

**NOTICE OF REGULAR MEETING OF BOARD OF DIRECTORS OF  
BASTROP ECONOMIC DEVELOPMENT CORPORATION (BEDC)  
Monday, December 17, 2018 – 5:00 P.M.  
Bastrop City Hall, 1311 Chestnut Street, Bastrop, Texas**

**1. CALL TO ORDER**

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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.  
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**2. PUBLIC COMMENT(S)**

**3. REGULAR BUSINESS & PRESENTATIONS**

- 3.1. Approval of meeting minutes of the Bastrop EDC Regular Board Meeting of October 15, 2018. **(page 2)**
- 3.2. Acceptance of the Bastrop EDC’s financial summary reports for periods ending September 30, 2018, and October 31, 2018. **(page 5)**
- 3.3. Consideration, discussion and possible action on Resolution R-2018-0009 approving the Executive Director’s hiring of a strategic planning consulting firm and the execution of any necessary agreements with the consulting firm under Texas Local Government Code Section 505.102. **(page 36)**
- 3.4. Consideration, discussion and possible action on Resolution R-2018-0010 approving an expenditure for remediation of the lot at 921 Main Street, Bastrop, Texas, in an amount not to exceed \$10,000. **(page 39)**
- 3.5. Update on EDC staff activities (e.g., marketing, prospects, projects, events, and other updates). **(page 42)**

**4. ADJOURNMENT**

**CERTIFICATE**

I, Angela Ryan, Assistant Director 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 13th day of December 2018 at 5:00 p.m. Copies of this agenda have been provided to those members of the media requesting such information.

Angela Ryan  
Angela Ryan, BEDC Assistant Director

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: December 17, 2018

Agenda Item: Approval of meeting minutes of the Bastrop EDC Regular Board Meeting of October 15, 2018.

Prepared by: Angela Ryan, Assistant Director

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The draft minutes from the Regular Board Meeting of October 15, 2018, are attached for the Board's review.

Attachments:

Draft minutes from the Regular Board Meeting of October 15, 2018

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**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, October 15, 2018**  
**Bastrop City Hall, 1311 Chestnut Street, Bastrop, Texas**

The Bastrop Economic Development Corporation (BEDC) met on Monday, October 15, 2018, at 5:00 p.m. at Bastrop City Hall, 1311 Chestnut Street, for a Monthly Meeting. Board members present: Kevin Plunkett, Jeff Haladyna, Kathryn Nash, Ron Spencer, Sam Kier, Pat Crawford and Connie Schroeder. Staff members present: Mike Kamerlander, Angela Ryan, Jean Riemenschneider, Shane Sorenson and Kathy Merrifield. BEDC Attorney Cameron Cox was also in attendance.

1. **CALL TO ORDER** – Board Vice-Chair Kevin Plunkett called the Board Meeting to order at 5:00 p.m.
2. **PUBLIC COMMENT(S)** – There were no public comments.

**3. REGULAR BUSINESS & PRESENTATIONS**

- 3.1. Welcome of new BEDC Board Members Jeff Haladyna and Pat Crawford. Mr. Plunkett welcomed Mr. Haladyna and Ms. Crawford to the Board.
- 3.2. Recognition of outgoing BEDC Board Members Cam Chavez and Drusilla Rogers. Mr. Kamerlander acknowledged Mr. Chavez and Ms. Rogers and presented each of them with an award thanking them for their service. He also recognized staff member Angela Ryan's 10 years of service with the EDC by presenting her with a service award.
- 3.3. Consideration, discussion and possible action on election of 2018/2019 BEDC Officers: Chair, Vice-Chair, Secretary and Treasurer. Mr. Kier made the motion to elect Ms. Nash as Board Chair, Mr. Spencer seconded, and the motion passed. Ms. Schroeder made the motion for Mr. Plunkett to continue as Board Vice-Chair, Mr. Kier seconded, and the motion passed. Ms. Schroeder made the motion for Mr. Kier to continue as Secretary and Treasurer, Ms. Nash seconded, and the motion passed.
- 3.4. Approval of meeting minutes of the Bastrop EDC Regular Board Meeting of September 17, 2018. Mr. Kier made the motion to approve the minutes as submitted, Mr. Spencer seconded, and the motion passed.
- 3.5. Consideration, discussion and possible action on Board meeting schedule for 2018/2019, including date and/or time of meetings. Mr. Kamerlander stated he will not be present for the November 19<sup>th</sup> meeting and asked the Board to consider moving the meeting to November 26<sup>th</sup>. After an initial discussion Mr. Kier made the motion to keep the date of November 19<sup>th</sup> and Ms. Crawford seconded. Before the vote, there was additional discussion which resulted in Mr. Kier withdrawing his motion and Ms. Nash seconding. Ms. Nash then made the motion to set the BEDC meetings for the third Monday of each month at 5:00 p.m. except for any holidays that would require a fourth Monday, Mr. Kier seconded and the motion passed.
- 3.6. Consideration, discussion and possible action on Resolution R-2018-0008 approving the reimbursement to the City of Bastrop, Texas, for the Work Order for Professional Services rendered from Bowman Consulting in preparing a schematic design for the remaining portion of Agnes Street across the Nixon and Pecan Park Commercial tracts, which was paid by the City of Bastrop in September 2018 in the amount of \$14,000.00. Mr. Kamerlander provided a brief history regarding the need for this Resolution and stated it was to paper an agreement which has already been completed. Ms. Nash made the motion to approve Resolution R-2018-0008, Ms. Crawford seconded, and the motion passed.

- 3.7. Update on EDC staff activities (e.g., marketing, prospects, projects, events, and other updates). Mr. Kamerlander presented September staff activities, including metrics for the EDC website, social media and projects.

#### 4. EXECUTIVE SESSION

- 4.1. At 5:36 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 551.074** Personnel Matters.

- 4.2. At 6:07 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 session noted herein. Ms. Nash made the motion to authorize the Executive Director to have sole discretion on the existing temporary consulting contract and to make all decisions regarding future staff. Mr. Kier seconded and the motion passed.

5. **ADJOURNMENT** – Board Vice-Chair Kevin Plunkett adjourned the meeting at 6:08 pm.



## Agenda Item: 3.2

# AGENDA MEMORANDUM

Meeting Date: December 17, 2018

Agenda Item: Acceptance of the Bastrop EDC's financial summary reports for periods ending September 30, 2018, and October 31, 2018.

Prepared by: Mike Kamerlander, Executive Director

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Attached for the Board's review and consideration are the BEDC financial summary reports for the periods ending September 30, 2018, and October 31, 2018.

Attachment:

Financial Summaries for periods ending September 30, 2018, and October 31, 2018

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**Recommendation** – Accept both financial summary reports as submitted.

**[RECOMMENDED MOTION]** – I move to accept the September and October BEDC financial summary reports as submitted.

# Bastrop Economic Development Corporation

Financial Summary  
For Period Ending

September 2018

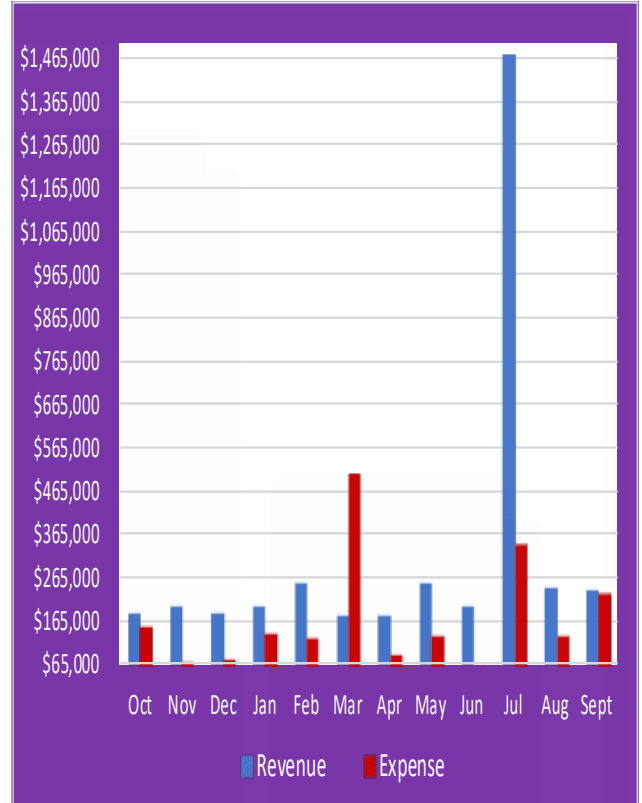


# Summary of Revenues and Expenditures

## As of Sept. 30, 2018



<u>Month</u>	<u>FY2018 Revenue</u>	<u>FY2018 Expense</u>	<u>Monthly Variance</u>
Oct	\$ 181,304	\$ 153,512	\$ 27,792
Nov	198,934	73,131	\$ 125,803
Dec	184,206	79,169	\$ 105,037
Jan	198,427	139,551	\$ 58,876
Feb	248,753	130,625	\$ 118,128
Mar	176,436	501,898	\$ (325,462)
Apr	177,470	89,370	\$ 88,100
May	253,518	130,993	\$ 122,525
Jun	199,614	19,003	\$ 180,611
Jul	1,465,680	341,838	\$ 1,123,842
Aug	238,342	133,596	\$ 104,746
Sept	235,559	231,058	\$ 4,501
<b>Total</b>	<b>\$ 3,758,243</b>	<b>\$ 2,023,744</b>	<b>\$ 1,734,499</b>



Positive

Overall the revenue to expenditure comparison reflects a positive variance year to date. The expenses for June include an adjusting entry of \$95,691 to reclass YTD expense of the MLK/Technology project to available 2013 Bond funds. July revenue includes the \$1,250,000 bond proceeds received.



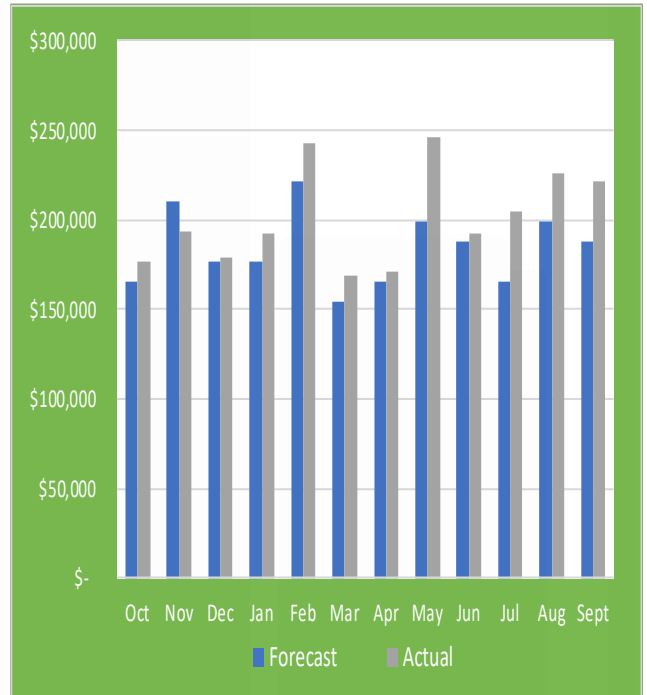
12/13/2018  
**Summary of Sales Tax Revenue**  
 As of Sept. 30, 2018



**REVENUE ANALYSIS**

**SALES TAX REVENUE**

<u>Month</u>	FY2018 <u>Forecast</u>	FY2018 <u>Actual</u>	Monthly <u>Variance</u>
Oct	\$ 165,710	\$ 176,227	\$ 10,517
Nov	209,903	193,883	\$ (16,020)
Dec	176,760	178,653	\$ 1,893
Jan	176,760	192,395	\$ 15,635
Feb	220,950	242,931	\$ 21,981
Mar	154,665	168,464	\$ 13,799
Apr	165,713	170,591	\$ 4,878
May	198,855	246,020	\$ 47,165
Jun	187,808	192,885	\$ 5,077
Jul	165,713	204,441	\$ 38,728
Aug	198,855	226,004	\$ 27,149
Sept	187,808	221,373	\$ 33,565
<b>Total</b>	<b>\$ 2,209,500</b>	<b>\$ 2,413,867</b>	<b>\$ 204,367</b>
Forecast YTD	\$ 2,209,500		
Actual to Forecast	\$ 204,367	9.2%	



Positive

Sales Tax revenue is 88.5% of total revenue (excluding bond proceeds). 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 9.2%.





# Expenditures Budget to Actual Comparison

## As of Sept. 30, 2018



### OPERATING EXPENDITURES COMPARISON

<u>Category</u>	<u>FY2018 Forecast</u>	<u>FY2018 Actual</u>	<u>Monthly Variance</u>
Personnel	\$ 346,433	\$ 304,560	\$ 41,873
Supplies & Material	17,360	12,981	\$ 4,379
Maintenance & Repairs	24,600	9,170	\$ 15,430
Occupancy	52,080	49,490	\$ 2,590
Contractual Service	411,700	382,521	\$ 29,179
Marketing/Advertising	776,512	618,277	\$ 158,235
Contingency	25,000	-	\$ 25,000
Debt Service	<u>381,480</u>	<u>307,218</u>	<u>\$ 74,262</u>
<b>Total</b>	<b>\$ 2,035,165</b>	<b>\$ 1,684,217</b>	<b>\$ 350,948</b>
Forecast to Actual %	17.24%		

Positive

The forecast to actual comparison is a positive 17% year-to-date.



# Expenditures Budget to Actual Comparison

## As of Sept. 30, 2018



### CAPITAL OUTLAY PROJECTS

<u>Project</u>	<u>FY2018 Budget</u>	<u>FY2018 Actual</u>	<u>Budget Balance</u>
<b>Trail System Downtown Loop</b> (only engineering and permitting expenses so far)	\$ 409,500	\$ 11,278	\$ 398,222
<b>Bus. Ind. Park-Tech/MLK Infra</b> (only engineering expenses so far)	1,496,800	116,657	\$ 1,380,143
<b>Agnes/Home Depot Way Infra</b> Engineering & Corp. portion of construction improvements	1,200,000	328,249	\$ 871,751 \$ -
<b>Total</b>	<b>\$ 3,106,300</b>	<b>\$ 456,184</b>	<b>\$ 2,650,116</b>

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







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## BASTROP ECONOMIC DEVELOPMENT CORPORATION FUND FY 2017-2018 BUDGET

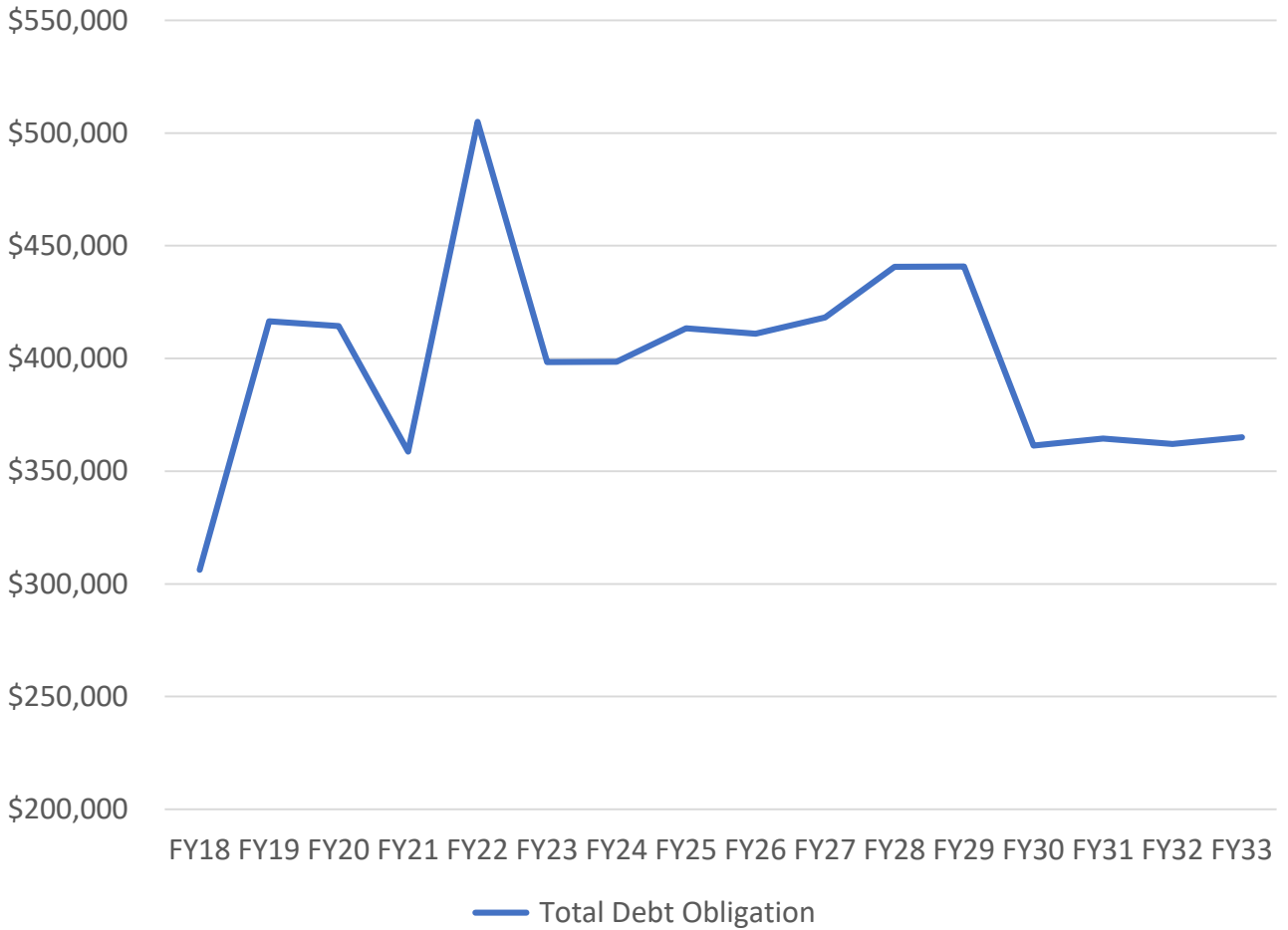
Audited Operating Fund Balance 9-30-2017	\$	3,895,093
 <b>FY 2017-2018</b>		
Budgeted		
Revenues	\$	<u>3,708,922</u>
Total FY 2017 Resources	\$	7,604,015
 Budgeted Expenditures:		
Operating Expenses	\$	(1,550,485)
Capital Expenses	\$	(3,209,500)
Debt Service	\$	<u>(381,480)</u>
	\$	(5,141,465)
Projected Ending Gross Fund Balance 09-30-2018	\$	2,462,550
 Reserve 25% of Operating Expense	 \$	 387,621

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



### Total Debt Obligation



BEDC Financial Statements attached

C I T Y O F B A S T R O P  
FINANCIAL STATEMENT  
AS OF: SEPTEMBER 30TH, 2018

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 &amp; PENALTIES</u>						
00-00-4005 SALES TAX	<u>2,218,617.01</u>	<u>2,209,500.00</u>	<u>221,372.67</u>	<u>2,413,865.80</u>	<u>( 204,365.80)</u>	<u>109.25</u>
TOTAL TAXES & PENALTIES	2,218,617.01	2,209,500.00	221,372.67	2,413,865.80	( 204,365.80)	109.25
<u>CHARGES FOR SERVICES</u>						
00-00-4047 LEASE AGREEMENT	<u>13,800.00</u>	<u>13,800.00</u>	<u>1,150.00</u>	<u>13,800.00</u>	<u>0.00</u>	<u>100.00</u>
TOTAL CHARGES FOR SERVICES	13,800.00	13,800.00	1,150.00	13,800.00	0.00	100.00
<u>OTHER REVENUE</u>						
00-00-4380 BOND PROCEEDS	<u>0.00</u>	<u>0.00</u>	<u>1,250,000.00</u>	<u>1,250,000.00</u>	<u>( 1,250,000.00)</u>	<u>0.00</u>
TOTAL OTHER REVENUE	0.00	0.00	1,250,000.00	1,250,000.00	( 1,250,000.00)	0.00
<u>INTEREST INCOME</u>						
00-00-4400 INTEREST INCOME	<u>34,684.70</u>	<u>24,000.00</u>	<u>12,005.07</u>	<u>77,078.35</u>	<u>( 53,078.35)</u>	<u>321.16</u>
00-00-4401 INTEREST RECEIVED ON NOTES	<u>1,047.68</u>	<u>1,000.00</u>	<u>30.96</u>	<u>586.30</u>	<u>413.70</u>	<u>58.63</u>
TOTAL INTEREST INCOME	35,732.38	25,000.00	12,036.03	77,664.65	( 52,664.65)	310.66
<u>MISCELLANEOUS</u>						
00-00-4512 LAND/OTHER SALES	<u>0.00</u>	<u>215,622.00</u>	<u>0.00</u>	<u>0.00</u>	<u>215,622.00</u>	<u>0.00</u>
00-00-4514 MISCELLANEOUS INCOME	<u>0.00</u>	<u>0.00</u>	<u>1,000.00</u>	<u>2,910.69</u>	<u>( 2,910.69)</u>	<u>0.00</u>
TOTAL MISCELLANEOUS	0.00	215,622.00	1,000.00	2,910.69	212,711.31	1.35
<u>TRANSFERS-IN</u>						
<u>OTHER SOURCES</u>						
** TOTAL REVENUE **	2,268,149.39	2,463,922.00	1,485,558.70	3,758,241.14	( 1,294,319.14)	152.53

FINANCIAL STATEMENT

AS OF: SEPTEMBER 30TH, 2018

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

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TRANSFERS OUT

BEDC ADMINISTRATION

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00-NON-PROGRAM

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PERSONNEL COSTS

70-00-5101 BEDC OPERATIONAL SALARIES	245,122.39	259,350.00	17,554.41	226,073.42	33,276.58	87.17
70-00-5112 COMPENSATED ABSENCES EDC	4,404.83	0.00	667.06	667.06	( 667.06)	0.00
70-00-5116 LONGEVITY	408.00	581.00	0.00	549.84	31.16	94.64
70-00-5150 SOCIAL SECURITY	18,248.70	19,920.00	1,370.31	17,186.52	2,733.48	86.28
70-00-5151 RETIREMENT	28,516.36	30,090.00	881.59	25,128.38	4,961.62	83.51
70-00-5155 GROUP INSURANCE	30,036.77	35,992.00	1,996.26	34,597.61	1,394.39	96.13
70-00-5156 WORKER'S COMPENSATION	<u>604.30</u>	<u>500.00</u>	<u>0.00</u>	<u>357.25</u>	<u>142.75</u>	<u>71.45</u>
TOTAL PERSONNEL COSTS	327,341.35	346,433.00	22,469.63	304,560.08	41,872.92	87.91

SUPPLIES & MATERIALS

70-00-5201 OPERATIONAL SUPPLIES (OFFIC	5,579.38	7,000.00	1,081.98	6,062.82	937.18	86.61
70-00-5203 POSTAGE	107.81	360.00	0.00	79.53	280.47	22.09
70-00-5206 OFFICE EQUIPMENT	<u>10,138.13</u>	<u>10,000.00</u>	<u>2,493.00</u>	<u>6,838.58</u>	<u>3,161.42</u>	<u>68.39</u>
TOTAL SUPPLIES & MATERIALS	15,825.32	17,360.00	3,574.98	12,980.93	4,379.07	74.77

MAINTENANCE & REPAIRS

70-00-5301 MAINT OF EQUIPMENT	330.00	1,000.00	620.00	620.00	380.00	62.00
70-00-5331 INDUSTRIAL PARK MAINT EXP	0.00	20,000.00	400.00	6,150.00	13,850.00	30.75
70-00-5345 BUILDING REPAIRS & MAINT.	<u>3,411.86</u>	<u>3,600.00</u>	<u>200.00</u>	<u>2,400.00</u>	<u>1,200.00</u>	<u>66.67</u>
TOTAL MAINTENANCE & REPAIRS	3,741.86	24,600.00	1,220.00	9,170.00	15,430.00	37.28

OCCUPANCY

70-00-5401 COMMUNICATIONS	8,286.54	9,000.00	665.56	7,496.17	1,503.83	83.29
70-00-5402 OFFICE RENTAL	36,000.00	39,600.00	0.00	39,600.00	0.00	100.00
70-00-5403 UTILITIES	<u>3,783.45</u>	<u>3,480.00</u>	<u>538.97</u>	<u>2,393.40</u>	<u>1,086.60</u>	<u>68.78</u>
TOTAL OCCUPANCY	48,069.99	52,080.00	1,204.53	49,489.57	2,590.43	95.03

FINANCIAL STATEMENT

AS OF: SEPTEMBER 30TH, 2018

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	52,853.89	46,000.00	23,612.14	45,247.86	752.14	98.36
70-00-5518 AUDIT	0.00	5,000.00	0.00	4,000.00	1,000.00	80.00
70-00-5525 LEGALS	32,892.86	50,000.00	5,145.45	48,549.80	1,450.20	97.10
70-00-5526 LEGAL PROJECTS	0.00	27,000.00	8,208.21	17,140.71	9,859.29	63.48
70-00-5530 ENGINEERING	10,512.50	15,000.00	0.00	8,735.00	6,265.00	58.23
70-00-5540 PROPERTY INSURANCE	697.52	1,200.00	0.00	975.75	224.25	81.31
70-00-5561 CONTRACTUAL SERVICES	6,000.00	6,000.00	25,232.62	33,822.58	( 27,822.58)	563.71
70-00-5574 CITY PROJECTS & PROGRAMS	57,449.55	83,250.00	0.00	50,000.00	33,250.00	60.06
70-00-5575 CITY SHARED SERVICES	0.00	7,050.00	682.50	2,849.36	4,200.64	40.42
70-00-5580 BIP TECHNOLOGY/MLK INFRASTR	8,600.00	103,200.00	0.00	103,200.00	0.00	100.00
70-00-5596 MAIN STREET PROG SUPPORT	40,000.00	50,000.00	4,166.67	50,000.04	( 0.04)	100.00
70-00-5598 CITY ADMINISTRATIVE SUPPORT	37,971.97	18,000.00	1,500.00	18,000.00	0.00	100.00
TOTAL CONTRACTUAL SERVICES	246,978.29	411,700.00	68,547.59	382,521.10	29,178.90	92.91
<u>OTHER CHARGES</u>						
70-00-5603 MARKETING TRAVEL	24,573.61	28,000.00	2,620.17	19,291.45	8,708.55	68.90
70-00-5604 BUSINESS DEVELOPMENT	5,091.73	10,000.00	2,181.18	9,458.79	541.21	94.59
70-00-5605 TRAINING TRAVEL	13,222.27	12,000.00	3,139.75	10,809.80	1,190.20	90.08
70-00-5606 AUTO ALLOWANCE - STAFF	0.00	9,000.00	0.00	0.00	9,000.00	0.00
70-00-5610 ISSUANCE COST	18,554.56	45,000.00	48,000.00	48,000.00	( 3,000.00)	106.67
70-00-5615 DUES, SUBSCRIPTIONS & PUBLI	11,648.38	30,000.00	7,576.17	28,979.20	1,020.80	96.60
70-00-5631 BONDS FOR BEDC OFFICERS	832.13	1,000.00	6.95	932.70	67.30	93.27
70-00-5633 LOCAL/MISC ADV & SPONSORSHI	15,467.47	18,000.00	660.00	10,196.33	7,803.67	56.65
70-00-5634 NATIONAL/REG ADV & MARKETIN	14,493.26	37,000.00	2,674.50	27,115.41	9,884.59	73.28
70-00-5635 REGIONAL ADV & MARKETING	10,562.54	0.00	0.00	0.00	0.00	0.00
70-00-5636 DIGITAL ADV & MARKETING	10,235.81	10,000.00	0.00	2,303.82	7,696.18	23.04
70-00-5637 SPECIAL ADV & MARKETING	0.00	11,400.00	0.00	550.00	10,850.00	4.82
70-00-5640 SPL PROJ-REDEVELOPMENT GRAN	46,023.80	0.00	0.00	0.00	0.00	0.00
70-00-5641 SPL EDUC & WORKFORCE DEVELO	6,613.61	15,500.00	0.00	12,657.13	2,842.87	81.66
70-00-5642 SPL ENTREPRENEURIAL/SM BUS	9,248.93	20,000.00	1,731.50	17,988.23	2,011.77	89.94
70-00-5643 SPL RETAIL RECRUITING	0.00	25,000.00	0.00	15,495.00	9,505.00	61.98
70-00-5644 380 AGREEMENT REIMBURSEMENT	342,127.18	360,000.00	95,691.98	368,653.38	( 8,653.38)	102.40
70-00-5645 WATER RIGHTS PROP FUNDING	0.00	60,000.00	0.00	0.00	60,000.00	0.00
70-00-5646 LAND/GRANT REBATES	46,686.43	33,050.00	0.00	33,019.43	30.57	99.91
70-00-5649 SPL PRJT DISASTER RELIEF GR	0.00	10,000.00	0.00	0.00	10,000.00	0.00
70-00-5650 SPL PRJT BUS RETEN & EXPAN	1,962.59	10,000.00	0.00	2,826.74	7,173.26	28.27
70-00-5689 OPPORTUNITY AUSTIN	10,000.00	10,000.00	0.00	10,000.00	0.00	100.00
70-00-5691 CLOSING COSTS	0.00	21,562.00	0.00	0.00	21,562.00	0.00
70-00-5700 TARGETED MARKETING	1,079.01	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER CHARGES	588,423.31	776,512.00	164,282.20	618,277.41	158,234.59	79.62



FINANCIAL STATEMENT

AS OF: SEPTEMBER 30TH, 2018

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>CONTINGENCY</u>						
70-00-5900 CONTINGENCY	0.00	25,000.00	0.00	0.00	25,000.00	0.00
TOTAL CONTINGENCY	0.00	25,000.00	0.00	0.00	25,000.00	0.00
<u>CAPITAL OUTLAY</u>						
70-00-6713 TRAIL SYS FROM ESKEW TO HWY	35,781.86	409,500.00	102.50	11,277.98	398,222.02	2.75
70-00-6714 921 MAINSTREET PROJECT	46,600.72	40,000.00	0.00	0.00	40,000.00	0.00
70-00-6715 BIP TECHNOLOGY/MLK INFRASTR	0.00	1,496,800.00	0.00	0.00	1,496,800.00	0.00
70-00-6716 AGNES/HOME DEPOT INFRASTRUC	0.00	0.00	328,248.94	328,248.94	( 328,248.94)	0.00
TOTAL CAPITAL OUTLAY	82,382.58	1,946,300.00	328,351.44	339,526.92	1,606,773.08	17.44
<u>DEBT SERVICE</u>						
70-00-7133 C OF O SERIES 2013 PRINCIPL	70,000.00	71,000.00	0.00	71,000.00	0.00	100.00
70-00-7134 C OF O SERIES 2013 INTEREST	98,698.76	96,599.00	0.00	96,598.75	0.25	100.00
70-00-7137 C OF O SERIES 2010 PRINCIPA	45,110.00	46,498.00	0.00	46,498.00	0.00	100.00
70-00-7138 C OF O SERIES 2010 INTEREST	32,012.66	9,503.00	0.00	9,503.47	( 0.47)	100.00
70-00-7156 GO REFUNDING 2017-INT	0.00	19,000.00	0.00	20,000.00	( 1,000.00)	105.26
70-00-7160 INTEREST ACCRUED	( 3,839.58)	0.00	0.00	0.00	0.00	0.00
70-00-7501 C OF O SERIES 2008A PRINCIP	370,000.00	0.00	0.00	0.00	0.00	0.00
70-00-7502 C OF O SERIES 2008A, INTERE	16,827.50	0.00	0.00	0.00	0.00	0.00
70-00-7605 BOND PRINCIPAL 2018	0.00	48,750.00	0.00	0.00	48,750.00	0.00
70-00-7606 BOND INTEREST 2018	0.00	27,023.00	0.00	0.00	27,023.00	0.00
TOTAL DEBT SERVICE	628,809.34	318,373.00	0.00	243,600.22	74,772.78	76.51
<u>TRANSFERS OUT</u>						
TOTAL 00-NON-PROGRAM	1,941,572.04	3,918,358.00	589,650.37	1,960,126.23	1,958,231.77	50.02
<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	50,000.00	55,000.00	0.00	55,000.00	0.00	100.00
70-10-7604 BOND INTEREST 2006	9,911.50	7,607.00	0.00	8,618.37	( 1,011.37)	113.30
TOTAL DEBT SERVICE	59,911.50	63,107.00	0.00	63,618.37	( 511.37)	100.81
TOTAL ADMINISTRATION	59,911.50	63,107.00	0.00	63,618.37	( 511.37)	100.81

BEDC INDUSTRIAL PARK

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CITY OF BASTROP  
FINANCIAL STATEMENT  
AS OF: SEPTEMBER 30TH, 2018

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>MAINTENANCE &amp; REPAIRS</u>	_____	_____	_____	_____	_____	_____
<u>CONTRACTUAL SERVICES</u>	_____	_____	_____	_____	_____	_____
<u>CAPITAL OUTLAY</u>	_____	_____	_____	_____	_____	_____
<u>TRANSFERS OUT</u>	_____	_____	_____	_____	_____	_____
TOTAL BEDC ADMINISTRATION	2,001,483.54	3,981,465.00	589,650.37	2,023,744.60	1,957,720.40	50.83
*** TOTAL EXPENSES ***	2,001,483.54	3,981,465.00	589,650.37	2,023,744.60	1,957,720.40	50.83

\*\*\* END OF REPORT \*\*\*

12/13/2018

BALANCE SHEET

AS OF: SEPTEMBER 30TH, 2018

601-BASTROP E.D.C. FUND

ACCOUNT# TITLE

ASSETS

=====

00-00-1010	BEDC OPERATING ACCT	203,019.56
00-00-1012	TEXAS CLASS	2,007,977.99
00-00-1100	TEXPOOL	3,138,185.99
00-00-1135	DREYFUS MM ACCT	3,670.21
00-00-1141	CERTIFICATE OF DEPOSIT FN	537,000.00
00-00-1224	ACCT RECEIVABLE-SALES TAX	388,361.48
00-00-1272	NOTES RECEIVABLE-GARMENT	12,500.77
00-00-1274	NOTES RECEIVABLE-GTG-LOAN	4,665.89
00-00-1275	NOTES RECEIVABLE-GTG-LOAN	5,081.82
00-00-1276	NOTES RECEIVABLE-GTG-LOAN	120.71
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	135,723.26
00-00-1499	ACCUMULATED DEPRECIATION(	312,805.44)
00-00-1575	DEFERRED OUTFLOWS-PENSION	22,006.00
00-00-1576	DEFERRED OUTFLOWS-ACTUARI	2,122.00
00-00-1577	DEFERRED OUTFLOWS-DEFICIT	20,962.00
00-00-1578	DEFERRED OUTFLOWS-ASSUMPT	2,710.00
00-00-1587	PREPAID EXPENSES	<u>49,800.00</u>

7,919,667.98

TOTAL ASSETS

7,919,667.98

=====

12/13/2018

BALANCE SHEET

AS OF: SEPTEMBER 30TH, 2018

601-BASTROP E.D.C. FUND

ACCOUNT# TITLE

LIABILITIES & FUND BALANCE

=====

00-00-2000	ACCOUNTS PAYABLE	28,533.09	
00-00-2001	ACCOUNTS PAYABLE-REGULAR	12,162.31	
00-00-2020	ACCRUED WAGES PAYABLE	3,053.77	
00-00-2025	PAYROLL TAX PAYABLE	233.61	
00-00-2027	RETIREMENT PAYABLE	351.79	
00-00-2080	NOTES PAYABLE-CITY-WTR PR	300,000.00	
00-00-2081	NOTES PAYABLE-CITY-TDC (	12,499.30)	
00-00-2101	BONDS PAYABLE CURRENT POR	257,498.00	
00-00-2102	TAX/REV 2006 BOND PAYABLE	110,000.00	
00-00-2125	ACCRUED INTEREST PAYABLE	21,846.48	
00-00-2127	ACCRUED EXPENSES-OTHER	41,316.94	
00-00-2235	UNEARNED REVENUE-TOWER	27,600.00	
00-00-2340	DUE TO GENERAL FUND	529.80	
00-00-2346	DUE TO CLEARING FUND	168,204.18	
00-00-2356	DUE TO OTHER GOVERNMENTS	3,125,692.44	
00-00-2376	DEFERRED INFLOW-ACTUARIAL	682.00	
00-00-2850	NET PENSION LIABLIITY	127,450.00	
00-00-2870	COMPENSATED ABSENCES PAYA	<u>16,320.55</u>	
			<u>4,228,975.66</u>
TOTAL LIABILITIES			4,228,975.66
	SURPLUS (DEFICIT)	1,734,496.54	
00-00-3000	NET ASSETS	1,192,190.29	
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	<u>18,666.00</u>	
	TOTAL EQUITY		<u>3,690,692.32</u>
TOTAL LIABILITIES & FUND EQUITY			7,919,667.98
=====			

# Bastrop Economic Development Corporation

## Financial Summary For Period Ending

October 2018

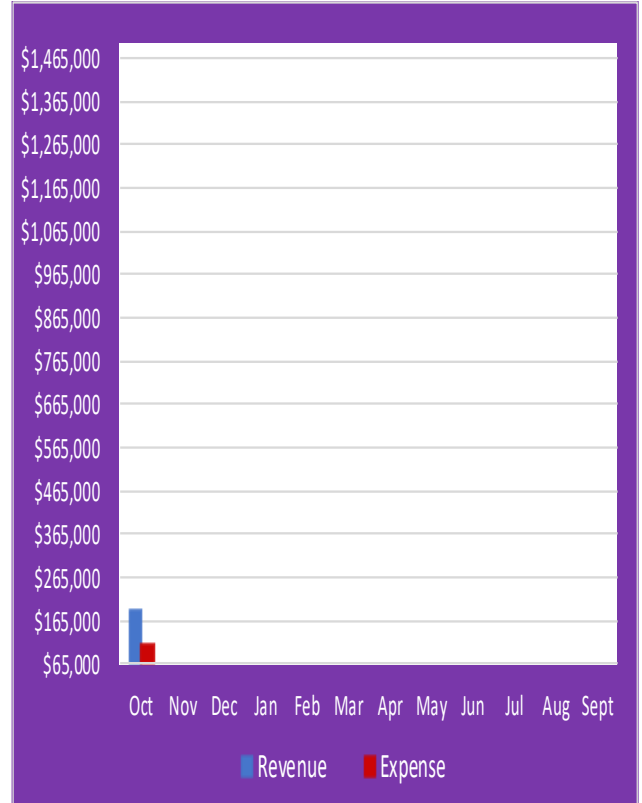


# Summary of Revenues and Expenditures

## As of Oct. 31, 2018



<u>Month</u>	<u>FY2019 Revenue</u>	<u>FY2019 Expense</u>	<u>Monthly Variance</u>
Oct	\$ 188,063	\$ 107,119	\$ 80,944
Nov			
Dec			
Jan			
Feb			
Mar			
Apr			
May			
Jun			
Jul			
Aug			
Sept			
<b>Total</b>	<b>\$ 188,063</b>	<b>\$ 107,119</b>	<b>\$ 80,944</b>



Positive

Overall the revenue to expenditure comparison reflects a positive variance year to date.



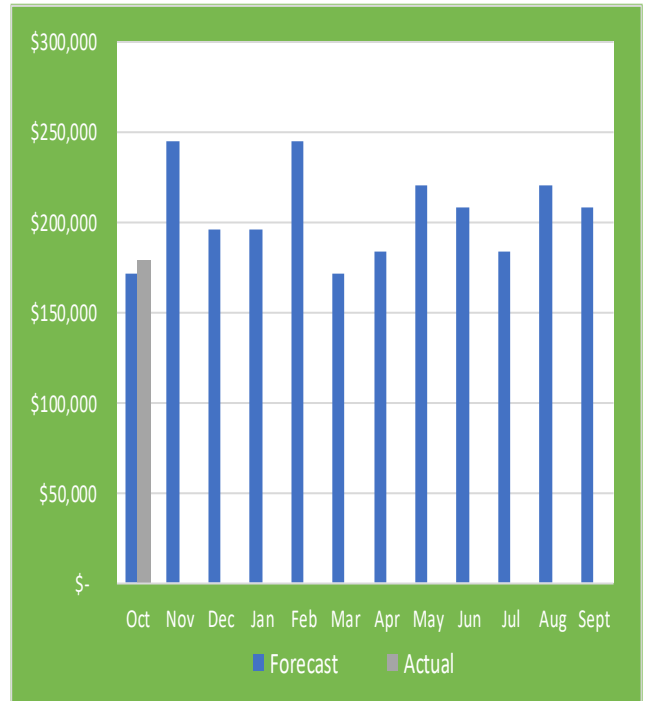
12/13/2018  
**Summary of Sales Tax Revenue**  
 As of Oct. 31, 2018



**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	244,522		
Dec	195,618		
Jan	195,618		
Feb	244,522		
Mar	171,165		
Apr	183,392		
May	220,070		
Jun	207,844		
Jul	183,392		
Aug	220,070		
Sept	207,844		



Total	<b>\$ 2,445,222</b>	<b>\$ 178,959</b>	<b>\$ 7,794</b>
Forecast YTD	\$ 171,165		
Actual to Forecast	\$ 7,794	4.6%	

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 4.6%.



# Expenditures Budget to Actual Comparison

## As of Oct. 31, 2018



### OPERATING EXPENDITURES COMPARISON

<u>Category</u>	<u>FY2019 Forecast</u>	<u>FY2019 Actual</u>	<u>Monthly Variance</u>
Personnel	\$ 28,387	\$ 25,719	\$ 2,668
Supplies & Material	1,595	-	\$ 1,595
Maintenance & Repairs	770	800	\$ (30)
Occupancy	4,265	6,875	\$ (2,610)
Contractual Service	58,491	58,120	\$ 371
Marketing/Advertising	27,105	15,594	\$ 11,511
Contingency	-	-	\$ -
Debt Service	-	-	\$ -
<b>Total</b>	<b>\$ 120,613</b>	<b>\$ 107,108</b>	<b>\$ 13,505</b>

Forecast to Actual % 11.20%

Positive

The forecast to actual comparison is a positive 11.2% year-to-date.





# Expenditures Budget to Actual Comparison

## As of Oct. 31, 2018



### CAPITAL OUTLAY PROJECTS

<u>Project</u>	<u>FY2019 Budget</u>	<u>FY2019 Actual</u>	<u>Budget Balance</u>
<b>Trail System Downtown Loop</b> (only engineering and permitting expenses so far)	\$ 629,218	\$ -	\$ 629,218
<b>Bus. Ind. Park-Tech/MLK Infra</b> (only engineering expenses so far)	1,157,000	-	\$ 1,157,000
<b>Agnes/Home Depot Way Infra</b> Engineering & Corp. portion of construction improvements	878,466	10	\$ 878,456 \$ -
<b>Total</b>	<b>\$ 2,664,684</b>	<b>\$ 10</b>	<b>\$ 2,664,674</b>

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







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## BASTROP ECONOMIC DEVELOPMENT CORPORATION FUND FY 2018-2019 BUDGET

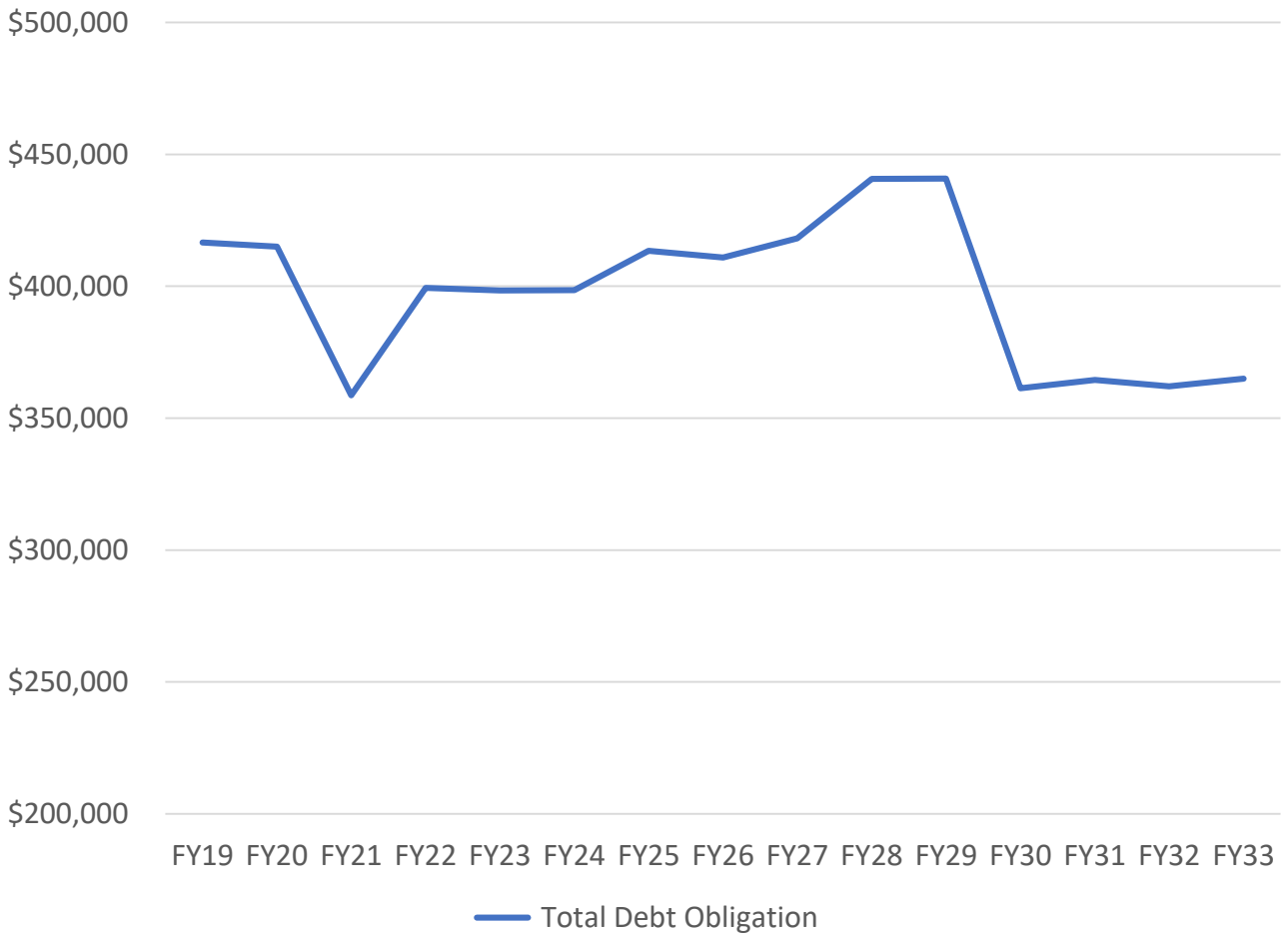
Unaudited Operating Fund Balance 9-30-2018	\$	5,069,820
 <b>FY 2018-2019</b>		
Budgeted Revenues	\$	<u>3,228,020</u>
Total FY 2018 Resources	\$	8,297,840
 Budgeted Expenditures:		
Operating Expenses	\$	(2,456,990)
Capital Expenses	\$	(2,664,684)
Debt Service	\$	<u>(462,828)</u>
	\$	(5,584,502)
Projected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

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



### Total Debt Obligation



BEDC Financial Statements attached

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 &amp; PENALTIES</u>						
00-00-4005 SALES TAX	( 14,083.09)	2,445,220.00	178,958.66	178,958.66	2,266,261.34	7.32
TOTAL TAXES & PENALTIES	( 14,083.09)	2,445,220.00	178,958.66	178,958.66	2,266,261.34	7.32
<u>CHARGES FOR SERVICES</u>						
00-00-4047 LEASE AGREEMENT	1,150.00	13,800.00	1,150.00	1,150.00	12,650.00	8.33
TOTAL CHARGES FOR SERVICES	1,150.00	13,800.00	1,150.00	1,150.00	12,650.00	8.33
<u>OTHER REVENUE</u>						
<u>INTEREST INCOME</u>						
00-00-4400 INTEREST INCOME	3,860.66	53,000.00	7,926.84	7,926.84	45,073.16	14.96
00-00-4401 INTEREST RECEIVED ON NOTES	67.07	1,000.00	27.59	27.59	972.41	2.76
TOTAL INTEREST INCOME	3,927.73	54,000.00	7,954.43	7,954.43	46,045.57	14.73
<u>MISCELLANEOUS</u>						
00-00-4512 LAND/OTHER SALES	0.00	100,000.00	0.00	0.00	100,000.00	0.00
00-00-4558 BEDC GRANT RECEIPTS	0.00	615,000.00	0.00	0.00	615,000.00	0.00
TOTAL MISCELLANEOUS	0.00	715,000.00	0.00	0.00	715,000.00	0.00
<u>TRANSFERS-IN</u>						
<u>OTHER SOURCES</u>						
** TOTAL REVENUE **	( 9,005.36)	3,228,020.00	188,063.09	188,063.09	3,039,956.91	5.83

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
<hr/>						
DUE TO/FROM						
=====						
00-NON-PROGRAM						
=====						
<u>TRANSFERS OUT</u>						
<hr/>						
BEDC ADMINISTRATION						
=====						
00-NON-PROGRAM						
=====						
<u>PERSONNEL COSTS</u>						
70-00-5101 BEDC OPERATIONAL SALARIES	15,118.85	270,482.00	18,896.93	18,896.93	251,585.07	6.99
70-00-5116 LONGEVITY	0.00	597.00	0.00	0.00	597.00	0.00
70-00-5150 SOCIAL SECURITY	1,127.40	20,770.00	1,436.22	1,436.22	19,333.78	6.91
70-00-5151 RETIREMENT	1,778.07	31,283.00	2,180.24	2,180.24	29,102.76	6.97
70-00-5155 GROUP INSURANCE	3,836.71	35,739.00	3,112.45	3,112.45	32,626.55	8.71
70-00-5156 WORKER'S COMPENSATION	93.54	507.00	93.54	93.54	413.46	18.45
TOTAL PERSONNEL COSTS	21,954.57	359,378.00	25,719.38	25,719.38	333,658.62	7.16
<u>SUPPLIES &amp; MATERIALS</u>						
70-00-5201 OPERATIONAL SUPPLIES (OFFIC	0.00	7,000.00	0.00	0.00	7,000.00	0.00
70-00-5203 POSTAGE	0.00	360.00	0.00	0.00	360.00	0.00
70-00-5206 OFFICE EQUIPMENT	0.00	16,000.00	0.03	0.03	15,999.97	0.00
TOTAL SUPPLIES & MATERIALS	0.00	23,360.00	0.03	0.03	23,359.97	0.00
<u>MAINTENANCE &amp; REPAIRS</u>						
70-00-5301 MAINT OF EQUIPMENT	0.00	1,000.00	0.00	0.00	1,000.00	0.00
70-00-5331 INDUSTRIAL PARK MAINT EXP	0.00	20,200.00	400.00	400.00	19,800.00	1.98
70-00-5345 BUILDING REPAIRS & MAINT.	200.00	4,333.00	400.00	400.00	3,933.00	9.23
TOTAL MAINTENANCE & REPAIRS	200.00	25,533.00	800.00	800.00	24,733.00	3.13
<u>OCCUPANCY</u>						
70-00-5401 COMMUNICATIONS	644.37	8,880.00	275.00	275.00	8,605.00	3.10
70-00-5402 OFFICE RENTAL	3,300.00	109,625.00	6,600.00	6,600.00	103,025.00	6.02
70-00-5403 UTILITIES	0.00	4,900.00	0.00	0.00	4,900.00	0.00
TOTAL OCCUPANCY	3,944.37	123,405.00	6,875.00	6,875.00	116,530.00	5.57

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	6,500.00	99,500.00	4,150.00	4,150.00	95,350.00	4.17
70-00-5518 AUDIT	0.00	10,000.00	0.00	0.00	10,000.00	0.00
70-00-5525 LEGALS	0.00	30,000.00	0.00	0.00	30,000.00	0.00
70-00-5526 LEGAL PROJECTS	0.00	12,000.00	0.00	0.00	12,000.00	0.00
70-00-5530 ENGINEERING	0.00	15,000.00	0.00	0.00	15,000.00	0.00
70-00-5540 PROPERTY INSURANCE	243.94	1,250.00	257.20	257.20	992.80	20.58
70-00-5561 CONTRACTUAL SERVICES	500.00	0.00	5,046.02	5,046.02	( 5,046.02)	0.00
70-00-5574 CITY PROJECTS & PROGRAMS	0.00	551,600.00	0.00	0.00	551,600.00	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	43,000.00	43,000.00	60,200.00	41.67
70-00-5596 MAIN STREET PROG SUPPORT	4,166.67	50,000.00	4,166.67	4,166.67	45,833.33	8.33
70-00-5598 CITY ADMINISTRATIVE SUPPORT	1,500.00	18,000.00	1,500.00	1,500.00	16,500.00	8.33
TOTAL CONTRACTUAL SERVICES	116,110.61	898,050.00	58,119.89	58,119.89	839,930.11	6.47
<u>OTHER CHARGES</u>						
70-00-5603 MARKETING TRAVEL	0.00	28,000.00	0.00	0.00	28,000.00	0.00
70-00-5604 BUSINESS DEVELOPMENT	211.59	10,000.00	96.00	96.00	9,904.00	0.96
70-00-5605 TRAINING TRAVEL	0.00	12,000.00	3,580.20	3,580.20	8,419.80	29.84
70-00-5606 AUTO ALLOWANCE - STAFF	0.00	9,000.00	0.00	0.00	9,000.00	0.00
70-00-5615 DUES, SUBSCRIPTIONS & PUBLI	495.00	24,000.00	122.17	122.17	23,877.83	0.51
70-00-5631 BONDS FOR BEDC OFFICERS	0.00	1,000.00	966.00	966.00	34.00	96.60
70-00-5633 LOCAL/MISC ADV & SPONSORSHI	595.41	15,750.00	375.00	375.00	15,375.00	2.38
70-00-5634 NATIONAL/REG ADV & MARKETIN	0.00	45,000.00	160.00	160.00	44,840.00	0.36
70-00-5636 DIGITAL ADV & MARKETING	0.00	10,000.00	0.00	0.00	10,000.00	0.00
70-00-5637 SPECIAL ADV & MARKETING	0.00	12,000.00	0.00	0.00	12,000.00	0.00
70-00-5640 SPL PROJ-REDEVELOPMENT GRAN	0.00	50,000.00	0.00	0.00	50,000.00	0.00
70-00-5641 SPL EDUC & WORKFORCE DEVELO	0.00	30,000.00	10,294.85	10,294.85	19,705.15	34.32
70-00-5642 SPL ENTREPRENEURIAL/SM BUS	0.00	20,000.00	0.00	0.00	20,000.00	0.00
70-00-5643 SPL RETAIL RECRUITING	5,000.00	24,000.00	0.00	0.00	24,000.00	0.00
70-00-5644 380 AGREEMENT REIMBURSEMENT	0.00	385,000.00	0.00	0.00	385,000.00	0.00
70-00-5645 WATER RIGHTS PROP FUNDING	0.00	60,000.00	0.00	0.00	60,000.00	0.00
70-00-5646 LAND/GRANT REBATES	5,000.00	82,979.00	0.00	0.00	82,979.00	0.00
70-00-5649 SPL PRJT DISASTER RELIEF GR	0.00	10,000.00	0.00	0.00	10,000.00	0.00
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	0.00	35,000.00	0.00	0.00	35,000.00	0.00
TOTAL OTHER CHARGES	11,302.00	1,002,264.00	15,594.22	15,594.22	986,669.78	1.56

FINANCIAL STATEMENT

AS OF: OCTOBER 31ST, 2018

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>CONTINGENCY</u>						
70-00-5900 CONTINGENCY	0.00	25,000.00	0.00	0.00	25,000.00	0.00
TOTAL CONTINGENCY	0.00	25,000.00	0.00	0.00	25,000.00	0.00
<u>CAPITAL OUTLAY</u>						
70-00-6713 TRAIL SYS FROM ESKEW TO HWY	0.00	629,218.00	0.00	0.00	629,218.00	0.00
70-00-6715 BIP TECHNOLOGY/MLK INFRASTR	0.00	1,157,000.00	0.00	0.00	1,157,000.00	0.00
70-00-6716 AGNES/HOME DEPOT INFRASTRUC	0.00	878,466.00	10.00	10.00	878,456.00	0.00
TOTAL CAPITAL OUTLAY	0.00	2,664,684.00	10.00	10.00	2,664,674.00	0.00
<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	0.00	94,469.00	0.00	0.00	94,469.00	0.00
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	0.00	7,876.00	0.00	0.00	7,876.00	0.00
70-00-7156 GO REFUNDING 2017-INT	0.00	20,000.00	0.00	0.00	20,000.00	0.00
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	0.00	47,319.00	0.00	0.00	47,319.00	0.00
TOTAL DEBT SERVICE	0.00	354,938.00	0.00	0.00	354,938.00	0.00
<u>TRANSFERS OUT</u>						
TOTAL 00-NON-PROGRAM	153,511.55	5,476,612.00	107,118.52	107,118.52	5,369,493.48	1.96
<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	0.00	5,071.00	0.00	0.00	5,071.00	0.00
70-10-7606 SALES TAX REV BOND 2018 - I	0.00	47,319.00	0.00	0.00	47,319.00	0.00
TOTAL DEBT SERVICE	0.00	107,890.00	0.00	0.00	107,890.00	0.00
TOTAL ADMINISTRATION	0.00	107,890.00	0.00	0.00	107,890.00	0.00

BEDC INDUSTRIAL PARK

=====



CITY OF BASTROP  
FINANCIAL STATEMENT  
AS OF: OCTOBER 31ST, 2018

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>MAINTENANCE &amp; REPAIRS</u>	_____	_____	_____	_____	_____	_____
<u>CONTRACTUAL SERVICES</u>	_____	_____	_____	_____	_____	_____
<u>CAPITAL OUTLAY</u>	_____	_____	_____	_____	_____	_____
<u>TRANSFERS OUT</u>	_____	_____	_____	_____	_____	_____
TOTAL BEDC ADMINISTRATION	153,511.55	5,584,502.00	107,118.52	107,118.52	5,477,383.48	1.92
*** TOTAL EXPENSES ***	153,511.55	5,584,502.00	107,118.52	107,118.52	5,477,383.48	1.92

\*\*\* END OF REPORT \*\*\*

12/13/2018

BALANCE SHEET

AS OF: OCTOBER 31ST, 2018

601-BASTROP E.D.C. FUND

ACCOUNT# TITLE

ASSETS

=====

00-00-1010	BEDC OPERATING ACCT	134,991.99
00-00-1012	TEXAS CLASS	2,011,976.11
00-00-1100	TEXPOOL	3,228,660.06
00-00-1135	DREYFUS MM ACCT	4,160.92
00-00-1141	CERTIFICATE OF DEPOSIT FN	537,000.00
00-00-1224	ACCT RECEIVABLE-SALES TAX	364,134.97
00-00-1227	ACCOUNTS RECEIVABLE-OTHER	12,942.00
00-00-1272	NOTES RECEIVABLE-GARMENT	10,417.44
00-00-1274	NOTES RECEIVABLE-GTG-LOAN	3,999.22
00-00-1275	NOTES RECEIVABLE-GTG-LOAN	4,408.59
00-00-1276	NOTES RECEIVABLE-GTG-LOAN	104.46
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)
00-00-1575	DEFERRED OUTFLOWS-PENSION	22,006.00
00-00-1576	DEFERRED OUTFLOWS-ACTUARI	2,122.00
00-00-1577	DEFERRED OUTFLOWS-DEFICIT	20,962.00
00-00-1578	DEFERRED OUTFLOWS-ASSUMPT	2,710.00
00-00-1587	PREPAID EXPENSES	<u>1,673.96</u>

8,322,145.04

TOTAL ASSETS

8,322,145.04

=====

12/13/2018

BALANCE SHEET

AS OF: OCTOBER 31ST, 2018

601-BASTROP E.D.C. FUND

ACCOUNT# TITLE

LIABILITIES & FUND BALANCE

=====

00-00-2000	ACCOUNTS PAYABLE	6,605.92
00-00-2001	ACCOUNTS PAYABLE-REGULAR	6,503.02
00-00-2080	NOTES PAYABLE-CITY-WTR PR	300,000.00
00-00-2081	NOTES PAYABLE-CITY-TDC (	2,082.63)
00-00-2101	BONDS PAYABLE CURRENT POR	252,774.00
00-00-2102	TAX/REV 2006 BOND PAYABLE	55,000.00
00-00-2125	ACCRUED INTEREST PAYABLE	21,043.76
00-00-2127	ACCRUED EXPENSES-OTHER	41,316.94
00-00-2235	UNEARNED REVENUE-TOWER	26,450.00
00-00-2340	DUE TO GENERAL FUND	529.80
00-00-2346	DUE TO CLEARING FUND	85,803.87
00-00-2356	DUE TO OTHER GOVERNMENTS	3,000,418.44
00-00-2376	DEFERRED INFLOW-ACTUARIAL	682.00
00-00-2405	ENCUMBRANCE ACCOUNT (	33,138.00)
00-00-2406	RESERVE FOR ENCUMBRANCE	33,138.00
00-00-2850	NET PENSION LIABILITY	127,450.00
00-00-2870	COMPENSATED ABSENCES PAYA	<u>16,320.55</u>

3,938,815.67

TOTAL LIABILITIES

3,938,815.67

SURPLUS (DEFICIT)

80,944.57

00-00-3000	NET ASSETS	3,571,387.98
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>33,008.67</u> )

TOTAL EQUITY

4,383,329.37

TOTAL LIABILITIES & FUND EQUITY

8,322,145.04

=====



## Agenda Item: 3.3

# AGENDA MEMORANDUM

Meeting Date: December 17, 2018

Agenda Item: Consideration, discussion and possible action on Resolution R-2018-0009 approving the Executive Director's hiring of a strategic planning consulting firm and the execution of any necessary agreements with the consulting firm under Texas Local Government Code Section 505.102.

Prepared by: Mike Kamerlander, Executive Director

---

The current BEDC Strategic Plan was developed in 2012 and has since been reviewed and updated several times. Strategic plans typically have a useful lifespan of approximately five years.

Strategic planning is a useful tool for guiding day-to-day decisions and activities of an organization and are invaluable in helping to evaluate progress and successes. It is critical for an EDO to have an accurate "roadmap" in order to gain a sense of direction, with goals that are both achievable and measurable. Part of the strategic planning process consists of conducting a SWOT analysis to identify a community's strengths, weaknesses, opportunities, and threats. This will help determine that the BEDC is focused on marketing to industries that are the best fit for Bastrop.

Staff is recommending hiring a consulting firm that specializes in the development of strategic plans for economic development organizations (EDOs). The Executive Director has obtained quotes from four consulting firms that develop strategic plans for EDOs.

Attachment:  
Draft Resolution R-2018-0009

---

**Recommendation** – The Board may approve the strategic planning consulting firm of their choice, and then approve the resolution with the name of the company included.

**[RECOMMENDED MOTION]** – I move to approve Resolution R-2018-0009 between the BEDC and {fill in name of chosen company here}.

**RESOLUTION NO. R-2018-0009**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE BASTROP ECONOMIC DEVELOPMENT CORPORATION APPROVING AN AGREEMENT FOR PROFESSIONAL SERVICES BETWEEN {TBD BY BEDC BOARD} AND THE BASTROP ECONOMIC DEVELOPMENT CORPORATION; AUTHORIZING ALL NECESSARY ACTIONS, INCLUDING EXECUTION OF NECESSARY DOCUMENTATION; AND, PROVIDING AN EFFECTIVE DATE.**

**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**, BEDC’s current Strategic Plan was developed in 2012; and

**WHEREAS**, to fulfill its public purpose in advancing 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 consulting firm that specializes in the area of strategic planning for economic development organizations; 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 by {TBD by BEDC Board} under a professional service agreement 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 services is necessary for the BEDC’s proper advancement of qualifying projects under Texas Local Government Code, Chapters 501 and 505, *et seq.*, as amended, and hereby approves the Executive Director to enter into a professional services agreement by and between the BEDC and {TBD by BEDC Board} to develop a strategic plan.

**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 attachments consistent with {TBD by BEDC Board} proposal and related documentation, if any.

**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.

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



## Agenda Item: 3.4

# AGENDA MEMORANDUM

Meeting Date: December 17, 2018

Agenda Item: Consideration, discussion and possible action on Resolution R-2018-0010 approving an expenditure for remediation of the lot at 921 Main Street, Bastrop, Texas, in an amount not to exceed \$10,000.

Prepared by: Mike Kamerlander, Executive Director

---

The BEDC Board approved entering into an agreement with 921 Bastrop, LLC, at the September meeting, with the understanding that construction of a building at the lot at 921 Main Street would eliminate the need for interim remediation of the lot. However, due to the project being delayed, Staff is recommending that remediation of the lot be performed immediately in order to minimize further damage that may be sustained to the neighboring buildings due to inclement weather.

If the Board approves the expenditure for remediation, then the total incentive in the agreement with 921 Bastrop, LLC, will be reduced by that amount in an amended agreement, which Staff plans to bring to the Board at the January 2019 board meeting.

Attachment:  
Draft Resolution R-2018-0010

---

**Recommendation** – Approve the Resolution as presented.

[**RECOMMENDED MOTION**] – I move to approve Resolution R-2018-2010.

**RESOLUTION NO. R-2018-0010****A RESOLUTION OF THE BASTROP ECONOMIC DEVELOPMENT CORPORATION  
APPROVING AN EXPENDITURE FOR REMEDIATION OF THE LOT AT 921 MAIN  
STREET, BASTROP, TEXAS, IN AN AMOUNT NOT TO EXCEED \$10,000.**

**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**, the BEDC purchased the lot at 921 Main Street (the “Property”) from the City of Bastrop, through an agreement dated February 6, 2017; and

**WHEREAS**, the Property has not yet been developed and delaying the remediation until such time as it is developed may result in further water damage to the adjacent buildings located at 919 Main Street and 925 Main Street; and

**WHEREAS**, KSA Engineers (“KSA”) has conducted a site visit to the Property to inspect the current site conditions and provided their recommendations; and

**WHEREAS**, the commencement of the work on 921 Main Street has been delayed and the remediation work under agreement with 921 Bastrop, LLC, to be conducted by them will now need to be partially conducted and fulfilled by BEDC; and

**WHEREAS**, it is hereby officially found and determined that the meeting at which this Resolution was passed was open to the public, and public notice of the time, place and purpose at which it was read was given in accordance with Chapter 551, Texas Government Code.

**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 approves an expenditure to remediate the Property in an amount not to exceed \$10,000.00.

**SECTION 3.** This Resolution is effective upon passage.

**DULY RESOLVED AND ADOPTED** on this \_\_\_\_ day of \_\_\_\_\_ 2018 by the Board of Directors of the Bastrop Economic Development Corporation.



BASTROP ECONOMIC  
DEVELOPMENT CORPORATION

\_\_\_\_\_  
Kathryn Nash, Board Chair

ATTEST:

\_\_\_\_\_  
Sam Kier, Board Secretary

APPROVED AS TO FORM:

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

DRAFT



## Agenda Item: 3.5

# AGENDA MEMORANDUM

Meeting Date: December 17, 2018

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.**

Adjournment



## 2. PUBLIC COMMENT



## 3.1

### Regular Business & Presentations

Approval of meeting  
minutes of the Bastrop  
EDC Regular Board  
Meeting of  
October 15, 2018.



## 3.2

### Regular Business & Presentations

Acceptance of the  
Bastrop EDC's financial  
summary reports for  
periods ending  
September 30, 2018,  
and October 31, 2018.



# Summary of Revenues and Expenditures – 9/30/18

Month	FY 2018 Revenue	FY 2018 Expense	Monthly Variance
October	\$181,304	\$153,512	\$27,792
November	198,934	73,131	125,803
December	184,206	79,169	105,037
January	198,427	139,551	57,876
February	248,753	130,625	118,128
March	176,436	501,898	(325,462)
April	177,470	89,370	88,100
May	253,518	130,993	122,525
June	199,614	19,003	180,611
July	1,465,680	341,838	1,123,842
August	238,342	133,596	104,746
September	235,559	231,058	4,501
Total	\$3,758,243	\$2,023,744	\$1,734,499





# Summary of Sales Tax Revenue – 9/30/18

Month	FY 2018 Forecast	FY 2018 Actual	Monthly Variance	
October	\$165,710	\$176,227	\$10,517	
November	209,903	193,883	(16,020)	
December	176,760	178,653	1,893	
January	176,760	192,395	15,635	
February	220,950	242,931	21,981	
March	154,665	168,464	13,799	
April	165,713	170,591	4,878	
May	198,855	246,020	47,165	
June	187,808	192,885	5,077	
July	165,713	204,441	38,728	
August	198,855	226,004	27,149	
September	187,808	221,373	33,565	
Total	\$2,209,500	\$2,413,867	\$204,367	9.2% increase



# Expenditures Budget to Actual - 9/30/18

## OPERATING EXPENDITURES COMPARISON

Category	FY2018 Forecast	FY2018 Actual	Monthly Variance
Personnel	\$ 346,433	\$ 304,560	\$ 41,873
Supplies & Material	17,360	12,981	\$ 4,379
Maintenance & Repairs	24,600	9,170	\$ 15,430
Occupancy	52,080	49,490	\$ 2,590
Contractual Service	411,700	382,521	\$ 29,179
Marketing/Advertising	776,512	618,277	\$ 158,235
Contingency	25,000	-	\$ 25,000
Debt Service	381,480	307,218	\$ 74,262
<b>Total</b>	<b>\$ 2,035,165</b>	<b>\$ 1,684,217</b>	<b>\$ 350,948</b>

Forecast to Actual % 17.24%

Positive

The forecast to actual comparison is a positive 17% year-to-date.



# Expenditures Budget to Actual - 9/30/18

## CAPITAL OUTLAY PROJECTS

<u>Project</u>	<u>FY2018 Budget</u>	<u>FY2018 Actual</u>	<u>Budget Balance</u>
<b>Trail System Downtown Loop</b> (only engineering and permitting expenses so far)	\$ 409,500	\$ 11,278	\$ 398,222
<b>Bus. Ind. Park-Tech/MLK Infra</b> (only engineering expenses so far)	1,496,800	116,657	\$ 1,380,143
<b>Agnes/Home Depot Way Infra</b> Engineering & Corp. portion of construction improvements	1,200,000	328,249	\$ 871,751 \$ -
<b>Total</b>	<b>\$ 3,106,300</b>	<b>\$ 456,184</b>	<b>\$ 2,650,116</b>

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

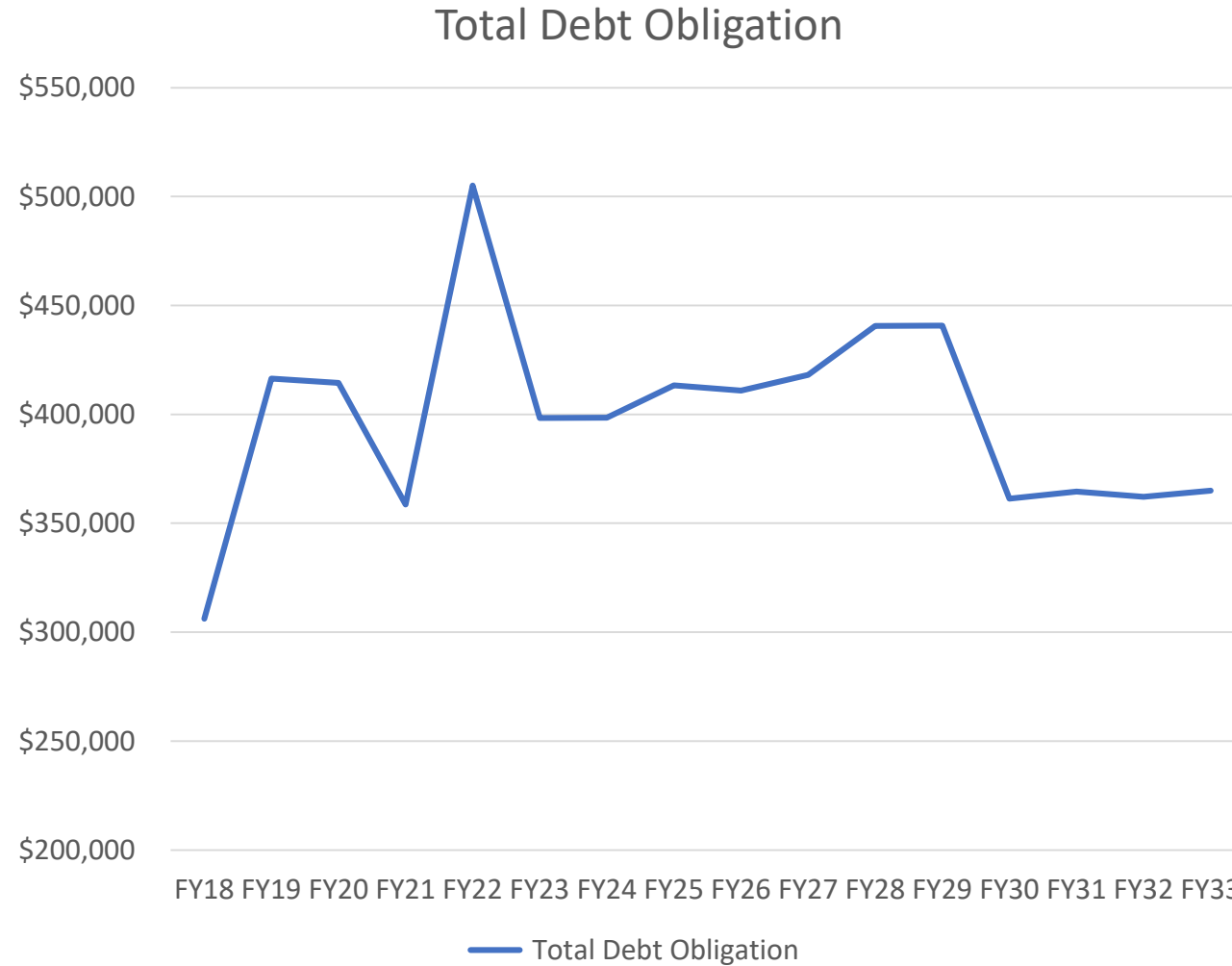


**BASTROP ECONOMIC DEVELOPMENT CORPORATION FUND**  
**FY 2017-2018 BUDGET**

Audited Operating Fund Balance 9-30-2017	\$ 3,895,093
<b>FY 2017-2018</b>	
Budgeted	
Revenues	\$ <u>3,708,922</u>
Total FY 2017 Resources	\$ 7,604,015
Budgeted Expenditures:	
Operating Expenses	\$ (1,550,485)
Capital Expenses	\$ (3,209,500)
Debt Service	\$ <u>(381,480)</u>
	\$ (5,141,465)
Projected Ending Gross Fund Balance 09-30-2018	\$ 2,462,550
Reserve 25% of Operating Expense	\$ 387,621



# Debt Obligation – 6/21/18



# Summary of Revenues and Expenditures – 10/31/18 <sup>54</sup>

Month	FY 2019 Revenue	FY 2019 Expense	Monthly Variance
October	\$188,063	\$107,119	\$80,944
November			
December			
January			
February			
March			
April			
May			
June			
July			
August			
September			
Total	\$188,063	\$107,119	\$80,944



# Summary of Sales Tax Revenue – 10/31/18

Month	FY 2019 Forecast	FY 2019 Actual	Monthly Variance
October	\$171,165	\$178,959	\$7,794
November	244,522		
December	195,618		
January	195,618		
February	244,522		
March	171,165		
April	183,392		
May	220,070		
June	207,844		
July	183,392		
August	220,070		
September	207,844		
Total	\$2,445,222	\$178,959	\$7,794 4.6% increase



# Expenditures Budget to Actual - 10/31/18

## OPERATING EXPENDITURES COMPARISON

<u>Category</u>	<u>FY2019 Forecast</u>	<u>FY2019 Actual</u>	<u>Monthly Variance</u>
Personnel	\$ 28,387	\$ 25,719	\$ 2,668
Supplies & Material	1,595	-	\$ 1,595
Maintenance & Repairs	770	800	\$ (30)
Occupancy	4,265	6,875	\$ (2,610)
Contractual Service	58,491	58,120	\$ 371
Marketing/Advertising	27,105	15,594	\$ 11,511
Contingency	-	-	\$ -
Debt Service	-	-	\$ -
<b>Total</b>	<b>\$ 120,613</b>	<b>\$ 107,108</b>	<b>\$ 13,505</b>

Forecast to Actual % 11.20%

Positive

The forecast to actual comparison is a positive 11.2% year-to-date.





# Expenditures Budget to Actual - 10/31/18

## CAPITAL OUTLAY PROJECTS

<u>Project</u>	<u>FY2019 Budget</u>	<u>FY2019 Actual</u>	<u>Budget Balance</u>
<b>Trail System Downtown Loop</b> (only engineering and permitting expenses so far)	\$ 629,218	\$ -	\$ 629,218
<b>Bus. Ind. Park-Tech/MLK Infra</b> (only engineering expenses so far)	1,157,000	-	\$ 1,157,000
<b>Agnes/Home Depot Way Infra</b> Engineering & Corp. portion of construction improvements	878,466	10	\$ 878,456 \$ -
<b>Total</b>	<b>\$ 2,664,684</b>	<b>\$ 10</b>	<b>\$ 2,664,674</b>

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



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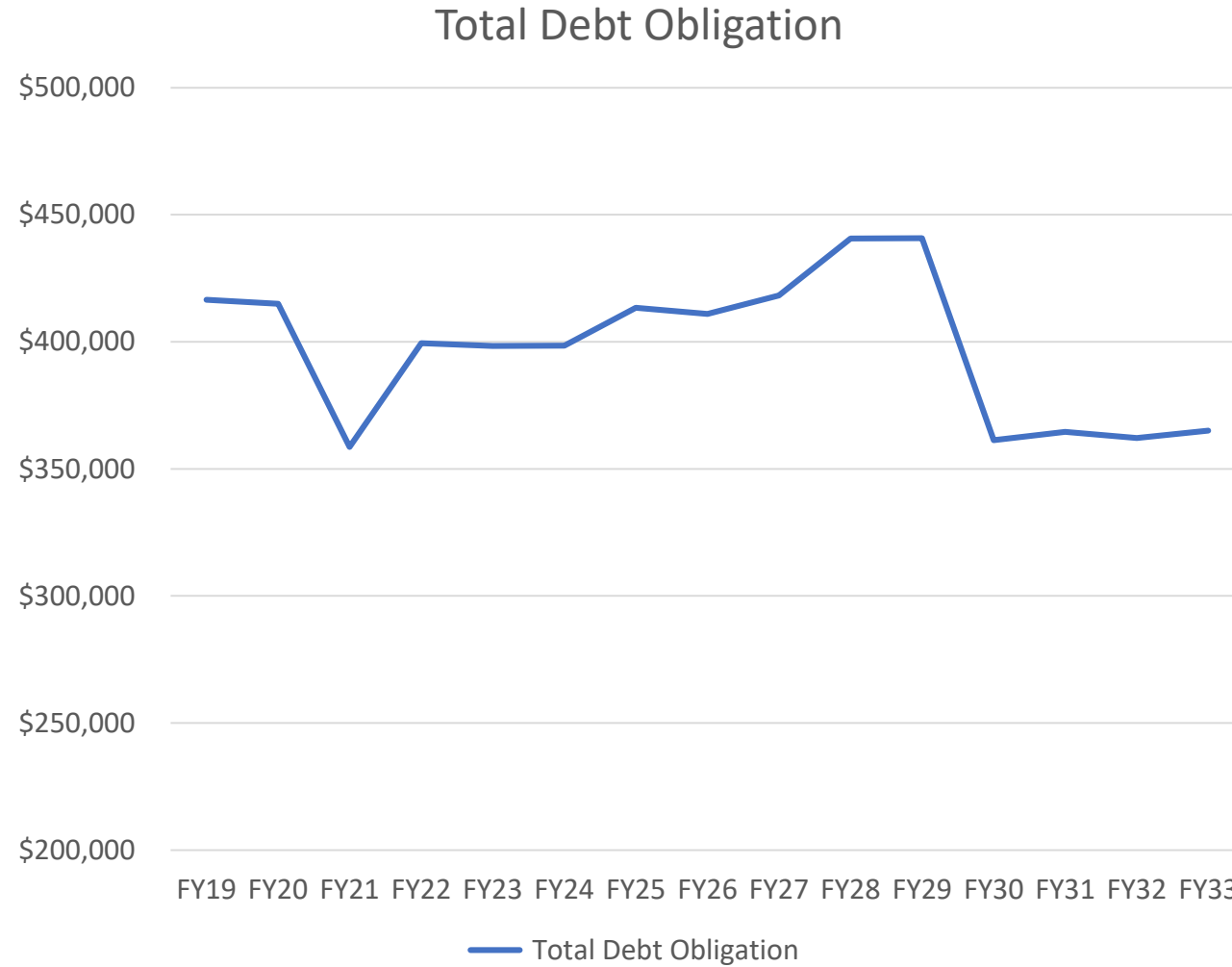
**BASTROP ECONOMIC DEVELOPMENT CORPORATION FUND**  
**FY 2018-2019 BUDGET**

Unaudited Operating Fund Balance 9-30-2018	\$ 5,069,820
<b>FY 2018-2019</b>	
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

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# Debt Obligation – 6/21/18



## 3.3

Regular Business

&

Presentations

# Resolution R-2018-0009

Consideration, discussion and possible action on Resolution R-2018-0009 approving the Executive Director's hiring of a strategic planning consulting firm and the execution of any necessary agreements with the consulting firm under Texas Local Government Code Section 505.102.



## Mike Barnes Group

- \$57,250 (\$52,250 + \$5,000 exp)
- Timeline: 3-4 months
- Scope of work: SWOT Analysis, peer EDO “best practices” benchmarking, target industry list, incentive program review, industrial park benchmarking, BRE review, CBD analysis, marketing plans, implementation plan
- Will generate 2 reports that will be data in the first and plan and implementation in the second.
- Mike Barnes Group has done work for BEDC in the past including follow-on work after our last strategic plan as they further refined it.
- Mike Barnes is locally based in Blanco, TX.

## TIP Strategies

- \$95,000 all inclusive
- Timeline: 5-6 months
- Scope of work:
  1. Discovery: kickoff meeting, outreach plan, inventory tasks, stakeholder interviews, online surveys, SWOT analysis
  2. Opportunity: Set goals and objectives, cluster & target industry analysis, talent pipeline analysis, opportunities analysis and workshop
  3. Implementation: Strategies, implementation matrix & workshop, final report & presentation
- TIP Strategies lists City of Fort Worth, Pasadena EDC, & Travis County as its experience in its proposal.
- TIP Strategies is locally based in Austin, TX



## Garner Economics

- \$106,000 (\$100k + \$6,000 expenses, paid in \$20,000 installments)
- Timeline: 4-5 months
- Scope of work:
  1. Discovery: Review past studies and existing data/information, stakeholder engagement, evaluate workforce, demographic, and existing cluster status/conditions, undertake SWOT Analysis.
    - a. Identify Industry Targets, identify policy or infrastructure gaps needed to support clusters, identify workforce gaps
  2. Strategy: Product planning and development to support clusters, workforce development needs to support clusters, business recruitment, marketing, and communications, linkages to regional assets and economic development efforts.
  3. Recommendations: Product Improvement (mitigating gaps, economic development needs), Organizational (effective target recruitment, linkages to other programs, metrics to track success), Marketing (targeted marketing strategy for target sectors, retention efforts)
  4. Optional: Integrated Marketing Strategy with DCI
- Jay Garner is a member of the Site Selectors Guild

## Market Street Services

- \$130,500 (\$122,000 + \$8,500 expenses)
- Timeline: 6-7 months
- Scope of work:
  1. Community and Stakeholder Engagement: Interviews, focus groups, community survey, project website to post everything for the public.
  2. Community Assessment: Will synthesize pre-existing research, and community input, and other data to produce a narrative about the community.
  3. Economic and Workforce Profile: Align strategy with the community's economic and workforce composition
  4. Economic Development Strategy: Research and input support the creation of a strategy that is responsive to the needs and wants of the community's businesses and workers
  5. Implementation Guidelines: Priorities, roles and responsibilities of the BEDC and other community partners, cost estimates for initiative, staff capacity and utilization, volunteer engagement, metrics for measuring success
- Did OA 1,2,3, & 4 for Austin Chamber and Greater San Marcos Partnership. Many others around Texas and Country have also used Market Street.



## 3.4

Regular Business

&

Presentations

# Resolution R-2018-0010

Consideration, discussion and possible action on Resolution R-2018-0010 approving an expenditure for remediation of the lot at 921 Main Street, Bastrop, Texas, in an amount not to exceed \$10,000.



# 921 Main Street



- Council approved final reading October 23
- Stone Cobalt has not secured a downstairs tenant
- They are actively marketing the project
- Remediation to the existing structures needs to be done immediately
- Stone Cobalt is taking the lead to find remediation solutions. BEDC will pay for the remediation and adjust the performance agreement accordingly
- Revised timeline in lease to keep developer on-the-hook





# ACTIVITY REPORT



# New Hire



- Phallan Davis
- Started on December 10<sup>th</sup>.
- Most recently Senior Public Information Specialist at LCRA
- Brings trade association marketing experience, brand development, PR firm experience, and government PR experience to BEDC

WELCOME TO BEDC!!





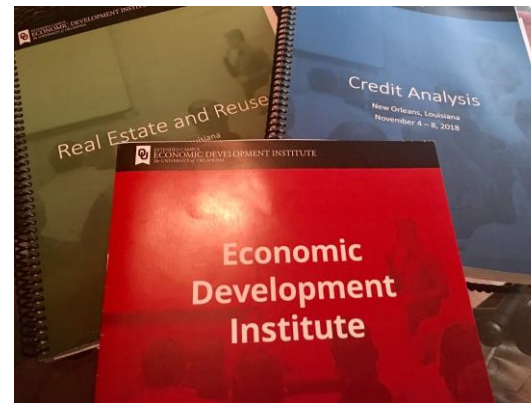
- October 17-19<sup>th</sup> – Jean Riemenschneider and Mike Kamerlander attended the Annual TEDC Conference in Fort Worth.

## 3.5 Staff Updates



UNIVERSITY of OKLAHOMA  
ECONOMIC DEVELOPMENT INSTITUTE

- Nov 3-4<sup>th</sup> – Angela Ryan attended the review course in preparation for taking the CEcD exam in 2019
- Nov 3-9<sup>th</sup> – Jean Riemenschneider attended classes to begin CEcD certification training



- Bastrop Chamber Luncheon – First Responders
- NAI Global Conference – 400+ brokers from around the world
- B.E.S.T. Breakfast in Smithville
- 2<sup>nd</sup> Annual Boards, Commissions & Volunteer Banquet
- Regional Partners Opportunity Austin EDC Panel
- TML Economic Development Conference
- Building Bastrop Design Rodeo
- Community Relations Board Meeting @ Federal Correctional Institution



# BUSINESS RECRUITMENT ACTIVITY MATRIX

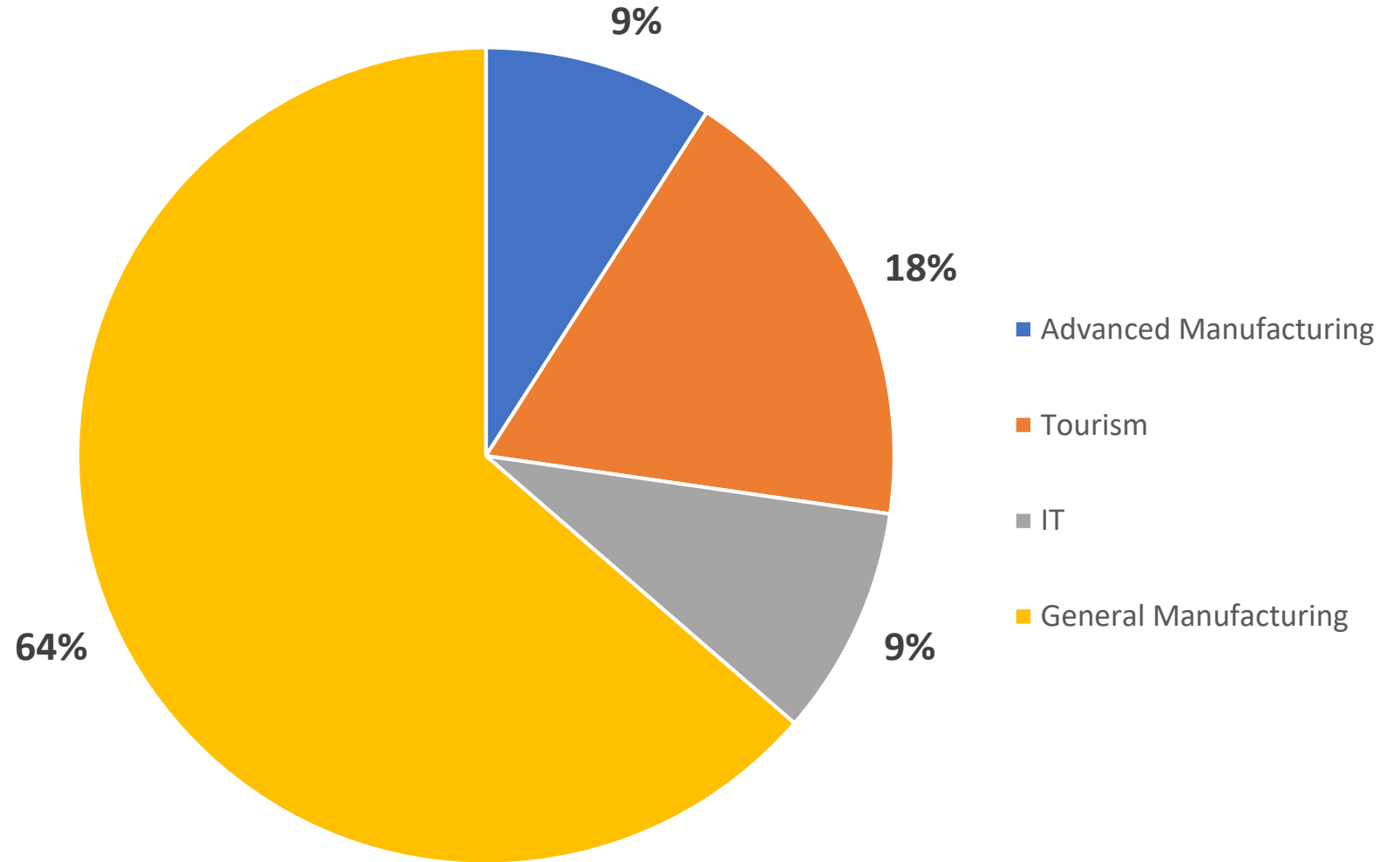
	Oct - Nov 2018	FY 2019 YTD
<b>OUT OF REGION VISITS</b>	<b>0</b>	<b>0</b>
<b>SOURCES OF LEADS</b>	<b>6</b>	<b>6</b>
<b>Internal Leads</b>		
Direct Company	2	2
Local/Regional/Broker	4	4
Site Consultant	0	0
Site Location Partnership	0	0
Other	0	0
<b>External Leads</b>		
Austin Chamber	3	3
State	2	2
<b>PROSPECT FOLLOW UP REQUEST</b>	<b>8</b>	<b>8</b>
<b>PROSPECT VISITS</b>	<b>2</b>	<b>2</b>
New (1st)	0	0
Repeat	2	2
<b>ANNOUNCEMENTS</b>	<b>0</b>	<b>0</b>



# FY 19 YTD LEADS BY INDUSTRY

## Project Updates

985 jobs  
858,000 sq. ft.  
\$215,054,000



# Business Retention & Expansion

## Existing Business Engagements

	Oct. – Nov. 2017	Oct. – Nov. 2018	FY 2019 YTD
<b>TOTAL ENGAGEMENTS</b>	<b>0</b>	<b>8</b>	<b>8</b>
In Person Visits	0	8	8
Assistance Requests	0	0	0
Workforce Dev. Mtgs.	0	0	0





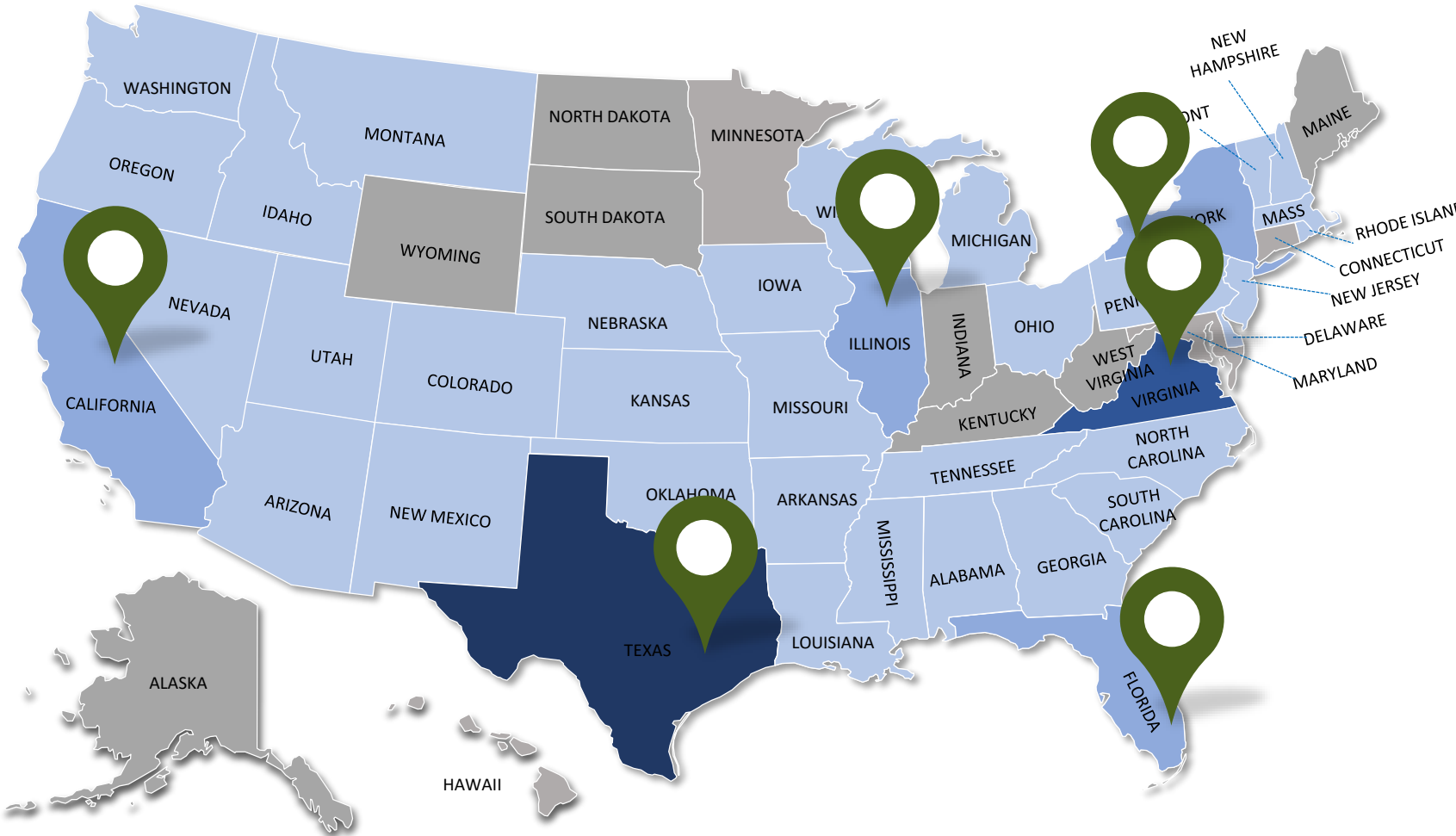
- **758 Unique Users** visited the website; **2,261 Page Views**
- **87.4% New** vs. **12.6% Returning** Users
- **38 States & 27 Countries** represented by website visits in October
- **Top Pages Visited:** News, Blog, Staff, Traffic Counts, Board Meetings, Community History, Quality of Life
- **49%** found the website organically through search engines; **38%** visited directly using URLs; **9%** were referred from another site; **4%** via social media.





# WEBSITE ANALYTICS OCTOBER 2018

## Users visiting website by state comparison



## TOP 5 WITH MOST VISITORS

### States:

- Texas – 408**
- Virginia – 29**
- California – 13**
- Illinois – 13**
- Florida & New York – 11**

### Countries:

- United States – 612**
- Canada – 42**
- India – 19**
- Netherlands – 16**
- China – 11**



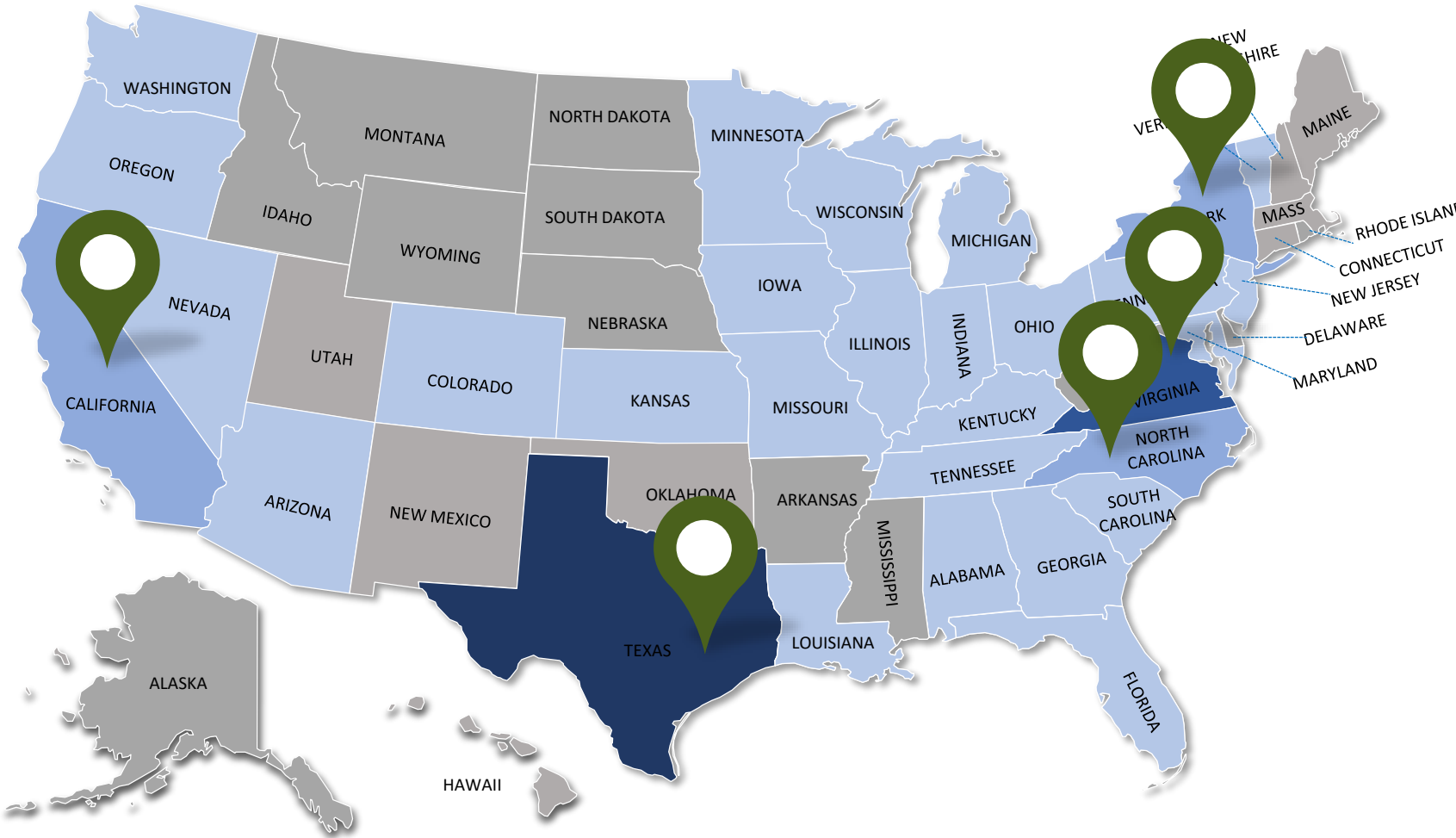


- **812 Unique Users** visited the website; **2,242 Page Views**
- **87.2% New** vs. **12.8% Returning** Users
- **30 States & 30 Countries** represented by website visits in November
- **Top Pages Visited:** News, Staff, Properties, About, Blog, Major Employers, Quality of Life, Current Projects
- **49%** found the website organically through search engines; **38%** visited directly using URLs; **11%** were referred from another site; **2%** via social media.



# WEBSITE ANALYTICS NOVEMBER 2018

## Users visiting website by state comparison



## TOP 5 WITH MOST VISITORS

### States:

- Texas – 444**
- Virginia – 35**
- California – 13**
- North Carolina – 10**
- New York – 10**

### Countries:

- United States – 636**
- France – 38**
- Netherlands – 25**
- United Kingdom – 24**
- Canada – 21**



## Social Media Engagement

	Oct - Nov 2017	Oct - Nov 2018
<b>TOTAL LIKES/FOLLOWERS</b>	<b>0</b>	<b>0</b>
Facebook Page Likes	3671	3,815
Twitter Followers	Unknown	1,126
LinkedIn Followers	Unknown	154



# 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.



# ADJOURN

Next Meeting: January 28, 2019

