

AGENDA FOR REGULAR MEETING

CITY OF KERRVILLE, TEXAS

ECONOMIC IMPROVEMENT CORPORATION

MONDAY, AUGUST 19, 2013 AT 6:00 P.M.

KERRVILLE CITY HALL COUNCIL CHAMBERS

701 MAIN STREET, KERRVILLE, TEXAS

AGENDA FOR REGULAR MEETING OF THE
CITY OF KERRVILLE, TEXAS
ECONOMIC IMPROVEMENT CORPORATION
MONDAY, AUGUST 19, 2013, 6:00 P.M. (DIFFERENT TIME)
KERRVILLE CITY HALL COUNCIL CHAMBERS
701 MAIN STREET, KERRVILLE, TEXAS

CALL TO ORDER

INVOCATION

1. VISITORS/CITIZENS FORUM:

Any citizen with business not scheduled on the agenda may speak to the corporation. No deliberation or action can be taken on these items because the Open Meetings Act requires an item be posted on an agenda 72 hours before the meeting. Visitors are asked to limit their presentation to three minutes.

2. APPROVAL OF THE MINUTES:

2A. Minutes of the regular meeting held July 23, 2013.

3. MONTHLY REPORTS:

3A. Monthly financials for July 2013. (staff)

3B. Capital projects update. (staff)

Golf Course Improvements (Pavilion and Parking Lot Projects)

River Trail and Parks projects

3C. Update regarding "GO Team" activities. (staff)

3D. Kerrville Economic Development Corporation (KEDC) Update regarding KEDC Activities. (Jonas Titas)

4. CONSIDERATION AND POSSIBLE ACTION:

4A. Fiscal Year 2014 Proposed EIC Budget. (staff)

The facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive services must be made 48 hours prior to this event. Please contact the City Secretary's Office at 830-258-1118 for further information.

I do hereby certify that this notice of meeting was posted on the bulletin board at the city hall of the city of Kerrville, Texas, and said notice was posted on the following date and time August 15, 2013 at 12:00 p.m. and remained posted continuously for at least 72 hours preceding the scheduled time of the meeting.

Cheryl Brown

Deputy City Secretary, City of Kerrville, Texas

4. EXECUTIVE SESSION:

The Economic Improvement Corporation may, as permitted by law, adjourn into executive session at any time to discuss any matter listed above including if they meet the qualifications in Sections 551.071 (consultation with attorney), 551.072 (deliberation regarding real property), 551.073 (deliberation regarding gifts), 551.074 (personnel matters), 551.076 (deliberation regarding security devices), and 551.087 (deliberation regarding economic development negotiations) of Chapter 551 of the Texas Government Code.

5. ADJOURNMENT

The facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive services must be made 48 hours prior to this event. Please contact the City Secretary's Office at 830-258-1118 for further information.

I do hereby certify that this notice of meeting was posted on the bulletin board at the city hall of the city of Kerrville, Texas, and said notice was posted on the following date and time: August 15, 2013 at 12:00 p.m. and remained posted continuously for at least 72 hours preceding the scheduled time of the meeting.

Cheryl Brown

Deputy City Secretary, City of Kerrville, Texas

Agenda Item:

2A. Minutes of the regular meeting held July 23, 2013. (staff)

**CITY OF KERRVILLE, TEXAS ECONOMIC IMPROVEMENT CORPORATION
REGULAR MEETING**

July 22, 2013

On Monday, July 22, 2013, the meeting of the directors of the City of Kerrville, Texas Economic Improvement Corporation, was called to order at 4:00 p.m. by David Wampler, President, in the City Hall Council Chambers, 701 Main Street, Kerrville, Texas.

Members Present:

David Wampler, President
Rex Boyland, Secretary (arrived at 4:05 p.m.)
Gary Cochrane
Larry Howard
Stacie Keeble
Polly Rickert

Members Absent:

Kenneth Early, Vice President

City Executive Staff Present:

Todd Parton, City Manager
Kristine Ondrias, Assistant City Manager
Cheryl Brown, Deputy City Secretary
Sandra Yarborough, Director of Finance
Ashlea Boyle, Main Street/Special Projects Manager
Malcolm Matthews, Director of Parks and Recreation

Visitors Present: Visitor list available in the City Secretary's Office for the required retention period.

Jonas Titas, Executive Director of the Kerrville Economic Development Corporation

INVOCATION: Given by Mr. Howard.

1. **VISITORS/CITIZENS FORUM:** No one spoke.

2. **APPROVAL OF THE MINUTES:**

2A. **Minutes of the regular meeting held June 17, 2013.**

Mr. Howard moved for approval of the minutes of June 17, 2013; Mr. Cochrane seconded, and the motion passed 6 to 0.

3. **MONTHLY REPORTS:**

3A. **Monthly financials for June 2013:**

Ms. Yarborough reported on the June 2013 financials. The sales tax fund received \$235,186.00. The expenditures for June totaled \$105,083.00, for a net increase of \$130,103.00. The ending cash balance for June, 2013 was \$2,239,724.00. She reported on the sales tax debt service fund, and the capital projects fund.

3B. Capital projects update. Mr. Parton reported:

Harper Highway Project Phase II:

The project was complete, and Ms. Ondrias reported that a budget amendment had recently been approved by the City Council to refund the remaining money in the Harper Highway account to the EIC. Ms. Ondrias stated that the report for that refund should be available to the EIC at their next meeting.

Golf Course Improvements (Pavilion and Parking Lot Projects):

The pavilion was completed. Approximately \$60,000.00 was to be reallocated to the EIC.

Downtown Utility Improvement Project:

The remaining poles were taken down the week of June 17, 2013. A final project cost report would be available at the next EIC meeting.

Update on River Trail and Parks projects:

Mr. Parton reported the design contract was originally awarded to Halff & Associates, but there were disagreements over the design, and a new design team was to be appointed in August.

Mr. Matthews reported that staff was working with local companies for a floodplain engineering report. Louise Hays Park was scheduled to close on August 15, 2013. The utility project will begin after that date. Some of the locations of proposed improvements were going to be put on the west side of the park to make it more inclusive of the whole project. The design contract for the G street to Kerrville Schreiner Park package of the River Trail was awarded to Terra Design Group at the last City Council meeting.

3C. Update regarding "GO Team" activities:

Ms. Boyle reported that the "GO Team" met on June 26, 2013 to discuss the funding application from iStructures, and it was determined that the request qualified for 4B funding.

3D. Kerrville Economic Development Corporation (KEDC) Update regarding KEDC Activities:

Mr. Titas reported that he was working with a wine manufacturer, who was looking at the possibility of expanding its production and distribution facilities that were currently located on the east side of the county; and iStructures, LLC, whose application had been postponed, to be resubmitted at a later date. The water park project was also moving forward. A meeting was scheduled with the developer on July 26, 2013 to go over the project prospectus.

3E. KEDC Work Program Update: Mr. Titas stated that, at the time the new contract was signed with KEDC, the EIC had requested reports at six month intervals. He reviewed the goals that had been set for KEDC, and their status in reaching those goals. He introduced Leah Dixon, who joined KEDC recently. He

stated a draft of the KEDC budget would be submitted to the EIC at their next meeting.

Mr. Wampler asked that the draft of the budget be sent to EIC board members prior to the next meeting, so they can review it before being required to vote on its approval.

4. INFORMATION AND POSSIBLE ACTION:

4A. Funding request from iStructures, LLC.: This funding request was withdrawn.

4B. Funding request from the City of Kerrville for a feasibility study for reuse of effluent water from the City of Kerrville Reclamation Plant: Ms. Ondrias reported that the funding application in the packet was prepared pursuant to the EIC's instruction at their last meeting. Freese & Nichols, Inc. was to have a workshop in March or April regarding the study.

Mr. Parton reported that staff had spoken with area golf courses, and several other businesses regarding their possible use of the effluent water, and that the response was overall positive.

Mr. Hayes spoke regarding the legal aspects of the feasibility study, and its uses.

Mr. Howard moved to authorize staff to bring back a funding agreement with Freese & Nichols, Inc. for a feasibility study for the reuse of effluent water from the City of Kerrville Reclamation Plant up to the amount of \$135,000.00. Mr. Boyland seconded, and the motion passed 6-0.

4C. Guidelines and Procedures for 4B Sales Tax Funding Requests: Ms. Boyle presented the guidelines with the changes requested by the EIC at their last meeting.

Mr. Howard moved to approve the guidelines and procedures as presented. Mr. Cochrane seconded, and the motion passed 6-0.

4D. EIC Budget: Mr. Parton reviewed the proposed fiscal year 2014 EIC budget. He also answered questions regarding budgets for future years. It was decided by the EIC to schedule a budget workshop on August 12, 2013.

5. PUBLIC HEARING AND POSSIBLE ACTION:

5A. Grant Funding Agreement with Playhouse 2000, Inc. for improvements to the Cailloux Theater:

The public hearing was opened by Mr. Wampler at 5:20 p.m. No one spoke, and Mr. Wampler closed the public hearing at 5:20 p.m.

Ms. Keeble moved to approve the grant funding agreement as presented. Mr. Howard seconded, and the motion passed 6-0.

5B. Grant funding agreement with the City of Kerrville for improvements to the Cailloux Theater:

The public hearing was opened by Mr. Wampler at 5:21 p.m. No one spoke, and Mr. Wampler closed the public hearing at 5:21 p.m.

Ms. Rickert moved to approve the grant funding agreement as presented. Ms. Keeble seconded, and the motion passed 6-0.

6. EXECUTIVE SESSION:

Mr. Howard moved that the EIC go into executive closed session under Section 551.071 (consultation with attorney), Section 551.072 (deliberation regarding real property), and Section 551.087 (deliberation regarding economic development negotiations); Ms. Rickert seconded the motion, and it passed 6-0, to discuss the following matter:

Sections 551.071, 551.072 and 551.087 :

- River Trail

At 5:22 p.m. the regular meeting recessed and the EIC went into executive closed session at 5:24 p.m. At 5:45 p.m. the EIC board recessed the executive closed session and returned to open session at 5:45 p.m.

Mr. Wampler announced that no action had been taken in executive closed session.

ADJOURNMENT:

Mr. Wampler adjourned the meeting at 5:45 p.m.

APPROVED: _____

David Wampler, President

ATTEST:

Cheryl Brown
Deputy City Secretary

Agenda Item:

3A. Monthly financials for July 2013. (staff)

**TO BE CONSIDERED BY THE
ECONOMIC IMPROVEMENT CORPORATION,
CITY OF KERRVILLE, TEXAS**

SUBJECT: EIC Financials

AGENDA DATE: August 19, 2013

DATE SUBMITTED: August 13, 2013

SUBMITTED BY: Sandra Yarbrough
Director of Finance

CLEARANCES:

EXHIBITS: Monthly Financials

APPROVED FOR SUBMITTAL BY CITY MANAGER:

Expenditure	Current Balance	Amount	Account
Required:	in Account:	Budgeted:	Number:
\$	\$	\$	

PAYMENT TO BE MADE TO:

REVIEWED BY THE FINANCE DIRECTOR: 

SUMMARY STATEMENT

The City of Kerrville staff will present and update the EIC on a monthly basis as to the status of the EIC's financial position.

RECOMMENDED ACTION

Recommend acceptance of the financials.

CITY OF KERRVILLE
Economic Improvement Corporation
Sales Tax Improvement Fund

Cash Balance as of July 1, 2013 **\$ 2,239,724**

Deposits:

Sales Tax	\$ 216,641
Interest Revenue	\$ -
Return - Harper Road Utilities	\$ 358,143
	\$ 574,784

Expenses:

Administrative Service Fee	\$ 8,333
Transfer for Debt Service - 1999	\$ 42,083
Transfer for Debt Service - 2012	\$ 14,167
Transfer - Park Improvements	\$ 25,000
Downtown Streetscape	\$ 35,100
Kerr Fest	\$ 10,500
Quiet Valley Folk Festival	\$ 8,500
Quilt Show	\$ 1,000
Playhouse 2000	\$ 118,000
Cailloux Theater Lighting	\$ 200,652
4th on the River	\$ 25,000
Hill Country Wine and Brew Fest	\$ 20,432
Total Transfer - Project Fund	\$ 508,767

Revenues Over (Under) Expenditures \$ 66,017

Ending Cash Balance as of July 31, 2013 **\$ 2,305,740**

City of Kerrville
Economic Improvement Corporation
Sales Tax Improvement Fund - Revenue and Expense Statement
For the month ending July 31, 2013

	Annual Budget	Current Period	Y-T-D Actual	% of Budget	Budget Balance
BEGINNING CASH BALANCE	\$ 1,788,939		\$ 1,788,939		
REVENUE:					
Sales and Use Tax	\$ 2,425,000	\$ 216,641	\$ 2,268,454	93.54%	\$ 156,546
Interest	\$ 5,000	\$ -	\$ 4,195	83.90%	\$ 805
Refund Airport/TXDOT	\$ -	\$ -	\$ 11,006		\$ (11,006)
Reimbursement - Colvin	\$ -	\$ -	\$ 14,190		\$ (14,190)
Transfer In-Harper Road Utilities	\$ -	\$ 358,143	\$ 438,143		\$ (438,143)
TOTAL REVENUE	\$ 2,430,000	\$ 574,784	\$ 2,735,987	112.59%	\$ 157,352
EXPENDITURES:					
Administrative					
Advertising/Supplies	\$ 500	\$ -	\$ 323	-	\$ 177
Transfer to Debt Service Fund	\$ 505,000	\$ 42,083	\$ 420,833	83.33%	\$ 84,167
Transfer to Debt Service Fund - River Trail	\$ 170,000	\$ 14,167	\$ 141,667		\$ 28,333
Economic Development Governing Body	\$ 175,000	\$ -	\$ 127,000	100.00%	\$ 48,000
Annual Disclosure Fee	\$ 3,500	\$ -	\$ 3,500		\$ -
Administrative Services Fee	\$ 100,000	\$ 8,333	\$ 83,333	83.33%	\$ 16,667
Total Administrative	\$ 954,000	\$ 64,583	\$ 776,657	81.41%	\$ 177,343
Category I - Business Development					
Unspecified	\$ 1,078,961	\$ -	\$ -	0.00%	\$ 1,078,961
Total Category I	\$ 1,078,961	\$ -	\$ -	100.00%	\$ 1,078,961
Category II - Quality of Life					
River Trail	\$ 300,000	\$ 25,000	\$ 250,000	83.33%	\$ 50,000
Downtown Wireless	\$ 100,000	\$ -	\$ -	0.00%	\$ 100,000
Golf Course Improvements	\$ 608,141	\$ -	\$ 608,141	100.00%	\$ -
Texas Arts and Crafts Fair	\$ 15,500	\$ -	\$ 15,500	100.00%	\$ -
HCDJLS	\$ 150,000	\$ -	\$ 149,703	99.80%	\$ 297
Downtown Streetscape	\$ 35,100	\$ 35,100	\$ 35,100	100.00%	\$ -
Kerr Fest	\$ 10,500	\$ 10,500	\$ 10,500	100.00%	\$ -
Quiet Valley Folk Festival	\$ 8,500	\$ 8,500	\$ 8,500	100.00%	\$ -
Quilt Show	\$ 1,000	\$ 1,000	\$ 1,000	100.00%	\$ -
Playhouse 2000	\$ 118,000	\$ 118,000	\$ 118,000	100.00%	\$ -
Cailloux Theater Lighting	\$ 200,652	\$ 200,652	\$ 200,652	100.00%	\$ -
4th on the River	\$ 25,000	\$ 25,000	\$ 25,000	100.00%	\$ -
Hill Country Wine and Brew Fest	\$ 20,432	\$ 20,432	\$ 20,432	100.00%	\$ -
Total Category II	\$ 1,592,825	\$ 444,184	\$ 1,442,528	90.56%	\$ 150,297
Category III - Public Infrastructure					
Category III Unspecified	\$ 500,000	\$ -	\$ -	0.00%	\$ 500,000
Total Category III	\$ 500,000	\$ -	\$ -	0.00%	\$ 500,000
Contingency	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL EXPENDITURES	\$ 4,125,786	\$ 508,767	\$ 2,219,185	53.79%	\$ 1,906,601
NET REVENUES TO EXPENDITURES	\$ (1,695,785)	\$ 66,017	\$ 516,802		
ENDING CASH BALANCE: July 31, 2013	Budget \$ 93,153		Actual \$ 2,305,740		

CITY OF KERRVILLE
 Economic Improvement Corporation
 SALES TAX REVENUE ANALYSIS

	Actual FY 2010	Actual FY 2011	Actual FY 2012	Approved FY 2013	Actual FY 2013	Difference Projected vs Actual	% of Projected Variance
October	\$ 179,735	\$ 184,602	\$ 219,934	\$ 184,164	\$ 226,663	\$ 42,500	23.08%
November	\$ 188,879	\$ 207,677	\$ 203,379	\$ 208,708	\$ 210,744	\$ 2,036	0.98%
December	\$ 170,981	\$ 169,550	\$ 208,227	\$ 186,363	\$ 204,782	\$ 18,419	9.88%
January	\$ 170,645	\$ 195,030	\$ 204,051	\$ 183,199	\$ 217,647	\$ 34,448	18.80%
February	\$ 236,837	\$ 241,320	\$ 264,744	\$ 256,158	\$ 284,177	\$ 28,018	10.94%
March	\$ 163,136	\$ 169,754	\$ 186,812	\$ 175,922	\$ 205,749	\$ 29,826	16.95%
April	\$ 160,461	\$ 157,729	\$ 185,835	\$ 173,572	\$ 215,800	\$ 42,228	24.33%
May	\$ 203,235	\$ 234,742	\$ 223,320	\$ 230,918	\$ 251,468	\$ 20,550	8.90%
June	\$ 182,429	\$ 186,441	\$ 195,775	\$ 189,807	\$ 234,781	\$ 44,975	23.69%
July	\$ 179,622	\$ 190,696	\$ 210,758	\$ 192,763	\$ 216,641	\$ 23,878	12.39%
August	\$ 221,711	\$ 238,491	\$ 239,007			\$ -	#DIV/o!
September	\$ 186,321	\$ 179,133	\$ 203,486			\$ -	#DIV/o!
Total	\$ 2,243,991	\$ 2,355,166	\$ 2,545,329	\$ 1,981,576	\$ 2,268,453	\$ 286,878	14.48%

CITY OF KERRVILLE
Economic Improvement Corporation
Sales Tax Debt Service Fund

Cash Balance as of July 1, 2013		\$ 312,450
Revenues:		
Transfer from Sales Tax Improvements Fund	\$ 42,083	
Total Deposits	<u>\$ 42,083</u>	
Expenses:		
Paying Agent Fee		
Bond Principal		
Bond Interest		
Total Expenses	<u>\$ -</u>	
Revenues Over (Under) Expenditures:		<u>\$ 42,083</u>
Ending Cash Balance as of July 31, 2013		<u><u>\$ 354,533</u></u>

CITY OF KERRVILLE
Economic Improvement Corporation
Sales Tax Debt Service Fund
Revenue and Expense Statement
For the month ending July 31, 2013

	Annual Budget	Current Period	Y-T-D Actual	% of Budget	Budget Balance
BEGINNING CASH BALANCE	\$ 421,672		\$ 421,672		
REVENUE:					
Transfer from Sales Tax Improvement Fund	\$ 505,000	\$ 42,083	\$ 420,833	83.33%	\$ 84,167
TOTAL REVENUE	\$ 505,000	\$ 42,083	\$ 420,833	83.33%	\$ 84,167
	Annual Budget	Current Period	Y-T-D Actual	% of Budget	Budget Balance
EXPENDITURES:					
Series 1999 Sales Tax Bond Debt Service	\$ 465,000	\$ -	\$ 465,000	100%	\$ -
Series 1999 Sales Tax Bond Interest Expense	\$ 33,248	\$ -	\$ 21,971	66%	\$ 11,277
Paying Agent Fees	\$ 1,000	\$ -	\$ 1,000	100%	\$ -
First Southwest Continuing Disclosure Fee	\$ -	\$ -	-	-	\$ -
TOTAL EXPENDITURES	\$ 499,248	\$ -	\$ 487,971	97.74%	\$ 11,277
ENDING CASH BALANCE: July 31, 2013	Budget \$ 427,424		Actual \$ 354,533		

CITY OF KERRVILLE
Economic Improvement Corporation
EIC Capital Projects Fund

Cash Balance as of July 1, 2013		\$ 956,400
Revenues:		
Downtown Streetscape	35,100	
Kerr Fest	10,500	
Quiet Valley Folk Festival	8,500	
Quilt Show	1,000	
Playhouse 2000	118,000	
Cailloux Theater Lighting	200,652	
4th on the River	25,000	
Hill Country Wine and Brew Fest	20,432	
Total Revenues/Transfer In	<u>\$ 419,184</u>	
Expenses:		
Downtown Streetscape	1,156	
Kerr Fest	10,500	
Transfer Out - Harper Road Utilities	358,143	
Total Expenses	<u>\$ 369,798</u>	
Revenue Over (Under) Expenditures		<u>\$ 49,386</u>
Ending Cash Balance as of July 31, 2013		<u><u>\$ 1,005,786</u></u>

CITY OF KERRVILLE
Economic Improvement Corporation
Sales Tax Improvement Capital Projects Fund

Project Status Summary
For the month ending July 31, 2013

YEAR(S) FUNDED	PROJECTS	Funding Agreement	Agreement Commitment	EIC Funded To Date	Non-EIC Funding	Total Funded	Project Expenses to Date	Project Balance	EIC Future Allocation Balance
2009/10	Hill Country Home Opportunity	FA 2010-02	\$ 250,000	\$ 250,000		\$ 250,000	\$ 250,000	\$ 0	-
2009/10	Commercial Improvement Program		\$ 100,000	\$ 100,000		\$ 100,000	\$ 20,000	\$ 80,000	-
2010/11	Commercial Improvement Program		\$ 100,000	\$ 100,000		\$ 100,000	-	\$ 100,000	-
2010/11	Hill Country Shooting Center	FA 2010-03	\$ 494,838	\$ 494,838		\$ 495,585	\$ 495,580	\$ (0)	-
	Harper Hwy Utility Ext Phase 2		\$ 1,000,000	\$ 1,000,000		\$ 641,857	\$ 631,857	\$ 10,000	-
2011/12	Fox Tank		\$ 300,000	\$ 300,000		\$ 300,000	\$ 300,000	\$ -	-
2011-12	Downtown Utilities		\$ 300,000	\$ 300,000		\$ 300,000		\$ 300,000	-
2012-13	Golf Course Improvements		\$ 608,141	\$ 608,141		\$ 608,141	\$ 499,883	\$ 108,258	-
	Hill Country Jr. Livestock Assoc		\$ 150,000	\$ 149,703		\$ 149,703	\$ 149,703	\$ (0)	297
	Texas Arts and Crafts Fair		\$ 15,500	\$ 15,500		\$ 15,500	\$ 15,500	\$ -	-
	Downtown Street Scope		\$ 35,100	\$ 35,100		\$ 35,100	\$ 1,156	\$ 33,945	-
	Kerr Fest		\$ 10,500	\$ 10,500		\$ 10,500	\$ 10,500	\$ -	-
	Quiet Valley Folk Festival		\$ 8,500	\$ 8,500		\$ 8,500		\$ 8,500	-
	Quiet Show		\$ 1,000	\$ 1,000		\$ 1,000		\$ 1,000	-
	Playhouse 2000		\$ 118,000	\$ 118,000		\$ 118,000		\$ 118,000	-
	Cailloux Theater Lighting		\$ 200,652	\$ 200,652		\$ 200,652		\$ 200,652	-
	4th on the River		\$ 25,000	\$ 25,000		\$ 25,000		\$ 25,000	-
	Hill Country Wine and Brew Fest		\$ 20,432	\$ 20,432		\$ 20,432		\$ 20,432	-
TOTALS			\$ 3,737,663	\$ 3,737,366		\$ 3,379,970	\$ 2,374,178	\$ 1,005,786	297

Cash Balance on 7/31/2013

\$ 1,005,786

Fund 70 - General Capital Improvement Projects - supported by EIC			Funding Agreement	Agreement Commitment	Total Funded	Expense
PROJECTS	Funding Agreement	Agreement Commitment				
2011-12	River Trail	C2011-76	\$ 6,000,000	\$ 5,476,568	\$ 323,003	\$ 5,153,565
2011-12	Louise Hays Park Improvements	C2011-76	\$ 2,000,000	\$ 2,000,000	\$ 15,267	\$ 1,984,733
TOTALS			\$ 8,000,000	\$ 7,476,568	\$ 338,270	\$ 7,138,298

Cash and Investments

Cash Balance			
<u>Fund</u>	<u>Fund Name</u>	<u>Cash Account</u>	<u>Period</u>
40	Sales Tax Improvement Fund	\$ 2,305,740	7/31/2013
43	EIC Debt Service Fund	\$ 354,533	7/31/2013
75	EIC Projects Fund	\$ 1,005,786	7/31/2013
Total EIC Cash Balance		\$ 3,666,060	7/31/2013

Where Cash and Investment Held					
<u>Type</u>	<u>Investment Vehicle</u>	<u>Amount</u>	<u>Interest Earned</u>	<u>Interest Earned (Annualized)</u>	<u>Period</u>
Cash	Wells Fargo Checking	\$ (46,386)	\$ -	0.00%	7/31/2013
ST Investment	EIC TexPool	\$ 1,597,877	\$ 130.49	0.10%	7/31/2013
ST Investment	EIC TexStar	\$ 1,623,982	\$ 132.77	0.10%	7/31/2013
HILCO FCU	CD	\$ 245,385	\$ 141.10	0.69%	7/31/2013
Kerr County FCU	CD	\$ 245,201	\$ 104.08	0.51%	7/31/2013
Total Cash & Investments		\$ 3,666,060	\$ 508.44	0.17%	

Agenda Item:

3B. Capital projects update. (staff)
Golf Course Improvements (Pavilion and Parking Lot Projects)
River Trail and Parks projects

**TO BE CONSIDERED BY THE
ECONOMIC IMPROVEMENT CORPORATION,
CITY OF KERRVILLE, TEXAS**

SUBJECT: Capital Projects Update

AGENDA DATE: August 19, 2013

DATE SUBMITTED: August 13, 2013

SUBMITTED BY: Todd Parton,
City Manager

CLEARANCES:

Mut

EXHIBITS/INFORMATION: Status Reports

APPROVED FOR SUBMITTAL BY CITY MANAGER:

Expenditure Required:	Current Balance in Account:	Amount Budgeted:	Account Number:
\$	\$	\$	

PAYMENT TO BE MADE TO:

REVIEWED BY THE FINANCE DIRECTOR:

SUMMARY STATEMENT

Attached are reports for the following projects:

Golf Course Improvements (Pavilion and Parking Lot)
River Trail and Parks Projects

RECOMMENDED ACTION

Update only. No action required.

Monthly Status Report

River Trail/Parks Projects

August 2013

Updates from prior month's report highlighted.

4B Funds

\$6,000,000 (River Trail Project)

\$2,000,000 (Louise Hays and Lehmann & Monroe Parks Project Renovation)

Status Report Kerrville River Trail

Riverside Nature Center (RNC) to Louise Hays Park (Package A)

SCOPE	Extends from a new trailhead at the Riverside Nature Center parking lot, along the west property line of the RNC, down to the river's edge, under the Lemos St. Bridge, construction of a trail bridge across the river, through Tranquility Island, to the west end of the parking area in Louise Hays Park. The 10' wide trail will be constructed of concrete, except for the segment that runs along the RNC western property line. <i>Total trail length: 0.7 miles</i>
Amenities	Trailheads with lighting, observation/seating areas, bridge, drainage, and signage. [Additional amenities, such as trail entries, kiosks, and interpretive signage, will be added, once designed.]

PHASING	Action Item	Schedule (Status)	Task/Issues	Comments/Risks
Recreation easements or Property Agreements	easement to CoK from RNC	complete (6/12; 9/12)	RNC to provide easement to City	requires RNC approval
	lease renewal to RNC from CoK	complete (6/12)	City to provide lease to RNC	City Council approval (6/12)
	approval from TxDOT and GLO for use of state property	complete (5/12)	TxDOT approval of plans and Const./Maint. Agreement	SA office approval; include in MMA
Property Survey	M&B and Topo surveys	complete (3/12)	identify property boundary and grades	
Misc. Reports/Permits	LOMR	upon trail completion	flood level impact, if any	submittal to FEMA
	TPWD (land & water permit)	complete (5/12)	coffer dam - bridge construction review	review by TPWD
	USACE	complete (5/12)	involves jurisdictional waters of the US	no USACE permit required
Design	contract - Hewitt Engineering			
Routing	location of trail	complete (12/11)	define gradients and layout	
Preliminary Design	schematic plans; prelim. costs	50% review - complete (12/11)	all project elements	
		75% review - complete (1/12)	all project elements	
		90% review - complete (2/12)	all project elements	
Construction Drawings	final plans/specs/costs/ documents	complete (3/12)	all project elements	
Bidding/Contracts	secure contractor	bid (3/12); awarded (5/12) to Westar Construction	bid process, contract prep	project delay, bid cost, permit approvals, etc.
Construction	construct project	start (5/12); <u>complete (12/12)</u>	sequencing of work	Dedication and opening 12/15/12

FUNDING - BUDGET	Allocation	Expended - Encumbered	Balance	Cost Est. for Package	Needed to Complete Package
G.O. bonds (2002) Park Dedication Funds	\$500,000 <u>25,000</u> \$525,000	2002 bonds \$147,112 [includes completion of the River Trail Master Plan and survey work]	\$377,888	Construction bid: \$667,427 plus 10% contingency \$735,000	2002 bonds \$377,888 2011 bonds \$357,112 (includes contingency)
COs (4B)	\$357,112				

Status Report Kerrville River Trail

Louise Hays Park to G St. (Package B) and Parks Project

SCOPE

Connects to the west end of the Louise Hays Park parking lot (Package A), through Louise Hays Park and Lehmann & Monroe Park, to G St. (west r.o.w. line). The 10' wide trail will be constructed of concrete. This Package will be coordinated with the Jefferson Wastewater Project and Water transmission Line Project, both slated for completion by early 2014. This segment will include the entire scope of work for the Louise Hays Park/Lehmann & Monroe Park Project, as funded by 4B. *Total trail length: 1 mile*

Amenities

Trail - trailheads with security lighting, observation areas, seating areas, bridging, drainage, signage, trail entries, kiosks, and interpretive signage.
Parks - park amenities, amphitheater/stage, interactive water feature, event areas, large pavilion upgrades, river access, restrooms, roads/parking, lighting, utilities, landscaping, signage.

PHASING	Action Item	Schedule (Status)	Task/Issues	Comments/Risks
Recreation easements or Property Agreements	easements to CoK from property owners	complete by 11/15/13	CoK to secure easements from property owners; title work and surveys	
Property Survey	construction easements, if needed	na	na	from property owner
Misc. Reports/Permits	M&B and Topo surveys	M&B - complete (9/12) Topo - partially complete upon trail completion	identify property boundary and grades	
	LOMR		flood impact, if any	may require submittal to FEMA
	TPWD (land & water permit)	12/1/13, if needed	environmental impact to state waters	review by TPWD
	GLO (state property use)	12/1/13, if needed	routing preference	approval by State, if needed
Design	-Trail Routing Options - Halff	complete (6/12)	define route options w/ costs	complete (6/12)
	-Design Contract Document - Halff*	complete (approved 12/11/12)*	all remaining design phases	Council approval
Preliminary Design	schematic plan with amenities; prelim. costs	50% review - (partially complete) 75% review - 90% review -	all project elements all project elements all project elements	coord. with utilities projects
Construction Drawings	final plans/specs/costs/ documents	complete by late 2013	all project elements	project delay assoc. with approvals
Bidding/Contracts	secure contractor	early 2014	bid process, contract prep	project delay, bid cost, etc.
Construction	construct project	start early 2014	sequencing of work	typical delays/field alterations

* Halff Assoc. design agreement terminated; new design agreement with Peter Lewis Architect + Assoc. approved 8/13/13.

FUNDING - BUDGET

	Allocation	Expended - Encumbered	Balance	Cost Est. for Package	Needed to Complete Package
COs (4B) - River Trail	\$1,000,000	Design fee: \$99,537	\$900,463		
COs (4B) - LHP/LMP Project	\$2,000,000	\$199,073	\$1,800,927		

Status Report Kerrville River Trail

G St. to Kerrville-Schreiner Park (Package F)

SCOPE	Extends from G St. (west r.o.w. line) along the south bank of the river into Kerrville-Schreiner Park. The 10' wide trail will be constructed of concrete. This Package will be coordinated with the Jefferson Wastewater Project and Water Transmission Line Project, both slated for completion by fall 2013. Total trail length: + 2 miles
Amenities	Trailheads with parking, security lighting, observation areas, seating areas, trail bridges, drainage, signage, trail entries, kiosks, and interpretive signage.

PHASING	Action Item	Schedule (Status)	Task/Issues	Comments/Risks
Recreation easements or Property Agreements	easement to CoK from property owners; land acquisition	complete by 9/31/13	CoK to secure easements/deed from property owners	
	construction easements, if needed	complete by 12/13, if needed	determine need by 10/13	from property owner
Property Survey	M&B and Topo surveys	M&B amend. - to complete (8/13)	identify property boundary and grades	coord. w/ utilities projects
Misc. Reports/Permits	LOMR	upon trail completion	flood impact, if any	may require submittal to FEMA
	TPWD (land & water permit)	12/1/13, if needed	environmental impact to state waters	
Design	-Trail Confirmation - Terra Design Group (TDG)	complete (6/12)	define route options w/ costs	complete (6/12)
	-Final Design Contract - TDG	complete (6/23/13)	all remaining design phases	Council approval (6/23/13)
Preliminary Design	schematic plans with amenities; prelim. costs	50% review - 75% review - 90% review -	all project elements all project elements all project elements	coord. with utilities projects
Construction Drawings Bidding/Contracts	final plans/specs/costs/ documents	complete by late 2013	all project elements	project delay assoc. with approvals
	secure contractor	early 2014	bid process, contract prep	project delay, bid cost, etc.
Construction	construct project	start early 2014	sequencing of work	typical delays/field alterations

FUNDING - BUDGET		Allocation	Expended - Encumbered	Balance	Cost Est. for Package	Needed to Complete Package
COs (4B)		\$2,300,000	\$228,305	\$2,071,695		

Status Report Kerrville River Trail

RNC to Knapp Crossing (Packages C and D)

SCOPE	Extends from a new trailhead at the Knapp Crossing Boat Ramp parking lot, runs adjacent to the river, ties into the Guadalupe St. r.o.w.(Package D) extends to Guadalupe Park and connects to Package A (Package C). The 10' wide trail will be constructed of concrete. Total trail length: 1.6 miles
Amenities	Trailheads with lighting, observation areas, seating areas, trail bridge, drainage, signage, trail entries, kiosks, interpretive signage, and private improvement interface.

PHASING	Action Item	Schedule (Status)	Task/Issues	Comments/Risks
Recreation easements or Property Agreements	easement to CoK from property owners	TBD	CoK to secure easements from property owners	from property owner
	construction easements, if needed	TBD	TBD	from property owner
Property Survey	M&B and Topo surveys	(partially complete)	identify property boundary and grades	
Misc. Reports/Permits	LOMR		flood impact, if any	may require submittal to FEMA
	TPWD (land & water permit)		environmental impact to state waters	review by TPWD
Design	TBD	(partially complete)		waiting for private development
	location of trail	(partially complete)	define gradients and layout	" " " "
Preliminary Design	schematic plan with amenities;	50% review –	all project elements	" " " "
	prelim. costs	75% review –	all project elements	" " " "
		90% review –	all project elements	" " " "
Construction Drawings	final plans/specs/costs/ documents	TBD	all project elements	" " " "
Bidding/Contracts	secure contractor	TBD	bid process, contract prep	" " " "
Construction	construct project	TBD	sequencing of work	" " " "

FUNDING - BUDGET	Allocation	Expended - Encumbered	Balance	Cost Est. for Package	Needed to Complete Package
COs (4B)					

Status Report Kerrville River Trail

Knapp Crossing to West Terminus (Package E)

SCOPE	Extends from Knapp Crossing trailhead to the west terminus of trail on Junction Hwy along the river's edge. The 10' wide trail will be constructed of concrete. Total trail length: up to 1 mile
Amenities	Trailheads with lighting, observation areas, seating areas, trail bridge, drainage, signage, trail entries, kiosks, and interpretive signage.

PHASING	Action Item	Schedule (Status)	Task/Issues	Comments/Risks
Recreation easements or Property Agreements	easement to CoK from property owners	TBD	CoK to secure easements from property owners	from property owner
	construction easements, if needed	TBD	TBD	from property owner
Property Survey	M&B and Topo surveys	(partially complete)	identify property boundary and grades	
Misc. Reports/Permits	LOMR		flood impact, if any	may require submittal to FEMA
	TPWD (land & water permit)		environmental impact to state waters	review by TPWD
Design	TBD			waiting for private development
	schematic plan with amenities; prelim. costs	50% review – (partially complete) 75% review – 90% review –	all project elements all project elements all project elements	" " "
	final plans/specs/costs/ documents	TBD	all project elements	" " "
Construction Drawings Bidding/Contracts	secure contractor	TBD	bid process, contract prep	" " "
Construction	construct project	TBD	sequencing of work	" " "

FUNDING - BUDGET	Allocation	Expended - Encumbered	Balance	Cost Est. for Package	Needed to Complete Package
COs (4B)					

Other Services to be Evaluated

Required reporting and permitting may dictate additional professional services or consolidation of services assigned to the design teams. These include, but are not limited to, the following.

1. Floodplain/Floodway Impact, Hydraulic Analysis, Section 404 – Clean Water Act submittals (Corps of Engineers), and Flood Insurance Rate Map/ Letter of Map Revision preparation and submittal (CoK, FEMA) will be completed by one firm in order to comprehensively address the issues and data collection/reporting. This will avoid multiple submittals (costs) and reduce mistakes and need for resubmittals.
2. Archeological and Environmental Surveys and Section 404 review will need to be completed in areas where sensitive site conditions are probable. We anticipate no extreme findings in the initial surveys/reports; however, if further study is required by state or federal agencies, those services will require amendments to trail segment allocations and the consultant contracts.
3. TDLR permitting for ADA compliance, CoK building permits, Texas Historical Commission plan review, any other city or state agency submittals, will best be submitted by each of the design teams at the time of plan completion. This keeps regulation compliance with the design teams.

Agenda Item:

3C. Update regarding "Go Team" activities. (staff)

**TO BE CONSIDERED BY THE
ECONOMIC IMPROVEMENT CORPORATION,
CITY OF KERRVILLE, TEXAS**

SUBJECT: Update on "GO Team" activities

FOR AGENDA OF: August 19, 2013 **DATE SUBMITTED:** August 13, 2013

SUBMITTED BY: Ashlea Boyle, *AB*
Main Street / Special Projects Manager

CLEARANCES: Todd Parton,
City Manager *MP*

EXHIBITS:

AGENDA MAILED TO:

APPROVED FOR SUBMITTAL BY CITY MANAGER:

Expenditure	Current Balance	Amount	Account
Required:	in Account:	Budgeted:	Number:
\$	\$	\$	

PAYMENT TO BE MADE TO:

REVIEWED BY THE DIRECTOR OF FINANCE:

SUMMARY STATEMENT

The Economic Development "GO Team" has not met since the July 22, 2013 EIC meeting. It is anticipated that additional "GO Team" meetings will be scheduled in the near future.

RECOMMENDED ACTION

This report is provided for informational purposes only and no action is required.

Agenda Item:

3D. Kerrville Economic Development Corporation (KEDC) update regarding KEDC activities. (Jonas Titas)

**TO BE CONSIDERED BY THE
ECONOMIC IMPROVEMENT CORPORATION,
CITY OF KERRVILLE, TEXAS**

SUBJECT: Update on Kerrville Economic Development Corporation Activities

FOR AGENDA OF: August 19, 2013 **DATE SUBMITTED:** August 13, 2013

SUBMITTED BY: Ashlea Boyle, *AB*
Main Street / Special Projects Manager

CLEARANCES: Todd Parton,
City Manager *[Signature]*

EXHIBITS:

AGENDA MAILED TO:

APPROVED FOR SUBMITTAL BY CITY MANAGER:

Expenditure	Current Balance	Amount	Account
Required:	in Account:	Budgeted:	Number:
\$	\$	\$	

PAYMENT TO BE MADE TO:

REVIEWED BY THE DIRECTOR OF FINANCE:

SUMMARY STATEMENT

This is a routine update from the KEDC Executive Director regarding KEDC activity.

RECOMMENDED ACTION

This is for information only. No recommended action.

Agenda Item:

4A. Fiscal Year 2014 proposed EIC budget. (staff)

**TO BE CONSIDERED BY THE
ECONOMIC IMPROVEMENT CORPORATION,
CITY OF KERRVILLE, TEXAS**

SUBJECT: FY 2014 Budget

AGENDA DATE: August 19, 2013

DATE SUBMITTED: August 13, 2013

SUBMITTED BY: Ashlea Boyle, *AB*
Main Street / Special Projects Manager

CLEARANCES: Todd Parton,
City Manager *TP*

EXHIBITS/INFORMATION: FY 2014 Proposed Budget

APPROVED FOR SUBMITTAL BY CITY MANAGER:

Expenditure	Current Balance	Amount	Account
Required:	in Account:	Budgeted:	Number:
\$	\$	\$	

PAYMENT TO BE MADE TO:

REVIEWED BY THE FINANCE DIRECTOR:

SUMMARY STATEMENT

City staff will present the EIC's FY 14 proposed budget as per the EIC Special Meeting held on August 12, 2013.

RECOMMENDED ACTION

Staff recommends consideration and approval of the FY 14 proposed budget.

EIC - 2014 Proposed Budget

	FY13 Approved Budget	FY13 FY Estimate	FY14 Proposed	FY15 Projected	FY16 Projected	FY17 Projected	FY18 Projected	FY19 Projected
BEGINNING CASH BALANCE	\$1,741,171	\$1,788,939	\$1,908,750	\$500,000	\$500,000	\$515,500	\$515,500	\$501,120
Fund Balance	\$1,761,102	\$1,788,939	\$1,908,750	\$500,000	\$500,000	\$515,500	\$515,500	\$501,120
REVENUE:								
Sales and Use Tax	\$2,425,000	\$2,700,000	\$2,750,000	\$2,887,500	\$3,003,000	\$3,123,120	\$3,216,814	\$3,313,318
Interest	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
Miscellaneous		\$25,196						
Transfers In		\$438,143						
TOTAL REVENUE	\$2,430,000	\$3,168,339	\$2,755,000	\$2,892,500	\$3,008,000	\$3,128,120	\$3,221,814	\$3,318,318
	FY13 Approved Budget	FY13 CYE	FY14 Proposed Budget	FY15 Proposed Budget	FY16 Proposed Budget	FY17 Proposed Budget	FY18 Proposed Budget	FY19 Proposed Budget
EXPENDITURES:								
Administrative								
Advertising/Supplies	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500
Transfer to Debt Service Fund	\$505,000	\$505,000	\$68,000	\$0	\$0	\$0	\$0	\$0
Transfer to General Fund Debt Service	\$170,000	\$170,000	\$170,000	\$512,000	\$512,000	\$512,000	\$512,000	\$512,000
Economic Development Governing Body	\$175,000	\$127,000	\$175,000	\$175,000	\$180,000	\$180,000	\$180,000	\$185,000
River Trail Funding		\$300,000	\$300,000	\$150,000	\$0	\$0	\$0	\$0
Annual Disclosure Fee	\$3,500	\$3,500	\$3,500	\$0	\$0	\$0	\$0	\$0
Administrative Services Fee	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000
Total Administrative	\$954,000	\$1,206,000	\$817,000	\$937,500	\$792,500	\$792,500	\$792,500	\$797,500
Category I - Business Development								
Fox Tank Phase 2		\$150,000						
Downtown Underground Utilities								
Revolving Loan Fund	\$200,000		\$100,000	\$0	\$100,000	\$0	\$100,000	\$0
ED Set Aside	\$500,000	\$500,000	\$250,000	\$500,000	\$0	\$500,000	\$500,000	\$500,000
Unspecified	\$378,961		\$146,750	\$355,000				
Total Category I	\$1,078,961	\$650,000	\$496,750	\$855,000	\$100,000	\$500,000	\$600,000	\$500,000
Category II - Quality of Life								
Downtown Wireless	\$100,000		\$100,000					
Special Events			\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000
Golf Course Pavilion	\$271,000	\$271,000						
Golf Course Parking Lot	\$337,141	\$337,141						
HCDJLS	\$150,000	\$149,703						
Texas Arts & Crafts Educational Foundation, Inc		\$15,500						
Downtown Streetscape Master Plan		\$35,100						
Kerr Fest		\$10,500						
Quilt Guild		\$1,000						
Playhouse 2000		\$118,000						
Cailloux - Lighting		\$200,652						
4th on the River		\$25,000						
Quiet Valley Folk Festival		\$8,500						
Hill Country Wine and Brew Fest		\$20,432						
Streetscape			\$250,000	\$250,000	\$0	\$250,000	\$250,000	
History Center			\$400,000					
Baseball Complex			\$500,000	\$500,000				
Soccer Improvements					\$500,000	\$500,000	\$500,000	
Tennis Center					\$500,000			
Boardwalk				\$250,000	\$1,000,000	\$1,000,000		
Unspecified	\$300,000		\$250,000					\$500,000
Total Category II	\$1,158,141	\$1,192,528	\$1,600,000	\$1,100,000	\$2,100,000	\$1,850,000	\$850,000	\$600,000
Category III - Public Infrastructure								
Village West Utilities								
Water 1/2 cost			\$750,000					
Wastewater (line extension)			\$500,000					
Unspecified	\$500,000	\$0		\$0	\$0	\$0	\$0	\$0
Total Category III	\$500,000	\$0	\$1,250,000	\$0	\$0	\$0	\$0	\$0
Contingency								
TOTAL EXPENDITURES	\$3,691,102	\$3,048,528	\$4,163,750	\$2,892,500	\$2,992,500	\$3,142,500	\$2,242,500	\$1,897,500
NET REVENUES TO EXPENDITURES	-\$1,261,102	\$119,811	-\$1,408,750	\$0	\$15,500	-\$14,380	\$979,314	\$1,420,818
FUND BALANCE	\$500,000	\$1,908,750	\$500,000	\$500,000	\$515,500	\$501,120	\$1,494,814	\$1,921,938