

AGENDA FOR REGULAR MEETING

CITY OF KERRVILLE, TEXAS

ECONOMIC IMPROVEMENT CORPORATION

MONDAY, MARCH 24, 2014 AT 4:00 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, MARCH 24, 2014, 4:00 P.M.
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 February 24, 2014.

3. MONTHLY REPORTS:

3A. Monthly financials for February 2014. (staff)

3B. Projects update. (staff)

River Trail and Parks projects

Cailloux Theater Lighting project

Streetscape

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

3D. Update regarding Kerrville Economic Development Corporation. (Jonas Titus)

4. DISCUSSION AND POSSIBLE ACTION:

4A. Discuss the Fiscal Year 2015 Budget. (staff)

5. 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.

6. 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: February 20, 2014 at 3:00 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 on February 24, 2014. (staff)

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

February 24, 2014

On Monday, February 24, 2014, the regular meeting of the directors of the City of Kerrville, Texas Economic Improvement Corporation, was called to order at 4:02 p.m. by David Wampler, President in the Council Chambers at City Hall, at 701 Main Street, Kerrville, Texas.

The invocation was offered by Larry Howard.

Members Present:

David Wampler, President
Kenneth Early, Vice President
Rex Boyland, Secretary
Gary Cochrane
Larry Howard
Stacie Keeble
Polly Rickert

Members Absent:

City Executive Staff Present:

Kristine Ondrias, Deputy City Manager
Cheryl Brown, Deputy City Secretary
Mike Hayes, City Attorney
Sandra Yarbrough, Director of Finance
Malcolm Matthews, Director of Parks and Recreation

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

1. VISITORS/CITIZENS FORUM:

No one spoke.

2. APPROVAL OF THE MINUTES:

2A. Minutes of the special meeting held on January 23, 2014 and the regular meeting held January 27, 2014

Mr. Early moved to approve the minutes for the special meeting held on January 23, 2014 and the regular meeting held January 27, 2014. Mr. Howard seconded, and the motion passed 7-0

3. MONTHLY REPORTS:

3A. Monthly financials for January 2014

Ms. Yarbrough reported that the beginning balance in the sales tax improvement fund was \$3,053,239.00. During the month of January, there was \$230,092.00 in revenue, and \$61,163.00 in expenses, leaving an ending balance as of January 31, 2014 of \$3,222,168.00. She reported that the sales tax revenue was 6.08%

ahead of the projected budget. She also reviewed the Capital Projects Fund and the cash and investments accounts.

3B. Capital projects update
River Trail and Parks projects

Ms. Ondrias reviewed the progress of the projects. Bids for the next phase of the River Trail and Parks projects were scheduled for March 11, 2014, with the contracts scheduled to be awarded on March 25, 2014. She reported that the projected date for the park to be reopened was March, 2015. The spray-ground project was projected to be bid in April 2014.

Cailloux Theater improvements

Ms. Ondrias reported that an advertisement for bids was published for the dimmer bar/lighting project for the Cailloux Theater, but no bids were received. Another date to accept bids would be scheduled in the future.

Streetscape

Ms. Ondrias reported that City staff would bring a timeline for the streetscape project to the board's next meeting.

3C. Update regarding "GO Team" activities

The "GO Team" met last week to discuss repairing a roof on one of the buildings at the Mooney facility located at the airport. The cost of repairing the roof would be shared equally by the City and County.

4. PUBLIC HEARING AND POSSIBLE ACTION:

4A. Public hearing to consider a funding agreement between the City of Kerrville, Texas Economic Improvement Corporation, and the Kerrville Area Chamber of Commerce for Kerrfest in an amount not to exceed \$25,000.00.

The public hearing was opened at 4:15 p.m. No one spoke. The public hearing was closed at 4:15 p.m.

Mr. Howard moved to approve the funding agreement as presented. Ms. Keeble seconded, and the motion passed 7-0.

4B. Public hearing to consider a funding agreement between the City of Kerrville, Texas Economic Improvement Corporation, and Kerrville Festival of the Arts to host a downtown arts event in an amount not to exceed \$20,000.00.

The public hearing was opened at 4:15 p.m. No one spoke. The public hearing was closed at 4:15 p.m.

Mr. Howard moved to approve the funding agreement as presented. Mr. Early seconded, and the motion passed 7-0.

4C. Public hearing to consider a funding agreement between the City of Kerrville, Texas Economic Improvement Corporation, and the Kerrville Folk Festival for event transportation services during Memorial Day weekend in an amount not to exceed \$7,800.00.

The public hearing was opened at 4:16 p.m. No one spoke. The public hearing was closed at 4:16 p.m.

Mr. Howard moved to approve the funding agreement as presented. Ms. Rickert seconded, and the motion passed 7-0.

4D. Public hearing to consider a funding agreement between the City of Kerrville, Texas Economic Improvement Corporation, and Comanche Trace for the Texas Wine and Brew Festival in an amount not to exceed \$18,643.00.

The public hearing was opened at 4:16 p.m. No one spoke. The public hearing was closed at 4:16 p.m.

Mr. Early moved to approve the funding agreement as presented. Ms. Keeble seconded, and the motion passed 7-0.

4E. Public hearing to consider a funding agreement between the City of Kerrville, Texas Economic Improvement Corporation, and Kerrville's Fourth on the River in an amount not to exceed \$23,100.00.

The public hearing was opened at 4:17 p.m. No one spoke. The public hearing was closed at 4:17 p.m.

Ms. Rickert moved to approve the funding agreement as presented. Mr. Howard seconded, and the motion passed 7-0.

4F. Public hearing to consider a funding agreement between the City of Kerrville, Texas Economic Improvement Corporation, and the Historic Downtown Business Alliance for the Sock Hop on the Square event in an amount not to exceed \$5,016.00.

The public hearing was opened at 4:17 p.m. No one spoke. The public hearing was closed at 4:17 p.m.

Mr. Howard moved to approve the funding agreement as presented. Ms. Rickert seconded, and the motion passed 7-0.

4G. Public hearing to consider a funding agreement between the City of Kerrville, Texas Economic Improvement Corporation, and the High Five Events for the Kerrville Triathlon Festival in an amount not to exceed \$18,600.00.

The public hearing was opened at 4:17 p.m. No one spoke. The public hearing was closed at 4:17 p.m.

Mr. Boyland moved to approve the funding agreement as presented. Ms. Rickert seconded, and the motion passed 7-0.

5. CONSIDERATION AND POSSIBLE ACTION:

5A. Update on the River Trail project from Riverside Nature Center going west to include Pedestrian Bridge Study and cost analysis for a south side trail; provide direction to staff.

Ms. Ondrias reviewed the study and cost analysis. She noted that the cost of the bridge that will span approximately 800 feet would be an estimated \$2.5 million. She also responded to questions from the board.

The board asked Ms. Ondrias to meet with Mr. Parton and discuss the various options for the bridge and this portion of the River Trail, and to also go back before Council to review this study with them.

5B. Update on Riverfront Boardwalk Concept Study; provide direction to staff.

Ms. Ondrias reviewed the concept study that was done by Freese & Nichols, Inc. with the board. According to the study, the cost of the boardwalk could be an estimated \$4.1 million, which would not include acquisition costs or mitigation costs.

The consensus of the board was to postpone further discussion and action on this matter to a future date.

5C. Discuss and provide direction to City staff regarding amendments to the Fiscal Year 2014 budget and schedule a workshop for the Fiscal Year 2015 budget.

Ms. Yarbrough reviewed the budget amendments.

Mr. Boyland moved to approve the budget amendments as presented. Mr. Early seconded, and the motion passed 7-0.

6. EXECUTIVE SESSION:

There was no executive session.

ANNOUNCEMENTS:

None

The meeting was adjourned at 4:50 p.m.

APPROVED: _____

David Wampler, President

ATTEST:

Cheryl Brown
Deputy City Secretary

Agenda Item:

3A. Monthly financials for February 2014. (staff)

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

SUBJECT: EIC Financials

AGENDA DATE: March 24, 2014

DATE SUBMITTED: March 20, 2014

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 February 1, 2014 **\$ 3,222,168**

Deposits:

Sales Tax	\$ 296,036
Interest Revenue	\$ 281
Transfer In (Project closed - Golf Course)	\$ 89,573
	<u>\$ 385,890</u>

Expenses:

Administrative Service Fee	\$ 8,333
Transfer for Debt Service - 1999	\$ 14,453
Transfer for Debt Service - 2012	\$ 14,167
Transfer - Park Improvements	\$ 25,000
Transfer out - Cailloux Theater Expansion	\$ 500,000
Schreiner University grant agreement	\$ 250,000
Total Expenses	<u>\$ 811,953</u>

Revenues Over (Under) Expenditures \$ (426,061)

Ending Cash Balance as of February 28, 2014 **\$ 2,796,106**

City of Kerrville
Economic Improvement Corporation
Sales Tax Improvement Fund - Revenue and Expense Statement
For the month ending February 28, 2014

	Annual Budget	Current Period	Y-T-D Actual	% of Budget	Budget Balance
BEGINNING CASH BALANCE	\$ 2,598,336		\$ 2,598,336		
REVENUE:					
Sales and Use Tax	\$ 2,750,000	\$ 296,036	\$ 1,215,874	44.21%	\$ 1,534,126
Interest	\$ 5,000	\$ 281	\$ 1,695	33.90%	\$ 3,305
Transfer In	\$ -	\$ 89,573	\$ 96,643	6911.00%	\$ -
TOTAL REVENUE	\$ 2,755,000	\$ 385,890	\$ 1,314,212	47.70%	\$ 1,537,431
	Annual Budget	Current Period	Y-T-D Actual & Encumbrance	% of Budget	Budget Balance
EXPENDITURES:					
Administrative					
Advertising/Supplies	\$ 500	\$ -	\$ 90	18.05%	\$ 410
Transfer to Debt Service Fund	\$ 68,000	\$ 14,453	\$ 68,853	101.25%	\$ (853)
Transfer to Debt Service Fund - River Trail	\$ 170,000	\$ 14,167	\$ 70,833	41.67%	\$ 99,167
Economic Development Governing Body	\$ 60,000	\$ -	\$ 60,000	100.00%	\$ -
Annual Disclosure Fee	\$ 3,500	\$ -	\$ -	0.00%	\$ 3,500
River Trail Contribution	\$ 300,000	\$ 25,000	\$ 125,000	41.67%	\$ 175,000
Administrative Services Fee	\$ 100,000	\$ 8,333	\$ 41,667	41.67%	\$ 58,333
Total Administrative	\$ 702,000	\$ 61,952	\$ 366,443	52.20%	\$ 335,557
Category I - Business Development					
Revolving Loan Fund	\$ 100,000	\$ -	\$ -	0.00%	\$ 100,000
ED Set Aside	\$ 250,000	\$ -	\$ -	0.00%	\$ 250,000
Unspecified	\$ 146,750	\$ -	\$ -	0.00%	\$ 146,750
Total Category I	\$ 496,750	\$ -	\$ -	100.00%	\$ 496,750
Category II - Quality of Life					
Special Events	\$ 100,000	\$ -	\$ -	0.00%	\$ 100,000
Downtown Wireless	\$ 100,000	\$ -	\$ -	0.00%	\$ 100,000
Streetscape	\$ 250,000	\$ -	\$ -	0.00%	\$ 250,000
History Center	\$ 400,000	\$ -	\$ -	0.00%	\$ 400,000
Baseball Complex	\$ 500,000	\$ -	\$ -	0.00%	\$ 500,000
Unspecified	\$ 365,000	\$ 750,000	\$ 750,000	205.48%	\$ (385,000)
Total Category II	\$ 1,715,000	\$ 750,000	\$ 750,000	43.73%	\$ 965,000
Category III - Public Infrastructure					
Village West - Water (1/2 cost)	\$ 500,000	\$ -	\$ -	0.00%	\$ 500,000
Village West - Wastewater	\$ 750,000	\$ -	\$ -	0.00%	\$ 750,000
Total Category III	\$ 1,250,000	\$ -	\$ -	0.00%	\$ 1,250,000
Contingency	\$ -				\$ -
TOTAL EXPENDITURES	\$ 4,163,750	\$ 811,952	\$ 1,116,443	26.81%	\$ 3,047,307
NET REVENUES TO EXPENDITURES	\$ (1,408,749)	\$ (426,061)	\$ 197,770		
ENDING CASH BALANCE: February 28, 2014, 2014:	Budget		Actual		
	\$ 1,189,586		\$ 2,796,106		

CITY OF KERRVILLE
 Economic Improvement Corporation
 SALES TAX REVENUE ANALYSIS

	Actual FY 2011	Actual FY 2012	Actual FY 2013	Approved FY 2014	Actual FY 2014	Difference Projected vs Actual	% of Projected Variance
October	\$ 184,602	\$ 219,934	\$ 226,663	\$ 227,546	\$ 241,503	\$ 13,957	5.78%
November	\$ 207,677	\$ 203,379	\$ 210,744	\$ 211,566	\$ 233,371	\$ 21,806	9.34%
December	\$ 169,550	\$ 208,227	\$ 204,782	\$ 205,583	\$ 214,424	\$ 8,841	4.12%
January	\$ 195,030	\$ 204,051	\$ 217,647	\$ 218,496	\$ 229,761	\$ 11,265	4.90%
February	\$ 241,320	\$ 264,744	\$ 284,177	\$ 285,276	\$ 296,036	\$ 10,760	3.63%
March	\$ 169,754	\$ 186,812	\$ 205,749				
April	\$ 157,729	\$ 185,835	\$ 215,800				
May	\$ 234,742	\$ 223,320	\$ 251,468				
June	\$ 186,441	\$ 195,775	\$ 234,781				
July	\$ 190,696	\$ 210,758	\$ 216,641				
August	\$ 238,491	\$ 239,007	\$ 245,964				
September	\$ 179,133	\$ 203,486	\$ 224,905				
Total	\$ 2,355,166	\$ 2,545,329	\$ 2,739,321	\$ 1,148,467	\$ 1,215,096	\$ 66,629	5.48%

CITY OF KERRVILLE
Economic Improvement Corporation
Sales Tax Debt Service Fund

Cash Balance as of February 1, 2014		\$ 481,824
Revenues:		
Transfer from Sales Tax Improvements Fund	<u>\$ 14,453</u>	
Total Deposits	\$ 14,453	
Expenses:		
Paying Agent Fee		
Bond Principal	\$ 485,000	
Bond Interest	<u>\$ 11,276</u>	
Total Expenses	\$ 496,276	
Revenues Over (Under) Expenditures:		<u>\$ (481,824)</u>
Ending Cash Balance as of February 28, 2014		<u><u>\$ 0</u></u>

CITY OF KERRVILLE
Economic Improvement Corporation
Sales Tax Debt Service Fund
Revenue and Expense Statement
For the month ending February 28, 2014

	Annual Budget	Current Period	Y-T-D Actual	% of Budget	Budget Balance
BEGINNING CASH BALANCE	\$ 427,424		\$ 427,424		
REVENUE:					
Transfer from Sales Tax Improvement Fund	\$ 68,000	\$ 14,453	\$ 68,853	101.25%	\$ (853)
TOTAL REVENUE	\$ 68,000	\$ 14,453	\$ 68,853	101.25%	\$ (853)
EXPENDITURES:					
Series 1999 Sales Tax Bond Debt Service	\$ 485,000	\$ 485,000	\$ 485,000	100%	\$ -
Series 1999 Sales Tax Bond Interest Expense	\$ 11,276	\$ 11,276	\$ 11,276	100%	\$ -
Paying Agent Fees	\$ 1,000	\$ -	\$ -	0%	\$ 1,000
First Southwest Continuing Disclosure Fee	\$ -	\$ -	\$ -	-	\$ -
TOTAL EXPENDITURES	\$ 497,276	\$ 496,276	\$ 496,276	99.80%	\$ 1,000
ENDING CASH BALANCE: February 28, 2014, 2014	\$ (1,852)		Actual 0.00		

CITY OF KERRVILLE
Economic Improvement Corporation
EIC Capital Projects Fund

Cash Balance as of February 1, 2014		\$ 779,431
Revenues:		
Transfer in - Cailloux Theater Expansion	500,000	
Total Revenues/Transfer In	<u>\$ 500,000</u>	
Expenses:		
Streetscape	755	
Cailloux Theater Lighting	40	
Downtown Utilities	300,000	
Transfer out - return project balance - Golf Course	<u>89,573</u>	
Total Expenses	<u>\$ 390,368</u>	
Revenue Over (Under) Expenditures		<u>\$ 109,632</u>
Ending Cash Balance as of February 28, 2014		<u><u>\$ 889,063</u></u>

Cash and Investments

Cash and Investment Balances by Fund			
<u>Fund</u>	<u>Fund Name</u>	<u>Balance</u>	<u>Period</u>
40	Sales Tax Improvement Fund	\$ 2,796,106	2/28/2014
43	EIC Debt Service Fund	\$ 0	2/28/2014
75	EIC Projects Fund	\$ 889,063	2/28/2014
Total EIC Cash Balance		\$ 3,685,169	2/28/2014

<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	\$ (55,933)	\$ -	0.00%	2/28/2014
ST Investment	EIC TexPool	\$ 1,623,490	\$35.26	0.03%	2/28/2014
ST Investment	EIC TexStar	\$ 1,624,593	\$39.56	0.03%	2/28/2014
HILCO FCU	CD	\$ 246,811	\$123.69	0.60%	2/28/2014
Kerr County FCU	CD	\$ 246,209	\$82.52	0.40%	2/28/2014
Total Cash & Investments		\$ 3,685,169	\$281.03	0.09%	

Agenda Item:

- 3B. Capital projects update. (staff)
 - River Trail and Parks projects
 - Cailloux Theater improvements
 - Streetscape

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

SUBJECT: Capital Projects Update

FOR AGENDA OF: March 24, 2014 **DATE SUBMITTED:** March 19, 2014

SUBMITTED BY: Ashlea Boyle *AB* **CLEARANCES:** Todd Parton
Special Projects Manager City Manager

EXHIBITS:

AGENDA MAILED TO:

APPROVED FOR SUBMITTAL BY CITY MANAGER: *TP*

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

PAYMENT TO BE MADE TO:

REVIEWED BY THE DIRECTOR OF FINANCE:

SUMMARY STATEMENT

Staff will provide reports on the following projects:
River Trail and Parks Projects
Cailloux Theater Interior Lighting Project
Streetscape Project

RECOMMENDED ACTION

This report is for informational purposes only. No action required.

Monthly Status Report

River Trail/Parks Projects

March 2014

Updates highlighted.

4B Funds

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

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

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. *Total trail length: 0.7 miles*

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 lease renewal to RNC from CoK approval from TxDoT and GLO for use of state property	complete (6/12; 9/12) complete (6/12) complete (5/12)	RNC to provide easement to City City to provide lease to RNC TxDoT approval of plans and Const./Maint. Agreement	requires RNC approval City Council approval (6/12) SA office approval; include in MMA
Property Survey	M&B and Topo surveys	complete (3/12) upon trail completion	identify property boundary and grades flood level impact, if any	submittal to FEMA review by TPWD
Misc. Reports/Permits	LOMR TPWD (land & water permit) USACE	complete (5/12) complete (5/12)	coffer dam - bridge construction review 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 and Construction Drawings	schematic plans; prelim. costs	50% review - complete (12/11) 75% review - complete (1/12) 90% review - complete (2/12)	all project elements all project elements all project elements	
Final Bid Documents	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); complete (12/12)	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)	\$500,000	\$500,000	GO's (2002)	na	
Park Dedication Funds	25,000	25,000	Park Ded.		\$525,000
COs (4B)	\$352,530	292,131	CO's (4B)	60,399	\$292,131
total	\$877,530	\$817,131			\$817,131 [complete]
		[River Trail Master Plan, design, survey, permitting, construction]			

Status Report: Kerrville River Trail/Louise Hays and Lehmann & Monroe Parks

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

SCOPE	Trail connection 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). This Package will be coordinated with the Jefferson Wastewater Project and Water Transmission Line Project. This segment will include the entire scope of work for the Louise Hays Park/Lehmann & Monroe Park Project, as funded by 4B, to include interactive fountain, park amenities and renovation. <i>Total trail length: 1 mile</i>
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 construction easements, if needed	complete by 11/31/13 na	CoK to secure from property owners; title work and surveys na	easement legal proceedings 12/19/13; court appeal date not set; have property access for construction
Property Survey	M&B and Topo surveys	M&B – complete (9/12) Topo - partially complete upon trail completion	identify property boundary and grades	
Misc. Reports/Permits	LOMR TPWD (land & water permit) GLO (state property use)	na na	flood impact, if any environmental impact to state waters routing preference	may require submittal to FEIMA review by TPWD approval by State, if needed complete (6/12)
Design	-Trail Routing Options - Halff -Design Contract Document – Halff*, PLA*	complete (6/12) complete (approved 12/11/12)*	define route options w/ costs all remaining design phases	Council approval
Preliminary Design and Construction Drawings	schematic plan with amenities/est.	Schematic - (complete) 50% review – (complete) 75% review - (complete) 90% review – (complete)	all project elements all project elements all project elements all project elements	coord. with utilities projects; water feature design/build details being finalized
Final Bid Documents Bidding/Contracts	final plans/specs/costs/ documents secure contractors (GC's & BuyBoard)	complete 1/14 GC - bids received 3/11/14 (to be rejected); Buyboard contract award 4/8/14 (nte \$824,765)	all project elements bid process, contract prep. CoK to segment work and secure GC's	project delay assoc. with approvals project delay, bid cost, etc.
Construction	construct project	CoK start – 1/14 GC's start - 4/14 BuyBoard start – 6/14 complete 3/15	sequencing work (GC's, BuyBoard, CoK)	typical delays/field alterations

* Halff Assoc. design agreement terminated; new design agreement with Peter Lewis Architect + Assoc. (PLA) 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/survey fees: \$372,986 (Land acq. costs todate: \$269,518)	\$2,627,014 (excludes land acq.)	GC - \$700,000 GC - \$1,000,000 BuyBoard - \$775,000 \$2,475,000	\$1,000,000 \$2,000,000	
COs (4B) - LHP/LMP Project	\$2,000,000 \$3,000,000					

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 1/31/14	CoK to secure from property owners; title work and surveys	easement legal proceedings on remaining tract being scheduled; property access for construction will be secured
	construction easements, if needed	complete by 12/13, if needed	determine need by 10/13	
Property Survey	M&B and Topo surveys	M&B amend. - complete (10/13) topo - complete (12/13)	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)	na	environmental impact to state waters	associated with Guadalupe River
	GLO (lease)	not required per GLO	state land/water under G St. bridge	
Design	TxDOT	processing agreement	access under Loop 534	tentatively approved
	-Trail Confirmation - Terra Design Group (TDG) -Final Design Contract - TDG	complete (6/12)	define route options w/ costs	complete (6/12)
Preliminary Design and Construction Drawings	schematic plans with amenities/est.	complete (6/23/13)	all remaining design phases	Council approval (6/23/13)
		Schematic - (complete) 50% review - (complete) 75% review - (complete) 90% review - (complete)	all project elements all project elements all project elements all project elements	coord. with utilities projects
		complete 1/14	all project elements	
Final Bid Documents Bidding/Contracts	final plans/specs/costs/ documents secure contractor	bids received 3/11/14; contract award 3/25/14 (nte \$1,835,535)	bid process, contract prep	project delay assoc. with approvals project delay, bid cost, etc.
Construction	construct project	start - 3/14; complete - 1/15	sequencing work	typical delays/field alterations

FUNDING - BUDGET		Allocation	Expended - Encumbered	Balance	Cost Est. for Package	Needed to Complete Package
COs (4B)		\$2,200,000	\$228,305	\$1,971,695	\$1,850,000	\$2,200,000

Status Report: Kerville 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 from property owners; title work and surveys	from property owners
Property Survey	construction easements, if needed	TBD	TBD	from property owners
Misc. Reports/Permits	M&B and Topo surveys	(partially complete)	identify property boundary and grades	
	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
Routing	location of trail	(partially complete)	define gradients and layout	" " "
Preliminary Design and Construction Drawings	schematic plan with amenities/est.	50% review –	all project elements	" " "
		75% review –	all project elements	" " "
		90% review –	all project elements	" " "
Final Bid Documents	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
CO's (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 construction easements, if needed	TBD TBD	CoK to secure from property owners; title work and surveys TBD	from property owners from property owners
Property Survey	M&B and Topo surveys	(partially complete)	identify property boundary and grades	
Misc. Reports/Permits	LOMR TPWD (land & water permit)		flood impact, if any environmental impact to state waters	may require submittal to FEMA review by TPWD
Design	TBD			waiting for private development
Preliminary Design and Construction Drawings	schematic plan with amenities/est.	50% review – (partially complete) 75% review – 90% review –	all project elements all project elements all project elements	" " " "
Final Bid Documents	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)					

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: March 24, 2014 **DATE SUBMITTED:** March 19, 2014

SUBMITTED BY: Ashlea Boyle *AB* **CLEARANCES:** Todd Parton
Special Projects Manager City Manager

EXHIBITS:

AGENDA MAILED TO:

APPROVED FOR SUBMITTAL BY CITY MANAGER: *TP*

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" met on February 21, 2014 to review an application submitted by Mooney Aviation Corporation for roof replacements to their leased buildings. Because these are City of Kerrville and Kerr County owned buildings, it is not anticipated that this application will be presented to the Economic Improvement Corporation. The City and County are currently in discussion to fund these repairs. No other funding applications have been received to date.

RECOMMENDED ACTION

This report is for informational purposes only. No action required.

Agenda Item:

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

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

SUBJECT: Update on Kerrville Economic Development Corporation Activities

FOR AGENDA OF: March 25, 2014 **DATE SUBMITTED:** March 19, 2014

SUBMITTED BY: Ashlea Boyle ^{AB}
Special Projects Manager **CLEARANCES:** Todd Parton
City Manager

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 Kerrville Economic Development Corporation Executive Director regarding KEDC activity.

RECOMMENDED ACTION

This is for information only. No recommended action.

Agenda Item:

4A. Discuss the Fiscal Year 2015 Budget (staff)

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

SUBJECT: Discuss the Fiscal Year 2015 budget

FOR AGENDA OF: March 24, 2014 **DATE SUBMITTED:** March 19, 2014

SUBMITTED BY: Ashlea Boyle *AK* **CLEARANCES:** Todd Parton
Special Projects Manager City Manager

EXHIBITS:

AGENDA MAILED TO:

APPROVED FOR SUBMITTAL BY CITY MANAGER: *TP*

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

PAYMENT TO BE MADE TO:

REVIEWED BY THE DIRECTOR OF FINANCE:

SUMMARY STATEMENT

Staff is requesting the Economic Improvement Corporation (EIC) discuss the Fiscal Year 2015 budget, including priorities, projects, and community event funding.

RECOMMENDED ACTION

Staff is requesting the EIC discuss the Fiscal Year 2015 budget.

EIC - 2014 Budget

	FY14 Approved	FY15 Projected	FY16 Projected	FY17 Projected	FY18 Projected	FY19 Projected	FY20 Projected	FY21 Projected	FY22 Projected	FY23 Projected
BEGINNING CASH BALANCE	\$2,598,336	\$1,189,586	\$1,294,586	\$1,160,086	\$645,706	\$725,020	\$2,145,838	\$3,666,055	\$5,288,654	\$7,016,706
Fund Balance	\$2,598,336	\$1,189,586	\$1,294,586	\$1,160,086	\$645,706	\$725,020	\$2,145,838	\$3,666,055	\$5,288,654	\$7,016,706
REVENUE:										
Sales and Use Tax	\$2,750,000	\$2,887,500	\$3,003,000	\$3,123,120	\$3,216,814	\$3,313,318	\$3,412,718	\$3,515,099	\$3,620,552	\$3,729,169
Interest	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
Miscellaneous										
Transfers In										
TOTAL REVENUE	\$2,755,000	\$2,892,500	\$3,008,000	\$3,128,120	\$3,221,814	\$3,318,318	\$3,417,718	\$3,520,099	\$3,625,552	\$3,734,169
	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget
EXPENDITURES:										
Administrative										
Advertising/Supplies	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500
Legal Services										
Appraisal Services										
Transfer to Debt Service Fund	\$68,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Transfer to General Fund Debt Service	\$170,000	\$512,000	\$512,000	\$512,000	\$512,000	\$512,000	\$512,000	\$512,000	\$512,000	\$512,000
Economic Development Governing Body	\$60,000	\$175,000	\$180,000	\$180,000	\$180,000	\$185,000	\$185,000	\$185,000	\$185,000	\$185,000
River Trail Funding	\$300,000	\$150,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Annual Disclosure Fee	\$3,500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Administrative Services Fee	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000
Total Administrative	\$702,000	\$937,500	\$792,500	\$792,500	\$792,500	\$797,500	\$797,500	\$797,500	\$797,500	\$797,500
Category I - Business Development										
Revolving Loan Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
ED Set Aside	\$250,000	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000
Unspecified	\$246,750									
Total Category I	\$496,750	\$500,000								
Category II - Quality of Life										
Schreiner University Project	\$ 250,000									
Habitat for Humanity	\$ 375,000									
Downtown Wireless	\$0									
Special Events	\$125,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000
Streetscape	\$0	\$500,000	\$250,000	\$250,000	\$250,000					
History Center	\$0									
Baseball Complex	\$0	\$500,000	\$500,000	\$500,000	\$500,000					
Cailloux Theater Expansion	\$500,000									
River Trail	\$0									
Soccer Improvements	\$0									
Tennis Center	\$0	\$0	\$0	\$500,000						
Boardwalk		\$250,000	\$1,000,000	\$1,000,000	\$1,000,000					
Unspecified	\$465,000					\$500,000	\$500,000	\$500,000	\$500,000	\$500,000
Total Category II	\$1,715,000	\$1,350,000	\$1,850,000	\$2,350,000	\$1,850,000	\$600,000	\$600,000	\$600,000	\$600,000	\$600,000
Category III - Public Infrastructure										
Village West Utilities										
Water 1/2 cost	\$750,000									
Wastewater (line extension)	\$500,000									
Unspecified		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Category III	\$1,250,000	\$0								
Contingency										
TOTAL EXPENDITURES	\$4,163,750	\$2,787,500	\$3,142,500	\$3,642,500	\$3,142,500	\$1,897,500	\$1,897,500	\$1,897,500	\$1,897,500	\$1,897,500
NET REVENUES TO EXPENDITURES	-\$1,408,750	\$105,000	-\$134,500	-\$514,380	\$79,314	\$1,420,818	\$1,520,218	\$1,622,599	\$1,728,052	\$1,836,669
FUND BALANCE	\$1,189,586	\$1,294,586	\$1,160,086	\$645,706	\$725,020	\$2,145,838	\$3,666,055	\$5,288,654	\$7,016,706	\$8,853,375