

AGENDA FOR REGULAR MEETING

CITY OF KERRVILLE, TEXAS

ECONOMIC IMPROVEMENT CORPORATION

MONDAY, MARCH 19, 2012, 4:00 P.M.

KERRVILLE CITY HALL COUNCIL CHAMBERS

800 JUNCTION HIGHWAY, KERRVILLE, TEXAS

**AGENDA FOR MEETING OF THE
CITY OF KERRVILLE, TEXAS ECONOMIC IMPROVEMENT CORPORATION
REGULAR MEETING, MONDAY, MARCH 19, 2012, 4:00 P.M.
KERRVILLE CITY HALL COUNCIL CHAMBERS
800 JUNCTION HIGHWAY, 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 27, 2012.

3. MONTHLY REPORTS:

3A. Monthly financials for February 2012.

3B. Capital project update.

4. INFORMATION AND DISCUSSION:

4A. Update regarding River Trail and Parks projects (Rickert)

4B. Update on Kerrville Economic Development Corporation (Appel)

4C. Update regarding "Go" Team activities (Wendele)

5. CONSIDERATION AND POSSIBLE ACTION:

5A. Economic Development Grant Agreement between Kerrville Economic Development Corporation (KEDC) and the City of Kerrville, Texas Economic Improvement Corporation.

5B. Consideration of a lease with the USDA to graze cattle on the Kerrville Economic Improvement Corporation (EIC) owned property located at 300 Peterson Farm Road.

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 830-257-8000 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: March 16, 2012 at 4:00 p.m. and remained posted continuously for at least 72 hours preceding the scheduled time of the meeting.

Deputy City Secretary, City of Kerrville, Texas

6. EXECUTIVE SESSION:

The Economic Improvement Corporation Board of Directors reserves the right to adjourn into executive session at any time to discuss any of the matters listed as permitted by law 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 and 551.087:

- Economic development grant agreement between Kerrville Economic Development Corporation (KEDC) and the City of Kerrville, Texas Economic Improvement Corporation.

7. ACTION ON ITEMS DISCUSSED IN EXECUTIVE SESSION

8. 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 830-257-8000 for further information.

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Deputy City Secretary, City of Kerrville, Texas

Agenda Item:

2A. Minutes of the regular meeting held February 27, 2012

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

FEBRUARY 27, 2012

On Monday, February 27, 2012, the meeting of the directors of the City of Kerrville, Texas Economic Improvement Corporation, was called to order at 4:00 p.m. by Gregg Appel, President, in the City Hall Council Chambers, 800 Junction Highway, Kerrville, Texas.

Members Present:

Gregg Appel, President
Rex Boyland, Secretary
Gary Cochrane (arrived at 4:09)
Larry Howard
Stacie Keeble
Polly Rickert

Members Absent:

Kenneth Early, Vice President

City Staff Present:

Todd Parton, City Manager
Mike Hayes, City Attorney
Kristine Ondrias, Assistant City Manager
Brenda G. Craig, City Secretary
Cheryl Brown, Administrative Assistant
Mike Erwin, Director of Finance
Mindy Wendele, Director of Business Programs
Malcolm Matthews, Director of Parks and Recreation
Dieter Werner, Director of Engineering

Visitors Present: Visitors list on file in the City Secretary's Office.

INVOCATION: Given by President Gregg Appel.

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

2. **APPROVAL OF THE MINUTES:**

2A. Minutes of the regular meetings held December 19, 2011, and January 23, 2012.
Mr. Howard moved for approval of the minutes of December 19, 2011, and January 23, 2012; Mr. Boyland seconded the motion and it passed 6-0.

3. **MONTHLY REPORTS:**

3A. Monthly financials for January 2012. Mr. Erwin reported:
-Sales tax received for January was \$204,000; overall, 2012 sales tax collected was 16% ahead of 2011 collections.
-\$250,000 was transferred to the Harper Highway project.
-\$25,000 would be transferred monthly into the river trail and parks improvement project.

-The first debt issuance for the river trail and parks improvement project was in December 2011; the second issuance was February 14, 2012, at a combined interest rate of 2.54% for 20 years. The debt service fund balance was \$585,000 and the interest payment would be about \$90,000 annually in September.

-He proposed to close several EIC projects through a budget amendment to city council in April and move those project fund balances back into the EIC fund.

-A letter from Standard & Poor's confirmed the city's "A+" rating.

3B. Capital project update. Ms. Wendele reported:

Harper Highway Project Phase I: Will be closed in the April budget amendment.

Harper Highway Project Phase II: Construction to start in May; 180 day completion.

Commercial Improvement Program: No activity.

Salvation Army Kroc Center: Will be closed in the April budget amendment.

4. INFORMATION AND DISCUSSION:

4A. Update on Hill Country Shooting Sport Center: Jack Burch (HCSSC owner), reported he was waiting on the driller to drill the well. Ducks Unlimited recently finished, and their event netted \$21,000.00.

4B. Update on Pinto Trail project: Scott Peschel reported HCHO expected to receive approval from the city inspection department soon. HCHO received additional property and platting should be completed by the end of the week for a total of twelve lots. HCHO was in the process of hiring a new director.

4C. Update on river trail and parks projects: Mr. Matthews reported that letters were sent to the Texas Parks and Wildlife Department and the Corp of Engineers for sand and gravel permits, flood plain review and endangered species information; information should be received in 30 days. Letters would also be submitted to TXDOT and the Texas Land Office to secure easements for the pedestrian river crossing on Lemos Street. He anticipated a March 23 bid date. He noted there were three options under review for the trail route in the Guadalupe Street area.

4D. Update from the Kerrville Economic Development Corporation (KEDC). (Appel) Mr. Appel reported that the closing for the Fox Tank property was pending and should be finalized soon, and the building next door had been leased. Mr. Fox planned to build a 10,000-15,000 square foot facility. Mr. Appel stated that KEDC had approved the concept of a conference center/hotel as a primary project to work on and an incentive package was being created. The county had passed the tax abatement for the LeMeilleur Automotive Repair facility on Peterson Drive. Culligan Water Company was planning a new facility. KEDC was working with the Alamo community College to create job training programs, such as welding for the Fox Tank Company; there was discussion of establishing a training center at the airport.

Mr. Parton stated that Fox Tank planned to complete work on their first tank at the Kerrville facility within the week.

4E. Update regarding "Go" Team activities. (Wendele)

Ms. Wendele presented an update on the "Go" Team activities. She also passed out some outlines of future "Go" Team activities and projects.

5. CONSIDERATION AND POSSIBLE ACTION:

5A. Economic development grant agreement between Kerrville Economic Development Corporation (KEDC) and the City of Kerrville, Texas Economic Improvement Corporation. Matter was deferred to executive session.

5B. Amend the FY 2012 City of Kerrville, Texas Economic Improvement Corporation's budget to reflect changes to the operating, capital, and debt service budgets. Amend the FY 2012 City of Kerrville, Texas Economic Improvement Corporation's budget to reflect changes to the operating, capital and debt service budgets: Mr. Erwin reviewed the budget and estimated there would be \$1,277,000 remaining in the EIC budget if there were no new projects.

5C. Review appraisals and discuss possible disposition of Peterson Farm Road property. Ms. Ondrias provided the board copies of two 2010 appraisals and the 2007 appraisal of the Peterson Farm Road property. Discussion was deferred to Executive Session.

6. EXECUTIVE SESSION:

Mr. Boyland moved that the Economic Improvement Corporation go into executive closed session under Section 551.071 (consultation with attorney), 551.072 (deliberation regarding real property), and Section 551.087 (deliberation regarding economic development negotiations) of Chapter 551 of the Government Code of the State of Texas; Mr. Cochrane seconded the motion, and it passed 6-0 to discuss the following matters:

Sections 551.071 and 551.087:

- Economic development grant agreement between Kerrville Economic Development Corporation (KEDC) and the City of Kerrville, Texas Economic Improvement Corporation.

Sections 551.071 and 551.072:

- Review appraisals and discuss possible disposition of Peterson Farm Road property.

At 4:30 p.m. the regular meeting recessed and the Board went into executive closed session at 4:38 p.m. At 5:31 p.m. the executive closed session recessed and the Board returned to open session at 5:31 p.m. The president announced that no action was taken in executive session.

7. ACTION ON ITEMS DISCUSSED IN EXECUTIVE SESSION None

8. ADJOURNMENT

Mr. Boyland moved to adjourn, Mr. Howard seconded and the meeting was adjourned at 5:32 PM.

APPROVED: _____

Gregg Appel, President

ATTEST:

Brenda G. Craig, City Secretary

Agenda Item:

3A. Monthly financials for February 2012

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

SUBJECT: Monthly Financials

FOR AGENDA OF: March 19, 2012

DATE SUBMITTED: March 14, 2012

SUBMITTED BY: Mike Erwin 

CLEARANCES:

EXHIBITS: Financials

AGENDA MAILED TO:

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

Presentation of monthly financial statements.

RECOMMENDED ACTION

Accept and Approve.

CITY OF KERRVILLE
Economic Improvement Corporation
Sales Tax Improvement Fund

Cash Balance as of February 1, 2012	\$ 2,121,530
Deposits:	
Sales Tax	\$ 264,744
Interest Revenue	\$ 636
	\$ 265,380
Expenses:	
Office Supplies	
Public Notice	\$ 22
Administrative Service Fee	\$ 8,333
Special Services - Category 1	
Special Services - Category 2	
Transfer for Debt Service	\$ 42,083
Transfer to Project Fund	\$ 250,000
Total Expenses	\$ 300,438
Revenues Over (Under) Expenditures	\$ (35,057)
 Ending Cash Balance as of February 29, 2012	 <u>\$ 2,086,471</u>
Assigned Fund Balance - Park Improvements	\$ 75,000
Ending Cash Balance Available as of February 29, 2012	\$ 2,011,471

City of Kerrville
Economic Improvement Corporation
Sales Tax Improvement Fund - Revenue and Expense Statement
For the month ending February 29, 2012

	Annual Budget	Current Period	Y-T-D Actual	% of Budget	Budget Balance
BEGINNING CASH BALANCE	\$ 3,148,386	\$ 3,148,386	\$ 3,148,386		
REVENUE:					
Sales and Use Tax	\$ 2,433,897	\$ 264,744	\$ 1,100,335	45.21%	\$ 1,333,562
Interest	\$ 7,377	\$ 636	\$ 3,373	45.73%	\$ 4,004
Transfer In		\$ -	\$ -		
TOTAL REVENUE	\$ 2,441,274	\$ 265,380	\$ 1,103,709	45.21%	\$ 1,337,565

	Annual Budget	Current Period	Y-T-D Actual & Encumbrance	% of Budget	Budget Balance
EXPENDITURES:					
Administrative					
Advertising	\$ 100	\$ 22	\$ 104	-	\$ (4)
Transfer to Debt Service Fund	\$ 595,000	\$ 42,083	\$ 210,417	35.36%	\$ 384,583
Economic Development Governing Body	\$ 175,000	\$ -	\$ 175,000	100.00%	\$ -
Annual Disclosure Fee	\$ 3,400	\$ -	\$ -		\$ 3,400
Administrative Services Fee	\$ 100,000	\$ 8,333	\$ 41,667	41.67%	\$ 58,333
Total Administrative	\$ 873,500	\$ 50,438	\$ 427,187	48.91%	\$ 446,313
Category I - Business Development					
Hill Country Shooting Center			\$ -	100.00%	\$ -
Commercial Improve Pilot Program	\$ 50,000		\$ -	100.00%	\$ 50,000
Fox Tank	\$ 600,000				
Downtown Underground Utilities	\$ 300,000				
USDA			\$ 1,138,436		
Unspecified	\$ 777,725	\$ 250,000	\$ 500,000	64.29%	\$ 277,725
Total Category I	\$ 1,727,725	\$ 250,000	\$ 1,638,436	100.00%	\$ 327,725
Category II - Quality of Life					
Schreiner University Project	\$ -	\$ -			\$ -
Hill Country Home Opportunity Program	\$ -		\$ 100,000	100.00%	\$ -
River Trail	\$ 250,000				
Category II Unspecified	\$ -			0.00%	\$ -
Total Category II	\$ 250,000	\$ -	\$ 100,000	40.00%	\$ 150,000
Category III - Public Infrastructure					
Harper Hwy Extension	\$ 1,000,000			0.00%	\$ 1,000,000
Total Category III	\$ 1,000,000	\$ -	\$ -	0.00%	\$ 1,000,000
Contingency	\$ -			#DIV/0!	\$ -
TOTAL EXPENDITURES	\$ 3,851,225	\$ 300,438	\$ 2,165,623	56.23%	\$ 1,924,038
NET REVENUES TO EXPENDITURES	\$ (1,409,950)	\$ (35,057)	\$ (1,061,915)		

	Budget	Actual
ENDING CASH BALANCE: February 29, 2012	\$ 1,738,435	\$ 2,086,471
Assigned Fund Balance - Park Improvements		\$ 75,000
ENDING CASH BALANCE AVAILABLE: February 29, 2012		\$ 2,011,471

	Pro Forma				
	2012	2013	2014	2015	2016
Beginning Cash Balance	\$ 1,909,950	\$ 500,000	\$ 1,942,772	\$ 3,828,855	\$ 5,482,541
Revenue					
Sales Tax	\$ 2,433,897	\$ 2,458,236	\$ 2,482,818	\$ 2,507,647	\$ 2,532,723
Interest	\$ 7,377	\$ 7,746	\$ 8,133	\$ 8,540	\$ 8,967
Total Revenue	\$ 2,441,275	\$ 2,465,982	\$ 2,490,951	\$ 2,516,186	\$ 2,541,690
Expense					
Special Services	\$ 3,500	\$ 3,500	\$ 3,500	\$ 3,500	\$ 3,500
Promo (ED Gov)	\$ 175,000	\$ 245,824	\$ 248,282	\$ 250,765	\$ 253,272
Administrative Services-City	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
Commercial Improvement Program	\$ -	\$ -	\$ -	\$ -	\$ -
Other/Unspecified	\$ 2,977,725	\$ -	\$ -	\$ -	\$ -
Debt Service Transfer	\$ 595,000	\$ 673,886	\$ 253,086	\$ 508,236	\$ 511,386
Total Expenditure	\$ 3,851,225	\$ 1,023,210	\$ 604,868	\$ 862,501	\$ 868,159
Revenue over Expense	\$ (1,409,950)	\$ 1,442,772	\$ 1,886,083	\$ 1,653,685	\$ 1,673,531
	\$ -				
Ending Cash Balance	\$ 500,000	\$ 1,942,772	\$ 3,828,855	\$ 5,482,541	\$ 7,156,072

CITY OF KERRVILLE
Economic Improvement Corporation
Sales Tax Debt Service Fund

Cash Balance as of February 1, 2012		\$ 585,070
Revenues:		
Transfer from Sales Tax Improvements Fund	<u>\$ 42,083</u>	
Total Deposits	<u>\$ 42,083</u>	
Expenses:		
Paying Agent Fee	\$ 1,000	
Bond Principal	\$ 445,000	
Bond Interest	<u>\$ 32,095</u>	
Total Expenses	<u>\$ 478,095</u>	
Revenues Over (Under) Expenditures:		<u>\$ (436,012)</u>
Ending Cash Balance as of February 29, 2012		<u><u>\$ 149,059</u></u>

CITY OF KERRVILLE
Economic Improvement Corporation
Sales Tax Debt Service Fund
Revenue and Expense Statement
For the month ending February 29, 2012

	Annual Budget	Current Period	Y-T-D Actual	% of Budget	Budget Balance
BEGINNING CASH BALANCE	\$ 416,738		\$ 416,738		
REVENUE:					
Transfer from Sales Tax Improvement Fund	\$ 505,000	\$ 42,083	\$ 210,417	41.67%	\$ 294,583
Return of Equity - Park Lane Extension	\$ -			100.00%	\$ -
TOTAL REVENUE	\$ 505,000	\$ 42,083	\$ 210,417	41.67%	\$ 294,583
EXPENDITURES:					
Series 1999 Sales Tax Bond Debt Service	\$ 445,000	\$ 445,000	\$ 445,000	100%	\$ -
Series 1999 Sales Tax Bond Interest Expense	\$ 54,066	\$ 32,095	\$ 32,095	59%	\$ 21,971
Paying Agent Fees	\$ 1,000	\$ 1,000	\$ 1,000	100%	\$ -
First Southwest Continuing Disclosure Fee	\$ -	\$ -	\$ -	-	\$ -
TOTAL EXPENDITURES	\$ 500,066	\$ 478,095	\$ 478,095	95.61%	\$ 21,971
ENDING CASH BALANCE: February 29, 2012	Budget \$ 421,672		Actual \$ 149,059		

	Pro Forma				
	2012	2013	2014	2015	2016
Beginning Cash Balance	\$ 416,738	\$ 455,949	\$ 541,431	\$ 208,085	\$ 207,085
Revenue					
Transfer from Sales Tax Improvement Fund	\$ 595,000	\$ 673,886	\$ 253,086	\$ 508,236	\$ 511,386
Total Revenue	\$ 595,000	\$ 673,886	\$ 253,086	\$ 508,236	\$ 511,386
Expenditures:					
Series 1999 Sales Tax Bond Debt Principal	\$ 445,000	\$ 465,000	\$ 485,000	\$ -	\$ -
Series 1999 Sales Tax Bond Debt Interest	\$ 54,066	\$ 33,248	\$ 11,276	\$ -	\$ -
Paying Agent Fees	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
Series 2011 Sales Tax Bond Debt Principal	\$ -	\$ -	\$ -	\$ 165,000	\$ 170,000
Series 2011 Sales Tax Bond Debt Interest	\$ 55,723	\$ 89,156	\$ 89,156	\$ 87,506	\$ 84,156
Series 2012 Sales Tax Bond Debt Principal	\$ -	\$ -	\$ -	\$ 175,000	\$ 180,000
Series 2012 Sales Tax Bond Debt Interest	\$ 33,442	\$ 79,730	\$ 79,730	\$ 79,730	\$ 76,230
Total Expenditure	\$ 555,789	\$ 588,404	\$ 586,432	\$ 508,236	\$ 511,386
Revenue over expenditures	\$ 39,211	\$ 85,482	\$ (333,346)	\$ (0)	\$ (0)
Ending Cash Balance	\$ 455,949	\$ 541,431	\$ 208,085	\$ 208,085	\$ 207,085

CITY OF KERRVILLE
 Economic Improvement Corporation
 SALES TAX REVENUE ANALYSIS

	Actual FY 2009	Actual FY 2010	Actual FY 2011	Approved FY 2012	Actual FY 2012	Difference Projected vs Actual	% of Projected Variance
October	\$ 195,050	\$ 179,735	\$ 184,602	\$ 173,576	\$ 219,934	\$ 46,358	26.71%
November	\$ 218,565	\$ 188,879	\$ 207,677	\$ 196,570	\$ 203,379	\$ 6,809	3.46%
December	\$ 202,043	\$ 170,981	\$ 169,550	\$ 174,136	\$ 208,227	\$ 34,091	19.58%
January	\$ 190,881	\$ 170,645	\$ 195,030	\$ 173,606	\$ 204,051	\$ 30,445	17.54%
February	\$ 239,208	\$ 236,837	\$ 241,320	\$ 236,995	\$ 264,744	\$ 27,749	11.71%
March	\$ 200,569	\$ 163,136	\$ 169,754	\$ 168,664			
April	\$ 259,861	\$ 160,461	\$ 157,729	\$ 167,740			
May	\$ 228,262	\$ 203,235	\$ 234,742	\$ 217,142			
June	\$ 181,835	\$ 182,429	\$ 186,441	\$ 177,831			
July	\$ 183,253	\$ 179,622	\$ 190,696	\$ 178,749			
August	\$ 219,318	\$ 221,711	\$ 238,491	\$ 218,448			
September	\$ 189,718	\$ 186,321	\$ 179,133	\$ 191,546			
Total	\$ 2,508,562	\$ 2,243,991	\$ 2,355,166	\$ 2,275,000	\$ 1,100,335	\$ 145,453	15.23%

CITY OF KERRVILLE
Economic Improvement Corporation
EIC Capital Projects Fund

Cash Balance as of February 1, 2012		\$ 997,499
Revenues:		
Transfer In	\$ 250,000	
Total Revenues/Transfer In	<u>\$ 250,000</u>	
Expenses:		
Services		
Special Services		
Harper Hwy Utility Extention	310	
Hill Country Shooting Center	\$ 7,262	
Harper Hwy Utility Extention Phase 2	<u>\$ 8,775</u>	
	<u>\$ 16,347</u>	
Capital Outlay		
Capital Outlay Total		-
Total Expenses	\$ 16,347	
Revenue Over (Under) Expenditures		<u>\$ 233,653</u>
Ending Cash Balance as of February 29, 2012		<u><u>\$ 1,231,152</u></u>

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

Project Status Summary
 For the month ending February 29, 2012

YEAR(S) FUNDED	PROJECTS	Funding Agreement	EIC Funding Agreement Commitment	EIC Funded To Date	Non-EIC Funding	Total Funded	Project Expenses to Date	Project Balance	EIC Future Allocation Balance
2006/07	Harper Highway Utility Extension	FA 2008-013	\$ 2,850,000	\$ 2,850,000	\$ 302,396	\$ 3,152,396	\$ 2,729,555	\$ 422,841	-
2007/08	Salvation Army Kroc Center	FA 2008-011	\$ 500,000	\$ 500,000		\$ 500,000	\$ 448,022	\$ 51,978	-
2008/09	Alamo Workforce	FA 2009-03	\$ 109,887	\$ 109,887		\$ 109,887	\$ 108,394	\$ 1,493	0
2009/10	Hill Country Home Opportunity	FA 2010-02	\$ 250,000	\$ 250,000		\$ 250,000	\$ 236,535	\$ 13,465	-
2009/10	Commercial Improvement Program		\$ 100,000	\$ 100,000		\$ 100,000	\$ 20,000	\$ 80,000	-
2010/11	Commercial Improvement Program		\$ 50,000	\$ 50,000		\$ 50,000	\$ -	\$ 50,000	-
2010/11	Hill Country Shooting Center	FA 2010-03	\$ 494,838	\$ 494,838		\$ 494,838	\$ 374,684	\$ 120,154	-
	Harper Hwy Utility Ext Phase 2		\$ 1,000,000	\$ 500,000		\$ 499,995	\$ 8,775	\$ 491,220	500,000
TOTALS			\$ 5,354,725	\$ 4,854,725	\$ 302,396	\$ 5,157,116	\$ 3,925,963	\$ 1,231,152	500,000

Cash Balance on 2/29/2012

\$ 1,231,152

Agenda Item:
(Staff)

3B. Capital Project Update

EIC Status Report Harper Highway Utility Extension Phase One

SCOPE																													
<p>Phase One The project consists of construction of approximately 12,495 linear feet of 12-inch water mains and 10,830 linear feet of 12-inch and 8-inch diameter wastewater main, including services, manholes, fire hydrants and fittings to serve the James Avery campus and residents along the City's ETJ.</p>																													
<p>Status Construction has been completed and final walk through punch list items have been addressed as necessary for Final Acceptance. Project is anticipated to be closed out with final accounting and release of contractor's retainage by end of March 2012.</p>																													
PHASING																													
Action Item	Schedule (Status)	Task/Issues	Comments/Risks																										
Easement Acquisition or Property Agreements	Acquisition completed as necessary prior to beginning of construction																												
Design	Completed – HDR/Claunch and Miller, Inc.																												
Construction Drawings	final plans/specs/costs/ documents	Approved 4/01/10																											
Bidding/Contracts	secure contractor	Awarded to Nelson Lewis, Inc. June 2010	bid process, contract prep																										
Construction	build project	Start August 2010;	sequencing of work project delay, bid cost, permit approvals, etc. typical delays/field alterations																										
FUNDING - BUDGET																													
	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding: 2px;">Allocation</td> <td style="padding: 2px;"></td> </tr> <tr> <td style="padding: 2px;">\$2,850,000</td> <td style="padding: 2px;"></td> </tr> <tr> <td style="padding: 2px;">— 302,396</td> <td style="padding: 2px;"></td> </tr> <tr> <td style="padding: 2px;">\$3,152,396</td> <td style="padding: 2px;"></td> </tr> </table>	Allocation		\$2,850,000		— 302,396		\$3,152,396		<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding: 2px;">Expended - Encumbered</td> <td style="padding: 2px;"></td> </tr> <tr> <td style="padding: 2px;">\$2,729,245</td> <td style="padding: 2px;"></td> </tr> <tr> <td style="padding: 2px;">[includes acquisition, construction, engineering design, and testing]</td> <td style="padding: 2px;"></td> </tr> </table>	Expended - Encumbered		\$2,729,245		[includes acquisition, construction, engineering design, and testing]		<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding: 2px;">Balance</td> <td style="padding: 2px;"></td> </tr> <tr> <td style="padding: 2px;">\$423,151</td> <td style="padding: 2px;"></td> </tr> </table>	Balance		\$423,151		<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding: 2px;">Cost Est. for Package</td> <td style="padding: 2px;"></td> </tr> <tr> <td style="padding: 2px;">[Final cost est. to be avail. 3/23/12]</td> <td style="padding: 2px;"></td> </tr> <tr> <td style="padding: 2px;">* (prelim. construction est. w/ contingencies - \$630,00)</td> <td style="padding: 2px;"></td> </tr> </table>	Cost Est. for Package		[Final cost est. to be avail. 3/23/12]		* (prelim. construction est. w/ contingencies - \$630,00)		Needed to Complete Package
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* (prelim. construction est. w/ contingencies - \$630,00)																													

EIC Status Report Harper Highway Utility Extension Phase Two

SCOPE	<ul style="list-style-type: none"> Phase Two Projects consists of the construction of approximately 4,600 linear feet of 12" water main & appurtenances from the North end of Old Harper Road; thence west along the south line of Interstate I-10 R.O.W. to Harper Road (RM 783); thence south along both the east & west side of RM 783 to its intersection with Old Harper Road; thence, east along Old Harper Road to its intersection with Town Creek Road; Installation of 12" wastewater main from the North end of Old Harper Road; thence west along the south line of Interstate I-10 R.O.W. to the West side of Harper Road (RM 783); thence south along the west line of RM 783 to a property owned by the Kerrville Bible Church; and Installation of 12" wastewater main from the intersection of Old Harper Road and Town Creek Road; thence Southwest along Old Harper Road to the west side of Harper Road (RM 783); thence North along the west line of RM 783 to the property North of the Northpoint Investors, LTD. property. In all, the sanitary sewer for this Phase 2 project includes approximately 3,000 linear feet of wastewater main & appurtenances.
Status	95 % review plans were received from the engineering consultant on 1/18/12. Redlines were returned for revisions and project is scheduled to bid in March 2012.

PHASING	Action Item	Schedule (Status)	Task/Issues	Comments/Risks
Easement Acquisition or Property Agreements	6 easements to CoK completed through Legal and ready for execution by property owner	complete by 3/31/12		
	1 easement (Howard) in negotiation	complete by 3/31/12		
	Approval from TxDOT for construction approval within Control of Access area in TxDOT right of way received.	Approved in concept	TxDOT final approval of plans	will require Austin office approval
Misc. Reports/Permits	TxDOT Permits	Pending	General construction permits for construction within TxDOT right of way	
Design	under contract – HDR Engineering	End of February 2012		
Construction Drawings Bidding/Contracts	final plans/specs/costs/ documents secure contractor	complete by 3/23/12 Bid March 2012; award April 2012	all project elements bid process, contract prep	

Construction	build project	start May 2012; complete Nov. 2012	
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FUNDING - BUDGET					
	<i>Allocation</i>	<i>Expended - Encumbered</i>	<i>Balance</i>	<i>Cost Est. for Package</i>	<i>Needed to Complete Package</i>
E/C funding (FA2008-013)	\$1,000,000		\$1,000,000		

EIC Status Report Salvation Army Kroc Center Site Work and Drainage Improvements

SCOPE
<p>Project consists of constructing retaining walls, sidewalks, walking trails, fencing, replacement of sanitary sewer and other associated improvements related to the Salvation Army Kroc Center including site preparation, grading and drainage. The construction contract was awarded to Yantis Company (Contractor) during the May 12, 2009 City Council meeting in the amount of \$1,119,735.75. On June 8, 2010, Council authorized the increase of the Yantis Contract to the amount of \$1,173,959.55 and authorized the release of the remainder funds in the amount of \$44,317.46 to cover change orders. Final acceptance has been issued to the Contractor and the project is ready for closure.</p>

FUNDING - BUDGET	Allocation	Expended - Encumbered	Balance	Cost Est. for Package	Needed to Complete Package
EIC funding (FA2008-011) Non-EIC Funds	\$500,000 \$ 902,000 \$1,402,000	\$490,527.20 <u>\$720,547.99</u> \$1,211,075.19	\$9,472.80 \$29,692.01		

EIC Status Report Commercial Improvement Program 2009

March 2012

SCOPE	Project to fund the improvements to buildings in the commercial corridors in a maximum grant amount of 10k. Project guidelines attached.
Amenities	

PHASING	Action Item	Schedule (Status)	Task/Issues	Comments/Risks
Projects	Hewitt Engineering	Completed		
	San Saba Cap Company	Completed		
FUNDING - BUDGET	Allocation	Expended - Encumbered	Project Balance	
	\$100,000.00	\$20,000.00	\$80,000.00	

Agenda Item:

- 4A. Update regarding River Trail and Parks projects (Rickert)

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

SUBJECT: Update regarding River Trail and Parks projects

FOR AGENDA OF: March 19, 2012 **DATE SUBMITTED:** March 14, 2012

SUBMITTED BY: Malcolm Matthews **CLEARANCES:** Kristine Ondrias

EXHIBITS: Monthly Report

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 FINANCE DIRECTOR:

SUMMARY STATEMENT

EIC Monthly Report on the River Trail and the Louise Hays and Lehmann & Monroe Parks projects.

RECOMMENDED ACTION

No action required.

EIC 4B Projects Status Report

River Trail and Parks Projects

March 19, 2012

4B Funds

\$6,000,000 (River Trail)

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

EIC Status Report Kerrville River Trail

Package A

SCOPE

Package A 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: 0.6 miles

Amenities

Trailheads with lighting, observation areas, seating areas, trail bridge, drainage, and signage. [Note: additional amenities, such as trail entries, kiosks, and interpretive signage, will be added with future packages, once designed with future packages.]

PHASING	Action Item	Schedule (Status)	Task/Issues	Comments/Risks
Recreation easements or Property Agreements	easement to CoK from RNC	complete by 3/31/12	RNC to provide easement to City	requires RNC approval
	lease renewal to RNC of CoK property	complete by 3/31/12	City to provide lease to RNC	requires City Council approval
Property Survey	approval from TxDoT for use of Lemos St. r.o.w.	submit by 3/31/12	TxDOT approval of plans and Const./Maint. Agreement	will require SA office approval; include in MMA
	construction easements, if needed	NA	NA	NA
Misc. Reports/Permits	M&B and Topo surveys	11/31/11 (complete)	identify property boundary and grades	
	LOMR	submit 7/31/12	flood level impact, if any	submittal to FEMA
Design	TPWD (land & water permit)	Submitted Feb 12	coffer dam - bridge construction review	review by TPWD
	USACE	Submitted April 2012	Determine any jurisdictional waters of the US; response expected 3/23/12	could require USACE individual permit
Routing	under contract - Hewitt Engineering			
	location of trail	12/31/11 (complete)	define gradients and layout (complete)	
	schematic plans with amenities; prelim. costs	50% review - 12/2/11 (complete) 75% review - 1/13/12 (complete) 90% review - 2/20/12 (complete)	all project elements all project elements all project elements	
Construction Drawings Bidding/Contracts	final plans/specs/costs/ documents	complete by 3/16/12	all project elements	
	secure contractor	Bid March 2012; award May 2012	bid process, contract prep	project delay, bid cost, permit approvals, etc.
Construction	build project	start May 2012; complete Sept. 2012	sequencing of work	typical delays/field alterations

FUNDING - BUDGET		Allocation	Expended - Encumbered	Balance	Cost Est. for Package	Needed to Complete Package
G.O. bonds (2002) Park Dedication Funds	\$500,000 —25,000 \$525,000	\$147,112 [includes completion of the River Trail Master Plan and survey work]	\$377,888	[Final cost est. to be avail. 2/28/12] *(prelim. construction est. w/contingencies - \$630,000)		
COs (4B)	\$*					*(prelim. est. of \$252,112 needed in 4B funds)

EIC Status Report Kerrville River Trail

Package B, Package C, and Parks Project

SCOPE

Package B, Package C, and Parks Project extends the trail from Guadalupe Park, connects to Package A at the RNC and picks up at the west end of the Louise Hays Park parking lot, through Louise Hays Park and Lehmann & Monroe Park, to St. r.o.w. 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 in the first half of 2013. This Package will include the entire scope of work for the Louise Hays Park/Lehmann & Monroe Park Project, as funded by 4B. *Total trail length: 2.5 miles*

Amenities

Trail - trailheads with lighting, observation areas, seating areas, bridging, drainage, signage, trail entries, kiosks, and interpretive signage.
Parks - park amenities, amphitheater/stage, playground/sprayground, picnic areas, group pavilion upgrades, river access, restrooms, parking, lighting, utilities, landscaping, and signage.

PHASING	Action Item	Schedule (Status)	Task/Issues	Comments/Risks
Recreation easements or Property Agreements	easements to CoK from property owners	complete by 1/31/13	CoK to secure easements from property owners; title work and surveys	requires property owner approval, purchase, or other; coord. possible use of KSH property.
	construction easements, if needed	complete by 1/31/13	determine need by 11/30/12	requires property owner approval
	M&B and Topo surveys	(partially complete)	identify property boundary and grades	
Property Survey	LOMR		flood impact, if any	may require submittal to FEMA
	TPWD (land & water permit)	6/1/12	if needed	review by TPWD
Design	GLO (state property use)	approval 3/19/12	routing preference	approval by State, if needed
	-Trail Confirmation/Cost agreement - Half team		define route options w/ costs	complete March 20; prior to final design contract
Preliminary Design	-Final Design Contract - Half Team:	negotiate by 4/14/12	all remaining design phases	requires Council approval (May)
	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 Bidding/Contracts	final plans/specs/costs/ documents	complete by	all project elements	
	secure contractor	late 2013	big process, contract prep	project delay assoc. with approvals
Construction	build project	early 2014	sequencing of work	project delay, bid cost, etc. typical delays/field alterations

FUNDING - BUDGET		Allocation	Expended - Encumbered	Balance	Cost Est. for Package	Needed to Complete Package
COs (4B) [will include LHP/LMP Renovation Project 4B funding]						

EIC Status Report Kerrville River Trail Package D

SCOPE
 Package D 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 C). The 10' wide trail will be constructed of concrete. *TBD - this package's design/construction expected to be integrated with private sector improvements. Total trail length: 0.2 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	complete by 1/31/13	CoK to secure easements from property owners	requires property owner approval, purchase, or other
Property Survey	construction easements, if needed	complete by 1/31/13	determine need by 1.1/30/12	requires property owner approval
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)		if needed	review by TPWD
Design	TBD	(partially complete)		
Routing	location of trail	(partially complete)	define gradients and layout	
Preliminary Design	schematic plan with amenities; prelim. costs	50% review - 75% review - 90% review -	all project elements all project elements all project elements	
Construction Drawings	final plans/specs/costs/ documents	complete by	all project elements	project delay assoc. with approvals
Bidding/Contracts	secure contractor	late 2013	bid process, contract prep	project delay, bid cost, etc.
Construction	build project	early 2013	sequencing of work	typical delays/field alterations

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

EIC Status Report **Kerrville River Trail** **Package E**

SCOPE
Package E extends from near the Spur 98 bridge on Junction Hwy along the river's edge, connect to a new trailhead at the Cypress Boat Ramp parking lot, to the trailhead at the Knapp Crossing trailhead. 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	complete by 1/31/13	CoK to secure easements from property owners	requires property owner approval, purchase, or other
Property Survey	construction easements, if needed	complete by 1/31/13	determine need by 11/30/12	requires property owner approval
Misc. Reports/Permits	M&B and Topo surveys	(partially complete)	identify property boundary and grades	
	LOMR		flood impact, if any	
	TPWD (land & water permit)		If needed	may require submittal to FEMA
Design	-Trail Confirmation/Cost agreement - Half team	approval 3/19/12	define route options w/ costs	review by TPWD complete March 20; prior to final design contract
Preliminary Design	-Final Design Contract - Half team schematic plan with amenities; prelim. costs	negotiate by 4/14/12 50% review - (partially complete) 75% review - 90% review -	all remaining design phases all project elements all project elements all project elements	requires Council approval (May) coord. with utilities projects
Construction Drawings	final plans/specs/costs/documents	complete by	all project elements	project delay assoc. with approvals
Bidding/Contracts	secure contractor	late 2013	bid process, contract prep	project delay, bid cost, etc.
Construction	build project	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)					

EIC Status Report Kerrville River Trail

Package F

SCOPE

Package F extends from G St. (Package B) along the river to Kerrville Schreiner Park. The 10' wide trail will be constructed of concrete. Consultant team scope will include design criteria used throughout the River Trail Project. Total trail length: 1.9 miles

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	complete by 1/31/13	CoK to secure easements from property owners	requires property owner approval, purchase, or other
Property Survey	construction easements, if needed	complete by 1/31/13	determine need by 11/30/12	requires property owner approval
Misc. Reports/Permits	M&B and Topo surveys	partially complete	identify property boundary and grades	coord. w/ utilities projects
	LOMR		flood impact, if any	may require submittal to FEMA
	TPWD (land & water permit)		if needed	
Design	-Trail Confirmation/CoK agreement - Terra Design Group (TDG) team	approval 3/19/12	define route options w/ costs	complete March 20; prior to final design contract
	-Final Design Contract - TDG Team	negotiate by 4/14/12	all remaining design phases	requires Council approval (May)
Preliminary Design	schematic plans with amenities; prelim. costs	50% review -	all project elements	coord. with utilities projects
		75% review -	all project elements	
		90% review -	all project elements	
Construction Drawings	final plans/specs/costs/ documents	complete by	all project elements	project delay assoc. with approvals
Bidding/Contracts	secure contractor	early 2013	bid process, contract prep	project delay, bid cost, etc.
Construction	build project	mid 2013	sequencing of work	typical delays/field alterations

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 currently 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) may be best completed by one firm in order to comprehensively address the issues and data collection/reporting. This could avoid multiple submittals (costs) and reduce mistakes and need for resubmittals. We will make a determination on this approach in the near future.
2. Archeological and Environmental Surveys and Section 404 review will need to be completed in areas where sensitive site conditions are probable. We anticipate now extreme findings in the initial surveys/reports; however, if further study is required by state or federal agencies, those services will require amendments to 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:

4C. Update regarding "Go" Team activities (Wendele)

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

SUBJECT: 'Go' Team Update – March 2012

FOR AGENDA OF: March 19, 2012 **DATE SUBMITTED:** March 14, 2012

SUBMITTED BY: Mindy N. Wendele **CLEARANCES:**
Director of Business Programs

EXHIBITS:

AGENDA MAILED TO:

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

'Go' Team members have not met since the February 27 EIC meeting, however work continues on the amendments to the Incentive Policy. Staff will update EIC with our progress during the April meeting.

RECOMMENDED ACTION

For discussion.

Agenda Item:

5A. Economic Development Grant Agreement between Kerrville Economic Development corporation (KEDC) and the City of Kerrville, Texas Economic Improvement Corporation.

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

SUBJECT: Economic Development Grant Agreement between Kerrville Economic Development Corporation (KEDC) and the City of Kerrville, Texas Economic Improvement Corporation

FOR AGENDA OF: March 19, 2012

DATE SUBMITTED: March 14, 2012

SUBMITTED BY: Mindy N. Wendele

CLEARANCES:

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 FINANCE DIRECTOR:

SUMMARY STATEMENT

Staff was directed to place the grant agreement on the March 19, 2012 agenda for discussion.

RECOMMENDED ACTION

Item is listed for discussion in open session as well as executive session.

Agenda Item:

5B. Consideration of a lease with the USDA to graze cattle on the Kerrville Economic Improvement corporation (EIC) owned property located at 300 Peterson Farm Road.

UNITED STATES DEPARTMENT OF AGRICULTURE STANDARD COOPERATIVE AGREEMENT (REE-451) AND SOW		TYPE OF RESEARCH AGREEMENT Standard Cooperative Agreement	CONTROL NO.
TITLE OF PROJECT Cattle Grazing Rights		AGREEMENT NUMBER 58-6205-0-034	TYPE OF ACTION New
		PERIOD OF AGREEMENT 01/01/2010 thru 12/31/2010	
		PROJECT NUMBER 6205-32000-034-00D	AUTHORITY 7 U.S.C. 3318(b)
AGENCY (Name and Address) Knippling-Bushland U.S. Livestock Insects Research Laboratory 2700 Fredericksburg Road Kerrville, TX 78028		AGREEMENT TOTAL	CHANGE IN AGREEMENT TOTAL
		ACCOUNTING DISTRIBUTION (Accounting Code/Amount)	
AUTHORIZED DEPARTMENTAL OFFICER'S DESIGNATED REPRESENTATIVE (Name and Address) Adalberto Perez de Leon, Ph.D. Knippling-Bushland U.S. Livestock Insects Research Laboratory Kerrville, TX 78028		COOPERATOR/RECIPIENT/SPONSOR (Name and Address) Kerr Economic Development Foundation 1700 Sidney Baker, Suite 200, #4 Kerrville, TX 78028	
FINANCE OFFICE (Complete Mailing Address)		DESIGNATED REPRESENTATIVE (Name and Address) for the above: Mr. Guy Overby, Executive Director 1700 Sidney Baker, Suite 200, #4 Kerrville, TX 78028 830-896-1157, goverby@kerredf.org	

APPLICABLE PROVISIONS

This Agreement includes the following

- Statement of Work; or
- Proposal
- Sponsor's Proposal
- Budget (Form REE-454)
- Budget (Form REE-455)

Payment.

- HHS/Payment Management System
- Treasury Check/EFT
- ARS Receives Funds
- Advance Payment Authorized
- Pre-Award Costs Authorized

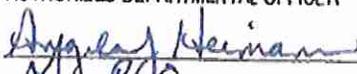
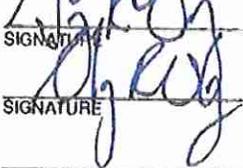
Applicable Provisions Available at <http://www.afm.ars.usda.gov/agreements/partnership.htm>

- Non-Assistance Cooperative Agreements (7 CFR Part 550)
 - Research Support Agreement (REE-452R)
 - TFCA and RCA (7 CFR Part 550 and REE-22)
 - Grants and ATCA (REE-453)
 - Non-Funded Coop. Agreement (7 CFR Part 550 and REE-29)
- Reporting Requirements (submit): ADODR Sponsoring Organization
- Submit: Performance Reports Financial Reports Management Reports (RSA Only)
- Quarterly
 - Semi-annual
 - Annual
 - Final

Other (Specify)

- AD-1047 - Certification Regarding Debarment, Suspension and other Responsibility Matters - Primary Covered Transactions
- AD-1049 - Certification Regarding Drug-Free Workplace Requirements - Non-Individuals
- AD-1050 - Certification Regarding Drug-Free Workplace Requirements - Individuals
- USDA Civil Rights Poster (AD-475A)
- REE-28 - Certification Regarding Performing Organization Type
- Certification Regarding Lobbying - Contracts, Grants, Loans and Cooperative Agreements
- Attachment A - RSA Monthly Management Reporting Template
- Comments

Annual Report of Inventions and Subcontracts via iEdison Web interface at <http://www.Edison.gov>

FOR THE UNITED STATES DEPARTMENT OF AGRICULTURE		
AUTHORIZED DEPARTMENTAL OFFICER	TYPED NAME	DATE
	Angela J. Heimann	10/30/09
FOR THE PERFORMING ORGANIZATION <i>(Signature of persons authorized to incur contractual obligations)</i>		
SIGNATURE	TYPED NAME AND TITLE	DATE
	Guy Overby	12/31/09
SIGNATURE	TYPED NAME AND TITLE	DATE

5 ARS

Agreement No. 58-6204-0-034
Standard Cooperative Agreement
Kerr Economic Development Foundation
Kerrville, TX 78028

B. ARS AGREES TO:

1. Be responsible for:

The property is currently fenced, should any ARS cattle or ARS personnel damage the fencing, then ARS will be responsible to repair or replace fencing

ARS personnel will be allowed on the property to care for the cattle. ARS personnel will be allowed to bring other cattle or ranch related equipment onto the property to care for the cattle. Care for the cattle will be feeding, round up, vaccination, general observations.

Hunting, fire arms and alcohol are prohibited by ARS personnel.

2. Make arrangements for:

The travel to and from property to transport cattle.

3. Exercise reasonable precautions to avoid injury to land, labor, equipment, facilities, livestock or other resources of the Cooperator furnished under A.1. listed above.

C. IT IS MUTUALLY UNDERSTOOD AND AGREED:

1. The Federal Tort Claims Act (FTCA) (28 U.S.C. Section 1346(b) and 28 U.S.C. Sections 2671-2680) procedures are available for use by the Cooperator. The FTCA allows the Cooperator to recover financial or other losses suffered by the Cooperator as a result of this Cooperative Agreement, when the loss is over and above the Cooperator's insurance liability coverage and it can be demonstrated that the loss resulted from a negligent act by a Federal employee acting within the scope of his/her employment.

5 AR

Agreement No. 58-6204-0-034
Standard Cooperative Agreement
Kerr Economic Development Foundation
Kerrville, TX 78028

2. All rights, title and interests in an invention made under this Cooperative Agreement solely by an employee of ARS shall be owned by ARS. Any invention made jointly under this Cooperative Agreement by at least one employee of ARS and at least one employee of the Cooperator shall be jointly owned. Any invention made under this Cooperative Agreement solely by an individual employed by the Cooperator shall be owned by the Cooperator. However, ARS shall be entitled to use the results of the research conducted under this Cooperative Agreement in furtherance of U.S. Government research programs.
3. This Cooperative Agreement may be terminated by either of the Parties upon 90 calendar days notice in writing of one Party to the other Party.
4. The ARS/Research Unit representative or contact person is identified on Page 1 of this Cooperative Agreement.
5. Copies of correspondence and documentation regarding this Agreement should cite Agreement Number 58-6204-0-034. Copies of such correspondence and documentation between the Cooperator and the Authorized Departmental Officers Designated Representative (ADODR) shall be sent by the originating Party to the Authorized Departmental Officer (ADO).

Angela J. Heimann

USDA/ARS/Knipling-Bushland U.S. Livestock Insects Research Laboratory
2700 Fredericksburg Road
Kerrville, TX 78028

Phone: 830-792-0306

Fax: 830-792-0314

Email: angie.heimann@ars.usda.gov