

**NOTICE OF REGULAR MEETING OF BOARD OF DIRECTORS OF
 BASTROP ECONOMIC DEVELOPMENT CORPORATION (BEDC)
 Monday, May 20, 2019 – 5:00 P.M.
 Bastrop City Hall, 1311 Chestnut Street, Bastrop, Texas**

1. CALL TO ORDER

 The Bastrop EDC Board reserves the right to convene into Executive Session at any time during the meeting regarding any agenda item in compliance with the Texas Open Meetings Act, Chapter 551 Government Code.

2. PUBLIC COMMENT(S)

3. REGULAR BUSINESS & PRESENTATIONS

- 3.1. Approval of meeting minutes of the Bastrop EDC Regular Board Meeting of April 15, 2019. **(page 3)**
- 3.2. Acceptance of the Bastrop EDC’s financial summary report for period ending April 30, 2019. **(page 5)**
- 3.3. Presentation from Finance Director Tracy Waldron on the Bastrop EDC’s portion of the City of Bastrop’s Comprehensive Annual Financial Report for FY2018. **(page 20)**
- 3.4. Consideration, discussion and possible action on Resolution R-2019-0005 authorizing the Executive Director to execute a professional services agreement with a digital and branding firm. **(page 27)**
- 3.5. Consideration, discussion and possible action on Resolution R-2019-0006 approving Mike Kamerlander, BEDC Executive Director, to obtain a loan in the amount of \$1,800,000. **(page 30)**
- 3.6. Update on EDC staff activities (e.g., marketing, prospects, projects, events, and other updates). **(page 33)**

4. EXECUTIVE SESSION

- 4.1. The Bastrop EDC Board of Directors will meet in a closed/executive session pursuant to the Texas Government Code, Chapter 551, to discuss the following:
 - (1) **Section 551.071** Consultation with Attorney – Real Estate, 921 Main Street
 - (2) **Section 551.072** Deliberation about the purchase, exchange, lease, or value of real property – Project Bronze Star, Project Paint by Number, 921 Main Street, Project Molly, and Project Kitchen
 - (3) **Section 551.087** Deliberation regarding economic development negotiations – Project Bronze Star, Project Paint by Number, 921 Main Street, Project Molly, and Project Kitchen
 - (4) **Section 551.074** Personnel Matters

- 4.2. The Bastrop EDC Board of Directors will reconvene into open session to discuss, consider and/or take any action necessary related to the executive sessions noted herein.

5. ADJOURNMENT

CERTIFICATE

I, Kathy Merrifield, EDC Assistant of the Bastrop Economic Development Corporation (Bastrop EDC), certify that this Notice of Meeting was posted on the front window of the Bastrop EDC offices, 301 Hwy 71 W., Suite 214, at the Bastrop City Hall, 1311 Chestnut Street, and on the Bastrop EDC's website on this the 16th of May 2019 at 5:00 p.m. Copies of this agenda have been provided to those members of the media requesting such information.

Kathy Merrifield

Kathy Merrifield, BEDC Assistant

THE BASTROP ECONOMIC DEVELOPMENT CORPORATION IS COMMITTED TO COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT. REASONABLE MODIFICATIONS AND EQUAL ACCESS WILL BE PROVIDED UPON REQUEST. PLEASE CALL 512-303-9700.



Agenda Item: 3.1

AGENDA MEMORANDUM

Meeting Date: May 20, 2019

Agenda Item: Approval of meeting minutes of the Bastrop EDC Regular Board Meeting of April 15, 2019.

Prepared by: Kathy Merrifield, EDC Assistant

The draft minutes from the Regular Board Meeting of April 15, 2019, are attached for the Board's review.

Attachments:

Draft minutes from the Regular Board Meeting of April 15, 2019

Recommendation – Approve the meeting minutes as submitted.

[RECOMMENDED MOTION] – I move to approve the minutes as submitted.

BASTROP ECONOMIC DEVELOPMENT CORPORATION (BEDC)
BOARD OF DIRECTORS
Minutes of Monthly Meeting, April 15, 2019
Bastrop City Hall, 1311 Chestnut Street, Bastrop, Texas

The Bastrop Economic Development Corporation (BEDC) met on Monday, April 15, 2019, at 5:00 p.m. at Bastrop City Hall, 1311 Chestnut Street, for a Monthly Meeting. Board members present: Kathryn Nash, Kevin Plunkett, Sam Kier, Connie Schroeder, Ron Spencer, Jeff Haladyna and Pat Crawford. Staff members present: Mike Kamerlander, Angela Ryan, Jean Riemenschneider, Phallan Davis and Kathy Merrifield. BEDC Attorney Cameron Cox was also in attendance.

1. **CALL TO ORDER** – Board Chair Kathryn Nash called the Board Meeting to order at 5:00 p.m. and took the Board into Executive Session.
2. **PUBLIC COMMENT(S)** – There were no public comments.
3. **REGULAR BUSINESS & PRESENTATIONS**
 - 3.1. Approval of meeting minutes of the Bastrop EDC Regular Board Meeting of March 18, 2019. Mr. Plunkett made the motion to approve the minutes as submitted, Mr. Kier seconded, and the motion passed.
 - 3.2. Acceptance of the Bastrop EDC’s financial summary report for period ending March 31, 2019. Mr. Kier made the motion to accept the financials as submitted, Ms. Crawford seconded, and the motion passed.
 - 3.3. Update on EDC staff activities (e.g., marketing, prospects, projects, events, and other updates). Mr. Kamerlander presented March staff activities, including metrics for the EDC website, social media and projects.
4. **EXECUTIVE SESSION (Note: this was moved to after Call to Order)**
 - 4.1. At 5:01 p.m., the Bastrop EDC Board of Directors met in a closed/executive session pursuant to the Texas Government Code, Chapter 551, to discuss the following:
 - (1) **Section 551.071** Consultation with Attorney – Real Estate
 - (2) **Section 551.072** Deliberation about the purchase, exchange, lease, or value of real property – Project Bronze Star, Project Paint by Number, and 921 Main Street
 - (3) **Section 551.087** Deliberation regarding economic development negotiations – Project Bronze Star, Project Paint by Number, and 921 Main Street
 - 4.2. At 5:35 p.m., the Bastrop EDC Board of Directors reconvened into open session to discuss, consider and/or take any action necessary related to the executive sessions noted herein. No further action was necessary.
5. **ADJOURNMENT** – Board Chair Kathryn Nash adjourned the meeting at 5:48 p.m.

APPROVED: _____
Kathryn Nash, Board Chair

ATTEST: _____
Kathy Merrifield, EDC Assistant



Agenda Item: 3.2

AGENDA MEMORANDUM

Meeting Date: May 20, 2019

Agenda Item: Acceptance of the Bastrop EDC's financial summary report for period ending April 30, 2019.

Prepared by: Mike Kamerlander, Executive Director

Attached for the Board's review and consideration is the BEDC financial summary report for the period ending April 30, 2019.

Attachment:
Financial Summary Report for period ending April 30, 2019

Recommendation – Accept the financial summary report as submitted.

[RECOMMENDED MOTION] – I move to accept the April BEDC financial summary report as submitted.

Bastrop Economic Development Corporation

Financial Summary For Period Ending April 2019



Summary of Revenues and Expenditures

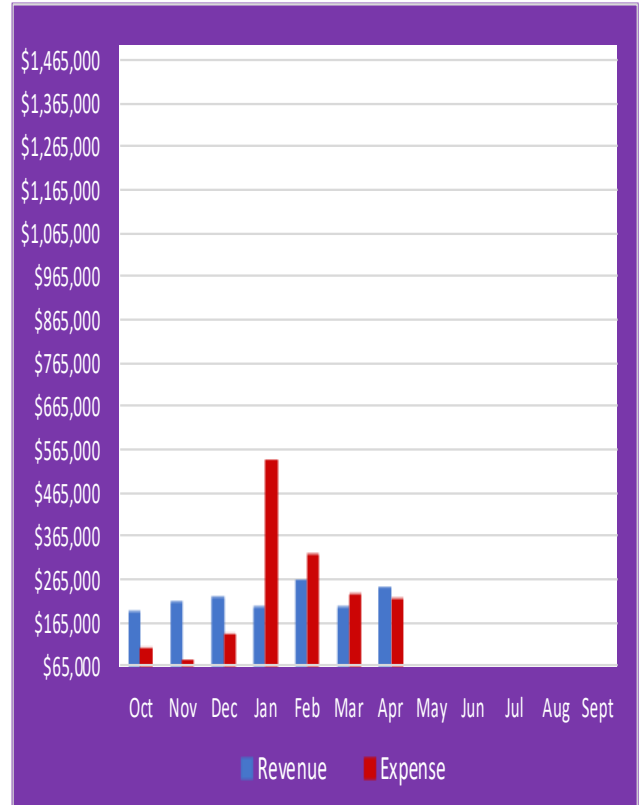
As of April 30, 2019



OVERALL FUND PERFORMANCE

REVENUES VS EXPENSES

Month	FY2019 Revenue	FY2019 Expense	Monthly Variance
Oct	\$ 188,063	\$ 107,119	\$ 80,944
Nov	208,065	80,898	\$ 127,167
Dec	221,414	140,654	\$ 80,760
Jan	195,226	535,818	\$ (340,592)
Feb	254,659	322,143	\$ (67,484)
Mar	196,893	228,006	\$ (31,113)
Apr	240,963	218,110	\$ 22,853
May			
Jun			
Jul			
Aug			
Sept			
Total	\$ 1,505,283	\$ 1,632,748	\$ (127,465)



Positive

The higher expense amounts are attributable to the Agnes Street project. This project is being funded out of bond funds received in FY2018.



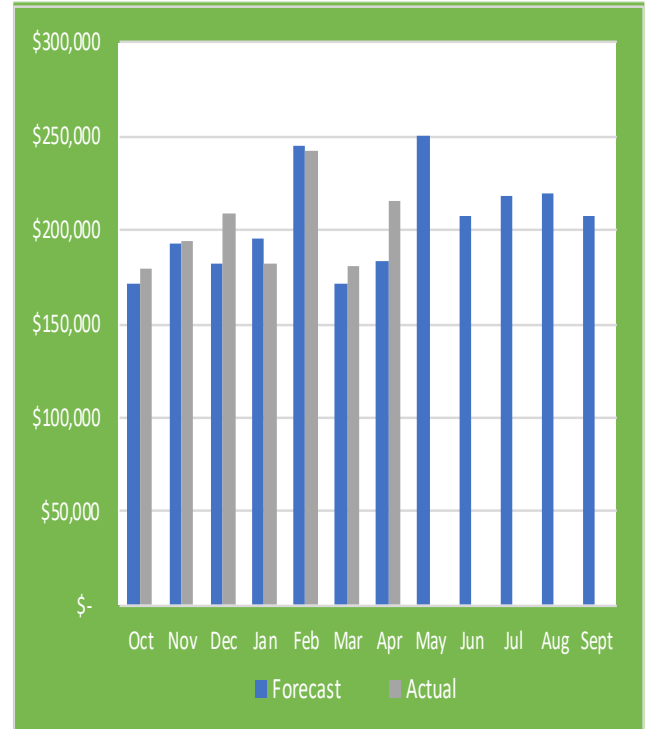
05/16/2019
Summary of Sales Tax Revenue
 As of April 30, 2019



REVENUE ANALYSIS

SALES TAX REVENUE

<u>Month</u>	<u>FY2019 Forecast</u>	<u>FY2019 Actual</u>	<u>Monthly Variance</u>
Oct	\$ 171,165	\$ 178,959	\$ 7,794
Nov	192,394	194,036	\$ 1,642
Dec	181,978	208,910	\$ 26,932
Jan	195,618	182,199	\$ (13,419)
Feb	244,522	242,902	\$ (1,620)
Mar	171,165	181,171	\$ 10,006
Apr	183,392	215,401	\$ 32,009
May	250,872		
Jun	207,844		
Jul	218,358		
Aug	220,070		
Sept	207,844		



Total	\$ 2,445,222	\$ 1,403,578	\$ 63,344
Forecast YTD	\$ 1,340,234		
Actual to Forecast	\$ 63,344	4.7%	

Positive

Sales Tax revenue is 75% of total revenue. The amount in Oct. and Nov. are estimated due to the timing of receiving the payments. The State Comptroller has a two month lag between month earned and month distributed. The Actual to forecast year to date is a positive 4%. It was noted that several taxpayers paid in April future tax periods, causing the actual to be much higher than projected.



Expenditures Budget to Actual Comparison

As of April 30, 2019



<u>Category</u>	<u>FY2019 Forecast</u>	<u>FY2019 Actual</u>	<u>Monthly Variance</u>
Personnel	\$ 269,281	\$ 249,716	\$ 19,565
Supplies & Material	16,085	16,733	\$ (648)
Maintenance & Repairs	8,369	5,388	\$ 2,981
Occupancy	31,928	31,904	\$ 24
Contractual Service	176,953	201,461	\$ (24,508)
Marketing/Advertising	322,610	295,557	\$ 27,053
Contingency	-	-	\$ -
Debt Service	<u>90,384</u>	<u>90,384</u>	<u>\$ -</u>
Total	\$ 915,610	\$ 891,143	\$ 24,467

Forecast to Actual % 2.67%

Positive

The forecast to actual comparison is a positive almost 3% year-to-date.



Expenditures Budget to Actual Comparison

As of April 30, 2019



CAPITAL OUTLAY PROJECTS

<u>Project</u>	FY2019 <u>Budget</u>	FY2019 <u>Actual</u>	Budget <u>Balance</u>
Trail System Downtown Loop (only engineering and permitting expenses so far)	\$ 629,218	\$ 4,943	\$ 624,275
Bus. Ind. Park-Tech/MLK Infra (only engineering expenses so far)	1,157,000	5,736	\$ 1,151,264
Agnes/Home Depot Way Infra Engineering & Corp. portion of construction improvements	1,078,466	735,176	\$ 343,290
			\$ -
Total	\$ 2,864,684	\$ 745,855	\$ 2,118,829

These projects are funded by various funds including 2013 Bond funds, operating funds and 2018 Bond funds.





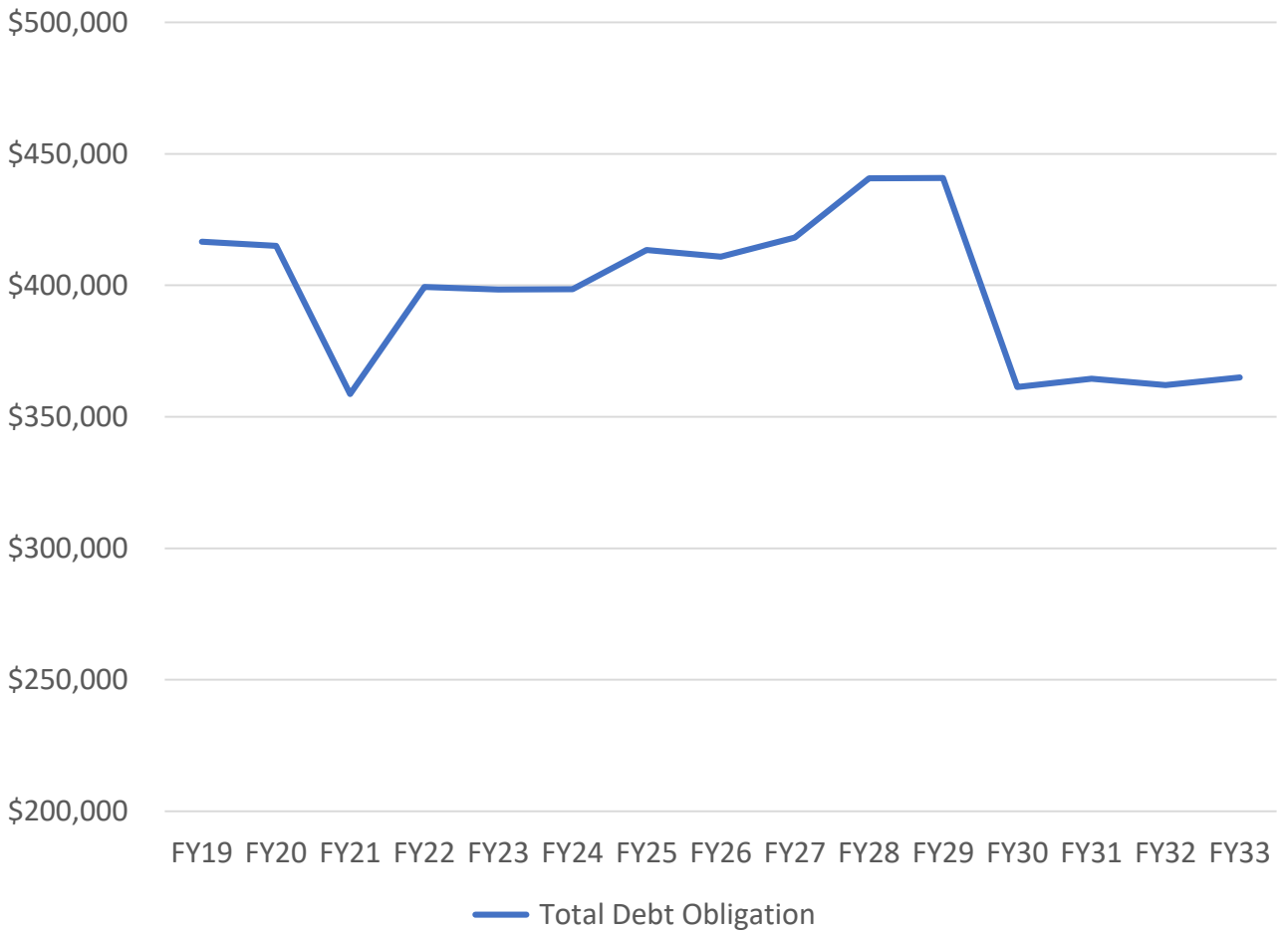
BASTROP ECONOMIC DEVELOPMENT CORPORATION FUND FY 2018-2019 BUDGET

Working Capital 9-30-2018	\$	5,069,820
FY 2018-2019		
Budgeted		
Revenues	\$	<u>3,228,020</u>
Total FY 2018 Resources	\$	8,297,840
Budgeted Expenditures:		
Operating Expenses	\$	(2,456,990)
Capital Expenses	\$	(2,664,684)
Debt Service (Interest only)	\$	<u>(462,828)</u>
	\$	(5,584,502)
Projected Working Capital Balance 09-30-2019	\$	2,713,338
Reserve 25% of Operating Expense	\$	614,248

* The projected operating balance includes a \$150,000 reduction for designated operating equity.



Total Debt Obligation



BEDC Financial Statements attached

CITY OF BASTROP
FINANCIAL STATEMENT
AS OF: APRIL 30TH, 2019

601-BASTROP E.D.C. FUND

REVENUES	PRIOR Y-T-D	CURRENT BUDGET	M-T-D ACTUAL	Y-T-D ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>TAXES & PENALTIES</u>						
00-00-4005 SALES TAX	1,323,142.57	2,445,220.00	215,401.44	1,403,577.98	1,041,642.02	57.40
TOTAL TAXES & PENALTIES	1,323,142.57	2,445,220.00	215,401.44	1,403,577.98	1,041,642.02	57.40
<u>CHARGES FOR SERVICES</u>						
00-00-4047 LEASE AGREEMENT	8,050.00	13,800.00	1,150.00	8,050.00	5,750.00	58.33
TOTAL CHARGES FOR SERVICES	8,050.00	13,800.00	1,150.00	8,050.00	5,750.00	58.33
<u>OTHER REVENUE</u>						
<u>INTEREST INCOME</u>						
00-00-4400 INTEREST INCOME	33,935.10	53,000.00	11,303.39	80,432.35	(27,432.35)	151.76
00-00-4401 INTEREST RECEIVED ON NOTES	401.38	1,000.00	10.48	124.84	875.16	12.48
TOTAL INTEREST INCOME	34,336.48	54,000.00	11,313.87	80,557.19	(26,557.19)	149.18
<u>MISCELLANEOUS</u>						
00-00-4512 LAND/OTHER SALES	0.00	100,000.00	0.00	0.00	100,000.00	0.00
00-00-4514 MISCELLANEOUS INCOME	0.00	0.00	13,097.92	13,097.92	(13,097.92)	0.00
00-00-4558 BEDC GRANT RECEIPTS	0.00	615,000.00	0.00	0.00	615,000.00	0.00
TOTAL MISCELLANEOUS	0.00	715,000.00	13,097.92	13,097.92	701,902.08	1.83
<u>TRANSFERS-IN</u>						
<u>OTHER SOURCES</u>						
** TOTAL REVENUE **	1,365,529.05	3,228,020.00	240,963.23	1,505,283.09	1,722,736.91	46.63

CITY OF BASTROP
FINANCIAL STATEMENT
AS OF: APRIL 30TH, 2019

601-BASTROP E.D.C. FUND

EXPENDITURES	PRIOR Y-T-D	CURRENT BUDGET	M-T-D ACTUAL	Y-T-D ACTUAL	BUDGET BALANCE	% OF BUDGET
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DUE TO/FROM
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00-NON-PROGRAM
=====

BEDC ADMINISTRATION
=====

00-NON-PROGRAM
=====

PERSONNEL COSTS

70-00-5101 BEDC OPERATIONAL SALARIES	155,877.27	376,293.00	27,378.98	188,609.66	187,683.34	50.12
70-00-5116 LONGEVITY	549.84	597.00	0.00	579.00	18.00	96.98
70-00-5150 SOCIAL SECURITY	11,828.00	20,770.00	3,070.29	14,066.60	6,703.40	67.73
70-00-5151 RETIREMENT	18,169.96	31,283.00	3,217.88	23,717.01	7,565.99	75.81
70-00-5155 GROUP INSURANCE	21,755.89	35,739.00	4,602.04	22,401.22	13,337.78	62.68
70-00-5156 WORKER'S COMPENSATION	<u>263.71</u>	<u>507.00</u>	<u>161.42</u>	<u>342.86</u>	<u>164.14</u>	<u>67.63</u>
TOTAL PERSONNEL COSTS	208,444.67	465,189.00	38,430.61	249,716.35	215,472.65	53.68

SUPPLIES & MATERIALS

70-00-5201 OPERATIONAL SUPPLIES (OFFIC	2,307.28	7,000.00	462.53	2,745.02	4,254.98	39.21
70-00-5203 POSTAGE	10.00	360.00	15.05	21.57	338.43	5.99
70-00-5206 OFFICE EQUIPMENT	<u>4,084.69</u>	<u>16,000.00</u>	<u>2,969.06</u>	<u>13,966.68</u>	<u>2,033.32</u>	<u>87.29</u>
TOTAL SUPPLIES & MATERIALS	6,401.97	23,360.00	3,446.64	16,733.27	6,626.73	71.63

MAINTENANCE & REPAIRS

70-00-5301 MAINT OF EQUIPMENT	0.00	1,000.00	0.00	225.00	775.00	22.50
70-00-5331 INDUSTRIAL PARK MAINT EXP	1,650.00	8,900.00	212.50	3,112.50	5,787.50	34.97
70-00-5345 BUILDING REPAIRS & MAINT.	<u>1,200.00</u>	<u>4,333.00</u>	<u>400.00</u>	<u>2,050.00</u>	<u>2,283.00</u>	<u>47.31</u>
TOTAL MAINTENANCE & REPAIRS	2,850.00	14,233.00	612.50	5,387.50	8,845.50	37.85

OCCUPANCY

70-00-5401 COMMUNICATIONS	4,741.66	8,880.00	846.15	4,348.49	4,531.51	48.97
70-00-5402 OFFICE RENTAL	23,100.00	42,899.00	3,300.00	26,400.00	16,499.00	61.54
70-00-5403 UTILITIES	<u>1,026.66</u>	<u>2,955.00</u>	<u>199.69</u>	<u>1,155.46</u>	<u>1,799.54</u>	<u>39.10</u>
TOTAL OCCUPANCY	28,868.32	54,734.00	4,345.84	31,903.95	22,830.05	58.29

CITY OF BASTROP
FINANCIAL STATEMENT
AS OF: APRIL 30TH, 2019

601-BASTROP E.D.C. FUND

EXPENDITURES	PRIOR Y-T-D	CURRENT BUDGET	M-T-D ACTUAL	Y-T-D ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>CONTRACTUAL SERVICES</u>						
70-00-5505 PROFESSIONAL SERVICES	11,399.00	293,191.00	37,500.00	54,088.01	239,102.99	18.45
70-00-5518 AUDIT	0.00	10,000.00	0.00	0.00	10,000.00	0.00
70-00-5525 LEGALS	23,244.02	30,000.00	1,917.50	9,618.97	20,381.03	32.06
70-00-5526 LEGAL PROJECTS	2,216.50	9,000.00	1,716.00	2,827.50	6,172.50	31.42
70-00-5530 ENGINEERING	1,900.00	15,000.00	0.00	11,900.00	3,100.00	79.33
70-00-5540 PROPERTY INSURANCE	731.81	1,250.00	257.19	771.57	478.43	61.73
70-00-5561 CONTRACTUAL SERVICES	3,500.00	13,788.05	0.00	13,788.05	0.00	100.00
70-00-5574 CITY PROJECTS & PROGRAMS	0.00	316,600.00	0.00	0.00	316,600.00	0.00
70-00-5575 CITY SHARED SERVICES	0.00	7,500.00	0.00	0.00	7,500.00	0.00
70-00-5580 BIP TECHNOLOGY/MLK INFRASTR	103,200.00	103,200.00	8,600.00	68,800.00	34,400.00	66.67
70-00-5596 MAIN STREET PROG SUPPORT	29,166.69	50,000.00	4,166.67	29,166.69	20,833.31	58.33
70-00-5598 CITY ADMINISTRATIVE SUPPORT	<u>10,500.00</u>	<u>18,000.00</u>	<u>1,500.00</u>	<u>10,500.00</u>	<u>7,500.00</u>	<u>58.33</u>
TOTAL CONTRACTUAL SERVICES	185,858.02	867,529.05	55,657.36	201,460.79	666,068.26	23.22
<u>OTHER CHARGES</u>						
70-00-5603 MARKETING TRAVEL	10,674.07	28,000.00	2,413.15	12,725.19	15,274.81	45.45
70-00-5604 BUSINESS DEVELOPMENT	3,395.31	10,000.00	638.87	1,858.83	8,141.17	18.59
70-00-5605 TRAINING TRAVEL	4,345.99	17,000.00	1,107.98	13,867.67	3,132.33	81.57
70-00-5606 AUTO ALLOWANCE - STAFF	0.00	7,000.00	570.46	1,563.39	5,436.61	22.33
70-00-5615 DUES, SUBSCRIPTIONS & PUBLI	17,855.19	24,000.00	200.23	21,014.03	2,985.97	87.56
70-00-5631 BONDS FOR BEDC OFFICERS	885.50	1,000.00	0.00	966.00	34.00	96.60
70-00-5633 LOCAL/MISC ADV & SPONSORSHI	4,142.34	10,750.00	932.65	6,971.09	3,778.91	64.85
70-00-5634 NATIONAL/REG ADV & MARKETIN	14,646.57	45,000.00	30.00	810.03	44,189.97	1.80
70-00-5636 DIGITAL ADV & MARKETING	1,308.82	20,000.00	7,192.50	11,302.50	8,697.50	56.51
70-00-5637 SPECIAL ADV & MARKETING	0.00	1,000.00	0.00	0.00	1,000.00	0.00
70-00-5641 SPL EDUC & WORKFORCE DEVELO	13,178.99	20,000.00	1,363.85	12,800.63	7,199.37	64.00
70-00-5642 SPL ENTREPRENEURIAL/SM BUS	15,457.98	10,000.00	0.00	0.00	10,000.00	0.00
70-00-5643 SPL RETAIL RECRUITING	11,095.00	19,000.00	0.00	14,500.00	4,500.00	76.32
70-00-5644 380 AGREEMENT REIMBURSEMENT	186,345.41	385,000.00	98,095.60	187,844.52	197,155.48	48.79
70-00-5646 LAND/GRANT REBATES	5,000.00	82,979.00	0.00	9,333.00	73,646.00	11.25
70-00-5650 SPL PRJT BUS RETEN & EXPAN	0.00	5,000.00	0.00	0.00	5,000.00	0.00
70-00-5689 OPPORTUNITY AUSTIN	0.00	10,000.00	0.00	0.00	10,000.00	0.00
70-00-5690 CASH INCENTIVE	0.00	123,535.00	0.00	0.00	123,535.00	0.00
70-00-5691 CLOSING COSTS	<u>0.00</u>	<u>35,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>35,000.00</u>	<u>0.00</u>
TOTAL OTHER CHARGES	288,331.17	854,264.00	112,545.29	295,556.88	558,707.12	34.60
<u>CONTINGENCY</u>						
70-00-5900 CONTINGENCY	<u>0.00</u>	<u>25,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>25,000.00</u>	<u>0.00</u>
TOTAL CONTINGENCY	0.00	25,000.00	0.00	0.00	25,000.00	0.00

CITY OF BASTROP
FINANCIAL STATEMENT
AS OF: APRIL 30TH, 2019

601-BASTROP E.D.C. FUND

EXPENDITURES	PRIOR Y-T-D	CURRENT BUDGET	M-T-D ACTUAL	Y-T-D ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>CAPITAL OUTLAY</u>						
70-00-6713 TRAIL SYS FROM ESKEW TO HWY	4,471.73	629,218.00	1,537.50	4,942.50	624,275.50	0.79
70-00-6715 BIP TECHNOLOGY/MLK INFRASTR	78,157.38	1,157,000.00	0.00	1,486.25	1,155,513.75	0.13
70-00-6716 AGNES/HOME DEPOT INFRASTRUC	<u>296,822.50</u>	<u>1,078,466.00</u>	<u>1,534.00</u>	<u>735,176.13</u>	<u>343,289.87</u>	<u>68.17</u>
TOTAL CAPITAL OUTLAY	379,451.61	2,864,684.00	3,071.50	741,604.88	2,123,079.12	25.89
<u>DEBT SERVICE</u>						
70-00-7133 C OF O SERIES 2013 PRINCIPL	0.00	76,000.00	0.00	0.00	76,000.00	0.00
70-00-7134 C OF O SERIES 2013 INTEREST	48,299.37	94,469.00	0.00	47,234.37	47,234.63	50.00
70-00-7137 C OF O SERIES 2010 PRINCIPA	0.00	49,274.00	0.00	0.00	49,274.00	0.00
70-00-7138 C OF O SERIES 2010 INTEREST	4,751.74	7,876.00	0.00	3,938.02	3,937.98	50.00
70-00-7156 GO REFUNDING 2017-INT	10,000.00	20,000.00	0.00	10,000.00	10,000.00	50.00
70-00-7605 BOND PRINCIPAL 2018	0.00	60,000.00	0.00	0.00	60,000.00	0.00
70-00-7606 BOND INTEREST 2018	<u>0.00</u>	<u>47,318.95</u>	<u>0.00</u>	<u>26,131.25</u>	<u>21,187.70</u>	<u>55.22</u>
TOTAL DEBT SERVICE	<u>63,051.11</u>	<u>354,937.95</u>	<u>0.00</u>	<u>87,303.64</u>	<u>267,634.31</u>	<u>24.60</u>
TOTAL 00-NON-PROGRAM	1,163,256.87	5,523,931.00	218,109.74	1,629,667.26	3,894,263.74	29.50
<u>ADMINISTRATION</u>						
=====						
<u>CAPITAL OUTLAY</u>						
<u>DEBT SERVICE</u>						
70-10-7097 INTEREST EXPENSE ON FNB NOT	0.00	500.00	0.00	0.00	500.00	0.00
70-10-7603 BOND PRINCIPAL 2006	0.00	55,000.00	0.00	0.00	55,000.00	0.00
70-10-7604 BOND INTEREST 2006	<u>3,998.37</u>	<u>5,071.00</u>	<u>0.00</u>	<u>3,080.00</u>	<u>1,991.00</u>	<u>60.74</u>
TOTAL DEBT SERVICE	<u>3,998.37</u>	<u>60,571.00</u>	<u>0.00</u>	<u>3,080.00</u>	<u>57,491.00</u>	<u>5.08</u>
TOTAL ADMINISTRATION	3,998.37	60,571.00	0.00	3,080.00	57,491.00	5.08
TOTAL BEDC ADMINISTRATION	1,167,255.24	5,584,502.00	218,109.74	1,632,747.26	3,951,754.74	29.24
*** TOTAL EXPENSES ***	1,167,255.24	5,584,502.00	218,109.74	1,632,747.26	3,951,754.74	29.24
*** END OF REPORT ***						

AS OF: APRIL 30TH, 2019

601-BASTROP E.D.C. FUND

ACCOUNT# TITLE

ASSETS
=====

00-00-1010	BEDC OPERATING ACCT	117,234.02
00-00-1012	TEXAS CLASS	2,037,709.45
00-00-1100	TEXPOOL	3,016,452.81
00-00-1135	DREYFUS MM ACCT	4,616.01
00-00-1141	CERTIFICATE OF DEPOSIT FN	543,000.00
00-00-1224	ACCT RECEIVABLE-SALES TAX	370,977.73
00-00-1272	NOTES RECEIVABLE-GARMENT(4,165.87)
00-00-1274	NOTES RECEIVABLE-GTG-LOA(667.47)
00-00-1275	NOTES RECEIVABLE-GTG-LOA(399.61)
00-00-1276	NOTES RECEIVABLE-GTG-LOA(9.58)
00-00-1420	EQUIPMENT	8,300.77
00-00-1460	FIXED ASSETS - BUILDING	845,593.73
00-00-1470	FIXED ASSETS - LAND	844,671.06
00-00-1480	FIXED ASSETS - INFRASTRUC	0.18
00-00-1490	CONST IN PROGRESS-INFRAST	591,906.94
00-00-1499	ACCUMULATED DEPRECIATION(330,597.36)
00-00-1570	DEFERRED OUTFLOW-CITY OPE	1,702.00
00-00-1575	DEFERRED OUTFLOWS-PENSION	20,827.00
00-00-1576	DEFERRED OUTFLOWS-ACTUARI	4,839.00
00-00-1578	DEFERRED OUTFLOWS-ASSUMPT	1,268.00
00-00-1579	DEFERRED OUTFLOW-TMRS OPE	<u>679.00</u>
		<u>8,073,937.81</u>

TOTAL ASSETS 8,073,937.81
=====

05/16/2019

BALANCE SHEET

AS OF: APRIL 30TH, 2019

601-BASTROP E.D.C. FUND

ACCOUNT# TITLE

LIABILITIES & FUND BALANCE

=====

00-00-2000	ACCOUNTS PAYABLE	7,500.00
00-00-2039	RETAINAGE PAYABLES	29,001.01
00-00-2080	NOTES PAYABLE-CITY-WTR PR	240,000.00
00-00-2081	NOTES PAYABLE-CITY-TDC (14,582.61)
00-00-2101	BONDS PAYABLE CURRENT POR	312,774.00
00-00-2102	TAX/REV 2006 BOND PAYABLE	55,000.00
00-00-2103	TAX/REV BOND SERIES 2018	1,190,000.00
00-00-2125	ACCRUED INTEREST PAYABLE	21,043.76
00-00-2127	ACCRUED EXPENSES-TMRS OPE	46,866.22
00-00-2235	UNEARNED REVENUE-TOWER	19,550.00
00-00-2346	DUE TO CLEARING FUND	121,028.09
00-00-2356	DUE TO OTHER GOVERNMENTS	3,000,418.44
00-00-2370	DEFERRED INFLOW-CITY OPEB	1,926.00
00-00-2376	DEFERRED INFLOW-ACTUARIAL	14,877.00
00-00-2405	ENCUMBRANCE ACCOUNT (451,585.64)
00-00-2406	RESERVE FOR ENCUMBRANCE	451,585.64
00-00-2850	NET PENSION LIABILITY	84,229.00
00-00-2870	COMPENSATED ABSENCES PAYA	<u>16,320.55</u>

5,145,951.46

TOTAL LIABILITIES 5,145,951.46

SURPLUS (DEFICIT) (127,464.17)

00-00-3000	NET ASSETS	2,332,378.70
00-00-3119	DESIGNATED OPERATING	150,000.00
00-00-3400	CONTRIBUTED CAPITAL	521,695.50
00-00-3502	RESTRICTED - JAMCO	73,644.00
00-00-3506	RESTRICTED-ELLIOTT PARTN(0.01)
00-00-3507	RESTRICTED - AEI TECHNOLO	18,666.00
00-00-3700	PRIOR PERIOD ADJ (<u>40,933.67</u>)
TOTAL EQUITY		<u>2,927,986.35</u>

TOTAL LIABILITIES & FUND EQUITY 8,073,937.81

=====



Agenda Item: 3.3

AGENDA MEMORANDUM

Meeting Date: May 20, 2019

Agenda Item: Presentation from Finance Director Tracy Waldron on the Bastrop EDC's portion of the City of Bastrop's Comprehensive Annual Financial Report for FY2018.

Prepared by: Mike Kamerlander, Executive Director

Attached for the Board's review and consideration is the portion of the FY2018 City of Bastrop Comprehensive Annual Financial Report (CAFR) concerning BEDC.

Finance Director Tracy Waldron will present and discuss the audit.

Attachments:

Relevant pages from the FY2018 Comprehensive Annual Financial Report.

The entire Comprehensive Annual Financial Report can be downloaded at the following link:
<https://www.cityofbastrop.org/upload/page/0219/docs/City%20of%20Bastrop%20CAFR%202018%20FINAL.pdf>.

Recommendation

For presentation only; no action required.

CITY OF BASTROP, TEXAS
STATEMENT OF NET POSITION
(Continued)
SEPTEMBER 30, 2018

	Primary Government			Component Unit
	Governmental Activities	Business-type Activities	Total	Bastrop EDC
DEFERRED INFLOWS OF RESOURCES				
Deferred inflow related to pensions	337,346	90,534	427,880	14,877
Deferred inflows related to OPEB-retiree health	21,780	10,682	32,462	1,926
Deferred gain on refunding	-	54,480	54,480	-
Total deferred inflows of resources	<u>359,126</u>	<u>155,696</u>	<u>514,822</u>	<u>16,803</u>
NET POSITION				
Net investment in capital assets	19,769,501	16,812,087	36,581,588	599,876
Restricted for:				
Cemetery:				
Nonexpendable	385,570	-	385,570	-
Expendable	212,163	-	212,163	-
Public improvement district	104,040	-	104,040	-
Traffic safety	628,336	-	628,336	-
Culture and recreation	170,836	-	170,836	-
Economic development	2,446,392	-	2,446,392	73,644
PEG channels	63,132	-	63,132	-
Debt service	332,822	1,284,295	1,617,117	-
Capital improvements	-	1,448,056	1,448,056	-
Unrestricted	<u>4,389,629</u>	<u>8,587,217</u>	<u>12,976,846</u>	<u>2,381,934</u>
Total net position	<u>\$ 28,502,421</u>	<u>\$ 28,131,655</u>	<u>\$ 56,634,076</u>	<u>\$ 3,055,454</u>

The accompanying notes are an integral part of these financial statements.

CITY OF BASTROP, TEXAS
STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED SEPTEMBER 30, 2018

Functions/Programs	Expenses	Program Revenues		
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions
Primary Government:				
Governmental activities:				
General government	\$ 5,042,504	\$ 1,676,873	\$ 83,902	\$ -
Public safety	3,995,531	95,706	-	-
Developmental services	919,670	-	-	-
Community services	2,015,727	125,125	66,494	-
Economic development services	3,910,783	166,757	-	1,306,839
Interest	853,401	-	-	-
Total governmental activities	<u>16,737,616</u>	<u>2,064,461</u>	<u>150,396</u>	<u>1,306,839</u>
Business-type activities:				
Water/wastewater	4,747,676	5,100,581	-	90,214
Bastrop power and light	6,351,799	7,171,253	-	-
Other	-	752,341	-	-
Total business-type activities	<u>11,099,475</u>	<u>13,024,175</u>	<u>-</u>	<u>90,214</u>
Total primary government	<u>27,837,091</u>	<u>15,088,636</u>	<u>150,396</u>	<u>1,397,053</u>
Component Unit:				
Bastrop Economic Development Corp.	<u>1,517,716</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total component unit	<u>\$ 1,517,716</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
General revenues:				
Property taxes				
Sales taxes				
Hotel/motel taxes				
Franchise taxes				
Investment earnings				
Miscellaneous				
Gain on sale of assets				
Transfers				
Total general revenues and transfers				
Change in net position				
Net position - beginning				
Prior period adjustment				
Net position - ending				

Net (Expense) Revenue and Changes in Net Position			
Primary Government			Component Unit
Governmental Activities	Business-type Activities	Total	Bastrop EDC
\$(3,281,729)	\$ -	\$(3,281,729)	\$ -
(3,899,825)	-	(3,899,825)	-
(919,670)	-	(919,670)	-
(1,824,108)	-	(1,824,108)	-
(2,437,187)	-	(2,437,187)	-
(853,401)	-	(853,401)	-
<u>(13,215,920)</u>	<u>-</u>	<u>(13,215,920)</u>	<u>-</u>
-	443,119	443,119	-
-	819,454	819,454	-
<u>-</u>	<u>752,341</u>	<u>752,341</u>	<u>-</u>
<u>-</u>	<u>2,014,914</u>	<u>2,014,914</u>	<u>-</u>
<u>(13,215,920)</u>	<u>2,014,914</u>	<u>(11,201,006)</u>	<u>-</u>
<u>-</u>	<u>-</u>	<u>-</u>	<u>(1,517,716)</u>
<u>-</u>	<u>-</u>	<u>-</u>	<u>(1,517,716)</u>
5,758,745	-	5,758,745	-
4,815,099	-	4,815,099	2,413,866
2,844,403	-	2,844,403	-
462,968	-	462,968	-
190,986	204,426	395,412	77,664
159,287	335,789	495,076	133,367
49,619	-	49,619	-
<u>1,042,299</u>	<u>(1,042,299)</u>	<u>-</u>	<u>-</u>
<u>15,323,406</u>	<u>(502,084)</u>	<u>14,821,322</u>	<u>2,624,897</u>
<u>2,107,486</u>	<u>1,512,830</u>	<u>3,620,316</u>	<u>1,107,181</u>
26,574,798	26,666,891	53,241,689	1,989,207
<u>(179,863)</u>	<u>(48,066)</u>	<u>(227,929)</u>	<u>(40,934)</u>
<u>\$ 28,502,421</u>	<u>\$ 28,131,655</u>	<u>\$ 56,634,076</u>	<u>\$ 3,055,454</u>

O. Discretely Presented Component Unit – Bastrop Economic Development Corporation (Bastrop EDC)

Capital assets activity for Bastrop EDC for the year ended September 30, 2018 was as follows:

Component Unit - Bastrop Economic Development Corporation

	Balance 10/1/2017	Increases	Decreases	Balance 9/30/2018
Capital assets, not being depreciated:				
Land	\$ 844,671	\$ -	\$ -	\$ 844,671
Construction in progress	<u>135,723</u>	<u>456,184</u>	<u>-</u>	<u>591,907</u>
Total capital assets, not being depreciated	<u>980,394</u>	<u>456,184</u>	<u>-</u>	<u>1,436,578</u>
Capital assets, being depreciated:				
Buildings and improvements	895,379	-	(49,786)	845,593
Machinery, equipment, and vehicles	<u>8,301</u>	<u>-</u>	<u>-</u>	<u>8,301</u>
Total capital assets, being depreciated	<u>903,680</u>	<u>-</u>	<u>(49,786)</u>	<u>853,894</u>
Less accumulated depreciation for:				
Buildings and improvements	(325,984)	(16,213)	16,859	(325,338)
Machinery, equipment, and vehicles	<u>(3,598)</u>	<u>(1,660)</u>	<u>-</u>	<u>(5,258)</u>
Total accumulated depreciation	<u>(329,582)</u>	<u>(17,873)</u>	<u>16,859</u>	<u>(330,596)</u>
Total capital assets being depreciated, net	<u>574,098</u>	<u>(17,873)</u>	<u>(32,927)</u>	<u>523,298</u>
Component unit capital assets, net	<u>\$ 1,554,492</u>	<u>\$ 438,311</u>	<u>\$(32,927)</u>	<u>\$ 1,959,876</u>

Details of long-term debt obligations outstanding for Bastrop EDC at September 30, 2018 are as follows:

Component Unit- Bastrop Economic Development

Type	Sale Date	Original Borrowing	Interest Rates to Maturity	Final Maturity	Outstanding 9/30/2018
Bonds Payable:					
Sales Tax and Revenue Refunding Bonds, Series 2006	2006	\$ 2,005,000	4.61%	2020	\$ 110,000
Sales Tax and Revenue Bonds, Series 2018	2018	\$ 1,250,000	3.39%	2033	<u>1,250,000</u>
Total Bonds Payable					<u>\$ 1,360,000</u>
Notes Payable:					
City of Bastrop	1999	\$ 500,000	0.00%	2019	\$ 12,500
City of Bastrop	2014	600,000	0.00%	2024	<u>360,000</u>
Total Notes Payable					<u>\$ 372,500</u>
Due to City of Bastrop:					
13.88% of Cert. of Oblig., Series 2010	2010	\$ 1,027,120	3.5-4.25%	2022	\$ 220,692
24.2% Cert. of Oblig., Series 2013	2013	2,662,000	3.0-4.25%	2033	2,405,000
13.4% General Oblig. Refunding, Series 2017	2017	500,000	3-4%	2029	<u>500,000</u>
Total Due to City of Bastrop					<u>\$ 3,125,692</u>

Long-term debt activity for Bastrop EDC for the year ended September 30, 2018 was as follows:

Description	Balance			Balance 9/30/2018	Due in One Year
	10/1/2017	Additions	Deletions		
General obligation bonds	\$ 165,000	\$ 1,250,000	\$ (55,000)	\$ 1,360,000	\$ 115,000
Notes payable	457,501	-	(85,001)	372,500	72,500
Due to City of Bastrop - bonds	3,243,190	-	(117,498)	3,125,692	125,274
Compensated absences	<u>15,653</u>	<u>13,313</u>	<u>(12,645)</u>	<u>16,321</u>	<u>3,264</u>
Total Component Unit	<u>\$ 3,881,344</u>	<u>\$ 1,263,313</u>	<u>\$ (270,144)</u>	<u>\$ 4,874,513</u>	<u>\$ 316,038</u>

Bonds

The Bastrop Economic Development Corporation issued \$1,250,000 in sales tax and revenue bonds, series 2018. The bonds have an interest rate of 3.39%. The bond will be used for various construction projects.

The debt service requirements for Bastrop EDC bonds and notes payable are as follows:

Year Ended September 30,	Bastrop EDC					
	Bonds Payable		Notes Payable		Totals	
	Principal	Interest	Principal	Interest	Principal	Interest
2019	\$ 240,274	\$ 176,149	\$ 72,500	\$ -	\$ 312,774	\$ 176,149
2020	253,968	160,458	60,000	-	313,968	160,458
2021	207,990	150,639	60,000	-	267,990	150,639
2022	256,460	142,969	60,000	-	316,460	142,969
2023	265,000	133,371	60,000	-	325,000	133,371
2024-2028	1,566,000	515,654	60,000	-	1,626,000	515,654
2029-2033	<u>1,696,000</u>	<u>197,672</u>	<u>-</u>	<u>-</u>	<u>1,696,000</u>	<u>197,672</u>
Totals	<u>\$ 4,485,692</u>	<u>\$ 1,476,912</u>	<u>\$ 372,500</u>	<u>\$ -</u>	<u>\$ 4,858,192</u>	<u>\$ 1,476,912</u>

P. Contingencies

The government participates in various federal grant programs, the principal of which are subject to program compliance audits pursuant to the Single Audit Act as amended. Accordingly, the government's compliance with applicable grant requirements will be established at a future date. The amount of expenditures which may be disallowed by the granting agencies cannot be determined at this time, although the government anticipates such amounts, if any, will be immaterial.

The City was not involved in litigation as of year-end that in the opinion of City's legal counsel would have a material adverse effect on the financial condition of the City.

Blended component unit. The Hunters Crossing Local Government Corporation (hereafter “the corporation”) was established to administer the service plan of the Hunters Crossing Public Improvement District (hereafter “the PID”). The PID was established on September 11, 2001 by resolution of the Bastrop City Council. That resolution was later amended on November 11, 2003. The purpose for creation of the PID was to provide for the construction of certain public improvements and a mechanism for the payment of the costs of such construction and the costs of such improvements through the levy of assessments against owners of respective parcels in the PID. The assessment and bond issuance authorizations are approved by the City’s Council and the City is legally obligated to provide resources in case there are deficiencies in debt service payments and resources are not available from any other remedies. The entity is reported as a blended component unit of the City. Separate financial statements for Hunter’s Crossing Local Government Corporation can be obtained from the City of Bastrop Finance Department.

Discretely presented component unit. The Bastrop Economic Development Corporation (hereafter “Bastrop EDC”) was established in 1995, after the citizens of Bastrop voted to pass a one-half cent sales tax dedicated to economic development. Bastrop’s EDC’s primary purpose is to assist in bringing meaningful and rewarding employment opportunities to citizens in the area through funding assistance provided to businesses to relocate or expand in Bastrop. A separate governing board oversees Bastrop EDC, which is appointed by the Bastrop City Council, and consists of individuals from the community and related governmental entities in the area. City of Bastrop employees also manage the operations of Bastrop EDC. Bastrop EDC has been reported as a discretely presented component unit because the governing board is not identical to the governing body of the City, Bastrop EDC does not solely serve the City of Bastrop, and the City of Bastrop has the ability to impose its will on Bastrop EDC. Separate financial statements for Bastrop EDC can be obtained from the City of Bastrop Finance Department.

C. Basis of Presentation - Government-wide Financial Statements

While separate government-wide and fund financial statements are presented, they are interrelated. The governmental activities column incorporates data from governmental funds, while the business-type activities column incorporates data from the City’s enterprise funds. Separate financial states are provided for governmental funds, proprietary funds, and fiduciary funds, even though the latter are excluded from the government-wide financial statements.

As discussed earlier, the City has a discretely presented component unit. Bastrop EDC is shown in a separate column in the government-wide financial statements.

As a general rule, the effect of interfund activity has been eliminated from the government-wide financial statements; however, interfund services that are provided and used are not eliminated. Elimination of these charges would distort the direct costs and program revenues for the various functions concerned.



Agenda Item: 3.4

AGENDA MEMORANDUM

Meeting Date: May 20, 2019

Agenda Item: Consideration, discussion and possible action on Resolution R-2019-0005 authorizing the Executive Director to execute a professional services agreement with a digital and branding firm.

Prepared by: Mike Kamerlander, Executive Director

Strategic branding and marketing plans are essential to a successful economic development organization. The Bastrop EDC will begin the process for a new 5-Year Economic Development Strategic Plan in April which will provide guidance for economic success driven by the EDC.

To complement this new strategy, the brand and website should be reflective of the goals and ambitions outlined therein. The EDC website has not been updated in a number of years and lacks the ability to do many things modern robust websites are capable of doing. Also to further the EDC's goal of marketing Bastrop effectively a unique brand separate from the City's brand is needed to solidify the EDC's voice on behalf of Bastrop.

The firm Frank & Victor that BEDC staff has chosen to undertake this new branding and website development is based in Austin and has an extensive online portfolio that is in-line with the vision of BEDC staff. The cost is reasonable and at the end of the process, BEDC will have a new website, brand and all supporting brand documents to maintain an effective marketing strategy.

Recommendation – Approve the Resolution as presented.

[RECOMMENDED MOTION] – I move to approve Resolution R-2019-0005.

RESOLUTION NO. R-2019-0005

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE BASTROP ECONOMIC DEVELOPMENT CORPORATION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT WITH A DIGITAL AND BRANDING FIRM

WHEREAS, the Bastrop Economic Development Corporation (“BEDC”) is a public instrumentality and non-profit industrial development corporation duly established and operating under Texas Local Government Code, Chapters 501 and 505, *et seq.*, as amended, known as the Development Corporation Act of 1979 (the “Act”); and

WHEREAS, to fulfill its public purpose in attracting qualifying projects under Texas Local Government Code, Chapters 501 and 505, *et seq.*, as amended, the BEDC requires certain professional services, including without limitation, the contracting with and hiring of a digital and branding company to develop a brand, logo, and website for the BEDC; and

WHEREAS, after careful evaluation and consideration by the Board, it has determined that these services and this support can be provided most beneficially, efficiently and economically under a third-party professional services agreement with Frank & Victor Design, in an amount not to exceed \$39,600, to be executed by the Executive Director on behalf of the BEDC.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE BASTROP ECONOMIC DEVELOPMENT CORPORATION THAT:

SECTION 1. The Board hereby finds that all of the recitals above are true and correct and are incorporated herein as if restated in full.

SECTION 2. The Board hereby finds that the provision of certain professional marketing services is necessary for the BEDC’s proper attraction and advancement of qualifying projects under Texas Local Government Code, Chapters 501 and 505, *et seq.*, as amended, and hereby authorizes the Executive Director to enter into a professional services agreement by and between the BEDC and Frank & Victor Design.

SECTION 3. The Board authorizes the Executive Director to take all necessary actions, including the execution of a Bastrop Economic Development Corporation Professional Services Agreement with Frank & Victor Design.

SECTION 4. This Resolution is effective upon passage.

PASSED AND APPROVED on the _____ day of _____, 20____, by the Board of Directors of the Bastrop Economic Development Corporation.

[SIGNATURE PAGE FOLLOWS]

BASTROP ECONOMIC
DEVELOPMENT CORPORATION

Kathryn Nash, Board Chair

ATTEST:

Sam Kier, Board Secretary

APPROVED AS TO FORM:

Denton, Navarro, Rocha, Bernal & Zech, P.C.
Board Counsel

DRAFT



Agenda Item: 3.5

AGENDA MEMORANDUM

Meeting Date: May 20, 2019

Agenda Item: Consideration, discussion and possible action on Resolution R-2019-0006 approving Mike Kamerlander, BEDC Executive Director, to obtain a loan in the amount of \$1,800,000.

Prepared by: Mike Kamerlander, Executive Director

At the direction of this board, the Executive Director solicited bids for a loan to construct 921 Main Street. This resolution will provide the vehicle that will allow the Executive Director, with the consent of City Council, to obtain the loan and begin construction on 921 Main Street.

The decision as to which bank is chosen will be reached after discussion of the proposals in executive session.

Recommendation – Approve the Resolution as presented.

[RECOMMENDED MOTION] – I move to approve Resolution R-2019-0006.

RESOLUTION NO. R-2019-0006**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE BASTROP ECONOMIC DEVELOPMENT CORPORATION APPROVING MIKE KAMERLANDER, EXECUTIVE DIRECTOR, TO OBTAIN A LOAN IN THE AMOUNT OF \$1,800,000.**

WHEREAS, the Bastrop Economic Development Corporation (“BEDC”) is a public instrumentality and non-profit industrial development corporation duly established and operating under Local Government Code, Chapters 501 and 505, et seq., as amended, known as the Development Corporation Act of 1979 (the “Act”), and is acting with the approval of the governing body of the City of Bastrop, Texas (the “City”); and

WHEREAS, the BEDC needs to improve the site it owns at 921 Main Street in Bastrop, Texas, and to construct a facility and building upon that site to fulfill its public purpose in attracting qualifying projects under Texas Local Government Code, Chapters 501 and 505, et seq., as amended; and

WHEREAS, the BEDC previously authorized a project to be conducted on that site that is now substantially changing and requires the BEDC to directly finance and construct the building and facility at 921 Main Street, Bastrop, Texas; and

WHEREAS, the project was previously under a performance agreement with 921 Bastrop, LLC, for the same or similar improvements to be made by 921 Bastrop, LLC, who can no longer construct the facility under that agreement approved under Resolution No. R-2018-0007 on September 17, 2018; and

WHEREAS, that performance agreement with 921 Bastrop, LLC, is being voided by agreement of the parties and this project is now going to be constructed by the BEDC; and

WHEREAS, to begin this new project the BEDC will need to obtain a loan in the amount of ONE MILLION EIGHT HUNDRED THOUSAND (\$1,800,000.00) DOLLARS from a federally insured lender to be chosen by the Board; and

WHEREAS, after careful evaluation and consideration by the Board, it was determined that BEDC Executive Director Mike Kamerlander is authorized to obtain a loan in the amount of ONE MILLION EIGHT HUNDRED THOUSAND (\$1,800,000.00) DOLLARS to facilitate the development of the property located at 921 Main Street, Bastrop, Texas, and owned by the BEDC; and

WHEREAS, the BEDC Board, having received proposed loans from various lending institutions provided by the Executive Director, determines the financial institution from which the funds will be obtained is _____.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE BASTROP ECONOMIC DEVELOPMENT CORPORATION THAT:

SECTION 1. The findings set out above are hereby found to be true and correct and are incorporated herein for all purposes.

RESOLUTION NO. R-2019-0006

SECTION 2. The Board approves the Director obtain a loan in the amount of \$1,800,000.00 for the BEDC project to develop the property located at 921 Main Street, Bastrop, Texas, and to be owned by the BEDC.

SECTION 3. The Board has determined _____ is to be the lender on this project and the Executive Director, with the assistance of the BEDC's attorneys, is authorized and directed to prepare any instruments reasonably necessary to fulfill the intent expressed herein.

SECTION 4. This Resolution is effective upon passage.

DULY RESOLVED AND ADOPTED by the Board of Directors of the Bastrop Economic Development Corporation, this _____ day of May 2019.

BASTROP ECONOMIC
DEVELOPMENT CORPORATION

Kathryn Nash, Board Chair

ATTEST:

Sam Kier, Board Secretary

APPROVED AS TO FORM:

Denton, Navarro, Rocha, Bernal & Zech, P.C.



Agenda Item: 3.6

AGENDA MEMORANDUM

Meeting Date: May 20, 2019

Agenda Item: Update on EDC staff activities (e.g., marketing, prospects, projects, events, and other updates).

Prepared by: Mike Kamerlander, Executive Director

Please see attached presentation.

Attachment: PowerPoint Presentation about EDC activities.

Recommendation – No recommendation; item for informational purposes only.





TODAY'S AGENDA

01.
Call To Order

02.
Public Comment

03.
Regular Business & Presentations

04.
Executive Session

05.
Adjournment



2. PUBLIC COMMENT



3.1

Regular Business & Presentations

Approval of meeting
minutes of the Bastrop
EDC Regular Board
Meeting of
April 15, 2019.



3.2

Regular Business & Presentations

Acceptance of the
Bastrop EDC's financial
summary report for
period ending
April 30, 2019.



Summary of Revenues and Expenditures – 04/30/19 39

Month	FY 2019 Revenue	FY 2019 Expense	Monthly Variance
October	\$188,063	\$107,119	\$80,944
November	208,065	80,898	127,167
December	221,414	140,654	80,760
January	195,226	535,818	(340,592)
February	254,659	322,143	(67,484)
March	196,893	228,006	(31,113)
April	240,963	218,110	22,853
May			
June			
July			
August			
September			
Total	\$1,505,283	\$1,632,748	\$(127,465)



Summary of Sales Tax Revenue – 04/30/19

Month	FY 2019 Forecast	FY 2019 Actual	Monthly Variance
October	\$171,165	\$178,959	\$7,794
November	192,394	194,036	1,642
December	181,978	208,910	26,932
January	195,618	182,199	(13,419)
February	244,522	242,902	(1,620)
March	171,165	181,171	10,006
April	183,392	215,401	32,009
May	250,872		
June	207,844		
July	218,358		
August	220,070		
September	207,844		
Total	\$2,445,222	\$1,403,578	\$63,344 4.7% increase



Expenditures Budget to Actual – 04/30/19

OPERATING EXPENDITURES COMPARISON

<u>Category</u>	<u>FY2019 Forecast</u>	<u>FY2019 Actual</u>	<u>Monthly Variance</u>
Personnel	\$ 269,281	\$ 249,716	\$ 19,565
Supplies & Material	16,085	16,733	\$ (648)
Maintenance & Repairs	8,369	5,388	\$ 2,981
Occupancy	31,928	31,904	\$ 24
Contractual Service	176,953	201,461	\$ (24,508)
Marketing/Advertising	322,610	295,557	\$ 27,053
Contingency	-	-	\$ -
Debt Service	<u>90,384</u>	<u>90,384</u>	<u>\$ -</u>
Total	\$ 915,610	\$ 891,143	\$ 24,467

Forecast to Actual % 2.67%

Positive

The forecast to actual comparison is a positive almost 8% year-to-date.



Expenditures Budget to Actual – 04/30/19

CAPITAL OUTLAY PROJECTS

<u>Project</u>	FY2019 <u>Budget</u>	FY2019 <u>Actual</u>	Budget <u>Balance</u>
Trail System Downtown Loop (only engineering and permitting expenses so far)	\$ 629,218	\$ 4,943	\$ 624,275
Bus. Ind. Park-Tech/MLK Infra (only engineering expenses so far)	1,157,000	5,736	\$ 1,151,264
Agnes/Home Depot Way Infra Engineering & Corp. portion of construction improvements	1,078,466	735,176	\$ 343,290 \$ -
Total	\$ 2,864,684	\$ 745,855	\$ 2,118,829

These projects are funded by various funds including 2013 Bond funds, operating funds and 2018 Bond funds.



BASTROP ECONOMIC DEVELOPMENT CORPORATION FUND
FY 2018-2019 BUDGET

Unaudited Operating Fund Balance 9-30-2018	\$ 5,069,820
FY 2018-2019	
Budgeted	
Revenues	\$ <u>3,228,020</u>
Total FY 2018 Resources	\$ 8,297,840
Budgeted Expenditures:	
Operating Expenses	\$ (2,456,990)
Capital Expenses	\$ (2,664,684)
Debt Service	\$ <u>(462,828)</u>
	\$ (5,584,502)
Projected Ending Gross Fund Balance 09-30-2019	\$ 2,713,338
Reserve 25% of Operating Expense	\$ 614,248



3.3

Regular Business & Presentations

Presentation from Finance Director Tracy Waldron on the Bastrop EDC's portion of the City of Bastrop's Comprehensive Annual Financial Report for FY2018.



3.4

Regular Business & Presentations

Consideration, discussion and possible action on Resolution R-2019-0005 authorizing the Executive Director to execute a professional services agreement with a digital and branding firm.



Overview:

- Investment: \$39,600
- Overview: F&V will design and develop a logo and website that amplifies our voice locally and nationally and shows the future and possibility of Bastrop
- About F&V: Helps clients take the bold steps necessary to align presence with aspiration and ignite growth
- Clients include: Ballet Austin, W Austin, Whole Foods and ZACH Theatre



3.5

Regular Business & Presentations

Consideration, discussion and possible action on Resolution R-2019-0006 approving Mike Kamerlander, BEDC Executive Director, to obtain a loan in the amount of \$1,800,000 for 921 Main Street



3.6 ACTIVITY REPORT



Recent Win



Irby, a leading electrical distributor, is just the latest company to relocate to Bastrop due to our central location. The company consolidated its Buda and San Antonio branches and moved operations to Bastrop.

Since 1926, Irby has provided commercial, contractor, industrial and utility markets with high-value electrical solutions.

Irby is a Sonepar Company, which is a global leader in B2B distribution of electrical, industrial and safety products.



Marketing and Other Events Attended

- Jean attended the Regional Partners Meeting on April 17th.
- Jean attended the Federal Correctional Institute Community Luncheon on April 18th.
- Jean attended the Smithville Chamber Luncheon on April 24th.
- Jean represented the EDC at the ULI Regional Marketplace Networking Expo in Austin on April 25th.
- Mike and Jean attended the BEST Breakfast in Smithville on April 26th.
- Jean attended ED certification training at OU EDI in Indianapolis April 27th-May 3rd.
- Mike attended Table on Main April 28th.
- Jean and Angela attended the ribbon-cutting for the 911 Operations Center on May 15th.



Business Recruitment Activity Matrix



	APRIL 2019	FY 2019 YTD ⁵¹
OUT OF REGION VISITS	0	24
SOURCES OF LEADS	2	28
Internal Leads		
Direct Company	0	4
Local/Regional Broker	0	6
Site Consultant	0	1
Site Location Partnership	0	1
Other	0	2
External Leads		
Austin Chamber	2	8
State	0	6
PROSPECT FOLLOW UP REQUEST	255	858
PROSPECT VISITS	2	9
New (1 st)	1	5
Repeat	1	4
Announcements	0	0

Business Retention & Expansion

Existing Business Engagements

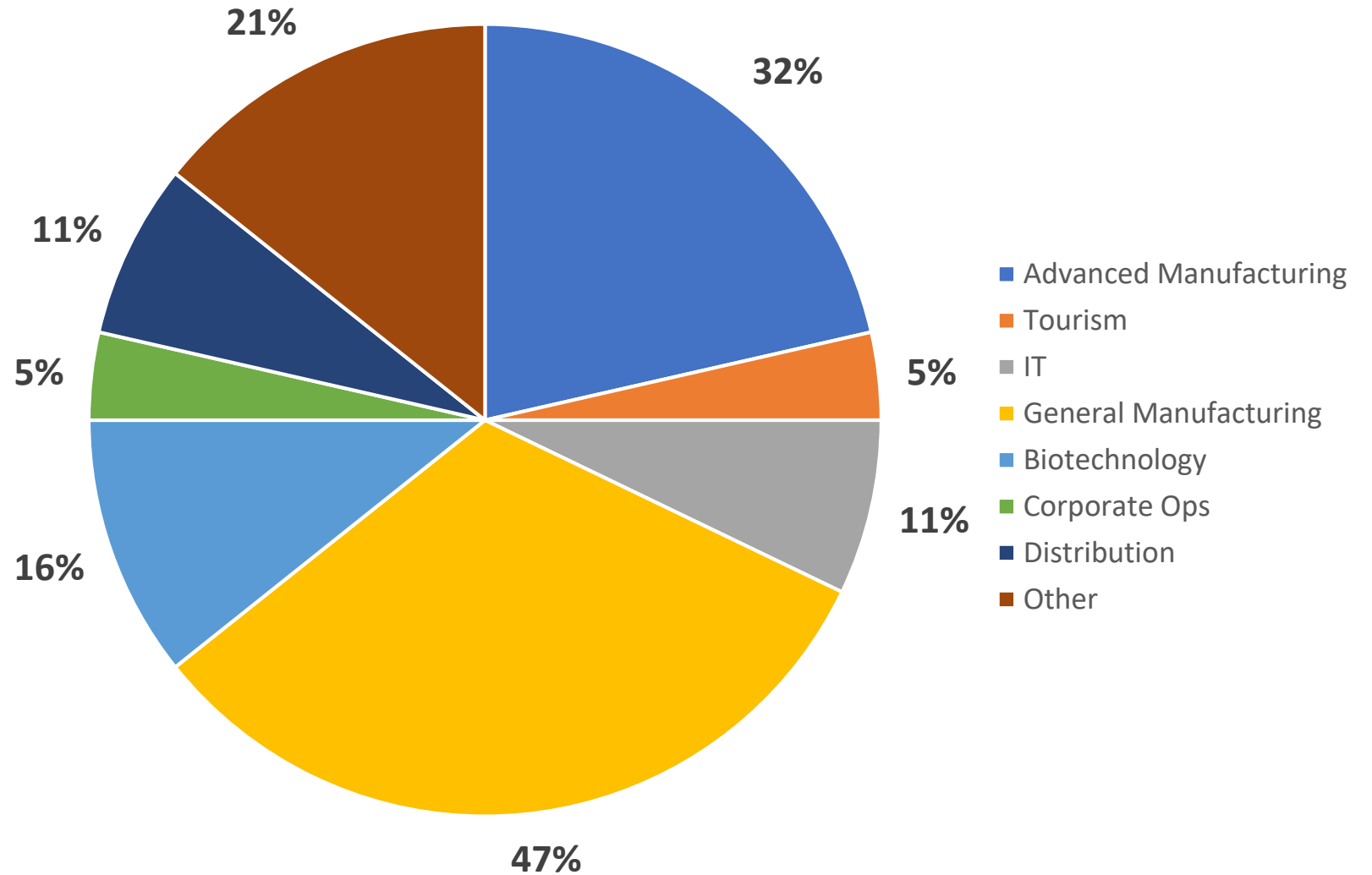
	April 2018	April 2019	FY 2019 YTD
TOTAL ENGAGEMENTS	0	6	40
In Person Visits	0	3	23
Assistance Requests	0	3	12
Workforce Dev. Mtgs.	0	0	5



FY 19 YTD LEADS BY INDUSTRY

Project Updates

6,593 jobs
4,405,000 sq. ft.
\$1,712,889,771



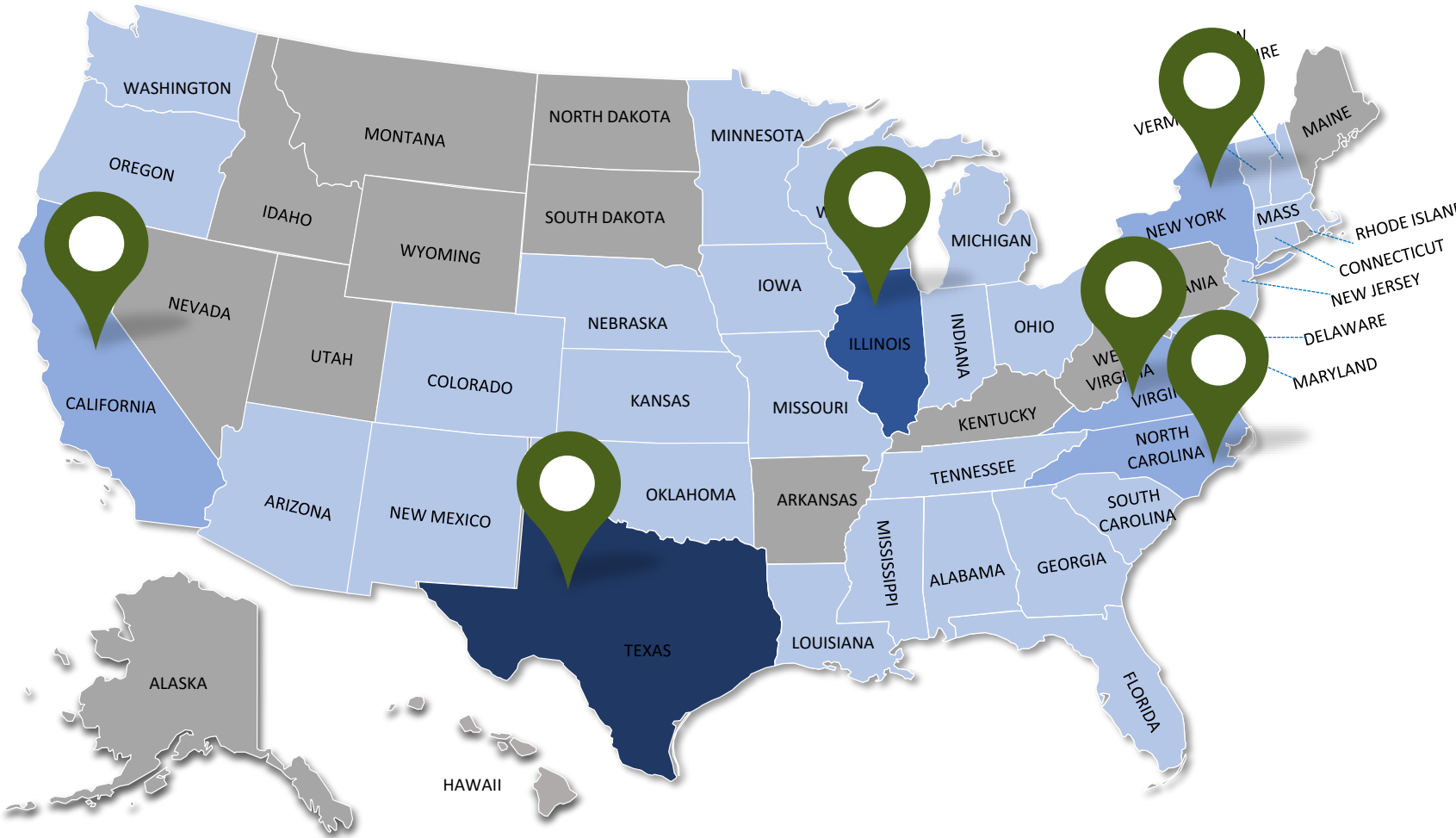


- **1,011 Unique Users; 2,436 Page Views**
- **77.6% New vs. 22.4% Returning Users**
- **35 States & 24 Countries** represented by website visits in April
- **Top Pages Visited:** News, Community History, Blog, Meet the Staff, Major Employers, Current Projects
- **48.3%** found the website organically through search engines; **40.6%** visited directly using URLs; **8%** visited via social media, and **3.1%** were referred.



WEBSITE ANALYTICS APRIL 2019

Users visiting website by state comparison



TOP 5 WITH MOST VISITORS

States:

- Texas – 542**
- Illinois – 155**
- Virginia – 86**
- California – 28**
- North Carolina/New York – 9**

Countries:

- United States – 916**
- France – 18**
- Brazil – 17**
- India – 12**
- South Korea – 10**



Social Media Engagement

	April 2018	April 2019
TOTAL LIKES/FOLLOWERS	3,777	5,300
Facebook Page Likes	3,777	3,892
Twitter Followers	Unknown	1,124
LinkedIn Followers	Unknown	172



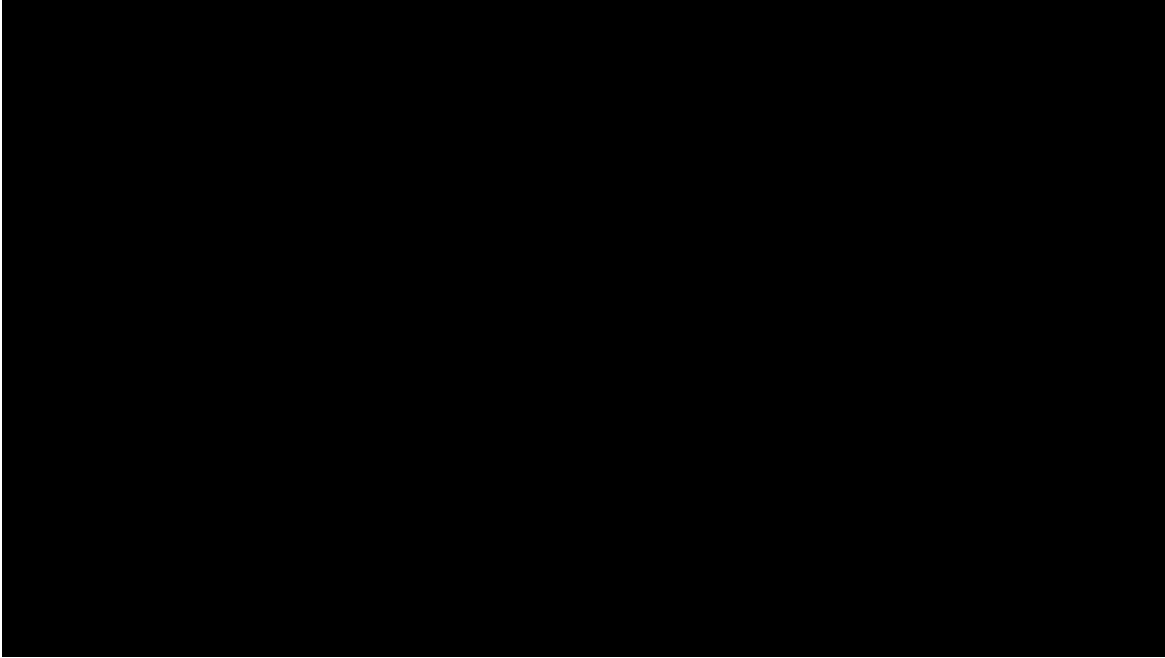
Facebook Highlights: April 16 – May 13

Overview:

- 56,188 people reached
- 5,584 clicks, comments, reactions and shares
- 11,970 video views
- Earned media value (reach x cost per impression): \$280,940
- Ads awarded high relevance score, which means they've received more positive feedback and cost less to deliver than most ads on Facebook. An ad must have at least 500 impressions to qualify.



Facebook Highlights: April 16 – May 13



- **Highest-performing post: New Republic video**
- 12,367 people reached
- 6,700 views
- 1,366 clicks, comments, reactions and shares
- Earned media value (reach x cost per impression): \$61,835



Earned Media



TEXAS' OLDEST WEEKLY NEWSPAPER SINCE MARCH 1, 1853 | SEMI-WEEKLY SINCE SEPT. 5, 1977

The Bastrop Advertiser

Thursday, April 25, 2019 An edition of the *Austin American-Statesman* | \$1

CALENDAR
April 25

Bastrop County Historical Society meeting: 6:30 p.m. at Calvary Heritage Hall, 1020 Main St., Bastrop. Ken Kesselus will tell the story of Calvary Episcopal Church, one of the first four congregations in Bastrop.

April 26-28

"The Disappearance of Little John Henry Owens": 6 p.m. April 26-27 and 2 p.m. April 28 at the Bastrop Opera House, 711 Spring St. The play tells the story about 10-year-old John Henry Owens, who disappeared while on his way to McDonald's store in Hill's Prairie to get some sewing thread for his mother. Proceeds will benefit the Bobby Jenkins Scholarship Fund, a project of the Bastrop County Bar Association. Tickets are \$75 for the April 26-27 show and include a dinner. The April 28 matinee is \$15. For tickets, visit bastropoperahouse.com.

April 26

TGIF Movie: 1 p.m. at the Elgin Public Library, 404 N. Main St. The library will screen "April in



Zoho's office in Chennai, India. Founded in India in 1996, software firm Zoho is moving its headquarters from Pleasanton, Calif. to Austin, adding hundreds of jobs in the metro area. (COURTESY OF ZOH)

Zoho Corp's recent move bolsters Texas 71 corridor

BEDC: Decision shows area is a 'proven place' to do business

By Brandon Mulder
bmulder@statesman.com

When Zoho Corp. announced earlier this month that it was moving its headquarters to a campus along Texas 71 in eastern Travis County, fortune smiled on Bastrop.

Economic development experts have forecast that the Texas 71 corridor between that (projection) is accurate."

The California-based software company has plans to build a 100,000-square-foot building near the intersection of Kellam Road and Texas 71, about 5 miles east of Austin-Bergstrom International Airport and about three miles west of the Bastrop County line.

The building, which is expected to open in 2021, will eventually house 500 employees hired over the next several years. Some of those employees, Kamerlander said, are "clustering" effect in the area, which could spark other companies to locate in the corridor into Bastrop County and the city of Bastrop.

"Other companies like them, or other companies that support Zoho's operations look to this and say, 'Zoho said it works for them, we know it's going to work for us too,'" Kamerlander said. "That leads to clustering and it gets us over the hurdle of trying to market our location as a good place to do business. ... We can point to this as a proven place to do

School district pays \$125K to end dispute with contractor

Money settles contract dispute with maintenance company

By Andy Sevilla
asevilla@acnewspeppers.com

The Bastrop school district last month agreed to pay \$125,000 to GCA K12 Education Services/ABM Education, the district's maintenance contractor, to settle a dispute over early termination of their contract.

In a letter dated July 6, 2018, obtained by the Bastrop Advertiser through an open records request, Bastrop schools Superintendent Barry Edwards gave a 30-day notice to the contractor notifying it of the district's intent to terminate its custodial and maintenance contract with GCA due to ongoing service deficiencies.

"The same deficiencies that you attempted to address in your letter to Mr. Steve Murray, former district superintendent, dated October 17, 2017, continue to exist," Edwards said in his letter to GCA/ABM. "...

Project Updates

- Agnes I: Continues on track for late May/early June completion
- 921 Main: Working to secure financing to begin construction quickly
- Downtown Trail: Construction expected to commence in August.
- Technology Drive: Interlocal agreement being drafted and will be passed by Bastrop County, City of Bastrop, and Bastrop EDC in the coming weeks.



4.1 Executive Session

The Bastrop EDC Board reserves the right to convene into Executive Session at any time during the meeting regarding any agenda item in compliance with the Texas Open Meetings Act, Chapter 551 Government Code.



The Bastrop EDC Board of Directors will meet in a closed/executive session pursuant to the Texas Government Code, Chapter 551, to discuss the following:

- (1) Section 551.071** Consultation with Attorney – Real Estate, 921 Main Street
- (2) Section 551.072** Deliberation about the purchase, exchange, lease, or value of real property – Project Bronze Star, Project Paint by Number, 921 Main Street, Project Molly, and Project Kitchen
- (3) Section 551.087** Deliberation regarding economic development negotiations – Project Bronze Star, Project Paint by Number, 921 Main Street, Project Molly, and Project Kitchen
- (4) Section 551.074** Personnel Matters

4.2

Executive

Session

The Bastrop EDC Board of Directors will reconvene into open session to discuss, consider and/or take any action necessary related to the executive session items noted herein.



ADJOURN

Next Meeting: June 17, 2019

