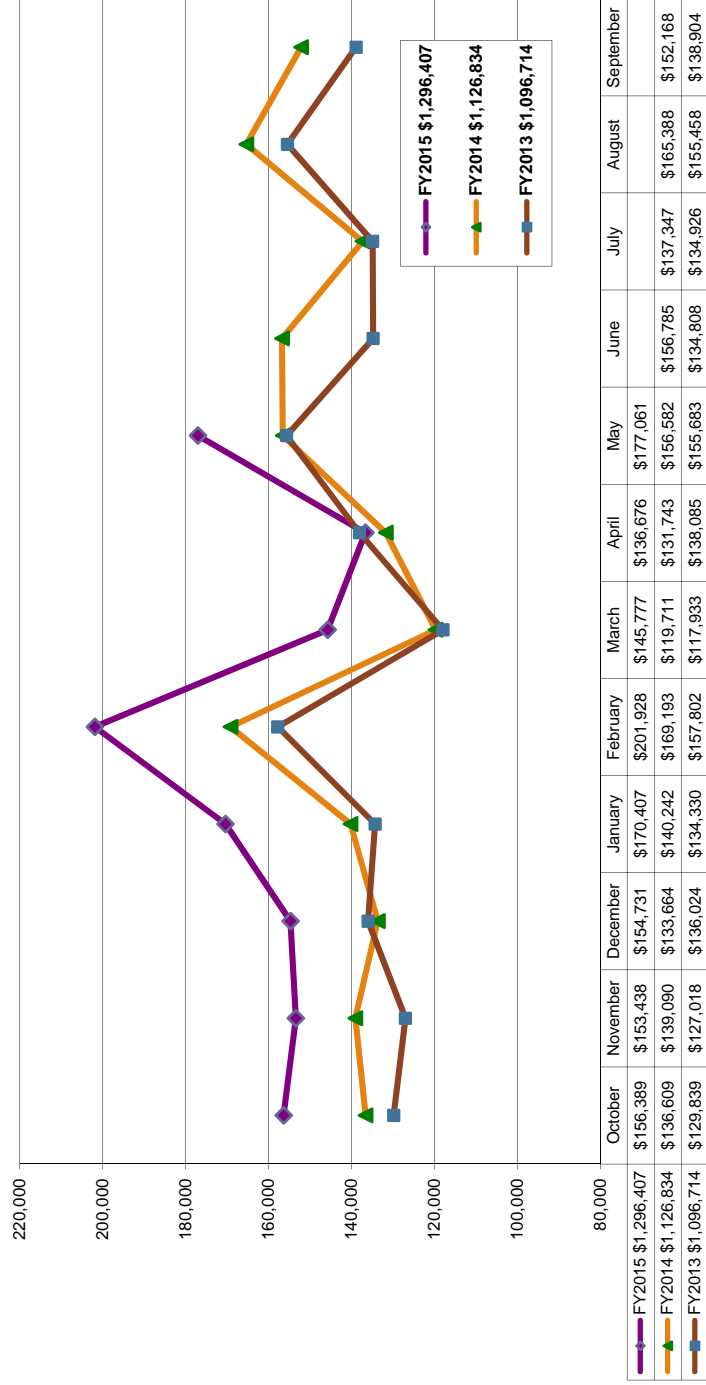


Line graph chart reflects monthly revenue incurred for three fiscal years. FY2013 includes October 1, 2012 thru September 30, 2013. FY2014 includes October 1, 2013 thru September 30, 2014. FY2015 reflects revenue received year-to-date for October 1, 2014 thru September 30, 2015. Data provided by City of Bastrop Finance Department records.



Sales Tax Revenue Chart As of May 31, 2015

Sales Tax Receipts YTD reflect \$1,296,407 and are greater than the prior year to date Sales Tax Receipts of \$1,126,834.

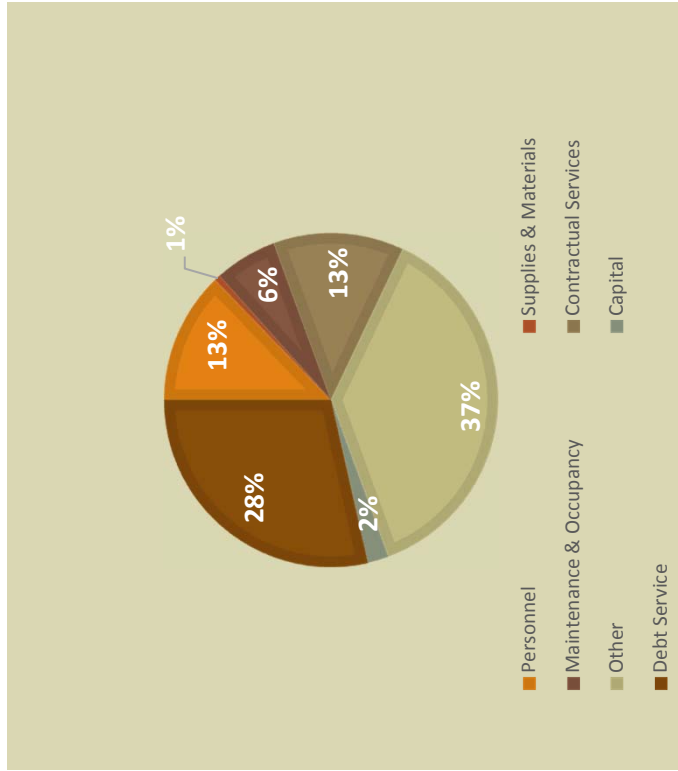


* Date range in chart reflects current data of October 1, 2012 thru September 30, 2015. Data provided by City of Bastrop Finance Department records.

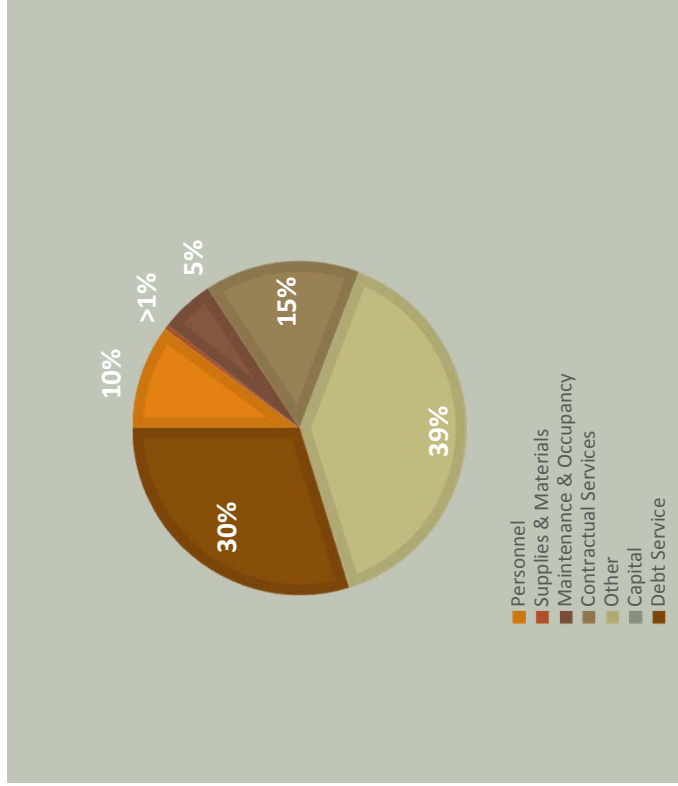
Expenditure Charts As of May 31, 2015



FY 2015 Budget



FY2015 Expenses – May

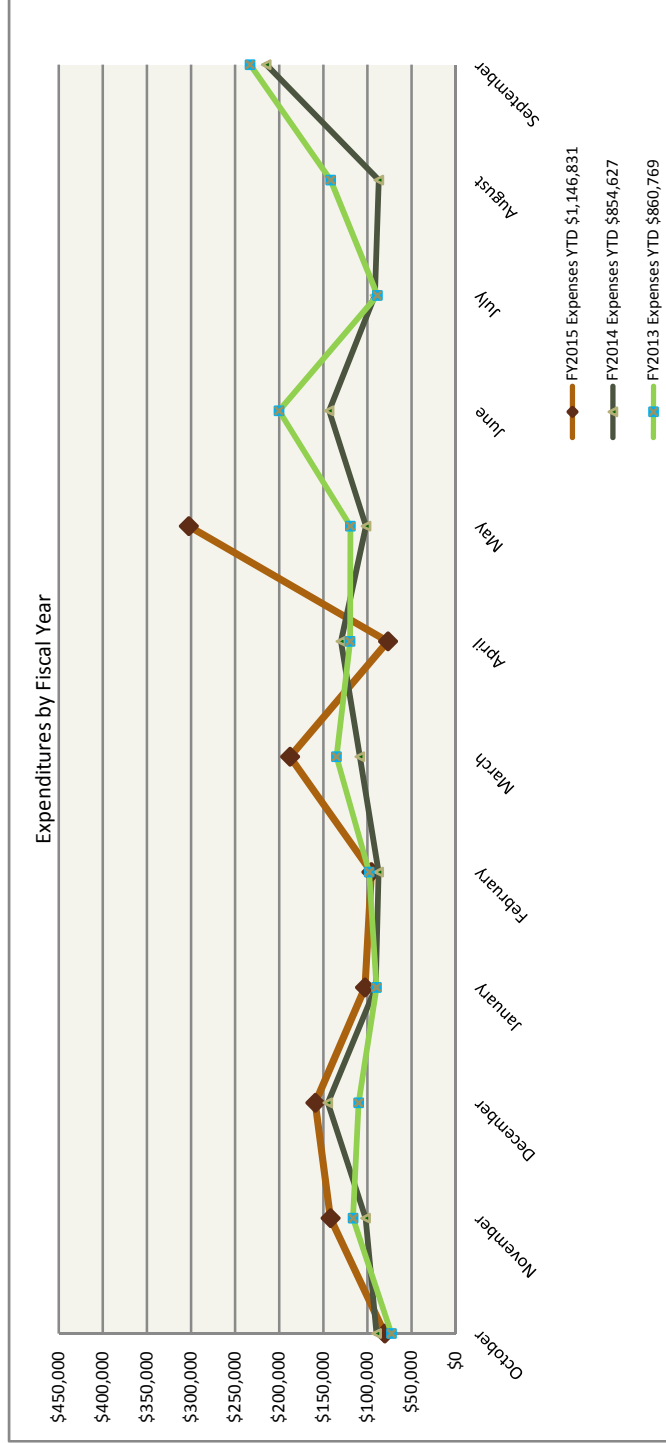


* Pie charts reflect FY2015 adopted budget and fiscal year-to date expenses as of May 31, 2015. Data provided by City of Bastrop Finance Department records.



Expenditure Comparison Graph As of May 31, 2015

EXPENSES: The line graph makes a comparison of the current fiscal year expenses to the last two fiscal years 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.



* Line graph chart reflects monthly expenses incurred for three fiscal years. FY2013 includes October 1, 2012 thru September 30, 2013. FY2014 includes October 1, 2013 thru September 30, 2014. FY2015 reflects year-to-date, October 1, 2014 thru September 30, 2015. Data provided by City of Bastrop Finance Department records.



BASTROP ECONOMIC DEVELOPMENT CORPORATION FUND
FY 2014-2015 BUDGET

Audited Fund Balance 9-30-2014	\$	2,563,789
 FY 2014-2015		
Budgeted Revenues	\$	<u>1,790,650</u>
Total FY 2015 Resources	\$	4,354,439
 Budgeted Expenditures:		
	\$	<u>(1,790,650)</u>
Projected Ending Gross Fund Balance 09-30-2015	\$	2,563,789

* 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 \$841,890. The budgeted expenditures for the Bastrop Economic Development Corporation can only increase \$1,721,899 and the total budgeted expenditures may not exceed \$3,512,549. These figures are subject to change depending upon actual Revenues and Expenditures.

BEDC Financial Statements attached



06/12/2015

FINANCIAL STATEMENT

23

AS OF: MAY 31ST, 2015

601-BASTROP E.D.C. FUND

REVENUES	AME	PRIOR Y-T-D	CURRENT BUDGET	M-T-D ACTUAL	Y-T-D ACTUAL	BUDGET BALANCE	% OF BUDGET
TAXES & PENALTIES							
00-00-4005 SALES TAX		1,126,833.96	1,715,000.00	177,060.75	1,296,405.94	418,594.06	75.59
TOTAL TAXES & PENALTIES		1,126,833.96	1,715,000.00	177,060.75	1,296,405.94	418,594.06	75.59
CHARGES FOR SERVICES							
00-00-4047 LEASE AGREEMENT		0.00	69,000.00	0.00	0.00	69,000.00	0.00
TOTAL CHARGES FOR SERVICES		0.00	69,000.00	0.00	0.00	69,000.00	0.00
OTHER REVENUE							
TOTAL							
INTEREST INCOME							
00-00-4400 INTEREST INCOME		1,053.20	3,400.00	199.87	1,210.54	2,189.46	35.60
00-00-4401 INTEREST RECEIVED ON NOTES		1,182.00	3,250.00	153.19	1,301.99	1,948.01	40.06
TOTAL INTEREST INCOME		2,235.20	6,650.00	353.06	2,512.53	4,137.47	37.78
MISCELLANEOUS							
00-00-4512 LAND/OTHER SALES		84,275.53	0.00	0.00	0.00	0.00	0.00
TOTAL MISCELLANEOUS		84,275.53	0.00	0.00	0.00	0.00	0.00
TRANSFERS-IN							
00-00-4732 TRANS IN - BOND FUND		302,898.50	0.00	0.00	0.00	0.00	0.00
TOTAL TRANSFERS-IN		302,898.50	0.00	0.00	0.00	0.00	0.00
OTHER SOURCES							
TOTAL							
** TOTAL REVENUE **		1,516,243.19	1,790,650.00	177,413.81	1,298,918.47	491,731.53	72.54

06/12/2015

FINANCIAL STATEMENT

24

AS OF: MAY 31ST, 2015

601-BASTROP E.D.C. FUND

EXPENDITURES	AME	PRIOR Y-T-D	CURRENT BUDGET	M-T-D ACTUAL	Y-T-D ACTUAL	BUDGET BALANCE	% OF BUDGET
NON-DEPARTMENT							
=====							
00-NON-PROGRAM							
=====							
TRANSFERS OUT							
TOTAL							
TOTAL							

TOTAL

BEDC ADMINISTRATION

=====

00-NON-PROGRAM

=====

PERSONNEL SERVICES							
70-00-5101	BEDC OPERATIONAL SALARIES	98,016.00	165,050.00	21,053.82	86,442.75	78,607.25	52.37
70-00-5114	BEDC PRE-EMPLOYMENT EXPEN	0.00	10,000.00	3,600.00	4,800.00	5,200.00	48.00
70-00-5116	LONGEVITY	270.00	350.00	0.00	222.00	128.00	63.43
70-00-5150	SOCIAL SECURITY	7,608.52	12,660.00	1,916.46	6,550.16	6,109.84	51.74
70-00-5151	RETIREMENT	9,791.84	17,490.00	2,389.44	12,358.19	5,131.81	70.66
70-00-5155	GROUP INSURANCE	21,918.46	32,970.00	691.92	5,535.37	27,434.63	16.79
70-00-5156	WORKER'S COMPENSATION	183.11	550.00	0.00	243.66	306.34	44.30
	TOTAL PERSONNEL SERVICES	137,787.93	239,070.00	29,651.64	116,152.13	122,917.87	48.58
SUPPLIES & MATERIALS							
70-00-5201	SUPPLIES	1,941.02	4,500.00	741.73	2,679.37	1,820.63	59.54
70-00-5203	POSTAGE	67.82	670.00	6.00	18.62	651.38	2.78
70-00-5206	OFFICE EQUIPMENT	661.97	5,000.00	807.53	2,303.60	2,696.40	46.07
	TOTAL SUPPLIES & MATERIALS	2,670.81	10,170.00	1,555.26	5,001.59	5,168.41	49.18
MAINTENANCE & REPAIRS							
70-00-5301	MAINT OF EQUIPMENT	0.00	1,000.00	0.00	0.00	1,000.00	0.00
70-00-5331	INDUSTRIAL PARK MAINT EXP	825.00	15,000.00	0.00	0.00	15,000.00	0.00
70-00-5345	BUILDING REPAIRS & MAINT.	2,389.00	3,500.00	145.00	1,732.97	1,767.03	49.51
	TOTAL MAINTENANCE & REPAIRS	3,214.00	19,500.00	145.00	1,732.97	17,767.03	8.89

06/12/2015

FINANCIAL STATEMENT

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AS OF: MAY 31ST, 2015

601-BASTROP E.D.C. FUND

EXPENDITURES	AME	PRIOR Y-T-D	CURRENT BUDGET	M-T-D ACTUAL	Y-T-D ACTUAL	BUDGET BALANCE	% OF BUDGET
OCCUPANCY							
70-00-5401	COMMUNICATIONS	3,775.51	5,700.00	443.99	3,143.32	2,556.68	55.15
70-00-5403	UTILITIES	1,868.44	3,810.00	232.02	1,826.92	1,983.08	47.95
	TOTAL OCCUPANCY	5,643.95	9,510.00	676.01	4,970.24	4,539.76	52.26
CONTRACTUAL SERVICES							
70-00-5505	PROFESSIONAL SERVICES	42,657.42	60,000.00	5,800.00	54,941.68	5,058.32	91.57
70-00-5525	LEGALS	11,286.80	30,000.00	1,537.00	27,071.49	2,928.51	90.24
70-00-5540	PROPERTY INSURANCE	557.91	2,000.00	0.00	720.66	1,279.34	36.03
70-00-5561	CONTRACTUAL SERVICES	0.00	5,000.00	500.00	3,000.00	2,000.00	60.00
70-00-5573	PARKS/RECREATION SUPPORT	26,333.28	39,500.00	3,291.66	26,333.28	13,166.72	66.67
70-00-5596	MAIN STREET PROG SUPPORT	26,666.64	40,000.00	3,333.33	26,666.64	13,333.36	66.67
70-00-5598	CITY ADMINISTRATIVE SUPPORT	53,333.36	50,000.00	6,666.67	33,333.28	16,666.72	66.67
	TOTAL CONTRACTUAL SERVICES	160,835.41	226,500.00	21,128.66	172,067.03	54,432.97	75.97
OTHER CHARGES							
70-00-5603	MARKETING TRIPS	568.00	8,500.00	231.49	1,958.49	6,541.51	23.04
70-00-5604	BUSINESS DEVELOPMENT	7,405.76	7,500.00	864.68	4,131.39	3,368.61	55.09
70-00-5605	TRAVEL & TRAINING	6,195.01	6,500.00	3,178.86	3,752.86	2,747.14	57.74
70-00-5606	AUTO ALLOWANCE - STAFF	3,922.92	6,000.00	692.31	923.08	5,076.92	15.38
70-00-5610	ISSUANCE COST	0.00	6,375.00	0.00	6,372.50	2.50	99.96
70-00-5611	BILLBOARDS	8,280.00	13,000.00	0.00	7,600.00	5,400.00	58.46
70-00-5615	DUES, SUBSCRIPTIONS & PUBLI	5,684.34	8,500.00	210.78	5,556.00	2,944.00	65.36
70-00-5631	BONDS FOR BEDC OFFICERS	242.00	680.00	0.00	242.00	438.00	35.59
70-00-5633	LOCAL/MISC ADVERTISING	17,140.03	27,500.00	250.00	17,470.00	10,030.00	63.53
70-00-5634	NATIONAL ADVERTISING	23,031.00	30,000.00	6,000.00	29,505.00	495.00	98.35
70-00-5635	BEDC NEWSLETTER	0.00	2,000.00	0.00	0.00	2,000.00	0.00
70-00-5638	SPL PROJECTS-DOWNTOWN GRANT	4,946.41	50,000.00	2,580.79	4,080.79	45,919.21	8.16
70-00-5644	380 AGREEMENT REIMBURSEMENT	112,816.10	320,000.00	0.00	141,124.96	178,875.04	44.10
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	397.42	73,646.00	0.00	36,823.00	36,823.00	50.00
70-00-5648	SPL PROJECTS - BUS OUTREACH	1,800.00	8,000.00	2,606.85	7,204.35	795.65	90.05
70-00-5655	EQUIPMENT RENTAL	0.86	150.00	0.00	1.15	148.85	0.77
70-00-5689	OPPORTUNITY AUSTIN	0.00	10,000.00	0.00	0.00	10,000.00	0.00
70-00-5700	TARGETED MARKETING	2,943.98	14,500.00	635.00	1,085.00	13,415.00	7.48
	TOTAL OTHER CHARGES	195,373.83	652,851.00	17,250.76	267,830.57	385,020.43	41.02
CONTINGENCY							
70-00-5900	CONTINGENCY	0.00	3,441.00	0.00	0.00	3,441.00	0.00
70-00-5901	SALARY ADJUSTMENT PLAN	0.00	2,700.00	0.00	0.00	2,700.00	0.00
70-00-5999	DONATED ASSETS	0.00	0.00	183,000.00	183,000.00	(183,000.00)	0.00
	TOTAL CONTINGENCY	0.00	6,141.00	183,000.00	183,000.00	(176,859.00)	979.97

06/12/2015

FINANCIAL STATEMENT

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AS OF: MAY 31ST, 2015

601-BASTROP E.D.C. FUND

EXPENDITURES	AME	PRIOR Y-T-D	CURRENT BUDGET	M-T-D ACTUAL	Y-T-D ACTUAL	BUDGET BALANCE	% OF BUDGET
CAPITAL OUTLAY							
70-00-6030	PARK TRUCK	0.00	20,000.00	0.00	0.00	20,000.00	0.00
70-00-6060	REAL PROPERTY	0.00	1,175.00	0.00	1,173.21	1.79	99.85
	TOTAL CAPITAL OUTLAY	0.00	21,175.00	0.00	1,173.21	20,001.79	5.54
DEBT SERVICE							
70-00-7133	C OF O SERIES 2013 PRINCIPAL	0.00	41,140.00	3,428.33	27,426.64	13,713.36	66.67
70-00-7134	C OF O SERIES 2013 INTEREST	49,000.00	102,161.00	8,513.42	68,107.36	34,053.64	66.67
70-00-7137	C OF O SERIES 2010 PRINCIPAL	25,913.36	41,640.00	3,470.00	27,760.00	13,880.00	66.67
70-00-7138	C OF O SERIES 2010 INTEREST	24,213.36	34,952.00	2,912.67	23,301.36	11,650.64	66.67
70-00-7152	GO REFUNDING SER 2014 INT	0.00	4,446.00	0.00	1,282.63	3,163.37	28.85
70-00-7501	C OF O SERIES 2008A PRINCIPAL	12,960.00	20,655.00	1,721.25	13,770.00	6,885.00	66.67
70-00-7502	C OF O SERIES 2008A, INTEREST	13,460.00	14,771.00	1,601.42	12,811.36	1,959.64	86.73
	TOTAL DEBT SERVICE	125,546.72	259,765.00	21,647.09	174,459.35	85,305.65	67.16
TRANSFERS OUT							
	TOTAL						
	TOTAL 00-NON-PROGRAM	631,072.65	1,444,682.00	275,054.42	926,387.09	518,294.91	64.12
ADMINISTRATION							
=====							
CAPITAL OUTLAY							
70-10-6602	TECHNOLOGY AND JACKSON DRIV	0.00	15,000.00	0.00	0.00	15,000.00	0.00
	TOTAL CAPITAL OUTLAY	0.00	15,000.00	0.00	0.00	15,000.00	0.00
DEBT SERVICE							
70-10-7097	INTEREST EXPENSE ON FNB NO(32.02)	500.00	12.46	132.51	367.49	26.50
70-10-7603	BOND PRINCIPAL 2006	143,333.36	220,000.00	18,333.33	146,666.64	73,333.36	66.67
70-10-7604	BOND INTEREST 2006	27,200.00	30,888.00	2,574.00	20,592.00	10,296.00	66.67
	TOTAL DEBT SERVICE	170,501.34	251,388.00	20,919.79	167,391.15	83,996.85	66.59
	TOTAL ADMINISTRATION	170,501.34	266,388.00	20,919.79	167,391.15	98,996.85	62.84
BEDC INDUSTRIAL PARK							
=====							
MAINTENANCE & REPAIRS							
70-71-5301	PARK MAINTENANCE	53,053.28	79,580.00	6,631.66	53,053.28	26,526.72	66.67
	TOTAL MAINTENANCE & REPAIRS	53,053.28	79,580.00	6,631.66	53,053.28	26,526.72	66.67
	TOTAL BEDC INDUSTRIAL PARK	53,053.28	79,580.00	6,631.66	53,053.28	26,526.72	66.67
	TOTAL BEDC ADMINISTRATION	854,627.27	1,790,650.00	302,605.87	1,146,831.52	643,818.48	64.05
***	TOTAL EXPENSES	854,627.27	1,790,650.00	302,605.87	1,146,831.52	643,818.48	64.05

*** END OF REPORT ***

06/12/2015 BALANCE SHEET

AS OF: MAY 31ST, 2015

601-BASTROP E.D.C. FUND

ACCOUNT# TITLE

ASSETS

=====

00-00-1000	CLAIM ON CASH-BEDC FUND	20,000.08
00-00-1010	BEDC OPERATING ACCT	99,450.91
00-00-1014	ESCROW ACCT-JAMCO JEMS LL	110,943.51
00-00-1100	TEXPOOL	3,196,212.19
00-00-1224	ACCT RECEIVABLE-SALES TAX	306,040.69
00-00-1227	ACCOUNTS RECEIVABLE-OTHER	582.00
00-00-1272	NOTES RECEIVABLE-GARMENT	95,833.97
00-00-1274	NOTES RECEIVABLE-GTG-LOAN	31,332.69
00-00-1275	NOTES RECEIVABLE-GTG-LOAN	29,477.36
00-00-1276	NOTES RECEIVABLE-GTG-LOAN	709.46
00-00-1420	EQUIPMENT	6,503.77
00-00-1440	BUILDING IMPROVEMENTS	49,785.27
00-00-1460	FIXED ASSETS - BUILDING	921,879.73
00-00-1470	FIXED ASSETS - LAND	830,844.96
00-00-1480	FIXED ASSETS - INFRASTRUC	2,253,147.18
00-00-1490	CONST IN PROGRESS-INFRAST	1,217,391.04
00-00-1499	ACCUMULATED DEPRECIATION(1,463,812.19)
00-00-1589	NET PENSION ASSETS-PREPAI	7,677.24

7,713,999.86

TOTAL ASSETS

7,713,999.86

=====

06/12/2015 BALANCE SHEET

AS OF: MAY 31ST, 2015

601-BASTROP E.D.C. FUND

ACCOUNT# TITLE

LIABILITIES & FUND BALANCE

=====

00-00-2025	PAYROLL TAX PAYABLE	259.00	
00-00-2027	RETIREMENT PAYABLE	855.21	
00-00-2029	INSURANCE PAYABLE	0.30	
00-00-2080	NOTES PAYABLE-CITY-WTR PR	480,000.00	
00-00-2081	NOTES PAYABLE-CITY-TDC	70,833.98	
00-00-2082	NOTES PAYABLE-1ST NATL B(2,099.00)	
00-00-2101	BONDS PAYABLE CURRENT POR	417,269.00	
00-00-2102	TAX/REV 2006 BOND PAYABLE	450,000.00	
00-00-2105	BONDS PAYABLE-CURRENT YR	250,536.10	
00-00-2125	ACCRUED INTEREST PAYABLE	29,750.43	
00-00-2127	ACCRUED EXPENSES-OTHER	152,246.41	
00-00-2340	DUE TO GENERAL FUND	2.51	
00-00-2346	DUE TO CLEARING FUND	24,510.10	
00-00-2356	DUE TO OTHER GOVERNMENTS	3,900,365.44	
00-00-2405	ENCUMBRANCE ACCOUNT (40,771.45)	
00-00-2406	RESERVE FOR ENCUMBRANCE	40,771.45	
00-00-2870	COMPENSATED ABSENCES PAYA	8,439.63	
			5,782,969.11
	TOTAL LIABILITIES		5,782,969.11
	SURPLUS (DEFICIT)	232,872.94	
00-00-3000	NET ASSETS	587,876.31	
00-00-3119	DESIGNATED OPERATING	150,000.00	
00-00-3400	CONTRIBUTED CAPITAL	521,695.50	
00-00-3502	RESTRICTED - JAMCO	110,467.00	
00-00-3503	RESTRICTED-GOOD SOUL BREW	9,700.00	
00-00-3504	RESTRICTED-DEBT SERVICE	37,056.00	
00-00-3505	RESTRICTED-COGLAN GRP	10,000.00	
00-00-3700	PRIOR PERIOD ADJ	271,363.00	
	TOTAL EQUITY		1,931,030.75
	TOTAL LIABILITIES & FUND EQUITY		7,713,999.86
			=====

BASTROP ECONOMIC DEVELOPMENT CORPORATION

STANDARDIZED AGENDA RECOMMENDATION FORM

DATE SUBMITTED: June 11, 2015

MEETING DATE: June 15, 2015

1. Agenda Item:

Consideration, discussion and possible action on election of 2015/2016 BEDC Officers:
Chair, Vice-Chair, Secretary/Treasurer, and Assistant Secretary/Treasurer.

2. Party Making Request: Shawn Kirkpatrick, Executive Director

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

A memo is attached with a brief explanation.

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



June 11, 2015

Memorandum

To: BEDC Board of Directors

From: Shawn A. Kirkpatrick, Executive Director

Subject: BEDC Board Officer Election

With the appointment of new Board members, the annual election of Board officers needs to occur for the upcoming year. With the exception of the Mayor, all other Board members are eligible to serve as Chair or Vice Chair. All Board members, including the Mayor, are eligible to serve as Secretary or Treasurer. Any two of the offices, with the exception of Chair, may be combined to form the offices of Vice Chair/Secretary, Vice Chair/Treasurer or Secretary/Treasurer.

It is not defined within the Bylaws how to conduct Officer Elections, so it is within the discretion of the Board to decide amongst its members the format and outcome of the annual Officer Elections.

Staff Recommendation

Staff provides no recommendation on the election of Board Officers, with the exclusion of the following:

Staff Recommends that Angela Ryan be appointed Assistant Secretary and Shawn Kirkpatrick be appointed Assistant Treasurer. These appointments are to assign designated Staff support to the Secretary and Treasurer or the combined office as the Board elects.

BASTROP ECONOMIC DEVELOPMENT CORPORATION

STANDARDIZED AGENDA RECOMMENDATION FORM

DATE SUBMITTED: June 11, 2015

MEETING DATE: June 15, 2015

1. Agenda Item:

Consideration, discussion, and possible action on 2015/2016 BEDC regular meeting times and locations and 2015/2016 BEDC Board training, budget workshop(s) and special meeting(s).

2. Party Making Request: Shawn Kirkpatrick, Executive Director

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

A memo is attached with a brief explanation.

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



June 11, 2015

Memorandum

To: BEDC Board of Directors

From: Shawn A. Kirkpatrick, Executive Director

Subject: Meeting Times and Location
Board Training/Special Meeting
Budget Workshop/Special Meeting

Meeting Times and Location

The BEDC Bylaws state the Board shall meet for its regular meeting on the third Monday of each month within the corporate limits of the City of Bastrop.

Regular Meeting Dates

June 15, 2015
July 20, 2015
August 17, 2015
September 21, 2015
October 19, 2015
November 16, 2015
December 21, 2015
January 25, 2016 (Regular meeting date of January 18 is MLK Day, a City holiday)
February 15, 2016 (Presidents' Day – federal and state holiday not City of Bastrop)
March 21, 2016
April 18, 2016
May 16, 2016
June 20, 2016

Staff is seeking direction from the Board on the preferred location and time of regularly scheduled meetings.

Board Training/Special Meeting

Staff recommends that the Board schedule an appropriate training for Board members. With the inclusion of three new Board members in recent months, a training geared toward Economic Development 101 in the State of Texas is recommended. This training will additionally serve as a refresher and update on legislative changes for the experienced Board members.

06/12/2015
Staff has reached out to TEDC and a trainer would be available for a two to three hour ED 101 ³³ training and legislative update. Carlton Schwab, TEDC Executive Director, recommended Lorie Vincent, Team Texas Executive Director, as an alternative to him performing training.

At some later time, Staff would recommend additional training in the more advanced economic development topics the Board will be addressing in the coming years.

Budget Workshop/Special Meeting

Staff recommends the Board schedule a special meeting of the Board before the end of June to conduct a Budget Workshop.

BASTROP ECONOMIC DEVELOPMENT CORPORATION

STANDARDIZED AGENDA RECOMMENDATION FORM

DATE SUBMITTED: June 11, 2015

MEETING DATE: June 15, 2015

1. Agenda Item:

Consideration, discussion, and possible action regarding Bastrop Business & Industrial Park development, infrastructure, and 2015/2016 debt issuance.

2. Party Making Request: Shawn Kirkpatrick, Executive Director

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

A memo is attached with a brief explanation as well as a slide presentation.

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

**Bastrop Business & Industrial
2015 Infrastructure Improvements**



June 11, 2015

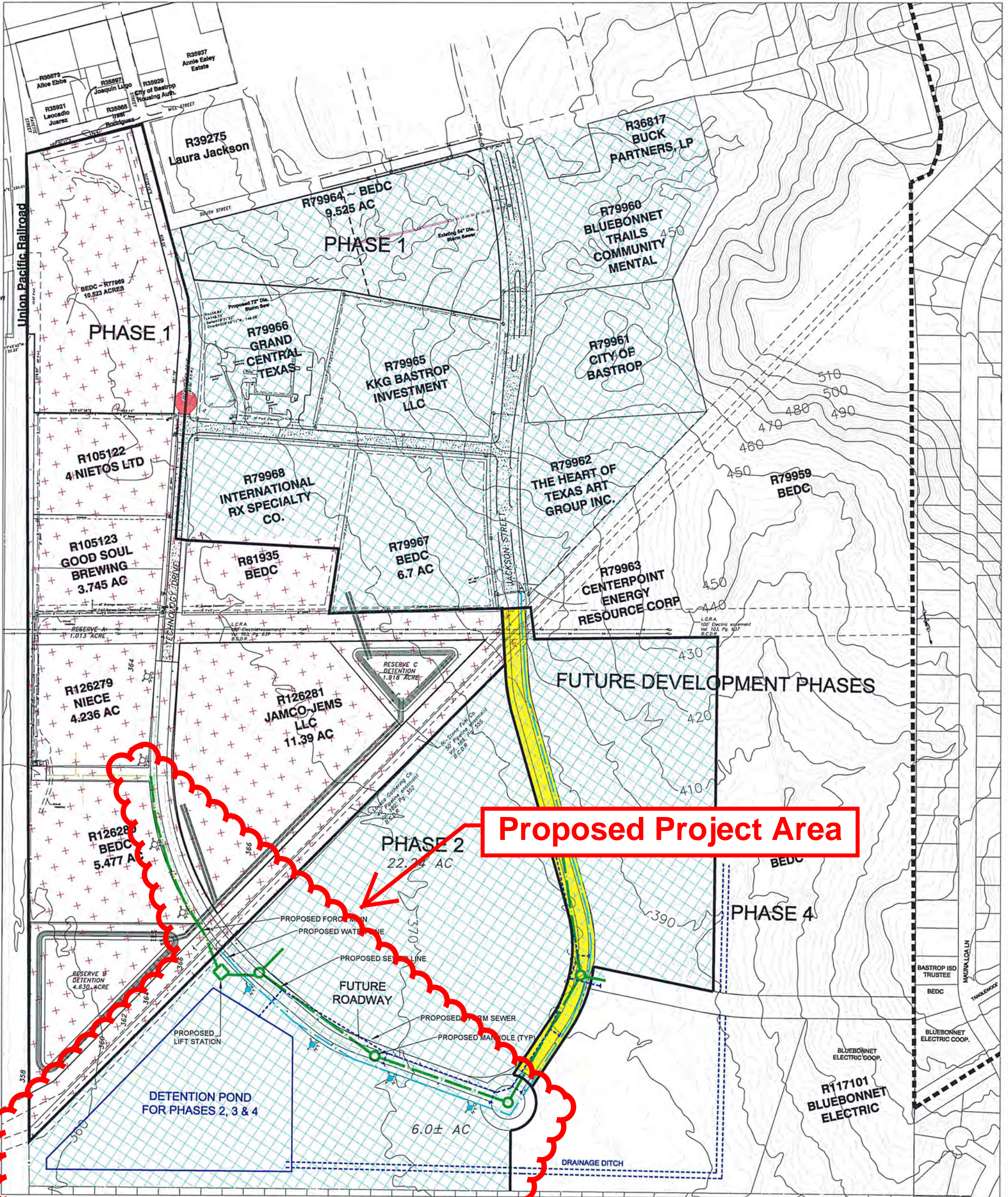
Memorandum

To: BEDC Board of Directors

From: Shawn A. Kirkpatrick, Executive Director

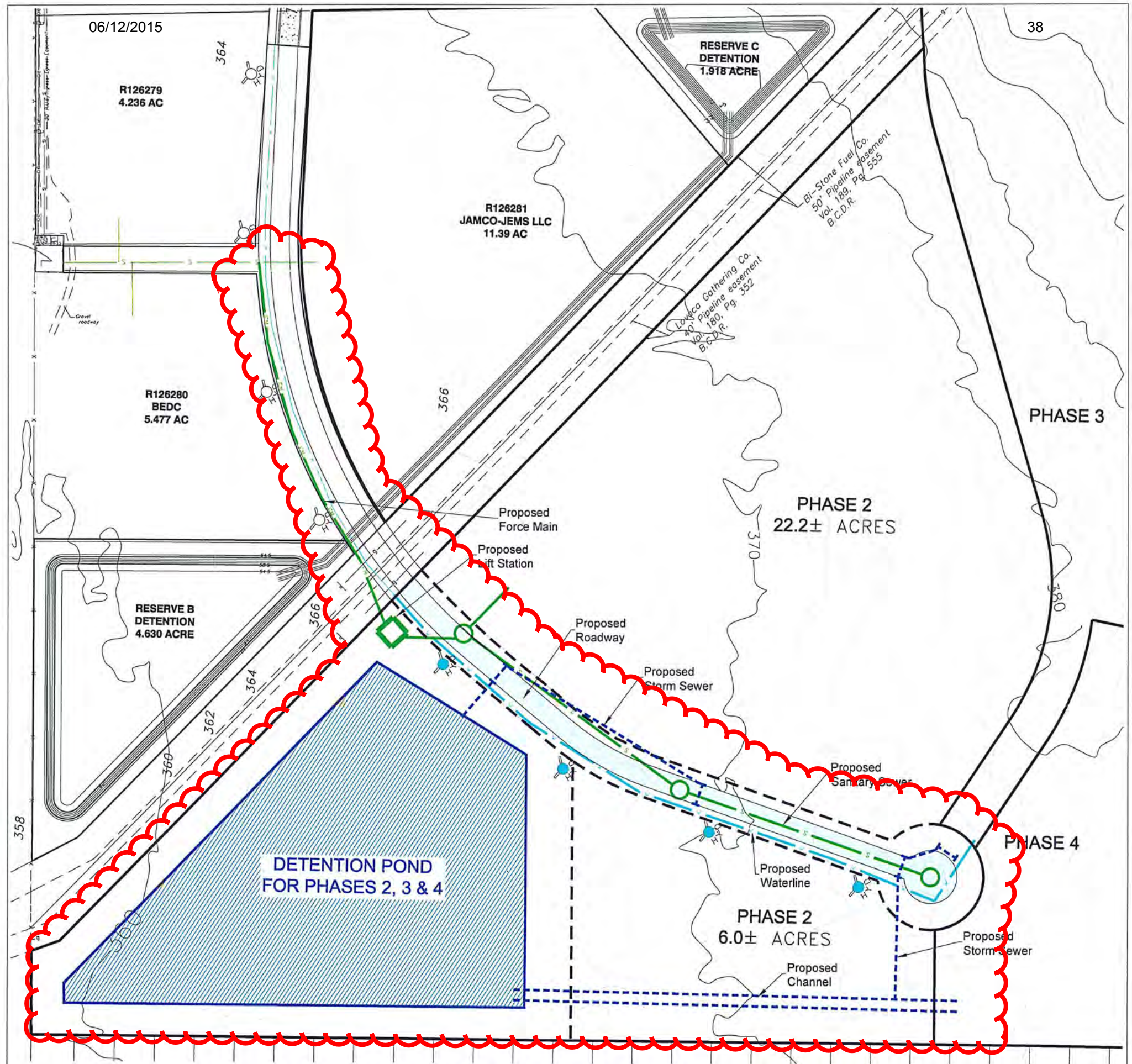
Subject: 2015/2016 Bastrop Business and Industrial Park Proposed Infrastructure

Staff has worked with Steve Mills, Gary Schiff, Mike Talbot, and BEFCO on the next phase of infrastructure in the Business and Industrial Park. It was determined that the best course of action was to proceed with the extension of Technology Drive to the South. Attached are the documentation pages outlining the proposed project.



Proposed Project Area

OVERALL PHASE MASTER PLAN



PRELIMINARY ESTIMATE

REGIONAL DETENTION

Detention Pond	\$500,000
Pond Outlet Structure	\$60,000
Pond Inlet Structures	\$50,000
Fencing	\$60,000
Seeding and Erosion Control	\$10,000
Total Cost	\$680,000

DRAINAGE IMPROVEMENTS

18" Stm Sewer (500 LF @ \$50 / LF)	\$25,000
60" Stm Sewer (500 LF @ \$300 / LF)	\$150,000
Junction Boxes / Inlets (5 @ \$10,000 / EA)	\$50,000
Stm Inlets (3 @ \$3,000 / EA)	\$9,000
Drainage Channel w/ Stm Sew Protection	\$35,000
Total Cost	\$269,000

ROADWAY - TECHNOLOGY DRIVE EXTENSION

Subgrade / Right-of-Way Prep	\$69,000
Curb (2500 LF @ \$20 / LF)	\$50,000
6" Conc. Pavement (5200 SY @ \$60 / SY)	\$312,000
Total Cost	\$431,000

WATER IMPROVEMENTS

12" Waterline (1300 LF @ \$100 / LF)	\$130,000
Fire Hydrants (4 @ \$5000 / EA)	\$20,000
Total Cost	\$150,000

SANITARY SEWER IMPROVEMENTS

8" San Sew Line (1200 LF @ \$60 / LF)	\$72,000
San Sew Manholes (3 @ \$3000 / EA)	\$9,000
Lift Station	\$275,000
Force Main (750 @ \$50 / LF)	\$37,500
Total Cost	\$393,500

TOTAL CONSTRUCTION COST OF REGIONAL DETENTION, PAVING, DRAINAGE, WATER, & SANITARY SEWER IMPROVEMENTS:	\$1,923,500
SURVEY / PLATTING / ENGINEERING:	\$230,500
CONTINGENCY:	\$192,000
GRAND TOTAL:	\$2,346,000

Estimate does not include any onsite grading or storm sewer costs that **will be required** to convey stormwater flows to the proposed drainage improvements.

NARRATIVE

Improvements would include public infrastructure to open up development of a proposed 22.2 acre tract located north of the proposed extension of Technology Drive, a proposed 6.0 acre tract located south of the proposed extension of Technology Drive, and a portion of Phase 4.

Roadway improvements would include an approximate 1,150-linear foot extension of Technology Drive. Width of the roadway would be 40 feet from back of curb to back of curb, and the cul-de-sac would have a 40-foot radius. This roadway would be extended in the future to connect with the south end of Jackson Street.

Drainage improvements would include a 74 acre foot regional detention pond that would be located south of the proposed extension of Technology Drive and east of an existing pipeline easement. Pond storage would include 20 acre feet of volume at normal pool, 45 acre-feet of detention volume, and 9 acre-feet of freeboard. Design of the pond would be based on the full development of Phases 2 and 3, all of Phase 4 south of the LCRA easement, and approximately 13 acres of Phase 4 north of the LCRA easement. In total, the detention pond would be based on the full development of approximately 122 acres.

Drainage improvements would also include the design of a storm sewer system in conjunction with the Technology Drive extension and a drainage channel. Size of the storm sewer would be based on the full development of the Phase 2 ~ 22 acre tract and all of Phase 3. Size of the drainage channel would be based on the full development of the Phase 2 ~ 6 acre tract, Phase 3, and Phase 4.

Water system improvements would include construction of approximately 1,300 linear feet of 12-inch waterline with fire hydrants that would serve all of Phase 2.

Sanitary sewer system improvements would include construction of approximately 1,200 linear feet of 8-inch sanitary sewer line, a lift station, and 750 linear feet of force main. Design of the lift station and force main would be based on the full development of Phases 2, 3, and 4. The sanitary sewer line would be constructed to serve all of Phase 2.

Notes:

1. Contour data based on Bastrop County LiDAR.
2. Proposed detention pond is based on the full development of Phases 2, 3, and 4 (122 acres). Size of pond is approximately 74 acre-feet which includes approximately 20 acre-feet of volume at normal pool, 45 acre-feet of detention volume, and 9.0 acre-feet of freeboard. Depth of pond is 10 feet. One hundred year water surface elevation and pond discharge elevation are approximately 366.00' and 360.00' respectively. Volume and depth may vary depending on final site design.
3. Property owners will be responsible for grading of lots to intended drainage structures.
4. Upon full development a total of approximately 154 acres would drain through the detention pond. This includes approximately 32 acres offsite.

**PRELIMINARY
NOT FOR
CONSTRUCTION**



Scale 1" = 200'

**BEDC INDUSTRIAL
PARK IMPROVEMENTS**

BEFCO ENGINEERING, INC. (F-2011)
 P. O. Box 615
 LaGrange, Texas 78945
 (979) 968-6474

**Bastrop Economic Development Corporation
Business Park Infrastructure Development Cost**

Proposed 2015/2016 Business Park Infrastructure

Developed Acres

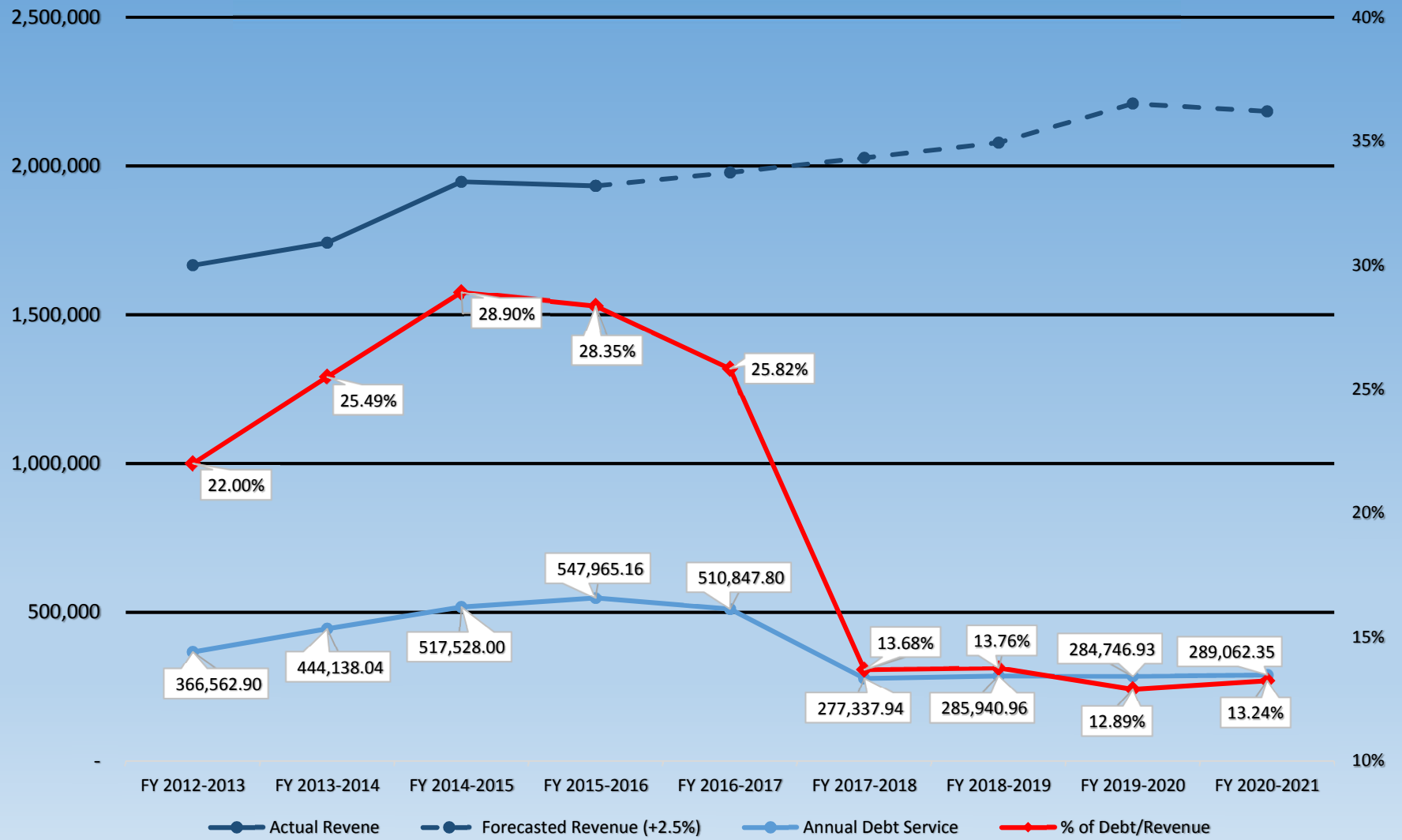
South Technology Drive	2,346,000
Bluebonnet Electric Coop Phase 2	233,739
	<hr style="width: 100%; border: 0.5px solid black;"/> 2,579,739

40.47 +/- acres

Proposed 2015/2016 Business Park Funding

CO Series 2013 Bond	622,717
CO Series 2015 Bond	1,000,000
BEDC Cash	957,022
	<hr style="width: 100%; border: 0.5px solid black;"/> 2,579,739

Projected Revenue and Debt Service \$1.0M Series 2015



Bastrop Economic Development Corporation Budget Summary Projections (Series 2015 Issuance)

	\$0M 2015 Issuance	\$1.0M 2015 Issuance
FY 2012-2013		
Actual Revenues	1,813,950	1,813,950
Actual Expenditures	(1,524,434)	(1,524,434)
Audit Adjusting Entries	(105,218)	(105,218)
Audited Ending Operating Balance as of 09/30/2013	<u>1,808,866</u>	<u>1,808,866</u>
FY 2013-2014 (BEDC Adjusted)		
Actual Revenues	2,069,532	2,069,532
Actual Expenditures	(1,318,403)	(1,318,403)
Audit Adjusting Entries	3,794	3,794
Audited Ending Operating Balance as of 09/30/2014	<u>2,563,789</u>	<u>2,563,789</u>
FY 2014-2015		
Projected Revenues	1,947,200	1,947,200
Projected Expenditures	(1,790,650)	(1,790,650)
Audit Adjusting Entries		
Projected Ending Operating Balance as of 09/30/2015	<u>2,720,339</u>	<u>2,720,339</u>
FY 2015-2016		
Budgeted Revenues	1,933,000	1,933,000
Budgeted Expenditures	(1,933,000)	(1,933,000)
Proposed Bastrop Business Park Expenditures		(957,022)
Audit Adjusting Entries		
Forecasted Expenditures Ending Operating Balance as of 09/30/2016	<u>2,720,339</u>	<u>1,763,317</u>
FY 2016-2017		
Forecasted Revenues	1,978,250	1,978,250
Forecasted Expenditures	(1,978,250)	(1,978,250)
Audit Adjusting Entries		
Forecasted Expenditures Ending Operating Balance as of 09/30/2017	<u>2,720,339</u>	<u>1,763,317</u>



AGENDA ITEM 8.4

BASTROP ECONOMIC DEVELOPMENT CORPORATION

STANDARDIZED AGENDA RECOMMENDATION FORM

DATE SUBMITTED: June 12, 2015

MEETING DATE: June 15, 2015

1. Agenda Item:

Consideration, discussion, and possible action regarding BEDC offices (e.g., water damage, repair, relocation, potential identification/lease of temporary space, etc.).

2. Party Making Request: Shawn Kirkpatrick, Executive Director

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

A memo is attached with a brief explanation.

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



June 12, 2015

Memorandum

To: BEDC Board of Directors

From: Shawn A. Kirkpatrick, Executive Director

Subject: BEDC Offices

With the water damage to the BEDC offices, Staff has had numerous conversations with individual Board members to determine the best course of action moving forward. Staff in this memo will provide its recommendation and reasoning for the recommendation.

The first factor in the recommendation is the health and safety of the BEDC Staff. The mold and mildew caused by the water penetration is affecting Staff's health and is a long term liability. The second factor is the functionality of the current office space and ability to conduct BEDC business. The current office configuration, close proximity and open to the public, does not allow the employees of the BEDC to function at their highest level. Third, the location on Main Street causes a disruption in the offices on a daily basis. The number of drop-in visitors, both local and tourists, who drop in for non-BEDC business disrupts the function of the office. Local residents drop-in to say "hi" or visit about the happenings in the community when frequenting downtown establishments. Door-to-door salesmen and fundraising are daily occurrences. Tourists stop in to obtain information about our community. The office is commonly mistaken as the visitor center or Chamber because of our close proximity.

Staff Recommendation:

- 1) Relocate the BEDC office for a period of 15 months, June/July 2015 through September 2016, to professional office space, with two 1 year option periods. This was determined to be the best course of action in order to put the BEDC in more professional and functional office space in the near term.

After evaluating the available office space within the City of Bastrop, it was determined that Staff would be split between multiple locations. Any other options involved disrupting City operations to the detriment of the City.

The cost and disruption related to a short-term (3 months or less) option proved to be insurmountable. "Move-in" ready space within the corporate limits of Bastrop was not available. The BEDC would have required a move of office equipment and/or rental and the related cost was disproportionate to the benefit.

- 2) Repair/Replace the BEDC office (903 Main St.) roof and any necessary repairs required to make the building marketable.

Kentex Roofing has been contracted to repair/replace the BEDC roof (\$14,720). Kentex was contracted to repair the roof at the Chamber and the BEDC benefitted.

A determination will need to be made if any additional repairs will be required in order to make the building marketable. Staff will note the potential damage on a seller's disclosure when completing recommendation #3. If at the time of completing #3, Staff determines that completing additional repairs would increase the potential net proceed from the disposition of the building, those repairs will be undertaken.

- 3) Obtain a market comparative analysis or commercial appraisal to determine the value of the BEDC office (903 Main St.) and preparation offering documents.

The fair market value of the building needs to be determined and the BEDC needs to determine the mechanisms for disposition. The BEDC, as a non-political subdivision, is not subject to the Local Government Code disposition of property. The BEDC options are more similar to that of an individual than that of a political subdivision.

- 4) During the 15 month relocation period, BEDC Board and Staff evaluate the available options and needs of the BEDC.

Staff will provide a plethora of options as the Board has a larger discussion of this topic. Staff's perspective is the BEDC needs to focus more on the construction of an office that leads to job creation opportunities vs. constructing a single use facility solely for the BEDC's benefit. The difficulty in locating suitable professional office space for the BEDC indicates a need within the community.

BASTROP ECONOMIC DEVELOPMENT CORPORATION

STANDARDIZED AGENDA RECOMMENDATION FORM

DATE SUBMITTED: June 11, 2015

MEETING DATE: June 15, 2015

1. Agenda Item:

Consideration, discussion, and possible action on a request by Dr. Frederic Taylor, owner of Taylor Family Chiropractic, for preliminary approval of a façade grant in the amount of \$2,950, for renovations to the building at 909 Main Street, with a total project cost estimate of \$5,900.

2. Party Making Request: Kayli Head, Main Street Program Director

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

Façade improvements to include: replacement of four wooden awning posts; refinishing front door and painting frame; replacement of door and rotting wood at rear entry (back entry is used by patients). All paint will match existing colors.

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
MAIN STREET PROGRAM AREA REVITALIZATION GRANT PROGRAM**

PRE-APPLICATION CHECKLIST



Proposed Project Address 909 Main St.
Project Owner Frederic Taylor

Please describe the Project, including details of proposed improvements being planned for the building(s)/property:

Rear of building: Replace door and trim, paint & caulk.
Front: Refinish door, paint and caulk, replace awning post.


Total Estimated Project Costs \$5,900.00. Basis for Estimate:

[Attach any bids solicited or received, if available.]

I understand that the following criteria must be met in order for the proposed Project to qualify for the BEDC Grant money:

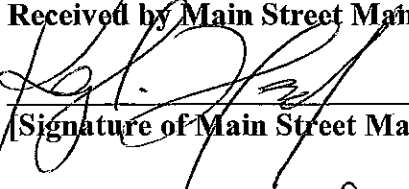
- No BEDC grants will be offered or approved for any Project that has initiated work prior to submission of this Pre-Application.
- Façade Grant - approved costs are 50% reimbursable, with adequate documentation, up to \$5,000 for Projects receiving Final Approval from BEDC.
- Mega-Grant - approved costs are 25% reimbursable, with adequate documentation, up to \$25,000 for Projects receiving Final Approval from BEDC.
- All Project receipts remitted for reimbursement must be original and submitted within 30 days of completion of the Project to receive consideration for reimbursement.
- Zoning for the Project property must be Commercial. No Grants will be provided for residential structures.
- Applicant is solely responsible for obtaining any necessary and appropriate City of Bastrop permits, including payment of any required fees.
- Owner representatives must provide a signed authorization from the Property Owner if the proposed Project is being proposed by a person or entity other than the Property/Building Owner(s).
- Applicants must be willing to work within the established Grant Criteria, Standards and Procedures, as set forth in the Application and BEDC materials.
- Applicant will provide preliminary design details as per request of the Staff and Board.

APPLICANT ACKNOWLEDGES AND AGREES THAT THE SUBMISSION OF THIS PRE-APPLICATION FORM DOES NOT OBLIGATE OR OTHERWISE COMMIT THE BEDC OR THE MAIN STREET PROGRAM TO CONSIDER OR GRANT FUNDS FOR THE PROPOSED PROJECT. RATHER, THIS PRE-APPLICATION FORM IS MERELY A PRELIMINARY TOOL THAT WILL ALLOW INITIATION OF DISCUSSIONS BY AND BETWEEN THE BEDC, MAIN STREET AND THE APPLICANT, CONCERNING THE PROPOSED PROJECT.

Signature of Project Applicant/Owner  _____

Date 6/4, 2015

Received by Main Street Manager: 6/11, 2015



[Signature of Main Street Manager]

Jeanette Condray, Design Committee

Estimate

From:

James Ferguson
2159 w hwy 21

Dale, TX 78616

Scope of project:

Replace door and rotted trim at rear of building, scrape off loose paint, re-caulk and paint. Door approximately \$250. Trim approximately \$150. Paint and Supplies approximately \$350. Labor from \$1400-2000

Refinish front door, scrape all loose paint, re-caulk and paint. Paint and supplies approximately \$350 labor \$1600-2200

Colors to be matched to existing colors.

Best quality paint, caulk and other materials unless otherwise arranged

Hourly rates

Jim:\$32.

Workers @ \$18.

Workers @ \$12

Total should be from \$1100 for materials, paint and supplies

Labor from \$3000-4200

Posts would be around 600 for materials and labor

SIDEWALK

EXISTING PORCH ROOF

BEAM TO REMAIN

FOUR CEDAR POSTS
TO BE REPLACED

