

AGENDA FOR REGULAR MEETING

CITY OF KERRVILLE, TEXAS

ECONOMIC IMPROVEMENT CORPORATION

MONDAY, OCTOBER 17, 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, OCTOBER 17, 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 September 19, 2016.

3 MONTHLY REPORTS:

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

3B. Projects update. (staff)
Kerrville Sports Complex

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, including the following matters:

Sections 551.071 (consultation with attorney), and 551.072 deliberation regarding real property

- River Trail project

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 October 14, 2016, at 4:30 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

5. ITEMS FOR FUTURE AGENDAS
6. ANNOUNCEMENTS
7. ADJOURNMENT.

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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 October 14, 2016, at 4:30 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. Approval of minutes for the regular meetings held on September 19, 2016.

**CITY OF KERRVILLE, TEXAS ECONOMIC IMPROVEMENT CORPORATION
REGULAR MEETING** **SEPTEMBER 19, 2016**

On Monday September 19, 2016, the regular meeting of the members of the City of Kerrville, Texas Economic Improvement Corporation, was called to order at 4:00 p.m. by Gary Cochrane, President, in the Council Chambers at City Hall, at 701 Main Street, Kerrville, Texas. The invocation was offered by Mr. Early.

Members Present:

Gary Cochrane, President
Sheri Pattillo, Vice President
Kenneth Early
Delayne Sigerman
Paul Stafford
Gary Stork
James Wilson

Members Absent: None

City Executive Staff Present:

Todd Parton, City Manager
E.A. Hoppe, Deputy City Manager
Mike Hayes, City Attorney
Cheryl Brown, Deputy City Secretary
Sandra Yarbrough, Finance Director

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

1. VISITORS/CITIZENS FORUM:

Robert Naman spoke against the athletics complex and 4B taxes.

2. APPROVAL OF MINUTES:

2A. Mr. Wilson moved to approve the minutes for the July 18, 2016 meeting. Mr. Early seconded, and the motion passed 7-0.

3. MONTHLY REPORTS:

3A. Monthly financials for August 2016:

Ms. Yarbrough reported a cash balance on August 31, 2016 of \$4,604,500. She reviewed the capital projects and noted a balance of \$1,115,616; the cash and investments fund earned 0.44% interest.

3B. Projects update.

Kerrville Sports Complex

Mr. Parton reported that the property transfer from the Cailloux Foundation to the city was complete. The site work and grading began August 1, 2016; estimated completion

date was July/August 2017.

4. CONSIDERATION AND POSSIBLE ACTION:

4A. Application by the City of Kerrville for Construction of Reclaimed Water Distribution Infrastructure for a maximum of \$1.5 million.

Mr. Parton reviewed the applications from the City of Kerrville in the amount of \$1.5 million, Schreiner University in the amount of \$900,000, and Southern Golf Properties in the amount of \$600,000.

Ms. Pattillo moved to approve the application by the City of Kerrville as presented. Mr. Wilson seconded, and the motion passed 7-0.

4B. Application by the City of Kerrville and Schreiner University for construction of reclaimed water distribution infrastructure for a maximum of \$900,000.

The following person spoke:

- Robert Naman spoke against approving the application.

Mr. Stork moved to approve the application by the City of Kerrville and Schreiner University as presented. Mr. Early seconded, and the motion passed 7-0

4C. Application by the City of Kerrville and Southern Golf Properties for construction of reclaimed water distribution infrastructure for a maximum of \$600,000.

Mr. Early moved to approve the application by the City of Kerrville and Southern Golf Properties as presented. Mr. Wilson seconded, and the motion passed 7-0.

5. **EXECUTIVE SESSION:** There was no executive session.

6. **ITEMS FOR FUTURE AGENDAS:** None

7. **ANNOUNCEMENTS:** None

8. ADJOURNMENT

The meeting was adjourned by Mr. Cochrane at 4:28 p.m.

APPROVED: _____

Gary Cochrane, President

ATTEST:

Cheryl Brown
Deputy City Secretary

Agenda Item:

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

**TO BE CONSIDERED BY THE EIC
CITY OF KERRVILLE, TEXAS**

SUBJECT: EIC Financials

FOR AGENDA OF: October 17, 2016 **DATE SUBMITTED:** October 10, 2016

SUBMITTED BY: Sandra G. Yarbrough *SY* **CLEARANCES:**
Director of Finance

EXHIBITS: Monthly Financials
AGENDA MAILED TO:

APPROVED FOR SUBMITTAL BY CITY MANAGER: *JP*

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

PAYMENT TO BE MADE TO:

REVIEWED BY THE DIRECTOR OR FINANCE:

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
Month Ended September 30, 2016

| | | |
|---|-------------------|-----------------------------------|
| Beginning Cash Balance | | \$ 4,604,499 |
| Revenues: | | |
| Sales Tax | \$ 260,084 | |
| Interest Revenue | 1,721 | |
| Transfer In - Cailloux Theater Upgrade - closed | 4,625 | |
| Total Revenues | <u>266,430</u> | |
| Expenses: | | |
| Administrative Service Fee | 8,333 | |
| Transfer Out for Debt Service | 92,753 | |
| Transfer Out for Projects - | | |
| Olympic Pool | 100,000 | |
| Downtown Streetscape - Parking Garage | 160,000 | |
| Downtown Streetscape - Planter Boxes | 20,000 | |
| Downtown Streetscape - Street Furnitures | 100,000 | |
| Housing | 100,000 | |
| Total Expenses | <u>\$ 581,086</u> | |
| Change in Net Position | | <u>(314,655)</u> |
| Ending Cash Balance | | <u><u>\$ 4,289,843</u></u> |

CITY OF KERRVILLE
Economic Improvement Corporation
Sales Tax Improvement Fund - Statement of Activities
Month Ended September 30, 2016

| | Annual Budget | Current Period | Y-T-D Actual | % of Budget | Budget Balance |
|---|------------------------|---------------------|------------------------|----------------|----------------|
| BEGINNING CASH BALANCE | \$ 3,657,920 | | \$ 3,657,920 | | |
| REVENUES: | | | | | |
| Sales and Use Tax | 3,185,991 | 260,084 | 3,174,529 | 99.64% | 11,462 |
| Interest | 5,000 | 1,721 | 14,625 | 292.51% | (9,625) |
| Transfer In | - | 4,625 | 4,625 | | (4,625) |
| TOTAL REVENUES | <u>3,190,991</u> | <u>266,430</u> | <u>3,193,780</u> | <u>100.09%</u> | <u>(2,789)</u> |
| EXPENSES: | | | | | |
| Administrative | | | | | |
| Local Meetings | 500 | - | 72 | 14.45% | 428 |
| Administrative Services Fee | 100,000 | 8,333 | 100,000 | 100.00% | - |
| Economic Development Governing Body | 154,404 | - | 154,404 | 100.00% | - |
| Debt Service - River Trail - Series 2011A | 256,923 | 21,455 | 256,923 | 100.00% | - |
| Debt Service - River Trail - Series 2012 | 255,630 | 21,053 | 255,630 | 100.00% | - |
| Debt Service - Athlex Complex - Series 2015 | 596,329 | 50,246 | 596,329 | 100.00% | - |
| Total Administrative | <u>1,363,786</u> | <u>101,086</u> | <u>1,363,358</u> | <u>99.97%</u> | <u>428</u> |
| Category I - Business Development | | | | | |
| James Avery | 610,000 | - | 610,000 | 100.00% | - |
| Total Category I | <u>610,000</u> | <u>-</u> | <u>610,000</u> | <u>100.00%</u> | <u>-</u> |
| Category II - Quality of Life | | | | | |
| LHP Lighting | 250,000 | - | - | 0.00% | 250,000 |
| Olympic Pool | 100,000 | 100,000 | 100,000 | 100.00% | - |
| Downtown Streetscape Enhancements: | | | | | |
| Parking Garage | 160,000 | 160,000 | 160,000 | 100.00% | - |
| Planter Boxes | 20,000 | 20,000 | 20,000 | 100.00% | - |
| Street Furniture | 100,000 | 100,000 | 100,000 | 100.00% | - |
| Cailloux Theater Upgrades | 108,500 | - | 108,500 | 100.00% | - |
| Total Category II | <u>738,500</u> | <u>380,000</u> | <u>488,500</u> | <u>66.15%</u> | <u>250,000</u> |
| Category III - Public Infrastructure | | | | | |
| Housing | 100,000 | - | 100,000 | 0.00% | - |
| IH10 @ FM 783 | 500,000 | - | - | 0.00% | 500,000 |
| Total Category III | <u>600,000</u> | <u>-</u> | <u>100,000</u> | <u>0.00%</u> | <u>500,000</u> |
| Contingency | <u>-</u> | <u>-</u> | <u>-</u> | <u>0.00%</u> | <u>-</u> |
| TOTAL EXPENSES | <u>3,312,286</u> | <u>481,086</u> | <u>2,561,857</u> | <u>77.34%</u> | <u>750,428</u> |
| CHANGE IN NET POSITION | <u>\$ (121,294)</u> | <u>\$ (214,655)</u> | <u>\$ 631,923</u> | | |
| ENDING CASH BALANCE | Budget \$ 3,536,625 | | Actual \$ 4,289,843 | | |

CITY OF KERRVILLE
Economic Improvement Corporation
Sales Tax Revenue Analysis - FY16
Month Ended September 30, 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 | 233,340 | 237,432 | 4.57% | 1.75% |
| May | 251,468 | 268,682 | 273,281 | 280,834 | 307,046 | 12.36% | 9.33% |
| June | 234,781 | 267,530 | 255,511 | 262,575 | 243,070 | -4.87% | -7.43% |
| July | 216,641 | 222,961 | 238,328 | 244,915 | 249,278 | 4.59% | 1.78% |
| August | 245,964 | 266,321 | 297,274 | 305,489 | 290,011 | -2.44% | -5.07% |
| September | 224,905 | 238,926 | 256,246 | 263,328 | 260,084 | 1.50% | -1.23% |
| YTD Total | \$ 2,739,321 | \$ 2,906,194 | \$ 3,100,310 | \$ 3,185,994 | \$ 3,174,529 | 2.37% | -0.36% |

CITY OF KERRVILLE
Economic Improvement Corporation
Capital Projects Fund - Summary
Month Ended September 30, 2016

| | | |
|--|----------------|-----------------------------------|
| Beginning Cash Balance | | \$ 1,115,616 |
| Revenues: | | |
| Transfer In for Projects - | | |
| Olympic Pool | \$ 100,000 | |
| Downtown Streetscape - Parking Garage | 160,000 | |
| Downtown Streetscape - Planter Boxes | 20,000 | |
| Downtown Streetscape - Street Furnitures | 100,000 | |
| Housing | 100,000 | |
| Total Revenues | <u>480,000</u> | |
| Expenses: | | |
| Transfer out - Cailloux Theater Upgrade - closed | <u>4,625</u> | |
| Total Expenses | \$ 4,625 | |
| Change in Net Position | | <u>475,375</u> |
| Ending Cash Balance | | <u><u>\$ 1,590,991</u></u> |

CITY OF KERRVILLE
Economic Improvement Corporation
Project Status Summary
Month Ended September 30, 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 | \$ 34,609 | \$ 491 |
| 2013-14 | Cailloux Theater Expansion | 850,000 | 850,000 | 1,127,833 | 1,127,833 | - |
| 2013-14 | Habitat for Humanity | 375,000 | 375,000 | 375,000 | 375,000 | - |
| 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 | 100,000 | 100,000 | - | 100,000 |
| 2015-16 | Parking Garage | 160,000 | 160,000 | 160,000 | - | 160,000 |
| 2015-16 | Planter Boxes | 20,000 | 20,000 | 20,000 | - | 20,000 |
| 2015-16 | Street Furniture | 100,000 | 100,000 | 100,000 | - | 100,000 |
| 2015-16 | Cailloux Theater Upgrades | 108,500 | 108,500 | 103,875 | 103,875 | - |
| 2015-16 | Housing | 100,000 | 100,000 | 100,000 | - | 100,000 |
| TOTALS | | \$ 3,818,600 | \$ 3,568,600 | \$ 3,841,808 | \$ 2,250,817 | \$ 1,590,991 |

Cash Balance on 9/30/2016 \$ 1,590,991

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 | \$ 5,997,683 | \$ 5,008,557 | \$ 989,126 |
| 2011-12 | Louise Hays/Lehmann Monroe parks | 2,000,000 | 2,600,000 | 2,600,000 | (0) |
| | Funding Agreement C2011-76 Total | \$ 8,000,000 | \$ 8,597,683 | \$ 7,608,556 | \$ 989,125 |

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.

CITY OF KERRVILLE
Economic Improvement Corporation
Cash and Investments
September 30, 2016

| Cash and Investment Balances by Fund | | |
|---|---|---------------------|
| Fund # | Fund Name | Balance |
| 40 | Sales Tax Improvement Fund (operating fund) | \$ 4,289,843 |
| 75 | EIC Projects Fund (capital projects fund) | 1,590,991 |
| Total Cash and Investments | | \$ 5,880,834 |

| Cash and Investments by Type - Placement - Amount | | | | |
|--|-----------------------------|---------------------|--------------------------------|----------------------|
| Investment Type | Investment Placement | Amount | Current Period Interest | Interest Rate |
| Cash | Wells Fargo Checking | \$ 2,119,651 | \$ - | 0.00% |
| ST Investment | EIC TexPool - Prime | 1,629,950 | 946 | 0.70% |
| ST Investment | EIC TexStar | 1,630,927 | 553 | 0.41% |
| Pioneer Bank | CD | 250,306 | 223 | 1.05% |
| Texas Hill Co Bank | CD | 250,000 | - | 1.00% |
| Total Cash and Investments | | \$ 5,880,834 | \$ 1,721 | |

Agenda Item:

3B. Projects update. (staff)
Kerrville Sports Complex

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

SUBJECT: Projects update

FOR AGENDA OF: Oct. 17, 2016

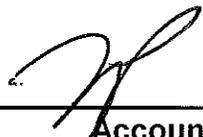
DATE SUBMITTED: Oct. 14, 2016

SUBMITTED BY: Todd Parton
City Manager

CLEARANCES:

EXHIBITS: None

AGENDA MAILED TO:

APPROVED FOR SUBMITTAL BY CITY MANAGER: 

| Expenditure Required: | Current Balance in Account: | Amount Budgeted: | Account Number: |
|----------------------------------|--|-----------------------------|----------------------------|
| \$0 | \$0 | \$0 | |

PAYMENT TO BE MADE TO:

REVIEWED BY THE FINANCE DEPARTMENT:

SUMMARY STATEMENT

City staff will review the status of the following projects:

1. Kerrville Sports Complex

- Contract work commenced August 2016.
- J3 Company:
 - Completing base compaction for parking lot and roads for both sides of the complex.
 - Installing concrete curbs for parking lots and roads for both sides of the complex.
 - Installing water and sewer lines for both sides of the complex.
- Mid-America Sports:
 - Completed final grading for baseball, softball, and soccer fields.
 - Preparing to initiate irrigation installation during the week of October 17, 2016.
- JK Bernard:
 - Nearing completion of masonry walls of main soccer building.
 - Concrete placed for second soccer building.
 - Foundation rough-in is underway for the baseball/softball buildings.
- DW Electric:
 - Installing conduits for the sports field lights.
 - Bases for new soccer lights have been installed.
 - All sports lighting components are scheduled for delivery during the week of October 17, 2016, and installations are scheduled for later this month.
- Estimated completion date remains July/August 2017.

RECOMMENDED ACTION

This is an informational report to the EIC Board and no action is required.