

AGENDA FOR REGULAR MEETING

CITY OF KERRVILLE, TEXAS

ECONOMIC IMPROVEMENT CORPORATION

MONDAY, APRIL 18, 2016 AT 4:00 P.M.

KERRVILLE CITY HALL CITY COUNCIL CHAMBERS

701 MAIN STREET, KERRVILLE, TEXAS

**AGENDA FOR REGULAR MEETING OF THE
CITY OF KERRVILLE, TEXAS
ECONOMIC IMPROVEMENT CORPORATION
MONDAY, APRIL 18, 2016, 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 Economic Improvement 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 MINUTES:

2A. Approval of minutes for the regular meeting held on March 28, 2016.

3A. MONTHLY REPORTS:

3A. Monthly financials for March 2016. (staff)

3B. Projects update. (staff)

River Trail Project

Kerrville Sports Complex

Workforce Housing Project

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.

The facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive service must be made 48 hours prior to this event. Please contact the City Secretary's Office at 830-257-8000 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 April 15, 2016, at 9:30 a.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

Sections 551.071, 551.072, and 551.087:

- River Trail

5. ITEMS FOR FUTURE AGENDAS:

6. ANNOUNCEMENTS:

7. ADJOURNMENT

The facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive service must be made 48 hours prior to this event. Please contact the City Secretary's Office at 830-257-8000 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 April 15, 2015, at 9:30 a.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. Approval of minutes for the regular meeting held on March 28, 2016.

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

MARCH 28, 2016

On Monday March 28, 2016, the regular 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 Council Chambers at City Hall, at 701 Main Street, Kerrville, Texas.

The invocation was offered by Gary Cochrane.

Members Present:

David Wampler, President
Gary Cochrane, Vice President
Gary Stork
Sherry Pattillo, Secretary
Delayne Sigerman
Paul Stafford
James Wilson

Members Absent:

None

City Executive Staff Present:

Todd Parton, City Manager
Kristine Day, Deputy City Manager
Mike Hayes, City Attorney
Cheryl Brown, Deputy City Secretary
Sandra Yarbrough, Director of Finance
Brian Crenwelge, Project Manager
Trent Robertson, City Planner

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 MINUTES:

2A. Mr. Cochrane moved to approve the minutes for the regular meeting held on January 25, 2016 and February 15, 2016. Mr. Stafford seconded, and the motion passed 7-0.

3. MONTHLY REPORTS:

3A. Monthly financials for February 2016:

Ms. Yarbrough reported a beginning balance of \$3,991,362; with \$348,782 revenue, and \$707,311 expenditures; leaving an ending cash balance on February 29, 2016 of

\$3,632,834. She reviewed the capital projects status summary, which showed an ending cash balance of \$1,393,066 and the cash and investments fund, which showed an (annualized) interest earned of 0.24%.

3B. Projects update.

Cailloux Campus Support Facility

Mr. Crenwelge reported that project was completed, and the ribbon cutting and dedication was scheduled for Sunday April 3, 2016 at 2:00 p.m.

Lowry Park Trail

Mr. Crenwelge reported that the concrete trail was completed from the River Side Nature Center to 160 feet west of the bridge. The upper plaza concrete was completed, and flagstone was being placed. Completion of construction was anticipated by April 2016.

4. DISCUSSION AND POSSIBLE ACTION:

4A. Airport Commerce Park

Mr. Robertson reported that City Council approved the amendments to the planned development district suggested by the EIC at the last meeting. The City Council also amended some of the development requirements in the original agreement. They also extended the 15 years.

Mr. Cochrane moved to accept the amended agreement. Ms. Pattillo seconded, and the motion passed 7-0.

4B. Freese and Nichols, Inc. Water and Wastewater Analysis presentation

Mr. Parton gave a report regarding the analysis on the Peterson Farm Road development that was done by Freese and Nichols, Inc. The purpose of the study was to indicate the feasibility of developing the property. The study showed the costs associated with single-family units, multi-family units on the property, and commercial land use. There was information in the report regarding projected water usage for both types of projects, and the cost of laying water and wastewater lines. The wastewater would be handled by the Legion Lift Station, which was already at capacity. There was an approximate \$8,000,000.00 projected cost to bring that lift station up to a capacity that would accommodate additional lines. However, improvements to the capacity of the Legion Lift Station were already projected to be budgeted for Fiscal Year 2019. He also spoke about using a development partner for the project(s). Staff's recommendation was to develop the property in partnership with a development company, and to develop it for use as workforce housing. Mr. Parton responded to various questions from the board.

Ms. Sigermann moved to direct staff to proceed with a request for quotes for development of the property. Mr. Cochrane seconded. The motion passed 6-1, with Mr. Wilson voting against, and Mr. Wampler, Mr. Cochrane, Mr. Stork, Mr. Stafford, Ms. Sigermann, and Ms. Pattillo voting in favor.

5. EXECUTIVE SESSION:

There was no executive session.

6. ITEMS FOR FUTURE AGENDAS:

None

7. ANNOUNCEMENTS:

Mr. Parton reported that the City had reached an agreement for an easement on the Colvin property for the River Trail.

8. ADJOURNMENT

The meeting was adjourned by Mr. Wampler at 4:50 p.m.

APPROVED: _____

David Wampler, President

ATTEST:

Cheryl Brown
Deputy City Secretary

Agenda Item:

3A. Monthly financials for March 2016. (staff)

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

SUBJECT: EIC Financials

AGENDA DATE: April 18, 2016

DATE SUBMITTED: April 13, 2016

SUBMITTED BY: Sandra Yarbrough
Director of Finance

CLEARANCES: Todd Parton
City Manager

EXHIBITS: Monthly Financials

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

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 - Summary
For the month ending March 31, 2016

Beginning Cash Balance		\$ 3,632,765
Income:		
Sales Tax	\$ 223,790	
Interest Revenue	\$ 1,162	
Total Income	<u>\$ 224,951</u>	
Expenses:		
Administrative Service Fee	\$ 8,333	
Transfer for Debt Service	\$ 88,978	
Total Expenses	<u>\$ 97,311</u>	
Revenues Over (Under) Expenditures		<u>\$ 127,641</u>
Ending Cash Balance		<u><u>\$ 3,760,405</u></u>

CITY OF KERRVILLE
Economic Improvement Corporation
Sales Tax Improvement Fund - Revenue and Expense Statement
For the month ending March 31, 2016

	Annual Budget	Current Period	Y-T-D Actual	% of Budget	Budget Balance
BEGINNING CASH BALANCE	\$ 3,657,920		\$ 3,657,920		
REVENUE:					
Sales and Use Tax	\$ 3,206,316	\$ 223,790	\$ 1,587,610	49.52%	\$ 1,618,706
Interest	\$ 5,000	\$ 1,162	\$ 5,314	106.29%	\$ (314)
TOTAL REVENUE	\$ 3,211,316	\$ 224,951	\$ 1,592,924	49.60%	\$ 1,618,392
	Annual Budget	Current Period	Y-T-D Actual	% of Budget	Budget Balance
EXPENDITURES:					
Administrative					
Local Meetings	\$ 500		\$ 72	14.45%	\$ 428
Administrative Services Fee	\$ 100,000	\$ 8,333	\$ 50,000	50.00%	\$ 50,000
Economic Development Governing Body	\$ 154,404		\$ 154,404	100.00%	\$ 0
Debt Service - River Trail - Series 2011A	\$ 256,923	\$ 21,455	\$ 128,195	49.90%	\$ 128,727
Debt Service - River Trail - Series 2012	\$ 255,630	\$ 21,353	\$ 128,116	50.12%	\$ 127,514
Debt Service - Athlex Complex - Series 2015	\$ 596,329	\$ 46,171	\$ 311,154	52.18%	\$ 285,175
Total Administrative	\$ 1,363,786	\$ 97,311	\$ 771,939	56.60%	\$ 591,844
Category I - Business Development					
James Avery	\$ 610,000		\$ 610,000	100.00%	\$ -
Total Category I	\$ 610,000	\$ -	\$ 610,000	100.00%	\$ -
Category II - Quality of Life					
LHP Lighting	\$ 250,000	\$ -	\$ -	0.00%	\$ 250,000
Olympic Pool	\$ 100,000	\$ -	\$ -	0.00%	\$ 100,000
Downtown Streetscape Enhancements:	\$ -				\$ -
Parking Garage	\$ 160,000	\$ -	\$ -	0.00%	\$ 160,000
Planter Boxes	\$ 20,000	\$ -	\$ -	0.00%	\$ 20,000
Street Furniture	\$ 100,000	\$ -	\$ -	0.00%	\$ 100,000
Cailloux Theater Upgrades	\$ 108,500		\$ 108,500	100.00%	\$ -
Total Category II	\$ 738,500	\$ -	\$ 108,500	14.69%	\$ 630,000
Category III - Public Infrastructure					
Housing	\$ 100,000	\$ -	\$ -	0.00%	\$ 100,000
IH10 @ FM 783	\$ 500,000	\$ -	\$ -	0.00%	\$ 500,000
Total Category III	\$ 600,000	\$ -	\$ -	0.00%	\$ 600,000
Contingency	\$ -	\$ -	\$ -	0.00%	\$ -
	\$ -	\$ -	\$ -		\$ -
TOTAL EXPENDITURES	\$ 3,312,286	\$ 97,311	\$ 1,490,439	45.00%	\$ 1,821,844
NET REVENUES TO EXPENDITURES	\$ (100,969)	\$ 127,641	\$ 102,485		
ENDING CASH BALANCE	Budget		Actual		
	\$ 3,556,950		\$ 3,760,405		

CITY OF KERRVILLE
Economic Improvement Corporation
Sales Tax Revenue Analysis - FY16
For the month ending March 31, 2016

Revenue Month	Actual FY 2013	Actual FY 2014	Actual FY 2015	Budgeted FY 2016	Actual FY 2016	FY2015 vs FY2016	Budget vs Actual
October	\$ 226,663	\$ 241,503	\$ 238,933	\$ 245,536	\$ 227,707	-4.70%	-7.26%
November	\$ 210,744	\$ 234,150	\$ 257,654	\$ 264,775	\$ 277,653	7.76%	4.86%
December	\$ 204,782	\$ 214,424	\$ 251,851	\$ 258,811	\$ 254,834	1.18%	-1.54%
January	\$ 217,647	\$ 229,761	\$ 245,845	\$ 252,639	\$ 255,848	4.07%	1.27%
February	\$ 284,177	\$ 296,036	\$ 335,071	\$ 344,331	\$ 347,778	3.79%	1.00%
March	\$ 205,749	\$ 207,869	\$ 223,251	\$ 229,420	\$ 223,790	0.24%	-2.45%
April	\$ 215,800	\$ 218,030	\$ 227,065				#DIV/0!
May	\$ 251,468	\$ 268,682	\$ 273,281				#DIV/0!
June	\$ 234,781	\$ 267,530	\$ 255,511				#DIV/0!
July	\$ 216,641	\$ 222,961	\$ 238,328				#DIV/0!
August	\$ 245,964	\$ 266,321	\$ 296,422				#DIV/0!
September	\$ 224,905	\$ 238,926	\$ 256,246				#DIV/0!
YTD Total	\$ 2,739,321	\$ 2,906,194	\$ 3,099,458	\$ 1,595,512	\$ 1,587,610	2.50%	-0.50%

CITY OF KERRVILLE
Economic Improvement Corporation
Capital Projects Fund - Summary
For the month ending March 31, 2016

Beginning Cash Balance		\$ 1,393,066
Income:		
James Avery Craftsman	\$ -	
Total Income:	<u>\$ -</u>	
Expenses:		
Cailloux Theater Expansion	\$ 147,738	
Total Expenses:	<u>\$ 147,738</u>	
Revenues Over (Under) Expenditures		<u>\$ (147,738)</u>
Ending Cash Balance		<u><u>\$ 1,245,328</u></u>

CITY OF KERRVILLE
Economic Improvement Corporation
Project Status Summary
For the month ending March 31, 2016

Fiscal Years	Projects	Agreement Commitment	EIC Funded To Date	Total Funded	Expenses to Date	Project Balance
2012-13	Downtown Streetscape	\$ 35,100	\$ 35,100	\$ 35,100	\$ 34,413	\$ 687
2013-14	Cailloux Theater Expansion	\$ 850,000	\$ 850,000	\$ 1,113,474	\$ 1,023,958	\$ 89,516
2013-14	Habitat for Humanity	\$ 375,000	\$ 375,000	\$ 375,000	\$ 375,000.00	\$ -
2014-15	James Avery	\$ 1,220,000	\$ 1,220,000	\$ 1,220,000	\$ 609,500	\$ 610,500
2014-15	ED Set Aside	\$ 500,000	\$ 500,000	\$ 500,000		\$ 500,000
2015-16	LHP Lighting	\$ 250,000				
2015-16	Olympic Pool	\$ 100,000				
2015-16	Parking Garage	\$ 160,000				
2015-16	Planter Boxes	\$ 20,000				
2015-16	Street Furniture	\$ 100,000				
2015-16	Cailloux Theater upgrades	\$ 108,500	\$ 108,500	\$ 108,500	\$ 63,875	\$ 44,625
TOTALS		\$ 3,718,600	\$ 2,980,100	\$ 3,243,574	\$ 2,042,871	\$ 1,245,328

Cash Balance on 3/31/2016 \$ 1,245,328

General Capital Improvement Projects - supported by EIC

Fiscal Years	Projects	Agreement Commitment	Total Funded	Expense To Date	To Balance
2011-12	River Trail	\$ 6,000,000	\$ 5,994,644	\$ 4,634,762	\$ 1,359,881
2011-12	Louise Hays/Lehmann Monroe parks	\$ 2,000,000	\$ 2,600,000	\$ 2,600,000	\$ (0)
Funding Agreement - C2011-76Totals		\$ 8,000,000	\$ 8,594,644	\$ 7,234,762	\$ 1,359,881

Notes:

6/24/14 - Project adjustments - \$600,000.00 moved from River Trail project to Louise Hays/Lehman Monroe park improvements per EIC and City Council meetings - additional funding to replenish River Trail project to be requested by city staff from EIC at future EIC meeting.

9/22/14 - Project replenished - \$600,000.00 approved at EIC meeting related to Louise Hays/Lehman Monroe park improvements (see note above) reported on 9/30/14 financial report at October 2014 meeting.

Cash and Investments

For the month ending March 31, 2016

Cash and Investment Balances by Fund			
<u>City G/L</u> <u>Fund</u>	<u>Fund Name</u>	<u>Balance</u>	<u>Period</u>
40	Sales Tax Improvement Fund (operating fund)	\$ 3,760,405	3/31/2016
75	EIC Projects Fund (capital projects fund)	\$ 1,245,328	3/31/2016
Total Cash and Investments		\$ 5,005,733	3/31/2016

Cash and Investments by Type - Placement - Amount					
<u>Type</u>	<u>Investment Placement</u>	<u>Amount</u>	<u>Interest Earned</u>	<u>Interest Earned</u> <u>(Annualized)</u>	<u>Period</u> <u>Ending</u>
Cash	Wells Fargo Checking	\$ 1,252,710	\$ -	0.00%	3/31/2016
ST Investment	EIC TexPool	\$ 1,626,371	\$ 452.00	0.33%	3/31/2016
ST Investment	EIC TexStar	\$ 1,627,761	\$ 476.84	0.35%	3/31/2016
Pioneer Bank	CD	\$ 249,208	\$ 207.73	1.00%	3/31/2016
Texas Hill Co Bank	CD	\$ 249,683	\$ -	0.00%	3/31/2016
Total Cash and Investments		\$ 5,005,733	\$ 1,136.57	0.27%	3/31/2016

Agenda Item:

3B. Projects update. (staff)

River Trail Project

Kerrville Sports Complex

Workforce Housing Project

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

SUBJECT: Projects Update

AGENDA DATE: April 18, 2016

DATE SUBMITTED: March 14, 2016

SUBMITTED BY: Todd Parton
City Manager

CLEARANCES: Todd Parton
City Manager

EXHIBITS: Project Status Reports

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

Staff will provide reports on the following projects:

- River Trail Project – Lowry Park
- Kerrville Sports Complex
- Workforce Housing Development

RECOMMENDED ACTION

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

EIC Projects Update April 18, 2016

Lowry Park Trail:

Concrete trail is completed.

Masonry work is nearing completion.

Sod is being placed and seeding has been completed.

Construction is scheduled to be complete April 2016.

Kerrville Sports Complex:

Bids awarded by City Council in amount of \$9.8 million.

Construction scheduled to commence by June 2016.

Facility anticipated to be ready for competitive play by June 2017.

Workforce Housing Development:

Request for Qualification process is underway.

Statements of Qualification due by April 28, 2016.