

**NOTICE OF REGULAR/ANNUAL MEETING OF BOARD OF DIRECTORS OF
BASTROP ECONOMIC DEVELOPMENT CORPORATION
Monday, August 17, 2015 – 6:30 P.M.
Bastrop City Hall, 1311 Chestnut Street, Bastrop, Texas**

1. CALL TO ORDER

2. PUBLIC COMMENT(S)

3. PRESENTATION(S)

4. ANNOUNCEMENT(S)

5. UPDATE(S)/REPORT(S) from Executive Director, City of Bastrop, and Community Partners (includes items for update, discussion, and possible action)

- A. Update on BEDC Projects and/or Business:
 - 1. Update on the Bastrop EDC Business Park
 - 2. Project status update
 - 3. Update on housing and multi-family studies
 - 4. Update on BEDC office at 903 Main Street
 - 5. Update on BEDC Strategic Plan

- B. Update from the City of Bastrop
 - 1. City Manager’s update
 - a) Comprehensive Plan update
 - b) Main Street Improvement Project update
 - 2. City of Bastrop Update on Construction Projects

- C. Update(s) from Community Partners
 - 1. Bastrop Main Street Program
 - 2. Bastrop Chamber of Commerce
 - 3. Bastrop County Museum and Visitor Center

 The BEDC Board reserves the right to convene into Executive Session at any time during the meeting regarding any agenda item. In compliance with the Open Meetings Act, Chapter 551 Government Code, Vernon’s Texas Code, Annotated, the item below will be discussion in closed session:
 1. Section 551.071 – Consultations with Attorney – duty to advise on legal matters.

6. MEETING MINUTES

6.1 Approval of meeting minutes of the Regular Board Meetings of June 15, 2015, and July 20, 2015, and Special Board Meetings of June 24, 2015, July 8, 2015, and August 5, 2015.

7. FINANCIAL REPORT(S)

7.1 Consideration, discussion and possible action on acceptance of the Bastrop Economic Development Corporation’s financial summary report for period ending July 31, 2015.

8. PUBLIC HEARING(S)

8.1 Conduct a PUBLIC HEARING to receive input from the general public on the Bastrop Economic Development Corporation’s proposed budget for Fiscal Year 2015/2016.

8.2 The Bastrop Economic Development Corporation Board of Directors will consider, discuss and take possible action concerning the above item 8.1, i.e., the Public Hearing on the BEDC's proposed budget for Fiscal Year 2015/2016.

9. ACTIONS ITEMS

9.1 Consideration, discussion and possible action on a request by Laurie Schneider, owner of the Best Lil' Hair House, for **final** approval of a **façade** grant in the amount of **\$5,000**, for renovations to the building at 1005 Chestnut Street, with a total project cost estimate of \$12,000.

9.2 Consideration, discussion and possible action on a request by Becki Womble of the Bastrop Chamber of Commerce for **final** approval of a **mega-grant** in the amount of **\$15,000**, for renovations to the building at 927 Main Street, with a total project cost estimate \$60,000.

9.3 Consideration, discussion, and possible action on a request by Dr. Frederic Taylor, owner of Taylor Family Chiropractic, for **final** approval of a **façade grant** in the amount of **\$2,950**, for renovations to the building at 909 Main Street, with a total project cost estimate of \$5,900.

9.4 Consideration, discussion and possible action on approval of a Resolution authorizing signatures for financial and accounting services performed by the City of Bastrop on behalf of the Bastrop Economic Development Corporation.

9.5 Consideration, discussion and possible action on approval of a proposed Internal Financial Control Policy for the BEDC.

9.6 Consideration, discussion and possible action on acceptance of the Multi-Family Feasibility Report prepared by Capital Market Research (CMR), Inc.

9.7 Consideration, discussion and possible action on a request for the BEDC to participate in an Assessment and Demand Analysis for the Healthcare Sector in Bastrop, Texas.

9.8 Consideration, discussion and possible action on a request for reconsideration of Board action related to the Bastrop Business and Industrial Park Infrastructure Project.

10. EXECUTIVE SESSION

10.1 The Bastrop Economic Development Corporation 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(1)(A) and Section 551.071(2)** – Consultations with Attorney: (1) threatened and/or contemplated litigation, and (2) matters upon which the Attorney has a duty and/or responsibility to report to the governmental body.

(2) **Section 551.072** – Deliberation about real property: including, but not limited to, potential sales, acquisitions, exchanges, leases, dispositions or values of real property.

(3) **Section 551.087** – Deliberation regarding economic development negotiations: 'Project Footloose/Quench', 'Project Bronze Star', and/or 'Project Lighthouse Point'.

(4) **Section 551.074** – Personnel Matters: BEDC staff.

10.2 The Bastrop Economic Development Corporation Board of Directors will reconvene into open session to discuss, consider and/or take any action necessary related to the executive sessions noted herein, or regular agenda items, noted above, and/or related items.

11. BOARD INPUT ON FUTURE AGENDAS

11.1 Inviting input from the Board of Directors related to issues for possible inclusion on future agendas, related to (but not limited to) issues such as BEDC projects, property, economic development prospects, community events, and BEDC business.

11.2 Process for setting the BEDC monthly agenda and assembling Board packets.

12. ADJOURNMENT**CERTIFICATE**

I, Angela Ryan, Assistant Director of the Bastrop Economic Development Corporation, certify that this Notice of Meeting was posted on the front window of the Bastrop Economic Development Corporation offices, 301 Hwy 71 W., Suite 214, at the Bastrop City Hall, 1311 Chestnut Street, and on the Bastrop Economic Development Corporation website on this the 14th day of August 2015 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.



BASTROP ECONOMIC DEVELOPMENT CORPORATION

STANDARDIZED AGENDA RECOMMENDATION FORM

DATE SUBMITTED: August 13, 2015

MEETING DATE: August 17, 2015

1. Agenda Item:

UPDATE(S)/REPORT(S) from Executive Director, City of Bastrop, and Community Partners (includes items for update, discussion, and possible action).

2. Party Making Request: Shawn Kirkpatrick, Executive Director

3. Nature of Request: (Brief Overview) Attachments: Yes No

A memo is attached showing BEDC Staff updates. Other updates will be presented at the Board meeting.

4. Policy Implication:

5. Budgeted: Yes No N/A

Bid Amount:
Over/(Under) Budget:

Budgeted Amount:
Budget Balance:

6. Alternate Option/Costs:

7. Routing: ED Staff ED Chair

8. Staff Recommendation:

Motion: SM GS CC KK WD KLK CL
Second: SM GS CC KK WD KLK CL

For: SM GS CC KK WD KLK CL
Against: SM GS CC KK WD KLK CL
Abstained: SM GS CC KK WD KLK CL



August 14, 2015

Memorandum

To: Mike Talbot, City Manager; Steve Mills, BEDC Board Chair

From: Shawn A. Kirkpatrick, Executive Director

Subject: BEDC Report Week of August 10, 2015

Elliott Electric Supply Project

Project has closed and funded. Awaiting information on groundbreaking.

FY 2015-2016 Strategic Plan Update

Staff reviewed the changes to the current strategic plan with Board during the regular Board meeting on July 20. Staff is preparing revisions based on the Board's feedback. Staff is delaying presenting the revised strategic plan to the Board for final comments until after the adoption of the FY 2016 budget.

FY 2015-2016 Budget Preparation

Budget workshop held on August 5th. Budget will be presented to the Board on Monday, August 17, 2015.

Façade and Mega-grant Program

Program has been suspended and no new applications will be funded in FY2016. Executive Director briefed the Main Street Design Committee this past week.

Bastrop Redevelopment Program (official name TBD)

Board has instructed Staff to develop for FY2016 a redevelopment program for the corporate limits of the City of Bastrop. This program will replace the previous Façade and Mega-Grant Program. More details to follow.

BEDC Building at 903 Main

Board instructed Staff to obtain a commercial appraisal at the July Board meeting. Roof repairs have been completed. Appraiser has been contracted. BEDC has been contacted by numerous business owners about the possibility of purchasing or leasing the building.

Project Management/CRM Database

Update from OA is that it will be a minimum of six months before a decision is made regarding their new vendor. BEDC Staff will be moving forward with acquiring software from our preferred vendor. Demo will be set up for Board members and City Staff who are interested.

Business Park – Infrastructure

Board approved extending Technology to the southern cul-de-sac and passed a reimbursement resolution at the July meeting. The project total would be \$2.5-2.6M, funded through \$622K 2013 CO's, \$1M 2015 CO's, and \$1M BEDC Cash. This issue will be revisited at the Monday, August 17, 2015, Board meeting.

Housing Study

Staff has supplied a copy of UT Transportation Study for RCLCO to incorporate mobility into housing study. The multi-family study was also forwarded to them. Staff has been attempting to schedule a meeting with RCLCO in Bastrop, but RCLCO has been unresponsive. Staff will be pursuing other options following the Board meeting to bring this to conclusion.

Multi-family Study

CMR has submitted their final report, which Staff considers to be favorable. Will go to the Board for acceptance at the Regular August Board meeting.

Land Use Study

Accepted by the Board at the July 2015 meeting. Staff met with Tracy Bratton and he's putting together a budget for next steps.

Craft Training Schools

Presentation at City Hall Thursday, July 2nd. Next step is to schedule a site visit to their current location.

TWC Governor's Office Workforce Initiatives

Staff met with Dale Robertson with TWC on July 23rd. He will schedule a follow-up meeting with the additional partners.

Former Bargas Building

Staff had a conference call with Rosa Rios Valdez, BCL of Texas. The building is currently under contract to sell to an investment firm who will be leasing it to a manufacturing company. More details to follow.

Medical Demand Analysis

Staff is working on assembling the proposal and evaluating the options.

Project Update	Open	Closed/Lost	Wins/Completed
Primary Jobs	9	0	2
Business Retention/Expansion	2	0	0
Retail	3	0	0
Small Business	3	0	0
Infrastructure	1	0	2
Real Estate	1	1	0
Development	3	0	0
Events	2	0	2
Education/Workforce	3	0	0
Affordable Housing	9	0	0
Special Projects	4	0	1
Community Development	0	2	0
Marketing	8	0	0
Total	48	3	7



BEDC Meetings and Upcoming Travel

July 20th

Meeting
BEDC Board

July 21st

Meeting
Comprehensive Plan
Directors Meeting
Business
Economic Development

July 22nd

Meeting
Texas State SBDC

Comprehensive Plan
Transportation

July 23rd

Conference Call
FTZ Board

Meeting
Project Monster Truck

July 28th

Meeting
City Directors

Meeting
Pecan Park/Duke McDowell

July 29th

Meeting
City Planning/Engineering

Conference Call
BCL of Texas

July 30th

Meeting
Project Fiber One

July 31st

Event
BEST County Breakfast

Meeting
XS Ranch/John Landwehr

August 3rd

Meeting
Project Bronze Star

Meeting
Project Cajun Tornado

Meeting
Main Street (Angela)

August 4th

Meeting
Kristi Koch

Meeting
City Council

August 5th

Meeting
City Directors

Meeting
Barnes Consulting

Meeting
BEDC Budget Workshop

August 6th

Meeting
Project Cajun Tornado

Meeting
Project Building Blocks

August 7th

Meeting
Bowman Consulting/Tracey Bratton

August 10th

Meeting
Bastrop Chamber
Becki Womble

August 11th

Meeting
City Directors

Meeting
Roscoe State Bank

Meeting
Mister Rogers 6

Meeting
Design Committee
City Council

August 12th

Meeting
Project Lighthouse Point

August 13th

Meeting
Bastrop Community Partners

Meeting
City Manager and Finance

Event
Hyatt Regency Lost Pines
Meet and Greet

August 17th

Meeting
Project Foot Loose/Quench

Meeting
Board Chair

Meeting
BEDC Board

Upcoming Travel

Team Texas Global Logistics Forum
September 2-3, 2015

IAMC Fall Forum
September 26-30, 2015

TEDC Annual Conference
October 14-16, 2015

TEDC ED Sales Tax Workshop
October 30, 2015

Planning and Development Department Monthly Report – July 1, 2015 – July 31, 2015

<u>Building Permit Type Totals:</u>	Month	YTD	2014
Single Family Residences	3	21	40
New Commercial	1	9	8
Miscellaneous (electrical, plumbing, HVAC, pools, sprinklers, sheds, patio covers, signs, fire suppression)	45	306	255
Residential Remodels	3	37	34
Commercial Remodels	4	22	8
Total Permits Issued	56	395	371
Commercial and Residential Inspections	173	1862	1534

Business information requests:

- Restaurant – take out/eat in
- Residential Subdivision

Commercial Development/Remodel – Tenant Finish Out	Location	Status
Vitalogy Skincare (formerly First State Bank)	208 Highway 71	remodel approximately 50% complete

Commercial Development With Site Dev Plan – has been permitted and work has begun on the project or is ready to be permitted	Location	Status
Bastrop Station – Phase One	Highway 71, Childers and Agnes – 2 commercial lots (Old China Chef site)	Slab poured; approximately 75% of infrastructure complete
Hobby Lobby, Ulta,	Burleson Crossing	Ulta - building shell complete; interior finish approximately 40% complete Hobby Lobby – interior walls are up; building approximately 70% complete; overall project approximately 25% complete
Building J – Retail Strip	Burleson Crossing	Building shell approximately 90% complete; site work 80% complete
Coghlan Group Main Building	1500B Business Park Drive – Bastrop Business and Industrial Park	Site work approximately 75% complete; overall project approximately 45% complete
Fresenius Medical Care	Jackson Square Subdivision, Lot 7 – corner of Jackson and Jasper Streets	Temporary electric and construction trailer set; site work started
Commercial Development with Site Development Plan that has been accepted	Location	Status – ON HOLD
Long John Silvers	Highway 71 West – West of Popeye’s	Building plans have not been submitted – site development plans expire 12/13/2014 – developer was granted a one year extension - site development plans now expire 12/12/2015 – building style in process of being redesigned
Commercial Development with Site Development Plan that is in the review process	Location	Status
Murphy Oil USA – gas station	West of Walmart – East of Comet Cleaners	7/14/2015 staff accepted site development plans – pre construction meeting has not been scheduled

Plats Received/Approved or in the Review Process that now have Expiration Dates	Description	Status	Expiration
XS Ranch Phase 1A	Preliminary Plat for XS Ranch Road off of F.M. 969	2/12/2013 Preliminary Plat approved by CC – XS Ranch Developers Agreement – 2/25/2014 CC granted a 6 month extension –8/12/2014 CC granted a 1 year extension – final plat received – no additional extensions for the preliminary required	N/A
Buttonwood Subdivision – Administrative Plat	1203 Buttonwood Street – two single family residential lots	9/23/2014 all comments addressed – waiting on mylar – Owner may apply for a variance to the subdivision requirements in order to not dedicate right of way	Plat expires 9/23/2015
The Grove Final Plat, Phase 1, Lot 5, Block A	1 Commercial lot being approximately 1.02 acres facing frontage road of Highway 71 West	CC approved 8/12/2014– mylar has not been received – plat to expire 8/12/2015 - owner/developer requested a 6 month extension - 7/28/2015 CC approved request	Plat now expires 2/8/2016
Construction of utilities for Subdivisions	Description	Status	CC Action
Pecan Park, Section 5A Final Plat	Construction of public infrastructure – extension of Childers Drive, streets and public utilities within the subdivision	Road grading and installation of water and sewer lines in progress	N/A
The Colony Construction Plans for a Force Main	Colony MUD 1E	6/30/2015 engineer's estimate accepted – escrow received – pre construction meeting 7/23/2015.	
Platting/Construction (utilities) Plan Review In Process	Description	Status	CC Action
XS Ranch Phase 1A	Final Plat for XS Ranch Road off of F M 969 and construction plans for the Colorado River Bridge Phase 1	7/13/2015 staff comments addressed – awaiting resubmittal of the Traffic Impact Analysis before scheduling final plat for City Council – XS to request a 6 month extension for the statutory denial – will go to CC 8/11/2015	Statutory Denial 2/24/2015

Platting/Construction (utilities) Plan Review In Process	Description	Status	CC Action
The Colony Construction Plans for the Utilities	Colony MUD 1D Replat and Preliminary Plats for Section 1 Phase A and B	7/17/2015 plans and engineer's estimate accepted – escrow checks received - final plats approved at CC 7/28/2015	N/A
The Colony Construction Plans for the Utilities	Colony MUD 1E Section 2 Phase A and B	7/17/2015 plans and engineer's estimate accepted – escrow checks received - final plats approved at CC 7/28/2015	N/A
Walmart Replat Store #1042 - The Resubdivision of a Portion of Lot 1 Bastrop West Commercial, Section 2	Replat to create an additional lot	7/10/2015 plat recorded at the County	CC approved 6/23/2015
The Colony MUD 1D, Section 1, Phase A&B Final Plats	Phase A – 42 residential lots Phase B – 57 residential lots	7/13/2015 – comments addressed	CC approved 7/28/2015
The Colony MUD 1E, Section 2, Phase A&B Final Plats	Phase A – 33 residential lots Phase B – 59 residential lots	7/13/2015 – comments addressed	CC approved 7/28/2015
Tahitian Village Unit 5, Block 24, Lots 5-1301, 5-1302, and 5-1303 Amended Plat	Combining 3 residential lots into 1	6/8/2015 received and distributed to staff and county to review – 7/23/2015 comments issued – resubmittal required – 7/30/2015 all comments have been addressed – awaiting submittal of mylar for recording	Statutory Denial 6/23/2015
J&T Hoover/W-2 Subdivision, Lot 1 and Lot 2A, and the Morris Addition	Replat to create a single family residential lot on Church Street	7/30/2015 mylar to the County to record	CC approved 7/28/2015
Bastrop Village West (MUD) Phase 1, Section 1 Preliminary Plat	Phase 1, Section 1– 42 residential lots – west of Highway 20 and south of Highway 71	6/17/2015 received and distributed to staff and county to review	Statutory Denial 6/23/2015
Bastrop Village West (MUD) Phase 1, Section 2 Preliminary Plat	Phase 1, Section 2 – 37 residential lots – west of Highway 20 and south of Highway 71	6/17/2015 received and distributed to staff and county to review	Statutory Denial 6/23/2015

Platting/Construction (utilities) Plan Review In Process	Description	Status	CC Action
Final Plat of Northwest Portion of Farm Lot 11, East of Main Street	East of Pecan Street and south of Mesquite Street – 5 single family residential lots	6/18/2015 received and distributed to staff to review – 7/16/2015 staff comments issued – resubmittal received 7/29/2015	Statutory Denial 7/14/2015
Administrative Plat of 0.512 Acres out of Farm Lot 17 East of Main Street	West of Hill Street and north of Catalpa	6/28/2015 received and distributed to staff to review – 7/22/2015 staff comments issued – resubmittal required – 7/24/2015 resubmittal received – 2 minor corrections – 7/29/2015 all comments addressed – plat withdrawn at owner's request	Statutory Denial 7/14/2015
West Bastrop Village (MUD) Offsite Wastewater Improvements	West of Highway 20 in the ETJ	7/1/2015 received and distributed to staff to review	N/A
Lot 1 Block B and Lots 1 and 2 Block A Bastrop West Commercial Section Three Replat of Lot 1, Block A	Terminus of Hasler Boulevard – north of the Hampton Inn – create 2 commercial lots	7/8/2015 received and distributed to staff	Statutory Denial 7/28/2015
Woodrun Subdivision, Section 2 Preliminary Plat, Phase I, II, III and IV	Smith Road within Area A of the ETJ – 62 residential lots	7/9/2015 received and distributed to staff and the County to review	Statutory Denial 7/28/2015
Taylor Lane Subdivision	Taylor Lane east of Union Chapel Road – 3 residential Lots within Area A of the ETJ	7/15/2015 received and distributed to staff and the County to review	Statutory Denial 7/28/2015
Amending Plat of Portions of Block 4, Riverview Heights	Combining 4 residential lots into 1	7/27/2015 received and distributed to staff to review	Statutory Denial 8/11/2015
The Colony MUD 1A, Section 1 Preliminary Plat	West of Highway 969 within Area A of the ETJ	7/29/2015 received and distributed to staff, the county and TxDOT to review	Statutory Denial 8/11/2015
Harding Administrative Plat	2 lots off Mount Olive Road within Area A of the ETJ	7/30/2015 received and distributed to staff and the county to review	Statutory Denial 8/11/2015

Applications/Projects In Process	Description	Meeting Date, Items to be Discussed or Items to be acted on	CC Action
Zone Change	SF7 – Single Family Residential to PD, Planned Development and C-1 – Commercial to PD, Planned Development for Pecan Park	P&Z recommended approval 7/30/2015	Public Hrg 8/11/2015 2 nd Rdg 8/25/2015
Maintenance Bonds	Public Utilities Installed Location	City Council Accepted Public Utilities	Bond Expires
Hunters Crossing Subdivision	Section 7B – residential	Original Two Year Maintenance Bond in Trey Job's office for Hunters Crossing Section 7B – CC accepted the utilities 10/23/2012 – Bond extended until repairs are completed retain escrow in the amount of \$4,259.00 for portion of Bear Hunter that has not been built	9/17/2014
Hunters Crossing Subdivision	Section 9C – Highway 304 and Home Depot Way	Original Two Year Maintenance Bond in the Hunters Crossing Section 9C Final Plat file in the vault – CC accepted utilities 2/11/2014	2/11/2016
Hunters Crossing Subdivision	Section 3E and 5B	Original Two Year Maintenance Bond in the Hunters Crossing Section 3E and 5B Final Plat files in the vault - CC accepted utilities 4/8/2014	4/8/2016
Hunters Crossing	Bear Hunter Drive, Phase 1 Street Improvements Water and Drainage Improvements - Original Subdivision Performance bond in the amount of \$1,629,522.75 in the Bear Hunter Drive file	Original Two Year Maintenance Bond in the Bear Hunter Drive file in the vault – CC accepted the public utilities 5/13/2014	5/13/2016
Hasler Boulevard	Hasler Boulevard repaving between Old Austin Highway and Highway 71 frontage	C C accepted the utilities 10/24/2014 One Year Maintenance Bond – Wesley has the original	8/21/2015
Orchard Parkway	Pecan Park Subdivision – south of Highway 71 – west of Southside Barbeque	City Council accepted the utilities 11/12/2014 – Two Year Maintenance Bond – original bond is the Orchard Pkwy Construction file in the vault	11/3/2016

Bastrop Main Street Program



Program updates

The following items are updates on projects and activities of the Bastrop Main Street Program that relate to economic development in the community, and updates on business changes in the Main Street Program area.

Entrepreneurship Readiness Program:

The “Start Here” survey for entrepreneurs has been created, and will be added to the Main Street and BEDC websites. This lead-gathering document will inform the team of the small business owner’s stage in the launch process, and allow our specialists to assist accordingly. The accompanying entrepreneurship “Road Map” is in the proofing stages. This FAQ form will connect entrepreneurs with local resources, city and county departments and partner agencies.

Asset map and business recruitment packet

A map is being created highlighting downtown assets, and gaps in the retail mix. This will help us to create a business recruitment packet targeting businesses wishing to open a second location in Bastrop. A meeting is scheduled to gather information from property owners to assist with tenant recruitment and incentive packages.

Business Area Updates:

The Kleinart and Kesselus Buildings (910 and 912 Main Street) have sold. Viejo’s Tacos y Tequila will be moving into the new space. (The business is currently located at 811 Main Street) The Citizen’s State Bank Building at 928 Main Street has sold. The business it houses (Cripple Creek) has also sold.



Cherry Blossoms Spa has opened in their new, expanded location on 1011 Chestnut in the former Montessori School location. Owner Cindy Cordova was the 2014 winner of the Entrepreneur Business Plan Competition. A photo shoot and press release is planned to be released Friday.



The vacant building at 1007 Main Street is now on the market. The list price is \$259,000.



Grant Project Updates:

Relics Jewelry & Gift Emporium is slated to finish their build out and open their doors in early September. Their space will be an artist studio, and has incubator space for four additional artisans to display their work. Renovations are near completion at the building at 711 Chestnut Street.



Main Street Activities:

- The Texas Main Street Program is launching a program to provide renderings to help communities market the key vacant buildings downtown to potential investors. This service would provide not just renderings, but also a feasibility analysis (including financing recommendations) and marketing materials. Ultimately the team plans to create a searchable website and an active network of developers and investors to which these marketing pieces can be presented. BMSP is currently working to submit properties to this registry.
- Director led program session at Texas Main Street Program New Manager Training and Professional Development Seminar in San Marcos, Aug. 4-7
- Director gave presentation about the Main Street Program and importance of downtown revitalization in the community at the Bastrop County Rotary meeting, Aug. 11
- Director attended Regional Partners site visit in Taylor, TX, July 31. Discussed vacant building ordinance, business incentive packages and façade grants.

AGENDA ITEM 6.1

BASTROP ECONOMIC DEVELOPMENT CORPORATION

STANDARDIZED AGENDA RECOMMENDATION FORM

DATE SUBMITTED: August 12, 2015

MEETING DATE: August 17, 2015

1. Agenda Item:

Approval of meeting minutes of the Regular Board Meetings of June 15, 2015, and July 20, 2015, and Special Board Meetings of June 24, 2015, July 8, 2015, and August 5, 2015.

2. Party Making Request: Angela Ryan, Assistant Director

3. Nature of Request: (Brief Overview) Attachments: Yes No

The draft minutes from the 06/15/15 and 07/20/15 BEDC Regular Board meetings are attached for the Board's review, as well as the draft minutes from the 06/24/15, 07/08/15, and 08/05/15 Special BEDC Board meetings.

4. Policy Implication:

5. Budgeted: Yes No N/A

Bid Amount:

Over/(Under) Budget:

Budgeted Amount:

Budget Balance:

6. Alternate Option/Costs:

7. Routing: ED Staff ED Chair

8. Staff Recommendation:

Motion: SM GS CC KK WD KLK CL

Second: SM GS CC KK WD KLK CL

For: SM GS CC KK WD KLK CL

Against: SM GS CC KK WD KLK CL

Abstained: SM GS CC KK WD KLK CL

BASTROP ECONOMIC DEVELOPMENT CORPORATION
BOARD OF DIRECTORS
Minutes of Monthly Meeting, June 15, 2015
Bastrop City Hall, 1311 Chestnut Street, Bastrop, Texas

The Bastrop Economic Development Corporation (BEDC) met on Monday, June 15, 2015, at 6:30 p.m. at Bastrop City Hall, 1311 Chestnut Street, for the Regular Monthly Meeting.

Board members present were: Steve Mills, Gary Schiff, Cam Chavez, Kristi Koch, Carlos Liriano, Willie DeLaRosa, Mayor Ken Kesselus, and Mike Talbot (ex-officio).

Staff members present: Shawn Kirkpatrick, Angela Ryan, Jean Riemenschneider, and JC Brown, BEDC Attorney.

1. **CALL TO ORDER** – BEDC Board Chair Steve Mills called the Board Meeting to order at 6:31 p.m.
2. **PUBLIC COMMENT(S)** – None.
3. **PRESENTATION(S)** – None.
4. **ANNOUNCEMENT(S)** – Mr. Mills welcomed new Board members Cam Chavez and Kristi Koch.
5. **UPDATE(S)/REPORT(S)** from Executive Director, City of Bastrop, and Community Partners (includes items for update, discussion, and possible action). Mr. Kirkpatrick went over his updates included in the Board packets.
 - A. 1. Update on the Bastrop EDC Business Park
 - a) Project status update
 - b) Update on master plan for the BEDC Business Park
 - c) Update on Land Use Study
 2. Update on Housing and Multi-family Studies
 3. Update on BEDC office repairs
 - B. Update from the City of Bastrop – Mr. Talbot gave an update on City Projects.
 1. City Manager's update
 - a) Water development update
 - b) Comprehensive Plan
 2. City of Bastrop Update on Construction Projects
 3. Update on approval of BEDC's 8th Amended Bylaws
 - C. Update(s) from Community Partners
 1. Bastrop Main Street Program – Mrs. Head presented her update on the Main Street Program to the Board.

6. MEETING MINUTES

6.1 Approval of meeting minutes of the Regular Board Meeting of May 18, 2015. Mr. Schiff made the motion to approve the minutes as submitted, Mr. DeLaRosa seconded, and the motion passed.

7. FINANCIAL REPORT(S)

7.1 Consideration, discussion and possible action on acceptance of the Bastrop Economic Development Corporation's financial summary report for period ending May 31, 2015. Mr. Kirkpatrick went over the financial summary in the Board packets and answered any questions from the Board. Mr. DeLaRosa made the motion to accept the financial summary report as submitted, Mr. Schiff seconded, and the motion passed.

8. ACTIONS ITEMS

8.1 Consideration, discussion and possible action on election of 2015/2016 BEDC Officers: Chair, Vice-Chair, Secretary/Treasurer, and Assistant Secretary and Assistant Treasurer. Mr. Liriano made the motion for Steve Mills to be re-elected as Board Chair, Mr. DeLaRosa seconded, and the motion passed. Mr. DeLaRosa made the motion to elect Carlos Liriano as Vice-Chair, Ms. Koch seconded, and the motion passed. Mr. DeLaRosa made the motion to elect Gary Schiff as Secretary/Treasurer, Mr. Liriano seconded, and the motion passed. Angela Ryan was appointed Assistant Secretary and Shawn Kirkpatrick was appointed Assistant Treasurer.

8.2 Consideration, discussion, and possible action on 2015/2016 BEDC regular meeting times and locations and 2015/2016 BEDC Board training, budget workshop(s) and special meeting(s). Mayor Kesselus made the motion for the Board to continue to hold regular Board meetings in the City Council Chambers at 6:30 p.m. on the third Monday of each month, except for January and February due to holidays, in which case the meetings will be held on the fourth Monday. Ms. Koch seconded, and the motion passed. Mr. Kirkpatrick asked the Board for dates they would be available to have a budget workshop. They decided to have a workshop on June 24 at 6:00 p.m.

8.3 Consideration, discussion, and possible action regarding Bastrop Business & Industrial Park development, infrastructure, and 2015/2016 debt issuance. The Board discussed the options for expanding the infrastructure in the Business Park, the associated costs of each, the amount of bond debt required to complete the project, and the effect it would have on BEDC's fund balance. The Board requested to see additional information. No action was taken.

8.4 Consideration, discussion, and possible action regarding BEDC offices (e.g., water damage, repair, relocation, potential identification/lease of temporary space, etc.). Mr. Schiff made the motion to authorize Mr. Kirkpatrick, Ms. Brown, and Mr. Mills to negotiate and execute the lease for the new BEDC office space at the Bastrop Wellness Center, 301 Hwy. 71 West, Suite 214. Mr. Liriano seconded, and the motion passed, with Mr. DeLaRosa opposed.

8.5 Consideration, discussion, and possible action on a request by Dr. Frederic Taylor, owner of Taylor Family Chiropractic, for preliminary approval of a façade grant in the amount of \$2,950, for renovations to the building at 909 Main Street, with a total project cost estimate of \$5,900. Mr. DeLaRosa made the motion to approve the preliminary façade grant in the amount of \$2,950 with the stipulation that this would be the last grant approved for the current budget year. Mr. Chavez seconded, and the motion passed.

9. WORKSHOP SESSION – The Board did not have a workshop session.

10. EXECUTIVE SESSION

10.1 At 9:45 p.m., Mr. Mills convened the Bastrop Economic Development Corporation Board of Directors into a closed/executive session pursuant to the Texas Government Code, Chapter 551, to discuss the following:

- (1) **Section 551.071(1)(A) and Section 551.071(2)** – Consultations with Attorney: (1) threatened and/or contemplated litigation, and (2) matters upon which the Attorney has a duty and/or responsibility to report to the governmental body.
- (2) **Section 551.072** – Deliberation about real property: including, but not limited to, 'Project Blue Star,' and/or potential sales, acquisitions, exchanges, leases, dispositions or values of real property.
- (3) **Section 551.087** – Deliberation regarding economic development negotiations: 'Project Blue Star'.

10.2 The Bastrop Economic Development Corporation Board of Directors reconvened from Executive Session at 9:56 p.m.

Mr. Chavez made the motion to authorize Board Chair Steve Mills to execute the performance agreement with Elliott Electric Supply (aka Project Blue Star) for Lot 3A in the Bastrop Business Park. Mr. DeLaRosa seconded, and the motion passed.

11. BOARD INPUT ON FUTURE AGENDAS

Inviting input from the Board of Directors related to issues for possible inclusion on future agendas, related to (but not limited to) issues such as BEDC projects, property, economic development prospects, community events, and BEDC business. There were no suggestions.

12. ADJOURNMENT – Gary Schiff made the motion to adjourn and Willie DeLaRosa seconded. The BEDC Board of Directors adjourned the meeting at 9:58 p.m.

DRAFT

BASTROP ECONOMIC DEVELOPMENT CORPORATION
BOARD OF DIRECTORS
Minutes of Special Meeting, June 24, 2015
Bastrop City Hall, 1311 Chestnut Street, Bastrop, Texas

The Bastrop Economic Development Corporation (BEDC) met on Wednesday, June 24, 2015, at 6:00 p.m. at Bastrop City Hall for a Special Meeting.

Board members present were: Gary Schiff, Mayor Ken Kesselus, Cam Chavez, and Kristi Koch. (Ex-officio Mike Talbot arrived at 9:00 p.m.) Board members Steve Mills, Carlos Liriano, and Willie DeLaRosa were absent.

Staff members present: Shawn Kirkpatrick, Angela Ryan and Jean Riemenschneider

1. CALL TO ORDER – Gary Schiff, Secretary/Treasurer of the BEDC Board of Directors, called the Special Meeting to order at 6:10 p.m.

2. WORKSHOP SESSION – At 6:11 p.m., the Bastrop Economic Development Corporation convened into a Workshop Session to discuss:

2.1 2015/2016 Budget – A review and discussion regarding Fiscal Year 2015/2016 Budget for the Bastrop Economic Development Corporation, the Bastrop Economic Development Corporation's Strategic Plan, and FY2015/2016 program/scope of work.

Mr. Kirkpatrick presented his proposed Scope of Work for the BEDC and spoke about each item: Primary Job Creation and Expansion, Business and Industrial Park, Business Retention and Expansion, Entrepreneurial and Small Business Development, Education and Workforce Development, Affordable Housing, Retail Development, Downtown Redevelopment, Main Street Program, Community Development, and Marketing.

Mr. Kirkpatrick reviewed BEDC's current Strategic Plan with the Board, which included Education and Workforce Development, Business Climate, Infrastructure, Quality of Life, Marketing, and Target Markets/Niche Sectors. The Board members gave their input as to changes they would like to see made to the Strategic Plan.

Mr. Kirkpatrick provided an overview of the draft FY15/16 proposed budget.

2.2 The Bastrop Economic Development Corporation adjourned the Workshop Session and reconvened into the regular session at 9:17 p.m. to take any necessary action(s) pertaining to the workshop items. There was no action taken.

3. BOARD INPUT ON FUTURE AGENDAS

3.1 Inviting input from the Board of Directors related to issues for possible inclusion on future agendas, related to (but not limited to) issues such as BEDC projects, property, economic development prospects, community events, and BEDC business.

4. EXECUTIVE SESSION

4.1 At 9:18 p.m., Mr. Schiff convened the Bastrop Economic Development Corporation Board of Directors into a closed/executive session pursuant to the Texas Government Code, Chapter 551, to discuss the following:

- (1) **Section 551.071(1)(A) and Section 551.071(2)** – Consultations with Attorney: (1) threatened and/or contemplated litigation, and (2) matters upon which the Attorney has a duty and/or responsibility to report to the governmental body.

- (2) **Section 551.072** – Deliberation about real property: potential sales, acquisitions, exchanges, leases, dispositions or values of real property.
- (3) **Section 551.074** – Personnel Matters.

4.2 The Bastrop Economic Development Corporation Board of Directors reconvened from Executive Session at 10:01 p.m. There was no action taken.

5. ADJOURNMENT

Cam Chavez made the motion to adjourn and Mayor Kesselus seconded. The Special Board Meeting was adjourned at 10:02 p.m.

DRAFT

**BASTROP ECONOMIC DEVELOPMENT CORPORATION
BOARD OF DIRECTORS
Minutes of Special Meeting, July 8, 2015
Bastrop City Hall, 1311 Chestnut Street, Bastrop, Texas**

The Bastrop Economic Development Corporation (BEDC) met on Wednesday, July 8, 2015, at 6:00 p.m. at Bastrop City Hall for a Special Meeting.

Board members present were: Gary Schiff, Mayor Ken Kesselus, Cam Chavez, and Kristi Koch. Board members Steve Mills, Carlos Liriano, Willie DeLaRosa and Mike Talbot (ex-officio) were absent.

Staff members present: Shawn Kirkpatrick and Jean Riemenschneider

1. **CALL TO ORDER** – Gary Schiff, Secretary/Treasurer of the BEDC Board of Directors, called the Special Meeting to order at 6:04 p.m.
2. Consideration, discussion and possible action on the appointment of a BEDC Board member as the representative to serve on the Steering Committee for the City of Bastrop's Comprehensive Plan. Mayor Kesselus made the motion that Kristi Koch be appointed as the BEDC Board's representative to the City of Bastrop's Comprehensive Plan Steering Committee, with Steve Mills as the alternate. Mr. Chavez seconded, and the motion passed.

3. ADJOURNMENT

Mayor Kesselus made the motion to adjourn and Mr. Chavez seconded. The Special Board Meeting was adjourned at 6:09 p.m.

BASTROP ECONOMIC DEVELOPMENT CORPORATION
BOARD OF DIRECTORS
Minutes of Monthly Meeting, July 20, 2015
Bastrop City Hall, 1311 Chestnut Street, Bastrop, Texas

The Bastrop Economic Development Corporation (BEDC) met on Monday, July 20, 2015, at 6:30 p.m. at Bastrop City Hall, 1311 Chestnut Street, for the Regular Monthly Meeting.

Board members present were: Steve Mills, Gary Schiff, Cam Chavez, Kristi Koch, Carlos Liriano, and Mayor Ken Kesselus. Board Member Willie DeLaRosa and Mike Talbot (ex-officio) were absent.

Staff members present: Shawn Kirkpatrick, Angela Ryan, Jean Riemenschneider, and JC Brown, BEDC Attorney.

1. **CALL TO ORDER** – BEDC Board Chair Steve Mills called the Board Meeting to order at 6:31 p.m.
2. **PUBLIC COMMENT(S)** – None.
3. **PRESENTATION(S)** – Mr. Kirkpatrick presented Pat Crawford and Dr. Neil Gurwitz each with an award for their years of service to the BEDC. Gary Gutierrez was not present to receive his.
4. **ANNOUNCEMENT(S)** – None.
5. **UPDATE(S)/REPORT(S)** from Executive Director, City of Bastrop, and Community Partners (includes items for update, discussion, and possible action). Mr. Kirkpatrick went over his updates included in the Board packets.
 - A. Update on BEDC Projects and/or Business:
 1. Update on the Bastrop EDC Business Park
 - a) Update on master plan for the BEDC Business Park
 - b) Update on Land Use Study
 2. Project status update
 3. Update on housing and multi-family studies
 4. Update on BEDC office repairs
 5. Update on BEDC Strategic Plan
 - B. Update from the City of Bastrop – Mr. Talbot was not present to submit his report. Mr. Kirkpatrick answered any questions pertaining to the City Manager's updates.
 1. City Manager's update
 - a) Water development update
 - b) Comprehensive Plan update
 - c) Main Street Improvement Project update
 2. City of Bastrop Update on Construction Projects
 - C. Update(s) from Community Partners
 1. Bastrop Main Street Program – Mrs. Head presented her update on the Main Street Program to the Board.

6. FINANCIAL REPORT(S)

6.1 Consideration, discussion and possible action on acceptance of the Bastrop Economic Development Corporation's financial summary report for period ending June 30, 2015. Mr. Kirkpatrick went over the financial summary in the Board packets and answered any questions from the Board. Mr. Schiff made the motion to accept the financial summary report as submitted, Ms. Koch seconded, and the motion passed.

7. ACTIONS ITEMS

7.1 Consideration, discussion and possible action on a resolution by the Bastrop Economic Development Corporation authorizing BEDC Board Chair Steve Mills and/or Executive Director Shawn Kirkpatrick to execute all necessary contracts and related documentation necessary to finalize the conveyance of 3.008 acres of land in the Bastrop Business and Industrial Park to Elliott Electric Supply, Inc. Mr. Schiff made the motion to approve the resolution, Mr. Chavez seconded, and the motion passed.

7.2 Consideration, discussion and possible action on adoption of statutory findings related to the Elliott Electric Supply Project, which if adopted will negate the need for a public hearing on same, pursuant to State law. Mr. Chavez read the following statement into the minutes: In consideration of the information presented to the Board by the Staff and the applicant, Elliott Electric Supply, and because the Board finds that the expenditure of funds by the BEDC for the Elliott Electric Supply Project, related to the development of a retail/wholesale electric supply facility in the Bastrop Business and Industrial Park, would: (1) create or retain primary jobs, and (2) has been found by the board of directors of the BEDC to be an industrial merchant wholesaler project, and (3) is therefore, an 'authorized project' pursuant to Section 501.101 of the Local Government Code, I move that the Board approve the expenditure for the Elliott Electric Supply Project, under the authority granted by Section 505.159(b) of the Local Government Code, and direct the staff to move forward immediately to seek Council approval of the Project. Mr. Schiff seconded, and the motion passed.

7.3 Consideration, discussion and possible action on the proposed land use study completed by Bowman Consulting Group for the western 80 acres of the Bastrop Business and Industrial Park. Mr. Kirkpatrick presented the findings of the study and recommended moving forward with the necessary steps to divest the asset. Mr. Schiff made the motion for Staff to move forward with the development of the tract along the lines of the map drawing presented to them, request a schematic layout, and to make a recommendation as to the rezoning of the property at a future Board meeting. Mr. Chavez seconded, and the motion passed.

7.4 Consideration, discussion and possible action on approval of amending the Bastrop Economic Development Corporation's Fiscal Year 2014/2015 budget in the amount of \$231,700 for the costs of: (1) disposition of real property owned by the BEDC, (2) repairs to the BEDC office at 903 Main Street, and (3) an increase in the budgeted amount for the façade/mega grant program. Mr. Schiff made the motion to approve the budget amendment, Mr. Chavez seconded, and the motion passed.

7.5 Consideration, discussion, and possible action on the BEDC's Board of Directors voting procedures. No action taken.

7.6 Consideration, discussion, and possible action regarding: (1) Bastrop Business and Industrial Park masterplan, including development, infrastructure, and 2015/2016 debt issuance, and (2) a "Resolution Expressing Official Intent to Reimburse Certain Expenditures of the Bastrop Economic Development Corporation." Mr. Schiff made the motion to move forward with the bond for use on the infrastructure expansion project in the Business Park, to use the existing funds left over from the last bond, and to pass the reimbursement resolution. Mr. Chavez seconded, and the motion passed, with Ms. Koch opposed.

7.7 Discussion regarding the role of the Bastrop Economic Development Corporation in the City of Bastrop's development of a Destination Marketing Organization and/or Convention and Visitors Bureau. Mr. Schiff presented the concept and suggested the BEDC Staff be engaged in the discussions and report back to the Board if any action is needed. The Board concurred.

8. WORKSHOP SESSION – At 9:27 p.m., the Bastrop Economic Development Corporation convened into a Workshop Session to discuss:

8.1 2015/2016 Budget – A review and discussion regarding Fiscal Year 2015/2016 Budget for the Bastrop Economic Development Corporation, including the FY15/16 BEDC budget, the BEDC's Strategic Plan and

FY2015/2016 program/scope of work, and consideration and discussion on a request by the Bastrop County Historical Society for a contribution by the BEDC to their campaign to complete the exhibits in the Bastrop County Museum.

8.2 At 11:09, the Bastrop Economic Development Corporation adjourned the Workshop Session and reconvened into the regular session to take any necessary action(s) pertaining to the workshop items. No action was taken.

9. EXECUTIVE SESSION

9.1 At 11:10 p.m., Mr. Mills convened the Bastrop Economic Development Corporation Board of Directors into a closed/executive session pursuant to the Texas Government Code, Chapter 551, to discuss the following:

- (1) **Section 551.071(1)(A) and Section 551.071(2)** – Consultations with Attorney: (1) threatened and/or contemplated litigation, and (2) matters upon which the Attorney has a duty and/or responsibility to report to the governmental body.
- (2) **Section 551.072** – Deliberation about real property: including, but not limited to, potential sales, acquisitions, exchanges, leases, dispositions or values of real property.
- (3) **Section 551.087** – Deliberation regarding economic development negotiations.

9.2 The Bastrop Economic Development Corporation Board of Directors reconvened from Executive Session at 11:12 p.m. There was no action taken.

10. BOARD INPUT ON FUTURE AGENDAS

Inviting input from the Board of Directors related to issues for possible inclusion on future agendas, related to (but not limited to) issues such as BEDC projects, property, economic development prospects, community events, and BEDC business. There were no suggestions.

11. **ADJOURNMENT** – Gary Schiff made the motion to adjourn and Cam Chavez seconded. The BEDC Board of Directors adjourned the meeting at 11:13 p.m.

BASTROP ECONOMIC DEVELOPMENT CORPORATION
BOARD OF DIRECTORS
Minutes of Special Meeting, August 5, 2015
Bastrop EDC Office, 301 Hwy 71 W., Suite 214, Bastrop, Texas

The Bastrop Economic Development Corporation (BEDC) met on Wednesday, August 5, 2015, at 6:00 p.m. in the BEDC Office at 301 Hwy 71 W, Suite 214, for a Special Meeting.

Board members present were: Steve Mills, Gary Schiff, Cam Chavez, Kristi Koch, Carlos Liriano, and Mayor Ken Kesselus. Board Member Willie DeLaRosa and Mike Talbot (ex-officio) were absent.

Staff members present: Shawn Kirkpatrick, Angela Ryan, Jean Riemenschneider, and JC Brown, BEDC Attorney.

1. CALL TO ORDER – BEDC Board Chair Steve Mills called the Special Meeting to order at 6:02 p.m.

2. TRAINING SESSION

2.1 Lorie Vincent, Executive Director of Team Texas, made a presentation to the Board about economic development in Texas and Team Texas.

2.2 Discussion about upcoming training opportunities for BEDC Board members. Mr. Kirkpatrick went over the training memo he handed out to the Board.

3. WORKSHOP SESSION – At 7:47 p.m., the Bastrop Economic Development Corporation convened into a Workshop Session to discuss:

3.1 2015/2016 Budget – A review and discussion regarding Fiscal Year 2015/2016 Budget for the Bastrop Economic Development Corporation, the Bastrop Economic Development Corporation's Strategic Plan, and FY2015/2016 program/scope of work.

3.2 At 9:52 p.m., the Bastrop Economic Development Corporation adjourned the Workshop Session and reconvened into the regular session to take any necessary action(s) pertaining to the workshop items. The following actions were taken:

3.2.1 Mr. Liriano made the motion to hire a part-time administrative employee as soon as possible. Mr. Chavez seconded, and the motion passed with all in favor.

3.2.2 Mr. Chavez made the motion to hire Jean Riemenschneider full-time effective October 1, based on next year's budget. Mrs. Koch seconded, and the motion passed with all in favor.

3.2.3 Mr. Schiff made the motion that the funds for the part-time administrative employee be taken from the contingency line item for the current fiscal year. Mr. Chavez seconded, and the motion passed with all in favor.

3.3 At 9:55 p.m., the Bastrop Economic Development Corporation convened back into Workshop Session to further discuss the FY2015/2016.

3.4 At 10:22 p.m., the Bastrop Economic Development Corporation adjourned the Workshop Session and reconvened into the regular session to take any necessary action(s) pertaining to the workshop items. There was no additional action taken.

4. BOARD INPUT ON FUTURE AGENDAS

4.1 Inviting input from the Board of Directors related to issues for possible inclusion on future agendas, related to (but not limited to) issues such as BEDC projects, property, economic development prospects, community events, and BEDC business. No suggestions.

5. ADJOURNMENT – Gary Schiff made the motion to adjourn and Mayor Kesselus seconded. The BEDC Board of Directors adjourned the meeting at 10:24 p.m.

DRAFT



AGENDA ITEM 7.1

BASTROP ECONOMIC DEVELOPMENT CORPORATION

STANDARDIZED AGENDA RECOMMENDATION FORM

DATE SUBMITTED: August 13, 2015

MEETING DATE: August 17, 2015

1. Agenda Item:

Consideration, discussion and possible action on acceptance of the Bastrop Economic Development Corporation’s financial summary report for period ending July 31, 2015.

2. Party Making Request: Shawn Kirkpatrick, Executive Director

3. Nature of Request: (Brief Overview) Attachments: Yes No

Attached for the Board’s review and consideration is the BEDC financial summary report for the period ending July 31, 2015.

4. Policy Implication:

5. Budgeted: Yes No N/A

Bid Amount:
Over/(Under) Budget:

Budgeted Amount:
Budget Balance:

6. Alternate Option/Costs:

7. Routing: ED Staff ED Chair

8. Staff Recommendation:

Motion: SM GS CC KK WD KLK CL
Second: SM GS CC KK WD KLK CL

For: SM GS CC KK WD KLK CL
Against: SM GS CC KK WD KLK CL
Abstained: SM GS CC KK WD KLK CL

Bastrop Economic Development Corporation

Financial Summary For Period Ending July 31, 2015

Bastrop Economic Development Corporation
 Summary of Revenues and Expenditures
 As of July 31, 2015

Fiscal year 2015 is 10 month or 83% complete as of July 31, 2015. These reports provide an unaudited and preliminary snapshot of the BEDC financial information.

- ☐ Revenues reflect 91% collected or \$1,623,394. Revenues during this same time period last year reflected \$1,811,364. Additional analysis concerning revenues are on the next two pages.
- ☐ Expenses for the BEDC reflect 71% spent or \$1,441,621. Expenses during this same time period last year reflected \$1,089,576. Additional analysis concerning the expenses, year to year comparisons, and capital outlay is located within this report.

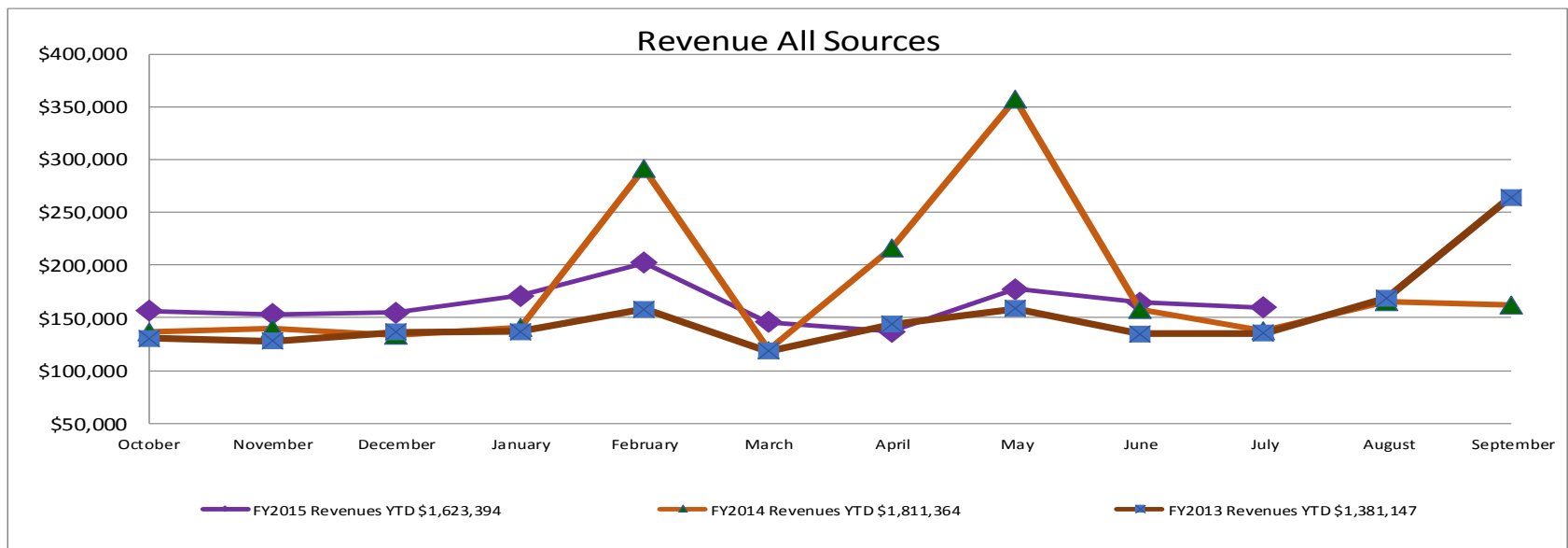
Revenues

Expenditures

FY 2015 Budget	FY 2015 Actual	% of FY2015 Budget	FY 2015 Budget	FY 2015 Actual	% of FY2015 Budget
\$ 1,790,650	\$ 1,623,394	90.66%	\$ 2,022,350	\$ 1,441,621	71.28%

08/14/2015
 Summary of Revenues and Expenditures
 As of July 31, 2015

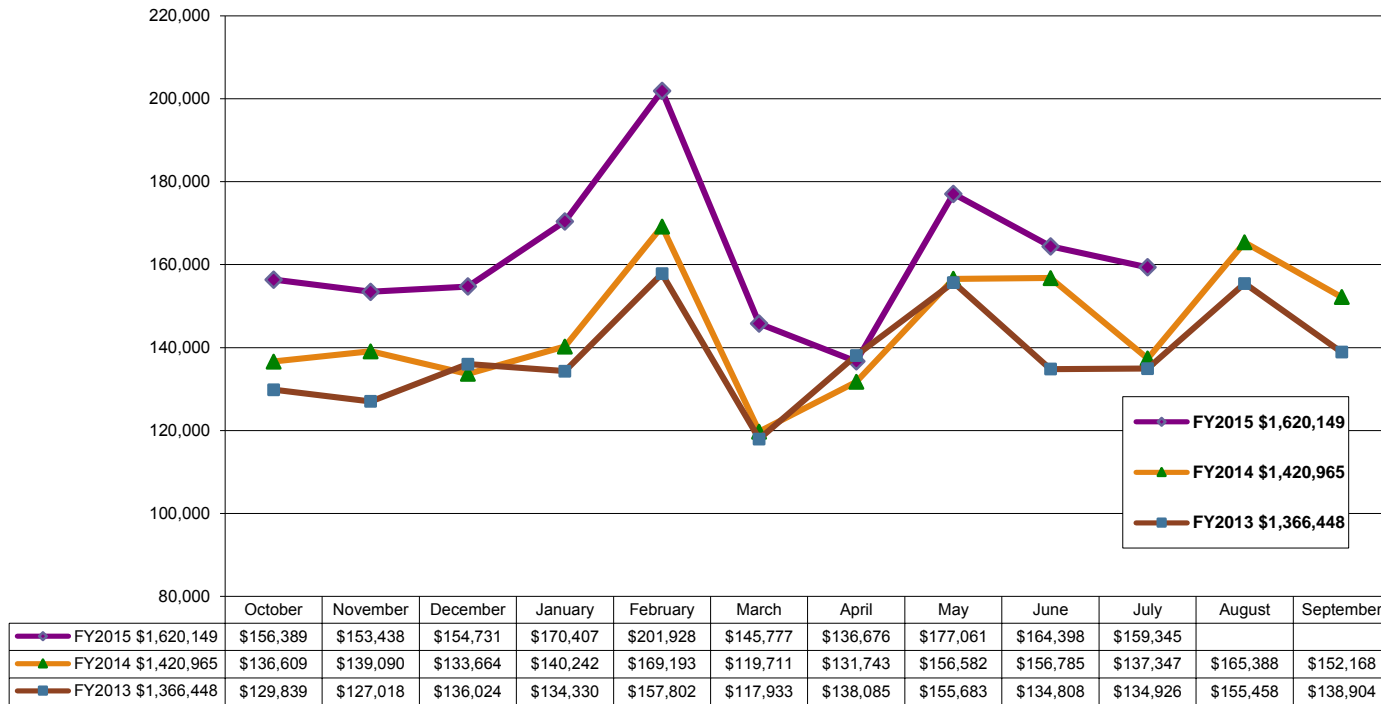
- REVENUE: Sales Tax receipts represent 96% of the total budgeted revenue for the BEDC. As such, the line graph will be a good performance indicator as a comparison of sales tax receipts of the two previous fiscal years to the current fiscal year. Due to an audit adjustment that accrues our revenue into the period it was earned, the revenue earned in October and November is an estimate. Other revenue is included within the line graph to include Lease Agreement Income, Interest Income, and Miscellaneous Income.
- The spikes reflected on the graph in FY2014 are tied to specific transactions. These include the reimbursement of expenses from the Combination Tax and Revenue Certificates of Obligation, Series 2013 in February 2014 of \$102,638; and the transfer from Bond Fund proceeds to cover debt service costs in May 2014 of \$200,261. The spike in the graph in September 2013 reflects the sale of land for \$93,475.



Line graph chart reflects monthly revenue incurred for three fiscal years. FY2013 includes October 1, 2012 thru September 30, 2013. FY2014 includes October 1, 2013 thru September 30, 2014. FY2015 reflects revenue received year-to-date for October 1, 2014 thru September 30, 2015. Data provided by City of Bastrop Finance Department records.

Sales Tax Revenue Chart As of July 31, 2015

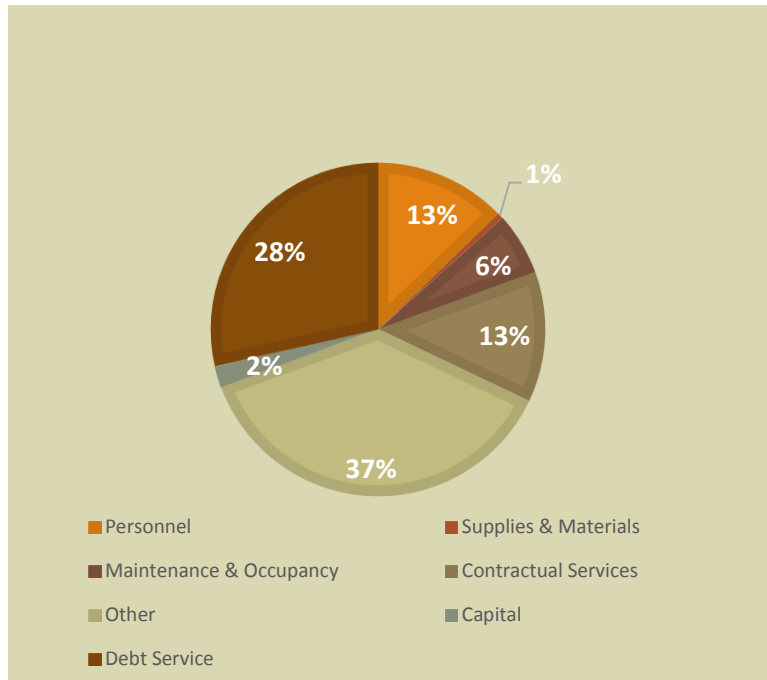
Sales Tax Receipts YTD reflect \$1,620,149 and are greater than the prior year to date Sales Tax Receipts of \$1,420,965.



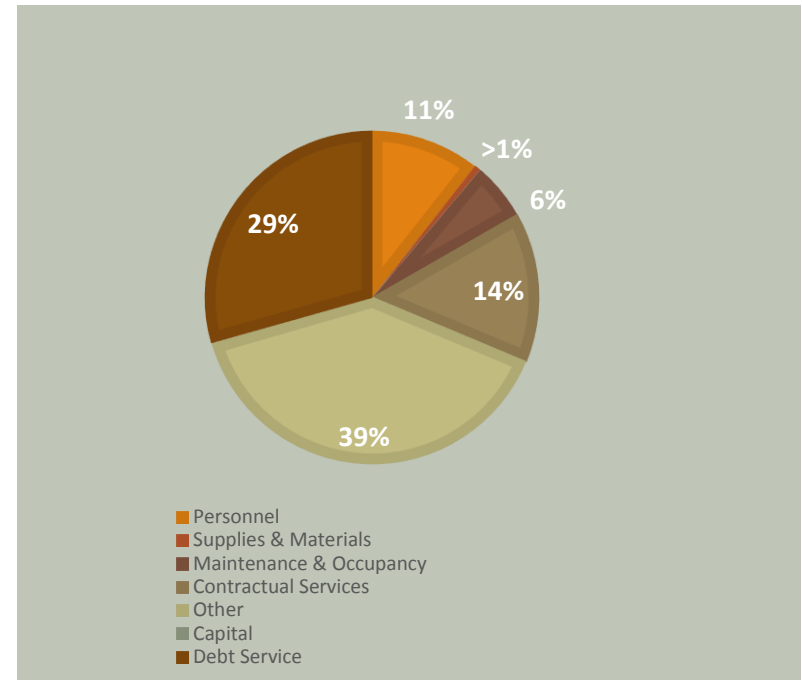
* Date range in chart reflects current data of October 1, 2012 thru September 30, 2015. Data provided by City of Bastrop Finance Department records.

08/14/2015
 Expenditure Charts
 As of July 31, 2015

FY 2015 Budget



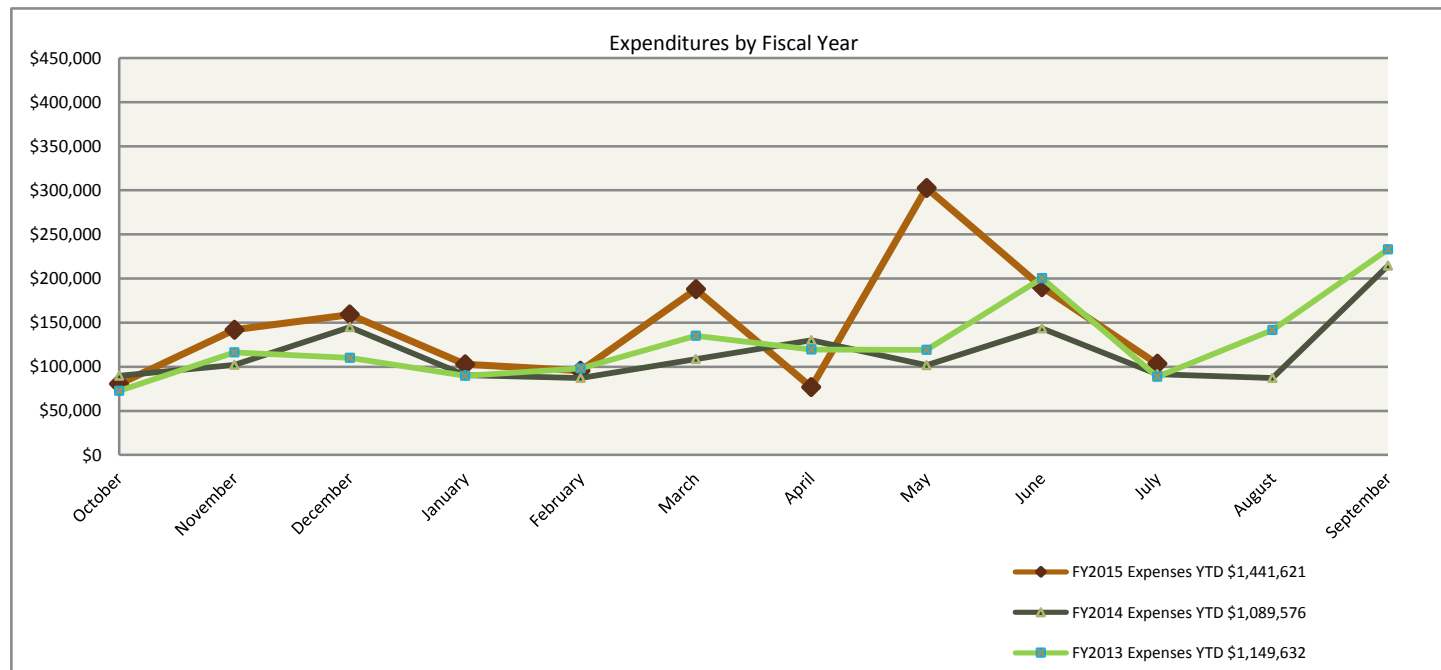
FY2015 Expenses – July



* Pie charts reflect FY2015 adopted budget and fiscal year-to-date expenses as of July 31, 2015. Data provided by City of Bastrop Finance Department records.

Expenditure Comparison Graph As of July 31, 2015

EXPENSES: The line graph makes a comparison of the current fiscal year expenses to the last two fiscal year on a monthly basis. The funds' basic operations or fixed expenses should stay relatively flat or fixed on the line graph. The spike in May 2015 is due to the entry required for the donation of the Arena land to the City.



* Line graph chart reflects monthly expenses incurred for three fiscal years. FY2013 includes October 1, 2012 thru September 30, 2013. FY2014 includes October 1, 2013 thru September 30, 2014. FY2015 reflects year-to-date, October 1, 2014 thru September 30, 2015. Data provided by City of Bastrop Finance Department records.

BASTROP ECONOMIC DEVELOPMENT CORPORATION FUND
FY 2014-2015 BUDGET

Audited Fund Balance 9-30-2014	\$ 2,563,789
 FY 2014-2015	
Budgeted Revenues	<u>\$ 1,790,650</u>
Total FY 2015 Resources	\$ 4,354,439
 Budgeted Expenditures:	 <u>\$ (1,790,650)</u>
 Projected Ending Gross Fund Balance 09-30-2015	 \$ 2,563,789

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

** In order to maintain a 25% or 90 day balance, the ending operating balance cannot be less than \$841,890. The budgeted expenditures for the Bastrop Economic Development Corporation can only increase \$1,721,899 and the total budgeted expenditures may not exceed \$3,512,549. These figures are subject to change depending upon actual Revenues and Expenditures.

BEDC Financial Statements attached

08/14/2015

FINANCIAL STATEMENT

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AS OF: JULY 31ST, 2015

601-BASTROP E.D.C. FUND

REVENUES	AME	PRIOR Y-T-D	CURRENT BUDGET	M-T-D ACTUAL	Y-T-D ACTUAL	BUDGET BALANCE	% OF BUDGET
TAXES & PENALTIES							
00-00-4005 SALES TAX		1,420,965.08	1,715,000.00	159,345.11	1,620,149.42	94,850.58	94.47
TOTAL TAXES & PENALTIES		1,420,965.08	1,715,000.00	159,345.11	1,620,149.42	94,850.58	94.47
CHARGES FOR SERVICES							
00-00-4047 LEASE AGREEMENT		0.00	69,000.00	0.00	0.00	69,000.00	0.00
TOTAL CHARGES FOR SERVICES		0.00	69,000.00	0.00	0.00	69,000.00	0.00
OTHER REVENUE							
TOTAL							
INTEREST INCOME							
00-00-4400 INTEREST INCOME		1,306.48	3,400.00	229.97	1,644.19	1,755.81	48.36
00-00-4401 INTEREST RECEIVED ON NOTES		1,918.42	3,250.00	298.05	1,600.04	1,649.96	49.23
TOTAL INTEREST INCOME		3,224.90	6,650.00	528.02	3,244.23	3,405.77	48.79
MISCELLANEOUS							
00-00-4512 LAND/OTHER SALES		84,275.53	0.00	0.00	0.00	0.00	0.00
TOTAL MISCELLANEOUS		84,275.53	0.00	0.00	0.00	0.00	0.00
TRANSFERS-IN							
00-00-4732 TRANS IN - BOND FUND		302,898.50	0.00	0.00	0.00	0.00	0.00
TOTAL TRANSFERS-IN		302,898.50	0.00	0.00	0.00	0.00	0.00
OTHER SOURCES							
TOTAL							
** TOTAL REVENUE **		1,811,364.01	1,790,650.00	159,873.13	1,623,393.65	167,256.35	90.66

08/14/2015

FINANCIAL STATEMENT

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AS OF: JULY 31ST, 2015

601-BASTROP E.D.C. FUND

EXPENDITURES	AME	PRIOR Y-T-D	CURRENT BUDGET	M-T-D ACTUAL	Y-T-D ACTUAL	BUDGET BALANCE	% OF BUDGET
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NON-DEPARTMENT

=====

00-NON-PROGRAM

=====

TRANSFERS OUT

TOTAL	_____	_____	_____	_____	_____	_____	_____
-------	-------	-------	-------	-------	-------	-------	-------

TOTAL

TOTAL

BEDC ADMINISTRATION

=====

00-NON-PROGRAM

=====

PERSONNEL SERVICES

70-00-5101 BEDC OPERATIONAL SALARIES	121,094.40	145,050.00	12,462.48	111,432.71	33,617.29	76.82
70-00-5114 BEDC PRE-EMPLOYMENT EXPEN	0.00	11,153.00	6,058.25	11,152.72	0.28	100.00
70-00-5116 LONGEVITY	270.00	350.00	0.00	222.00	128.00	63.43
70-00-5150 SOCIAL SECURITY	9,386.92	12,660.00	969.02	8,493.18	4,166.82	67.09
70-00-5151 RETIREMENT	12,119.96	17,490.00	0.00	13,671.63	3,818.37	78.17
70-00-5155 GROUP INSURANCE	27,397.98	11,900.00	0.00	7,604.53	4,295.47	63.90
70-00-5156 WORKER'S COMPENSATION	248.96	550.00	78.62	322.28	227.72	58.60
TOTAL PERSONNEL SERVICES	170,518.22	199,153.00	19,568.37	152,899.05	46,253.95	76.77

SUPPLIES & MATERIALS

70-00-5201 SUPPLIES	2,779.18	4,500.00	455.70	3,408.19	1,091.81	75.74
70-00-5203 POSTAGE	377.42	670.00	1.05	19.67	650.33	2.94
70-00-5206 OFFICE EQUIPMENT	721.95	21,700.00	2,936.03	5,479.60	16,220.40	25.25
TOTAL SUPPLIES & MATERIALS	3,878.55	26,870.00	3,392.78	8,907.46	17,962.54	33.15

MAINTENANCE & REPAIRS

70-00-5301 MAINT OF EQUIPMENT	340.00	1,000.00	145.00	470.00	530.00	47.00
70-00-5331 INDUSTRIAL PARK MAINT EXP	825.00	0.00	0.00	0.00	0.00	0.00
70-00-5345 BUILDING REPAIRS & MAINT.	2,829.00	23,500.00	2,316.07	4,149.04	19,350.96	17.66
TOTAL MAINTENANCE & REPAIRS	3,994.00	24,500.00	2,461.07	4,619.04	19,880.96	18.85

08/14/2015

FINANCIAL STATEMENT

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AS OF: JULY 31ST, 2015

601-BASTROP E.D.C. FUND

EXPENDITURES	AME	PRIOR Y-T-D	CURRENT BUDGET	M-T-D ACTUAL	Y-T-D ACTUAL	BUDGET BALANCE	% OF BUDGET
OCCUPANCY							
70-00-5401	COMMUNICATIONS	4,722.67	5,700.00	67.65	3,658.47	2,041.53	64.18
70-00-5402	OFFICE RENTAL	0.00	9,000.00	3,000.00	3,000.00	6,000.00	33.33
70-00-5403	UTILITIES	2,355.68	3,810.00	0.00	2,118.16	1,691.84	55.59
	TOTAL OCCUPANCY	7,078.35	18,510.00	3,067.65	8,776.63	9,733.37	47.42
CONTRACTUAL SERVICES							
70-00-5505	PROFESSIONAL SERVICES	45,919.32	75,000.00	6,910.00	64,151.68	10,848.32	85.54
70-00-5525	LEGALS	14,716.20	40,000.00	3,117.50	32,421.99	7,578.01	81.05
70-00-5540	PROPERTY INSURANCE	743.88	2,000.00	240.22	960.88	1,039.12	48.04
70-00-5561	CONTRACTUAL SERVICES	0.00	5,000.00	500.00	4,000.00	1,000.00	80.00
70-00-5573	PARKS/RECREATION SUPPORT	32,916.60	39,500.00	3,291.66	32,916.60	6,583.40	83.33
70-00-5596	MAIN STREET PROG SUPPORT	33,333.30	40,000.00	3,333.33	33,333.30	6,666.70	83.33
70-00-5598	CITY ADMINISTRATIVE SUPPORT	66,666.70	50,000.00	4,166.66	41,666.60	8,333.40	83.33
	TOTAL CONTRACTUAL SERVICES	194,296.00	251,500.00	21,559.37	209,451.05	42,048.95	83.28
OTHER CHARGES							
70-00-5603	MARKETING TRIPS	1,280.23	8,500.00	378.00	2,336.49	6,163.51	27.49
70-00-5604	BUSINESS DEVELOPMENT	8,435.62	7,500.00	435.56	4,578.95	2,921.05	61.05
70-00-5605	TRAVEL & TRAINING	6,270.01	6,500.00	48.35	4,001.21	2,498.79	61.56
70-00-5606	AUTO ALLOWANCE - STAFF	4,845.96	3,001.00	461.54	1,846.16	1,154.84	61.52
70-00-5610	ISSUANCE COST	0.00	6,375.00	0.00	6,372.50	2.50	99.96
70-00-5611	BILLBOARDS	10,120.00	13,000.00	0.00	9,500.00	3,500.00	73.08
70-00-5615	DUES, SUBSCRIPTIONS & PUBLI	7,627.76	8,500.00	(8.21)	7,042.79	1,457.21	82.86
70-00-5631	BONDS FOR BEDC OFFICERS	242.00	680.00	0.00	242.00	438.00	35.59
70-00-5633	LOCAL/MISC ADVERTISING	17,605.03	27,500.00	0.00	18,590.00	8,910.00	67.60
70-00-5634	NATIONAL ADVERTISING	24,411.00	30,000.00	0.00	29,505.00	495.00	98.35
70-00-5638	SPL PROJECTS-DOWNTOWN GRANT	10,946.41	83,700.00	0.00	4,080.79	79,619.21	4.88
70-00-5644	380 AGREEMENT REIMBURSEMENT	169,849.82	320,000.00	0.00	212,342.49	107,657.51	66.36
70-00-5645	WATER RIGHTS PROP FUNDING	0.00	60,000.00	0.00	0.00	60,000.00	0.00
70-00-5646	SPECIAL PROJ/INCENTIVES	397.42	73,646.00	0.00	73,646.00	0.00	100.00
70-00-5648	SPL PROJECTS - BUS OUTREACH	4,780.40	8,000.00	0.00	7,204.35	795.65	90.05
70-00-5655	EQUIPMENT RENTAL	1.29	150.00	0.00	1.53	148.47	1.02
70-00-5689	OPPORTUNITY AUSTIN	0.00	10,000.00	0.00	0.00	10,000.00	0.00
70-00-5700	TARGETED MARKETING	6,588.97	14,500.00	140.97	1,225.97	13,274.03	8.45
	TOTAL OTHER CHARGES	273,401.92	681,552.00	1,456.21	382,516.23	299,035.77	56.12
CONTINGENCY							
70-00-5900	CONTINGENCY	0.00	17,057.00	0.00	0.00	17,057.00	0.00
70-00-5999	DONATED ASSETS	0.00	183,000.00	0.00	183,000.00	0.00	100.00
	TOTAL CONTINGENCY	0.00	200,057.00	0.00	183,000.00	17,057.00	91.47

08/14/2015

FINANCIAL STATEMENT

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AS OF: JULY 31ST, 2015

601-BASTROP E.D.C. FUND

EXPENDITURES	AME	PRIOR Y-T-D	CURRENT BUDGET	M-T-D ACTUAL	Y-T-D ACTUAL	BUDGET BALANCE	% OF BUDGET	
CAPITAL OUTLAY								
70-00-6012	OFFICE EQUIPMENT	0.00	8,300.00	0.00	0.00	8,300.00	0.00	
70-00-6030	PARK TRUCK	0.00	20,000.00	0.00	0.00	20,000.00	0.00	
70-00-6060	REAL PROPERTY	0.00	1,175.00	0.00	1,173.21	1.79	99.85	
	TOTAL CAPITAL OUTLAY	0.00	29,475.00	0.00	1,173.21	28,301.79	3.98	
DEBT SERVICE								
70-00-7133	C OF O SERIES 2013 PRINCIPL	0.00	41,140.00	3,428.33	34,283.30	6,856.70	83.33	
70-00-7134	C OF O SERIES 2013 INTEREST	61,250.00	102,161.00	8,513.42	85,134.20	17,026.80	83.33	
70-00-7137	C OF O SERIES 2010 PRINCIPA	32,391.70	41,640.00	3,470.00	34,700.00	6,940.00	83.33	
70-00-7138	C OF O SERIES 2010 INTEREST	30,266.70	34,952.00	2,912.67	29,126.70	5,825.30	83.33	
70-00-7152	GO REFUNDING SER 2014 INT	0.00	4,446.00	3,162.65	4,445.28	0.72	99.98	
70-00-7501	C OF O SERIES 2008A PRINCIP	16,200.00	20,655.00	1,721.25	17,212.50	3,442.50	83.33	
70-00-7502	C OF O SERIES 2008A, INTERE	16,825.00	14,771.00	983.25	9,832.50	4,938.50	66.57	
	TOTAL DEBT SERVICE	156,933.40	259,765.00	24,191.57	214,734.48	45,030.52	82.66	
TRANSFERS OUT								
	TOTAL							
	TOTAL 00-NON-PROGRAM	810,100.44	1,691,382.00	75,697.02	1,166,077.15	525,304.85	68.94	
ADMINISTRATION								
=====								
CAPITAL OUTLAY								
	TOTAL							
DEBT SERVICE								
70-10-7097	INTEREST EXPENSE ON FNB NO(8.09)	500.00	0.00	153.60	346.40	30.72	
70-10-7603	BOND PRINCIPAL 2006	179,166.70	220,000.00	18,333.33	183,333.30	36,666.70	83.33	
70-10-7604	BOND INTEREST 2006	34,000.00	30,888.00	2,574.00	25,740.00	5,148.00	83.33	
	TOTAL DEBT SERVICE	213,158.61	251,388.00	20,907.33	209,226.90	42,161.10	83.23	
	TOTAL ADMINISTRATION	213,158.61	251,388.00	20,907.33	209,226.90	42,161.10	83.23	
BEDC INDUSTRIAL PARK								
=====								
MAINTENANCE & REPAIRS								
70-71-5301	PARK MAINTENANCE	66,316.60	79,580.00	6,631.66	66,316.60	13,263.40	83.33	
	TOTAL MAINTENANCE & REPAIRS	66,316.60	79,580.00	6,631.66	66,316.60	13,263.40	83.33	
	TOTAL BEDC INDUSTRIAL PARK	66,316.60	79,580.00	6,631.66	66,316.60	13,263.40	83.33	
	TOTAL BEDC ADMINISTRATION	1,089,575.65	2,022,350.00	103,236.01	1,441,620.65	580,729.35	71.28	
***	TOTAL EXPENSES	***	1,089,575.65	2,022,350.00	103,236.01	1,441,620.65	580,729.35	71.28

*** END OF REPORT ***

08/14/2015 BALANCE SHEET

AS OF: JULY 31ST, 2015

601-BASTROP E.D.C. FUND

ACCOUNT# TITLE

ASSETS

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00-00-1010	BEDC OPERATING ACCT	249,738.10	
00-00-1100	TEXPOOL	3,115,320.34	
00-00-1224	ACCT RECEIVABLE-SALES TAX	307,153.11	
00-00-1227	ACCOUNTS RECEIVABLE-OTHER	582.00	
00-00-1272	NOTES RECEIVABLE-GARMENT	91,667.31	
00-00-1274	NOTES RECEIVABLE-GTG-LOAN	29,999.35	
00-00-1275	NOTES RECEIVABLE-GTG-LOAN	28,368.04	
00-00-1276	NOTES RECEIVABLE-GTG-LOAN	682.69	
00-00-1420	EQUIPMENT	6,503.77	
00-00-1440	BUILDING IMPROVEMENTS	49,785.27	
00-00-1460	FIXED ASSETS - BUILDING	921,879.73	
00-00-1470	FIXED ASSETS - LAND	830,844.96	
00-00-1480	FIXED ASSETS - INFRASTRUC	2,253,147.18	
00-00-1490	CONST IN PROGRESS-INFRAST	1,217,391.04	
00-00-1499	ACCUMULATED DEPRECIATION(1,463,812.19)	
00-00-1587	PREPAID EXPENSES	175.00	
00-00-1589	NET PENSION ASSETS-PREPAI	7,677.24	
			7,647,102.94
TOTAL ASSETS			7,647,102.94

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08/14/2015 BALANCE SHEET

AS OF: JULY 31ST, 2015

601-BASTROP E.D.C. FUND

ACCOUNT# TITLE

LIABILITIES & FUND BALANCE

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00-00-2000	ACCOUNTS PAYABLE	6,073.51	
00-00-2001	ACCOUNTS PAYABLE-REGULAR	202,708.75	
00-00-2025	PAYROLL TAX PAYABLE	259.00	
00-00-2027	RETIREMENT PAYABLE	1,580.87	
00-00-2028	OPTIOANL INSURANCE PAYABL	249.62	
00-00-2029	INSURANCE PAYABLE	40.83	
00-00-2080	NOTES PAYABLE-CITY-WTR PR	480,000.00	
00-00-2081	NOTES PAYABLE-CITY-TDC	66,667.32	
00-00-2082	NOTES PAYABLE-1ST NATL B(3,421.69)	
00-00-2101	BONDS PAYABLE CURRENT POR	358,153.13	
00-00-2102	TAX/REV 2006 BOND PAYABLE	450,000.00	
00-00-2105	BONDS PAYABLE-CURRENT YR	210,518.40	
00-00-2125	ACCRUED INTEREST PAYABLE	29,750.43	
00-00-2127	ACCRUED EXPENSES-OTHER	152,246.41	
00-00-2340	DUE TO GENERAL FUND	2.51	
00-00-2346	DUE TO CLEARING FUND (177,248.02)	
00-00-2356	DUE TO OTHER GOVERNMENTS	3,900,365.44	
00-00-2405	ENCUMBRANCE ACCOUNT (268,931.58)	
00-00-2406	RESERVE FOR ENCUMBRANCE	268,931.58	
00-00-2870	COMPENSATED ABSENCES PAYA	8,439.63	
			5,686,386.14
	TOTAL LIABILITIES		5,686,386.14
	SURPLUS (DEFICIT)	262,558.99	
00-00-3000	NET ASSETS	624,699.31	
00-00-3119	DESIGNATED OPERATING	150,000.00	
00-00-3400	CONTRIBUTED CAPITAL	521,695.50	
00-00-3502	RESTRICTED - JAMCO	73,644.00	
00-00-3503	RESTRICTED-GOOD SOUL BREW	9,700.00	
00-00-3504	RESTRICTED-DEBT SERVICE	37,056.00	
00-00-3505	RESTRICTED-COGLAN GRP	10,000.00	
00-00-3700	PRIOR PERIOD ADJ	271,363.00	
	TOTAL EQUITY		1,960,716.80
	TOTAL LIABILITIES & FUND EQUITY		7,647,102.94

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BASTROP ECONOMIC DEVELOPMENT CORPORATION

STANDARDIZED AGENDA RECOMMENDATION FORM

DATE SUBMITTED: August 12, 2015

MEETING DATE: August 17, 2015

1. Agenda Item:

Conduct a PUBLIC HEARING to receive input from the general public on the Bastrop Economic Development Corporation's proposed budget for Fiscal Year 2015/2016.

2. Party Making Request: Shawn Kirkpatrick, Executive Director

3. Nature of Request: (Brief Overview) Attachments: Yes No

A summary of the BEDC proposed budget for FY 2015/2016 is attached. The complete budget is available upon request.

4. Policy Implication:

5. Budgeted: Yes No N/A

Bid Amount:

Over/(Under) Budget:

Budgeted Amount:

Budget Balance:

6. Alternate Option/Costs:

7. Routing: ED Staff ED Chair

8. Staff Recommendation:

Motion: SM GS CC KK WD KLK CL

Second: SM GS CC KK WD KLK CL

For: SM GS CC KK WD KLK CL

Against: SM GS CC KK WD KLK CL

Abstained: SM GS CC KK WD KLK CL

08/14/2015 NOTICE OF PUBLIC HEARING 46
 BASTROP ECONOMIC DEVELOPMENT CORPORATION
 MONDAY, AUGUST 17, 2015 – 6:30 P.M.

NOTICE IS HEREBY GIVEN THAT THE BASTROP ECONOMIC DEVELOPMENT CORPORATION (“BEDC”) ESTABLISHED UNDER ARTICLE 5190.6, SEC 4B, OF THE TEXAS REVISED CIVIL STATUTES, *ET SEQ.*, (NOW LGC CHAPTERS 501 AND 505, *ET SEQ.*) WILL CONDUCT A PUBLIC HEARING ON MONDAY, AUGUST 17, 2015, AT 6:30 PM AT 1311 CHESTNUT STREET, IN THE CITY COUNCIL CHAMBERS, BASTROP, TEXAS 78602 ON THE PROPOSED FY 2015/16 ECONOMIC DEVELOPMENT CORPORATION BUDGET. THIS MEETING IS OPEN TO THE PUBLIC AND ANY MEMBER OF THE PUBLIC MAY COMMENT ACCORDING TO THE PROCEDURES OF THE BASTROP ECONOMIC DEVELOPMENT CORPORATION BOARD OF DIRECTORS. A BUDGET SUMMARY IS INCLUDED BELOW. COPIES OF THE PROPOSED BUDGET ARE AVAILABLE FOR INSPECTION BY THE PUBLIC IN THE BASTROP ECONOMIC DEVELOPMENT OFFICE, 301 HIGHWAY 71 WEST, SUITE 214, DURING REGULAR BUSINESS HOURS BETWEEN THE HOURS OF 8:00 AM TO 5:00 PM MONDAY THROUGH FRIDAY.

BASTROP ECONOMIC DEVELOPMENT CORPORATION
 PROPOSED FY2015/2016 BUDGET

ESTIMATED BEGINNING BALANCE	\$2,671,228.00
REVENUES	
SALES TAX RECEIPTS	\$1,930,000.00
OTHER REVENUE	\$0.00
INTEREST	\$3,000.00
TOTAL REVENUES	\$1,933,000.00
TOTAL FUNDS	\$4,604,228.00
EXPENDITURES	
PERSONNEL	\$282,608.00
OPERATIONS	\$95,630.00
MARKETING & ADVERTISING	\$110,000.00
PROFESSIONAL SERVICES	\$100,050.00
CITY PROJECTS/SUPPORT	\$209,080.00
BEDC PROJECTS/GRANTS	\$517,823.00
DEBT SERVICE	\$547,966.00
CIP—SOUTH TECHNOLOGY DRIVE	\$957,022.00
CONTINGENCY	\$69,843.00
TOTAL EXPENDITURES	\$2,890,022.00
ENDING BALANCE	\$1,714,206.00

I, Angela Ryan, Assistant Director of the Bastrop Economic Development Corporation, do hereby certify that this Notice of Public Hearing was posted on: (1) the bulletin board of the City Hall, 1311 Chestnut Street, Bastrop, Texas, (2) at the office of the BEDC, located at 301 Highway 71 West, Suite 214, Bastrop, Texas, and/or (3) on the website of the BEDC at www.bastropedc.org, at places readily accessible to the general public at all times, at a date and time that preceded the hearing by a minimum of 72 hours. Further, I certify that this Notice was published in the *Bastrop Advertiser* on AUGUST 15, 2015.

Angela Ryan
 Angela Ryan, BEDC Assistant Director

	FY 2016 Draft	FY 2015 Projected	FY 2014 Actual	FY 2013 Actual
Revenue				
Total Revenue	1,933,000.00	1,947,500.00	1,742,254.64	1,666,224.24
601-00-00-4005 Sales Tax	1,930,000.00	1,875,000.00	1,738,521.43	1,660,808.69
601-00-00-4047 Lease Agreement (Cell Tower)	-	69,000.00	-	-
601-00-00-4400 Interest Income	1,500.00	1,750.00	1,462.38	2,782.65
610-00-00-4401 Interest Income On Notes	1,500.00	1,750.00	2,270.83	2,632.90

Expenses				
Total Expenses	2,890,021.16	1,840,061.00	1,408,399.78	1,524,928.77
	149.51%	94.48%	80.84%	91.52%

BEDC Administration				
601-70-00-5114 BEDC Operational Salaries	212,696.00	145,050.00	157,876.89	151,663.69
601-70-00-5114 BEDC Pre-employment Expense	-	11,153.00	-	-
601-70-00-5116 Longevity	500.00	350.00	353.25	198.00
601-70-00-5117 Overtime	-	-	-	-
601-70-00-5150 Social Security	16,000.00	12,660.00	11,342.67	11,508.48
601-70-00-5159 Retirement	21,400.00	17,490.00	15,435.96	14,237.25
601-70-00-5155 Group Insurance (Staff)	24,912.00	11,900.00	32,877.50	24,571.92
601-70-00-5156 Workers Compensation	1,100.00	550.00	248.96	218.89
601-70-00-5544 Unemployment Tax	-	-	-	-
601-70-00-5606 Auto Allowance Staff	6,000.00	3,001.00	5,999.76	5,999.76
Total BEDC Administration	282,608.00	202,154.00	224,134.99	208,397.99
	14.62%	10.38%	12.86%	12.51%

BEDC Operations				
601-70-00-5201 Office Lease/Rent	36,000.00	9,000.00	3,610.40	3,696.58
601-70-00-5201 Supplies (Office)	4,500.00	4,500.00	387.68	55.84
601-70-00-5203 Postage	480.00	250.00	780.95	2,042.02
601-70-00-5206 Office Equipment (Digital Office/Board)	7,500.00	30,000.00	-	3,515.00
601-70-00-5210 Small Equipments & Tools - Parks	-	-	-	-
601-70-00-5301 Maintenance of Equipment	1,000.00	1,000.00	472.00	194.85
601-70-00-5345 Industrial Park Maintenance Expense	5,000.00	-	825.00	8,101.65
601-70-00-5345 Building Repairs & Maintenance	3,600.00	28,500.00	3,329.00	4,309.33
601-70-00-5401 Communications	10,000.00	5,700.00	5,717.43	6,221.51
601-70-00-5403 Utilities	6,000.00	3,810.00	2,917.16	2,891.99
601-70-00-5540 Property Insurance	1,000.00	720.66	743.88	817.63
601-70-00-5615 Dues, Subscriptions, & Publications	9,550.00	8,500.00	10,120.89	7,701.14
601-70-00-5631 Bonds for BEDC Officers & Staff	1,000.00	242.00	242.00	242.00
601-70-00-5689 Opportunity Austin	10,000.00	10,000.00	10,000.00	15,000.00
Total BEDC Operations	95,630.00	102,222.66	39,146.39	54,789.54
	4.95%	5.25%	2.25%	3.29%

		FY 2016 Draft	FY 2015 Projected	FY 2014 Actual	FY 2013 Actual
Marketing & Advertising					
601-70-00-5603	Marketing Trips	9,000.00	8,500.00	1,280.23	4,391.60
601-70-00-5604	Business Development	9,000.00	7,500.00	9,634.48	4,612.38
601-70-00-5605	Travel & Training	9,000.00	6,500.00	6,287.01	4,294.24
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601-70-00-5611	Billboards	13,000.00	13,000.00	11,960.00	13,972.00
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601-70-00-5633	Local/Misc. Advertising & Sponsorship	10,000.00	27,500.00	19,593.81	16,867.60
601-70-00-5634	National Advertising & Marketing	40,000.00	30,000.00	25,640.95	29,229.41
601-70-00-5635	BEDC Newsletter		-	-	168.45
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601-70-00-5700	Targeted Marketing	20,000.00	14,500.00	7,128.12	6,620.77
Total Marketing and & Advertising		110,000.00	107,500.00	81,524.60	80,156.45
		5.69%	5.52%	4.68%	4.81%

Professional Services					
601-70-00-5505	Professional Services	50,000.00	75,000.00	62,068.67	177,337.66
601-07-00-5525	Legal	30,000.00	40,000.00	25,310.60	35,640.76
601-70-00-5530	Engineering	15,000.00	-	-	3,802.50
601-70-00-5561	Contractual Services	5,000.00	5,000.00	-	-
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601-70-10-6602	Technology and Jackson Drive	-	-	-	22,097.50
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601-70-00-5655	Equipment Rental	50.00	1.15	1.72	5.61
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601-70-00-5698	BEDC Grant (Writer) Expense	-	-	-	-
Total Professional Services		100,050.00	120,011.15	87,380.99	238,884.03
		5.18%	6.16%	5.02%	14.34%

City Projects/Support					
601-70-00-5573	Parks/Recreation Support (YMCA Coordinator)	-	39,500.00	39,500.00	39,500.00
601-70-00-5596	Main Street Program Support	40,000.00	40,000.00	40,000.00	40,000.00
601-70-00-5598	City Administrative Support	50,000.00	50,000.00	80,000.00	80,000.00
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601-70-00-XXXX	City of Bastrop Contract for Service	119,080.00			
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601-70-00-6030	Park Truck	-	20,000.00	-	24,052.75
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601-70-71-5301	Park Maintenance	-	79,580.00	79,580.00	79,580.00
Total City Projects/Support		209,080.00	229,080.00	239,080.00	263,132.75
		10.82%	11.76%	13.72%	15.79%

BEDC Projects/Grants					
601-70-00-5638	SPL Projects-Downtown (Mega/Façade) Grants	-	83,700.00	10,946.41	63,144.36
601-70-00-XXXX	SPL Projects Redevelopment Grants	75,000.00			
601-70-00-XXXX	SPL Education and Workforce Development	10,000.00			
601-70-00-XXXX	SPL Entrepreneurial and Small Business	5,000.00			
601-70-00-5644	380 Agreements Reimbursement	320,000.00	320,000.00	231,209.26	191,183.63
601-70-00-5645	Water Rights Prop Funding	60,000.00	60,000.00	-	-
601-70-00-5646	Special Projects/Incentives	47,823.00	73,646.00	15,601.33	58,597.50
601-70-00-5648	SPL Projects - Bus Outreach	-	8,000.00	6,957.77	79.62
<hr/>					
601-70-00-6060	Real Property	-	1,173.21	-	-
Total BEDC Projects		517,823.00	546,519.21	264,714.77	313,005.11
		26.79%	28.06%	15.19%	18.79%

		FY 2016 Draft	FY 2015 Projected	FY 2014 Actual	FY 2013 Actual
Miscellaneous/Contingency					
601-70-00-5699	Miscellaneous	-	-	-	-
601-70-00-5900	Contingency	69,843.00	17,057.00	-	-
601-70-00-5901	Salary Adjustment Plan	-	-	-	-
601-70-00-5999	Donated Assets	-	-	28,280.00	-
601-70-00-6012	Office Equipment	-	-	-	-
Total Miscellaneous/Contingency		69,843.00	17,057.00	28,280.00	-

Infrastructure Projects

601-70-00-6104	Main Street Lighting Improvements	-	-	-	-
601-70-00-6177	Parking Lot - Library/Park	-	-	-	-
601-70-00-6605	West-Gateway-Loop 150/Chestnut	-	-	-	-
601-70-00-6606	East-Gateway-Loop 150/Chestnut	-	-	-	-
601-70-00-6607	Loop 150/Chestnut Improvements	-	-	-	-
601-70-00-6712	Alley B Infrastructure	-	-	-	-
	South Technology Drive Improvements	957,022.00	-	-	-
Total Infrastructure Projects		957,022.00	-	-	-

Debt Service

601-70-00-5610	(Debt) Issuance Cost	-	6,372.50	-	-
601-70-00-7002	Interest Expense	-	-	-	494.27
	C of O Series 2015 principal	0%	-	-	-
	C of O Series 2015 Interest	2037	-	-	-
601-70-00-7133	C of O Series 2013 principal	24.20%	76,230.00	41,140.00	-
601-70-00-7134	C of O Series 2013 Interest	2033	100,926.10	100,926.10	73,499.00
601-70-00-7137	C of O Series 2010 principal	13.88%	42,334.00	42,334.00	38,864.00
601-70-00-7138	C of O Series 2010 Interest	2029	33,494.38	33,494.38	36,311.99
601-70-00-7151	GO Refunding Series 2014 principal	7.94%	-	-	-
601-70-00-7152	GO Refunding Series 2014 Interest	2031	6,705.33	4,446.00	-
601-70-00-7501	C of O Series 2008A principal	12.15%	21,262.50	20,655.00	19,440.00
601-70-00-7502	C of O Series 2008A Interest	2028	10,766.84	14,771.00	20,188.16
601-70-10-7097	Interest Expense on FNB Notes	Note Call?	500.00	500.00	36.39
601-70-10-7135	Bond Principal 2008A		-	-	-
601-70-10-7136	Bond Interest 2008A		-	-	-
601-70-10-7601	Bond Principal Rev 1996		-	-	-
601-70-10-7602	Bond Interest Rev 1996		-	-	-
601-70-10-7603	Bond Principal 2006	Note Call FY 17	235,000.00	220,000.00	215,000.00
601-70-10-7604	Bond Interest 2006	(15,214.00)	20,746.00	30,888.00	40,798.50
601-70-10-7999	Fiscal Agent Fees		-	-	-
Debt Service Total			547,965.16	515,526.98	444,138.04
			28.35%	26.47%	25.49%
					22.00%

AGENDA ITEM 9.1

BASTROP ECONOMIC DEVELOPMENT CORPORATION

STANDARDIZED AGENDA RECOMMENDATION FORM

DATE SUBMITTED: August 14, 2015

MEETING DATE: August 17, 2015

1. Agenda Item:

Consideration, discussion and possible action on a request by Laurie Schneider, owner of the Best Lil' Hair House, for final approval of a façade grant in the amount of \$5,000, for renovations to the building at 1005 Chestnut Street, with a total project cost estimate of \$12,000.

2. Party Making Request: Kayli Head, Main Street Program Director

3. Nature of Request: (Brief Overview) Attachments: Yes No

Laurie Schneider, owner of the business and building at 1005 Chestnut Street (Best Lil' Hair House), is requesting a Façade Grant to paint the full exterior of the building, repair rotted wood around the windows, replace the porch railing in a more appropriate style for the house, repair eaves, and add awnings on front windows. Preliminary project approval was received at the April BEDC Board meeting. The full application is attached.

4. Policy Implication:

5. Budgeted: Yes No N/A

Bid Amount:

Over/(Under) Budget:

Budgeted Amount:

Budget Balance:

6. Alternate Option/Costs:

7. Routing: ED Staff ED Chair

8. Staff Recommendation:

Motion: SM GS CC KK WD KLK CL

Second: SM GS CC KK WD KLK CL

For: SM GS CC KK WD KLK CL

Against: SM GS CC KK WD KLK CL

Abstained: SM GS CC KK WD KLK CL

**BASTROP ECONOMIC DEVELOPMENT CORPORATION/MAIN STREET
REVITALIZATION GRANT PROGRAM**

GRANT APPLICATION



APPLICANT [OWNER(S)/REPRESENTATIVE] (Note: If Applicant is not the building or property owner(s), the building and property owner(s) must sign the Application or submit a notarized 'letter of authorization' with this Application). If the property/building is owned by more than one individual or entity, then all co-owners must personally sign the Application.

Name James Schneider

Address 109 ElCamino River Rd City Bastrop State TX Zip 78602

Telephone (Work) 512-321-6694 (Home/Cell) 512-321-8321

PROJECT/BUILDING OR PROPERTY

Project/Building Name _____

Project/Building Address (including legal description) _____

Project/Building Owner James + Laurie Schneider

Address 109 El Camino River Rd Bastrop TX 78602

Building Age 105 yrs Date of Original Construction 1910

Architect/Builder (if known) unknown

Brief History of Building (Bastrop County Historical Museum and/or Library and/or County Courthouse are resources) R.J. Greisenbeck House (c. 1910)

Is this property a City of Bastrop Significant Landmark? () No () Yes
Date established as a Significant Landmark _____, 20__

Is this property a City of Bastrop Historic Landmark? () No () Yes
Date established as a Historic Landmark _____, 20__

Note: If the structure involved is designated by the City as a Historic Landmark, then Applicant must also make Application for a Certificate of Appropriateness with the City of

08/14/2015

52

Bastrop, so that the Project may be reviewed and approved by the City of Bastrop's Historic Landmark Commission.

Is this property on the National Register of Historic Places or a Recorded Texas Historic Landmark? () No (x) Yes-Explain which National Historic Places

DESCRIPTION OF PROJECT/WORK PROPOSED

Exterior replace Rotted wood as needed (minimal)

Interior N/A

Windows Repair solar screens

Roof Power Wash

Façade (Storefront/Doors) Paint front door, replace front porch banister

Painting Paint entire exterior of building

Awning Place awnings on front Bay windows and two windows on west side of building

Other _____

Total Estimate \$ _____

Qualified Bids and/or cost estimates must be obtained and submitted with Application in order to substantiate cost of improvement(s)

Requested Grant amount:

Façade Grant (up to \$5,000 matching, as 50%/50%) () \$ _____

Mega- Grant (up to \$25,000 as 25%/75%) () \$ _____

Project Architect/Designer _____ Phone: _____

Project Contractor/Coordinator James Schneider Phone: 512 321 8321

Are you planning to apply for a Tax Credit for rehabilitation of historic structures? () Yes (x) No

CRITICAL TIMING AND COMPLETION REQUIREMENTS:

1. Construction must not have begun on any part of the proposed grant related Project prior to submission of the BEDC Pre-Application form.
2. For Façade Grant Projects - Construction on Façade Grant improvements must begin within 60 days of Project Application Approval. To be eligible for reimbursement through the Grant Program, Façade Grant Projects must be completed on or before 6 months after Final Approval by BEDC.
3. For Mega-Grant Projects – Construction on Mega-Grant improvements must begin within 6 months of Project Application Approval. To be eligible for reimbursement through the Grant Program, Mega-Grants Projects must be completed within 18 months from Final Approval by BEDC.
4. A one-time 6 month extension to these deadlines may be considered by BEDC, upon written request and acceptable documentation force majeure type justification for the delay of initiation of work or completion.

If the above deadlines are not met, or extensions are not approved by the BEDC Board, the funding for the Project will be denied.

.....

When do you expect to begin Project work? April 25, 2015

[Note: Work may begin after Pre-Application submission and before Final Approval of the Board; however, Applicants undertake this work at their sole risk, acknowledging that BEDC may – at its sole discretion – ultimately determine not to fund the Project.]

What is the anticipated completion date? May 31, 2015

.....

OWNER'S/APPLICANT'S AGREEMENT:

I have met with the Bastrop Main Street Program Manager and I acknowledge that I have received, reviewed and fully understand the criteria, standards, rules and procedures established by the BEDC and the Main Street Program pertaining to the Project Grant Program and, further, that my request to be considered for Grant funds and agreement to abide by the Mains Street Program/BEDC criteria, standards, rules and procedures is binding and contractual in nature, in the event that the proposed Project is funded by the BEDC.

I understand that, if I am awarded a Façade Grant or a Mega-Grant by the BEDC, any deviation from the Project detail approved by the Board and/or deviation from this Agreement will result in the withdrawal of the Final Approval for the Grant and loss of Grant funds for my proposed Project.

All Owner(s)/Representative(s) who are signatories to the Pre-Application/Application affirm and represent that neither they, nor any representative or contractor associated with the Project whom will participate in the Project on behalf of the Owner, have any common law or Statutory conflict of interest with respect to this Grant and/or the resulting funding that may be provided by the BEDC.

Signed James Schiell Date 3-21-15
Owner/Applicant

Signed Laurie Schuda Date 3-23-15
Co-Owner/Co Applicant

Signed [Signature] Date 8-13-15
Bastrop Main Street Program Manager

Signed [Signature] Date 8-13-15
Representative of Applicable Reviewing Entity
[Historic Landmark Commission or
 Main Street Design Committee]

Signed _____ Date _____
Bastrop Economic Development Corporation

NOTICE: Disclosure of a conflict of interest does not disqualify an Applicant or Project from grant funding: Rather, disclosure of conflicts will trigger an evaluation of the facts and circumstances involved in the reported conflict, consideration of potential conflict mitigation alternatives, and a final decision on funding by the Board of Directors, as deemed appropriate in the Board's discretion and in compliance with applicable legal requirements.

BASTROP ECONOMIC DEVELOPMENT CORPORATION

CONFLICTS OF INTEREST DISCLOSURE STATEMENT

Grant Applied For: Facade Grant

Name of Applicant: James + Laurie Schneider

Tax ID number:
(or last four digits of SS #) 74 2540481

With regard to my application to the Bastrop Economic Development Corporation for a grant of funds, I have the following potential conflict(s) of interest to report:

1. I have, or I am affiliated¹ with, another corporation, organization, individual or entity that has already received a Bastrop Development Corporation Grant. (Yes No)

If Yes, please explain in detail: _____

2. I am, or I am affiliated with, an individual who is, employed by the City of Bastrop. (Yes No)

If Yes, please explain in detail: Laurie's sister - Marie Murnan - city planning and development Dept

3. I am, or I am affiliated with, a member of a City of Bastrop Board, Council, Commission, or Committee. (Yes No)

If Yes, please explain in detail: _____

4. I am affiliated with any vendor, supplier, or any other party providing or bidding for providing services, having a direct or indirect interest in any business transaction(s) with the Bastrop Economic Development Corporation, including a grant recipient. (Yes No)

If Yes, please explain in detail: _____

5. I am, or I am affiliated with, a staff member or employee of the Bastrop Economic Development Corporation. (Yes No)

If Yes, please explain in detail: _____

6. I am, or I am affiliated with, any party that potentially could or will receive a financial benefit from the Bastrop Economic Development Grant contemplated herein, other than for the specific purposes stated in the grant (e.g., I am, or I am affiliated with, the contractor, architect, designer, property owner, or supplier(s) for a new business to be constructed in the City of Bastrop). (Yes No)

If Yes, please explain in detail: _____

7. Any other potential conflict? none

¹ "Affiliated" refers to the following: Spouse, domestic partner, child, mother, father, brother or sister or close associates; any corporation, business or non-profit organization of which you serve as staff, officer, board member, partner, participate in management or are employed by; any trust or other estate in which you have a substantial interest or as to which you serve as a trustee or in a similar capacity.

If Yes, please explain in detail: _____

I understand that by signing the statement and submitting this form, I am certifying that I have read this document and all Bastrop Economic Development Grant related material provided to me. If I did not fully understand the request for disclosures stated herein, I have requested that the disclosures be explained to me in further detail by a member or employee of the Bastrop Economic Development Corporation.

I acknowledge that I am requesting that the Bastrop Economic Development Corporation determine my eligibility for a Grant and, if it is determined that I am eligible, I agree to utilize all funds provided to me in accord with Texas Local Government Code, Section 501, *et seq.* and any other applicable federal, city or state rules and regulations.

In addition, I hereby confirm that the disclosure(s) made herein above is complete and correct, and that if I become aware of any information that might indicate that this disclosure(s) is inaccurate, I agree to immediately notify, in writing, the Board of the Bastrop Economic Development Corporation.

Signature: James Schneider
Name: James Schneider
Position: Vice President

Scoring Criteria for the Bastrop Economics Development Corporation and Historic Restoration Grants

Property Legal Description

1005 Chestnut - Best Little Hair House

Criteria	Score
1. Identification in City of Bastrop Historic Site Survey or in a Registered Historic District	<u>5</u>
Contributing	5
Identified as Non Contributing in survey, but work performed with a COA or proposed restoration work will make the property contributing.	4
Not Identified in survey, but staff feels that it would be included in an n updated survey.	3
Not Identified in survey.	2
Identified in survey as Non-Contributing.	0
2. National Historic Register Status	<u>5</u>
Listed on the Register	5
Application submitted, pending approval	4
Eligible, but not Listed	3
Not eligible but work performed with a COA or proposed restoration work will make the property eligible.	2
Not Eligible.	0
3. Recorded Texas Historic Landmark	<u>3</u>
Recorded	5
Application submitted, pending approval	4
Eligible, but not Recorded	3
Not eligible but work performed with a COA or proposed restoration work will make the property eligible.	2
Not Eligible.	0

4. Designated as City of Bastrop Significant or Historic Landmark

3

Designated Landmark	5
Application submitted, pending approval	4
Eligible, but not Designated	3
Not eligible but work performed with a COA or proposed restoration work will make the property eligible.	2
Not Eligible.	0

5. Available to public, encouraging Tourism

4

Public Property Designated as City of Bastrop Significant or Historic Landmark – Commercial, retail, public museum, bed and breakfast, etc.	5
Public Property Not Designated as City of Bastrop Significant or Historic Landmark – Commercial, retail, public museum, bed and breakfast, etc.	4
Private Home Designated as City of Bastrop Significant or Historic Landmark or in a Registered Historic District.	3
Private Home not Designated as City of Bastrop Significant or Historic Landmark or not in a Registered Historic District.	2

6. Located within City of Bastrop Main Street Program Area

4

Public Property Designated as City of Bastrop Significant or Historic Landmark – Commercial, retail, public museum, bed and breakfast, etc.	5
Public Property Not Designated as City of Bastrop Significant or Historic Landmark – Commercial, retail, public museum, bed and breakfast, etc.	4
Private Home Designated as City of Bastrop Significant or Historic Landmark or in a Registered Historic District.	3
Private Home not Designated as City of Bastrop Significant or Historic Landmark or not in a Registered Historic District.	2

7. Use of Structure

2

Application is part of a project that will allow reoccupation of a structure that is currently vacant and has been for:

Five or more years	5
Two to five years	4

- Less than two years 3
- Currently occupied 2

8. Age of Structure

At the date of BEDC Fiscal Year Budget approval

4

- Greater than 125 years 5
- 125 – 101 years 4
- 100 – 76 years 3
- 75 – 50 years 1
- Less than 50 years 0

9. Danger of Structure

- Currently threatened or Likely to be threatened within 1 year. Severe deterioration evident, roof damage or severe structural damage threatens loss of entire property. 5
- Moderately threatened or likely to be within 1 to 5 years. Deterioration has begun, but does not pose immediate threat of collapse. 4
- In potential danger with Localized minor damage to structure or Limited damage to major features. 3
- Not in danger. Project is cosmetic. 2

3

10. Previous Funding

- Applicant has not applied for nor received funding from this program in the past 3 years. 5
- Applicant has applied before and satisfactorily completed the proposed project to receive funding. 4
- Applicant has applied before but has not been selected to receive funding. 3
- Applicant has applied before and did not satisfactorily complete project to receive funding. -1

5

12
13
13
38



AGENDA ITEM 9.2

BASTROP ECONOMIC DEVELOPMENT CORPORATION

STANDARDIZED AGENDA RECOMMENDATION FORM

DATE SUBMITTED: August 14, 2015

MEETING DATE: August 17, 2015

1. Agenda Item:

Consideration, discussion and possible action on a request by Becki Womble of the Bastrop Chamber of Commerce for final approval of a mega-grant in the amount of \$15,000, for renovations to the building at 927 Main Street, with a total project cost estimate \$60,000.

2. Party Making Request: Kayli Head, Main Street Program Director

3. Nature of Request: (Brief Overview) Attachments: Yes No

The Chamber building needed repairs due to roof failure. The repairs are extensive and include interior updates and repairs, exterior door and awning repairs and updates to restrooms and kitchen (public spaces). Preliminary approval for a Mega Grant in the amount of \$15,000 was received at the April BEDC Board meeting. The full application is attached.

4. Policy Implication:

5. Budgeted: Yes No N/A

Bid Amount:
Over/(Under) Budget:

Budgeted Amount:
Budget Balance:

6. Alternate Option/Costs:

7. Routing: ED Staff ED Chair

8. Staff Recommendation:

Motion: SM GS CC KK WD KLK CL
 Second: SM GS CC KK WD KLK CL

For: SM GS CC KK WD KLK CL
 Against: SM GS CC KK WD KLK CL
 Abstained: SM GS CC KK WD KLK CL

**BASTROP ECONOMIC DEVELOPMENT CORPORATION/MAIN STREET
REVITALIZATION GRANT PROGRAM**

GRANT APPLICATION



APPLICANT [OWNER(S)/REPRESENTATIVE] (Note: If Applicant is not the building or property owner(s), the building and property owner(s) must sign the Application or submit a notarized 'letter of authorization' with this Application). If the property/building is owned by more than one individual or entity, then all co-owners must personally sign the Application.

Name Bastrop Chamber of Commerce
Address 927 Main city Bastrop State TX Zip 78602
Telephone (Work) 512-303-0558 (Home/Cell) 512-925-5531

PROJECT/BUILDING OR PROPERTY

Project/Building Name Bastrop Chamber of Commerce
Project/Building Address (including legal description) Building Block 4 W
W St., Acres 0.1130
Project/Building Owner Bastrop Chamber of Commerce
Address 927 main
Building Age 145-150 yrs Date of Original Construction 1865-1870
Architect/Builder (if known) _____

Brief History of Building (Bastrop County Historical Museum and/or Library and/or County Courthouse are resources) 927 Main (the Erhart Bldg) was built in 1865, the Hasler building at 931 Main was built in late 1870. So, roughly the Chamber building at 927 was built between 1865-1870. From picture supplied, it looks as if it was originally a 2-story structure.

Is this property a City of Bastrop Significant Landmark? (✓) No () Yes
Date established as a Significant Landmark _____, 20__

Is this property a City of Bastrop Historic Landmark? (✓) No () Yes
Date established as a Historic Landmark _____, 20__

Note: If the structure involved is designated by the City as a Historic Landmark, then Applicant must also make Application for a Certificate of Appropriateness with the City of

Bastrop, so that the Project may be reviewed and approved by the City of Bastrop's Historic Landmark Commission.

Is this property on the National Register of Historic Places or a Recorded Texas Historic Landmark? (✓) No () Yes-Explain which _____

DESCRIPTION OF PROJECT/WORK PROPOSED

Exterior n/a

Interior Complete repaint with exception of board room

Windows n/a

Roof Complete new membrane system roof

Façade (Storefront/Doors) repaint of front facade along with new canopy / porch

Painting See interior & facade

Awning n/a - included with facade

Other (kitchen) new cabinets w/ painting
(bathroom) paint and new sinks, toilet, mirrors

Total Estimate \$ 60,000

Qualified Bids and/or cost estimates must be obtained and submitted with Application in order to substantiate cost of improvement(s)

Requested Grant amount:

Façade Grant (up to \$5,000 matching, as 50%/50%) () \$ _____

Mega- Grant (up to \$25,000 as 25%/75%) () \$ _____



Project Architect/Designer _____ Phone: _____

Project Contractor/Coordinator _____ Phone: _____

Are you planning to apply for a Tax Credit for rehabilitation of historic structures? () Yes () No

CRITICAL TIMING AND COMPLETION REQUIREMENTS:

1. Construction must not have begun on any part of the proposed grant related Project prior to submission of the BEDC Pre-Application form.
2. For Façade Grant Projects - Construction on Façade Grant improvements must begin within 60 days of Project Application Approval. To be eligible for reimbursement through the Grant Program, Façade Grant Projects must be completed on or before 6 months after Final Approval by BEDC.
3. For Mega-Grant Projects – Construction on Mega-Grant improvements must begin within 6 months of Project Application Approval. To be eligible for reimbursement through the Grant Program, Mega-Grants Projects must be completed within 18 months from Final Approval by BEDC.
4. A one-time 6 month extension to these deadlines may be considered by BEDC, upon written request and acceptable documentation force majeure type justification for the delay of initiation of work or completion.

If the above deadlines are not met, or extensions are not approved by the BEDC Board, the funding for the Project will be denied.



When do you expect to begin Project work? July 13, 2015

[Note: Work may begin after Pre-Application submission and before Final Approval of the Board; however, Applicants undertake this work at their sole risk, acknowledging that BEDC may – at its sole discretion – ultimately determine not to fund the Project.]

What is the anticipated completion date? August 30, 2015



OWNER'S/APPLICANT'S AGREEMENT:

I have met with the Bastrop Main Street Program Manager and I acknowledge that I have received, reviewed and fully understand the criteria, standards, rules and procedures established by the BEDC and the Main Street Program pertaining to the Project Grant Program and, further, that my request to be considered for Grant funds and agreement to abide by the Mains Street Program/BEDC criteria, standards, rules and procedures is binding and contractual in nature, in the event that the proposed Project is funded by the BEDC.

I understand that, if I am awarded a Façade Grant or a Mega-Grant by the BEDC, any deviation from the Project detail approved by the Board and/or deviation from this Agreement will result in the withdrawal of the Final Approval for the Grant and loss of Grant funds for my proposed Project.

All Owner(s)/Representative(s) who are signatories to the Pre-Application/Application affirm and represent that neither they, nor any representative or contractor associated with the Project whom will participate in the Project on behalf of the Owner, have any common law or Statutory conflict of interest with respect to this Grant and/or the resulting funding that may be provided by the BEDC.

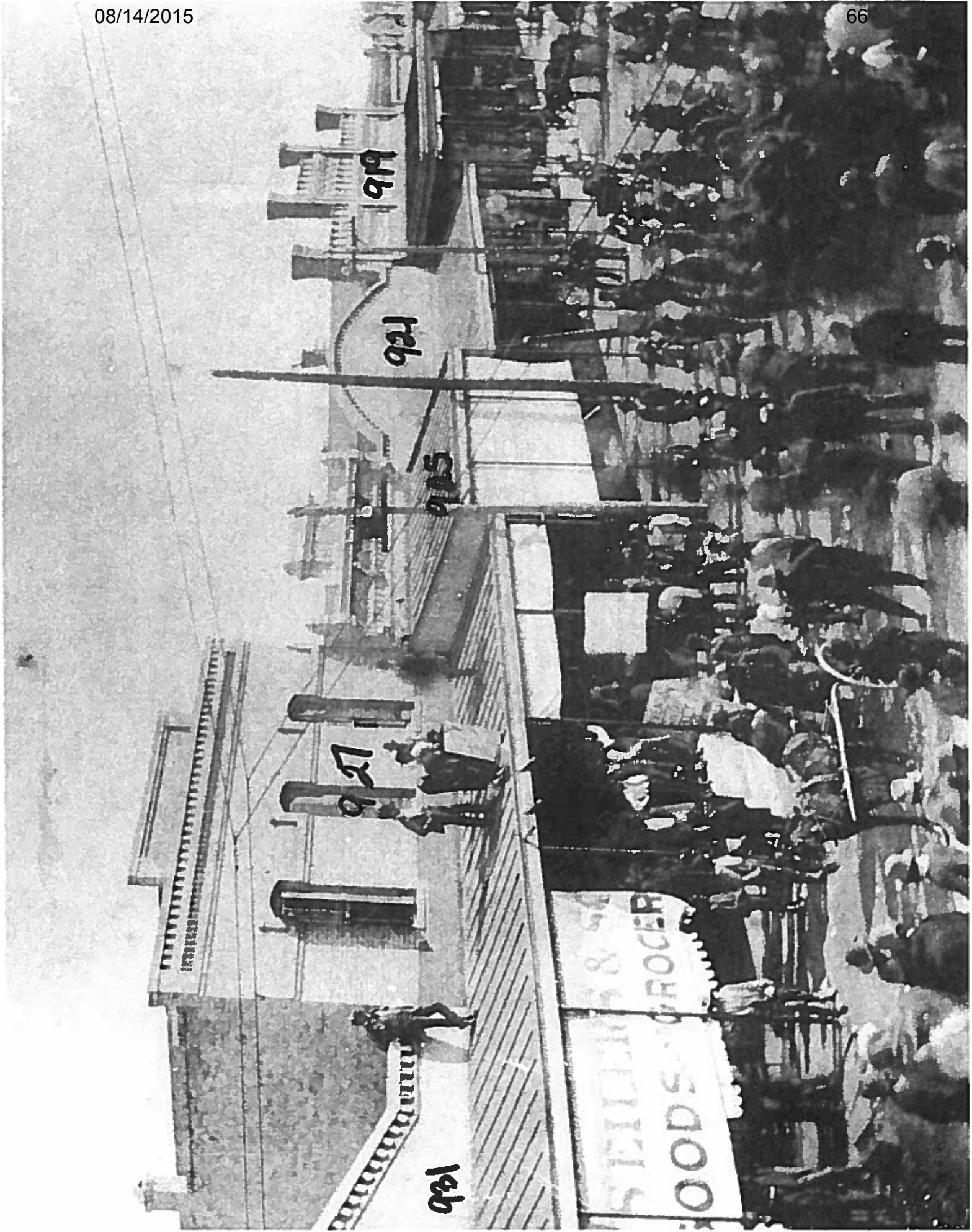
Signed Rebecca Hombile Date 8-13-15
Owner/Applicant

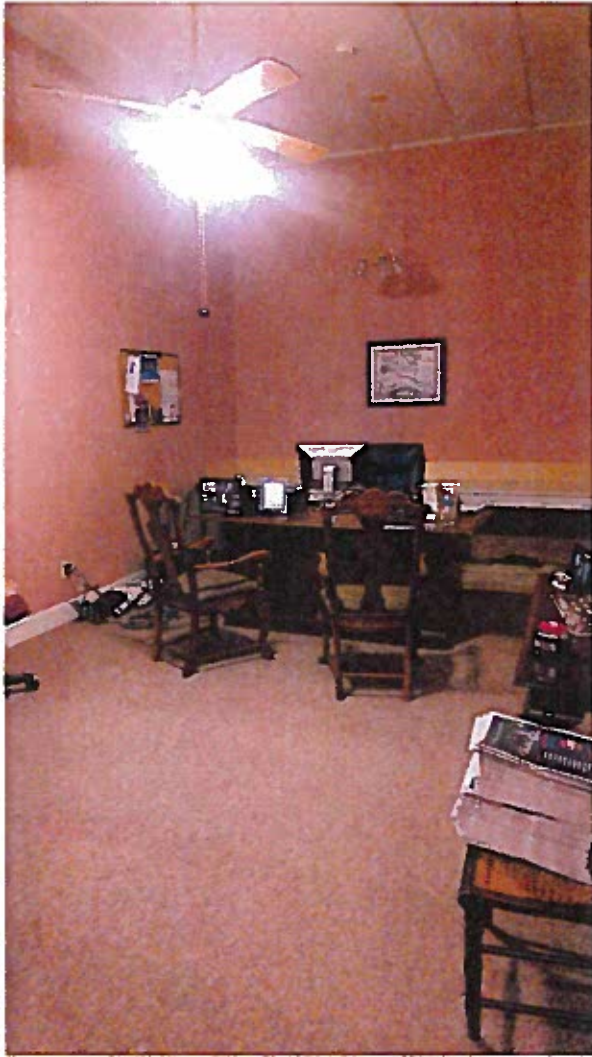
Signed n/a Date _____
Co-Owner/Co Applicant

Signed [Signature] Date 8-13-15
Bastrop Main Street Program Manager

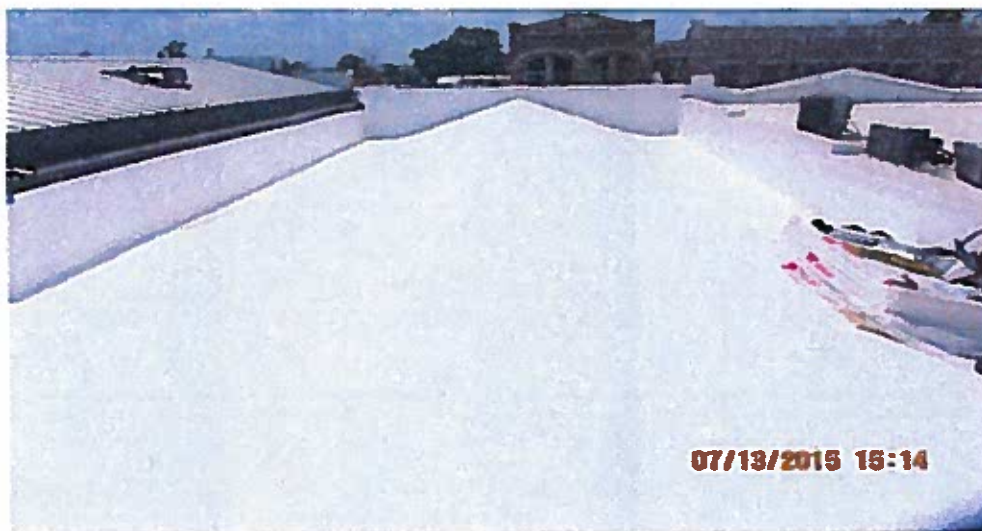
Signed Jeanette Condray Date 8/13-15
Representative of Applicable Reviewing Entity
[Historic Landmark Commission or
Main Street Design Committee]

Signed _____ Date _____
Bastrop Economic Development Corporation













Bastrop Chamber of Commerce
Account QuickReport
January 1 through August 15, 2015

Type	Date	Num	Name	Memo	Split	Original Amount	Paid Amount
90001 · Real Property Remodeling							
Check	06/18/2015	12859	Water Street Mill...	New Cabin...	10000 · Che...	2,699.21	2,699.21
Check	06/26/2015	12865	Amazing Floors (...	Wilsonart c...	10000 · Che...	2,285.00	2,285.00
Check	06/26/2015	12867	Mundine Constru...	Demo Cabi...	10000 · Che...	2,780.00	2,780.00
Bill	07/10/2015	5/18 ...	Runkle's Pool, Sp...	Paper Towe...	20000 · Acc...	41.99	41.99
Check	07/10/2015	12880	Water Street Mill...	Conbels for...	10000 · Che...	171.11	171.11
Credit Card ...	07/12/2015		Lowes (V)	Toilet seats...	Mastercard	231.42	231.42
Credit Card ...	07/13/2015		Home Depot (V)	(2) facets, ...	Mastercard	150.68	150.68
Credit Card ...	07/17/2015		Home Depot (V)	(2) Sinks, b...	Mastercard	137.92	137.92
Credit Card ...	07/20/2015	ORD...	School Outfitters...	Order #OR...	Mastercard	191.50	191.50
Check	07/24/2015	12905	Federico Leyva (V)	Kitchen Ca...	10000 · Che...	1,000.00	1,000.00
Check	08/01/2015	12903	KenTex Roofing ...	Main Roof ...	10000 · Che...	29,998.00	29,998.00
Credit Card ...	08/05/2015	0056...	Home Depot (V)	Building R...	Mastercard	5.69	5.69
Bill	08/06/2015	3471	Bastrop Copier (V)	Nameplates...	20000 · Acc...	122.50	122.50
Check	08/07/2015	12923	Roy Milam Paint...	Draw for pa...	10000 · Che...	3,000.00	3,000.00
Credit Card ...	08/07/2015	0074...	Home Depot (V)	Remodel S...	Mastercard	40.33	40.33
Check	08/10/2015	1432	Doug's Plumbing...	Visitor Cen...	10001 · HO...	622.00	622.00
Check	08/12/2015	12929	Bastrop Signs (V)	New Exteri...	10000 · Che...	254.00	254.00
Check	08/13/2015	12928	Roy Milam Paint...	Paid in Full...	10000 · Che...	1,100.00	1,100.00
Check	08/13/2015	12930	Roy Milam Paint...	Paid in Full...	10000 · Che...	1,750.00	1,750.00

Total 90001 · Real Property Remodeling

46,581.35

TOTAL

BEM GC Contract

6,000

46,581.35

6,000.00

52,581.35

Scoring Criteria for the Bastrop Economics Development Corporation and Historic Restoration Grants

Property Legal Description

927 MAIN STREET - BASTROP CHAMBER OF
COMMERCE

Criteria	Score
1. Identification in City of Bastrop Historic Site Survey or in a Registered Historic District	<u>5</u>
Contributing	5
Identified as Non Contributing in survey, but work performed with a COA or proposed restoration work will make the property contributing.	4
Not Identified in survey, but staff feels that it would be included in an n updated survey.	3
Not Identified in survey.	2
Identified in survey as Non-Contributing.	0
2. National Historic Register Status	<u>0</u>
Listed on the Register	5
Application submitted, pending approval	4
Eligible, but not Listed	3
Not eligible but work performed with a COA or proposed restoration work will make the property eligible.	2
Not Eligible.	0
3. Recorded Texas Historic Landmark	<u>0</u>
Recorded	5
Application submitted, pending approval	4
Eligible, but not Recorded	3
Not eligible but work performed with a COA or proposed restoration work will make the property eligible.	2
Not Eligible.	0

4. Designated as City of Bastrop Significant or Historic Landmark

0

Designated Landmark	5
Application submitted, pending approval	4
Eligible, but not Designated	3
Not eligible but work performed with a COA or proposed restoration work will make the property eligible.	2
Not Eligible.	0

5. Available to public, encouraging Tourism

4

Public Property Designated as City of Bastrop Significant or Historic Landmark – Commercial, retail, public museum, bed and breakfast, etc.	5
Public Property Not Designated as City of Bastrop Significant or Historic Landmark – Commercial, retail, public museum, bed and breakfast, etc.	4
Private Home Designated as City of Bastrop Significant or Historic Landmark or in a Registered Historic District.	3
Private Home not Designated as City of Bastrop Significant or Historic Landmark or not in a Registered Historic District.	2

6. Located within City of Bastrop Main Street Program Area

4

Public Property Designated as City of Bastrop Significant or Historic Landmark – Commercial, retail, public museum, bed and breakfast, etc.	5
Public Property Not Designated as City of Bastrop Significant or Historic Landmark – Commercial, retail, public museum, bed and breakfast, etc.	4
Private Home Designated as City of Bastrop Significant or Historic Landmark or in a Registered Historic District.	3
Private Home not Designated as City of Bastrop Significant or Historic Landmark or not in a Registered Historic District.	2

7. Use of Structure

2

Application is part of a project that will allow reoccupation of a structure that is currently vacant and has been for:

Five or more years	5
Two to five years	4

- Less than two years 3
- Currently occupied 2

8. Age of Structure

At the date of BEDC Fiscal Year Budget approval

- Greater than 125 years 5
- 125 – 101 years 4
- 100 – 76 years 3
- 75 – 50 years 1
- Less than 50 years 0

2

9. Danger of Structure

- Currently threatened or Likely to be threatened within 1 year. Severe deterioration evident, roof damage or severe structural damage threatens loss of entire property. 5
- Moderately threatened or likely to be within 1 to 5 years. Deterioration has begun, but does not pose immediate threat of collapse. 4
- In potential danger with Localized minor damage to structure or Limited damage to major features. 3
- Not in danger. Project is cosmetic. 2

5

10. Previous Funding

- Applicant has not applied for nor received funding from this program in the past 3 years. 5
- Applicant has applied before and satisfactorily completed the proposed project to receive funding. 4
- Applicant has applied before but has not been selected to receive funding. 3
- Applicant has applied before and did not satisfactorily complete project to receive funding. -1

4

AGENDA ITEM 9.3

BASTROP ECONOMIC DEVELOPMENT CORPORATION

STANDARDIZED AGENDA RECOMMENDATION FORM

DATE SUBMITTED: August 14, 2015

MEETING DATE: August 17, 2015

1. Agenda Item:

Consideration, discussion, and possible action on a request by Dr. Frederic Taylor, owner of Taylor Family Chiropractic, for final approval of a façade grant in the amount of \$2,950, for renovations to the building at 909 Main Street, with a total project cost estimate of \$5,900.

2. Party Making Request: Kayli Head, Main Street Program Director

3. Nature of Request: (Brief Overview) Attachments: Yes No

Façade improvements to include: replacement of four wooden awning posts; refinishing front door and painting frame; replacement of door and rotting wood at rear entry (back entry is used by patients). All paint will match existing colors. Preliminary approval was received at the June BEDC Board meeting. The full application is attached.

4. Policy Implication:

5. Budgeted: Yes No N/A

Bid Amount:

Over/(Under) Budget:

Budgeted Amount:

Budget Balance:

6. Alternate Option/Costs:

7. Routing: ED Staff ED Chair

8. Staff Recommendation:

Motion: SM GS CC KK WD KLK CL

Second: SM GS CC KK WD KLK CL

For: SM GS CC KK WD KLK CL

Against: SM GS CC KK WD KLK CL

Abstained: SM GS CC KK WD KLK CL

**BASTROP ECONOMIC DEVELOPMENT CORPORATION/MAIN STREET
REVITALIZATION GRANT PROGRAM**

GRANT APPLICATION

RECEIVED
8-14-15

APPLICANT [OWNER(S)/REPRESENTATIVE] (Note: If Applicant is not the building or property owner(s), the building and property owner(s) must sign the Application or submit a notarized 'letter of authorization' with this Application). If the property/building is owned by more than one individual or entity, then all co-owners must personally sign the Application.

Name Frederic Taylor
Address 167 Winchester Rd City Bastrop State Tx Zip 78602
Telephone (Work) 512 303-9995 (Home/Cell) 512 332-6894

PROJECT/BUILDING OR PROPERTY

Project/Building Name _____

Project/Building Address (including legal description) 909 Main St.
Bastrop, Tx 78602

Project/Building Owner Frederic Taylor

Address _____

Building Age 175 years Date of Original Construction 1840

Architect/Builder (if known) unknown

Brief History of Building (Bastrop County Historical Museum and/or Library and/or County Courthouse are resources) _____

Is this property a City of Bastrop Significant Landmark? (✓) No () Yes
Date established as a Significant Landmark _____, 20__

Is this property a City of Bastrop Historic Landmark? (✓) No () Yes
Date established as a Historic Landmark _____, 20__

Note: If the structure involved is designated by the City as a Historic Landmark, then Applicant must also make Application for a Certificate of Appropriateness with the City of

**BASTROP ECONOMIC DEVELOPMENT CORPORATION/MAIN STREET
REVITALIZATION GRANT PROGRAM**

GRANT APPLICATION

APPLICANT [OWNER(S)/REPRESENTATIVE] (Note: If Applicant is not the building or property owner(s), the building and property owner(s) must sign the Application or submit a notarized 'letter of authorization' with this Application). If the property/building is owned by more than one individual or entity, then all co-owners must personally sign the Application.

Name Frederic Taylor
Address 167 Winchester Rd City Bastrop State Tx Zip 78602
Telephone (Work) 512 303-9995 (Home/Cell) 512 332-6894

PROJECT/BUILDING OR PROPERTY

Project/Building Name _____

Project/Building Address (including legal description) 909 Main St.
Bastrop, TX 78602

Project/Building Owner Frederic Taylor

Address _____

Building Age 175 years Date of Original Construction 1840

Architect/Builder (if known) unknown

Brief History of Building (Bastrop County Historical Museum and/or Library and/or County Courthouse are resources) _____

Is this property a City of Bastrop Significant Landmark? (✓) No () Yes
Date established as a Significant Landmark _____, 20__

Is this property a City of Bastrop Historic Landmark? (✓) No () Yes
Date established as a Historic Landmark _____, 20__

Note: If the structure involved is designated by the City as a Historic Landmark, then Applicant must also make Application for a Certificate of Appropriateness with the City of

Bastrop, so that the Project may be reviewed and approved by the City of Bastrop's Historic Landmark Commission.

Is this property on the National Register of Historic Places or a Recorded Texas Historic Landmark? (✓) No () Yes-Explain which _____

DESCRIPTION OF PROJECT/WORK PROPOSED

Exterior _____

Interior _____

Windows _____

Roof _____

Façade (Storefront/Doors) replace back door, repair trim
refinish front door

Painting paint and caulk front of building

Awning replace awning post

Other _____

Total Estimate \$ 5,900.00

Qualified Bids and/or cost estimates must be obtained and submitted with Application in order to substantiate cost of improvement(s)

Requested Grant amount:

Façade Grant (up to \$5,000 matching, as 50%/50%) ✓ \$ 2950.00

Mega- Grant (up to \$25,000 as 25%/75%) () \$ _____

Project Architect/Designer _____ Phone: _____

Project Contractor/Coordinator James Ferguson Phone: 541 999 8837

Are you planning to apply for a Tax Credit for rehabilitation of historic structures? () Yes (X) No

CRITICAL TIMING AND COMPLETION REQUIREMENTS:

1. Construction must not have begun on any part of the proposed grant related Project prior to submission of the BEDC Pre-Application form.
2. For Façade Grant Projects - Construction on Façade Grant improvements must begin within 60 days of Project Application Approval. To be eligible for reimbursement through the Grant Program, Façade Grant Projects must be completed on or before 6 months after Final Approval by BEDC.
3. For Mega-Grant Projects – Construction on Mega-Grant improvements must begin within 6 months of Project Application Approval. To be eligible for reimbursement through the Grant Program, Mega-Grants Projects must be completed within 18 months from Final Approval by BEDC.
4. A one-time 6 month extension to these deadlines may be considered by BEDC, upon written request and acceptable documentation force majeure type justification for the delay of initiation of work or completion.

If the above deadlines are not met, or extensions are not approved by the BEDC Board, the funding for the Project will be denied.

.....

When do you expect to begin Project work? June, 2015

[Note: Work may begin after Pre-Application submission and before Final Approval of the Board; however, Applicants undertake this work at their sole risk, acknowledging that BEDC may – at its sole discretion – ultimately determine not to fund the Project.]

What is the anticipated completion date? Sept 30, 2015


.....

OWNER'S/APPLICANT'S AGREEMENT:

I have met with the Bastrop Main Street Program Manager and I acknowledge that I have received, reviewed and fully understand the criteria, standards, rules and procedures established by the BEDC and the Main Street Program pertaining to the Project Grant Program and, further, that my request to be considered for Grant funds and agreement to abide by the Mains Street Program/BEDC criteria, standards, rules and procedures is binding and contractual in nature. in the event that the proposed Project is funded by the BEDC.


I understand that, if I am awarded a Façade Grant or a Mega-Grant by the BEDC, any deviation from the Project detail approved by the Board and/or deviation from this Agreement will result in the withdrawal of the Final Approval for the Grant and loss of Grant funds for my proposed Project.

All Owner(s)/Representative(s) who are signatories to the Pre-Application/Application affirm and represent that neither they, nor any representative or contractor associated with the Project whom will participate in the Project on behalf of the Owner, have any common law or Statutory conflict of interest with respect to this Grant and/or the resulting funding that may be provided by the BEDC.

Signed  Date 8/13/15
Owner/Applicant

Signed _____ Date _____
Co-Owner/Co Applicant

Signed  Date 8-13-15
Bastrop Main Street Program Manager

Signed  Date 8-13-15
Representative of Applicable Reviewing Entity
(Historic Landmark Commission or
Main Street Design Committee)

Signed _____ Date _____
Bastrop Economic Development Corporation

Estimate

From:

James Ferguson
2159 w hwy 21
Dale, TX 78616

Scope of project:

Replace door and rotted trim at rear of building, scrape off loose paint, re-caulk and paint. Door approximately \$250. Trim approximately \$150. Paint and Supplies approximately \$350. Labor from \$1400-2000

Refinish front door, scrape all loose paint, re-caulk and paint. Paint and supplies approximately \$350 labor \$1600-2200

Colors to be matched to existing colors.

Best quality paint, caulk and other materials unless otherwise arranged

Hourly rates

Jim:\$32.

Workers @ \$18.

Workers @ \$12

Total should be from \$1100 for materials, paint and supplies

Labor from \$3000-4200

Posts would be around 600 for materials and labor

Score 40 of 50

Scoring Criteria for the Bastrop Economics Development Corporation and Historic Restoration Grants

Property Legal Description

409 Main St., Bastrop, TX 78602

Criteria		Score
1. Identification in City of Bastrop Historic Site Survey or in a Registered Historic District		<u>5</u>
<input checked="" type="checkbox"/> Contributing	5	
<input checked="" type="checkbox"/> Identified as Non Contributing in survey, but work performed with a COA or proposed restoration work will make the property contributing.	4	
Not Identified in survey, but staff feels that it would be included in an n updated survey.	3	
Not Identified in survey.	2	
Identified in survey as Non-Contributing.	0	
2. National Historic Register Status		<u>5</u>
<input checked="" type="checkbox"/> Listed on the Register	5	
Application submitted, pending approval	4	
Eligible, but not Listed	3	
Not eligible but work performed with a COA or proposed restoration work will make the property eligible.	2	
Not Eligible.	0	
3. Recorded Texas Historic Landmark		<u>5</u>
<input checked="" type="checkbox"/> Recorded	5	
Application submitted, pending approval	4	
Eligible, but not Recorded	3	
Not eligible but work performed with a COA or proposed restoration work will make the property eligible.	2	
Not Eligible.	0	

4. Designated as City of Bastrop Significant or Historic Landmark

5

- Designated Landmark 5
- Application submitted, pending approval 4
- Eligible, but not Designated 3
- Not eligible but work performed with a COA or proposed restoration work will make the property eligible. 2
- Not Eligible. 0

5. Available to public, encouraging Tourism

4

- Public Property Designated as City of Bastrop Significant or Historic Landmark – Commercial, retail, public museum, bed and breakfast, etc. 5
- Public Property Not Designated as City of Bastrop Significant or Historic Landmark – Commercial, retail, public museum, bed and breakfast, etc. 4
- Private Home Designated as City of Bastrop Significant or Historic Landmark or in a Registered Historic District. 3
- Private Home not Designated as City of Bastrop Significant or Historic Landmark or not in a Registered Historic District. 2

6. Located within City of Bastrop Main Street Program Area

4

- Public Property Designated as City of Bastrop Significant or Historic Landmark – Commercial, retail, public museum, bed and breakfast, etc. 5
- Public Property Not Designated as City of Bastrop Significant or Historic Landmark – Commercial, retail, public museum, bed and breakfast, etc. 4
- Private Home Designated as City of Bastrop Significant or Historic Landmark or in a Registered Historic District. 3
- Private Home not Designated as City of Bastrop Significant or Historic Landmark or not in a Registered Historic District. 2

7. Use of Structure

2

Application is part of a project that will allow reoccupation of a structure that is currently vacant and has been for:

- Five or more years 5
- Two to five years 4

Less than two years

3

Currently occupied

2

8. Age of Structure

At the date of BIFDC Fiscal Year Budget approval

3

Greater than 125 years

5

125 - 101 years

4

100 - 76 years

3

75 - 50 years

1

Less than 50 years

0

9. Danger of Structure

Currently threatened or Likely to be threatened within 1 year. Severe deterioration evident, roof damage or severe structural damage threatens loss of entire property.

5

2

Moderately threatened or likely to be within 1 to 5 years. Deterioration has begun, but does not pose immediate threat of collapse.

4

In potential danger with Localized minor damage to structure or Limited damage to major features.

3

Not in danger. Project is cosmetic.

2

10. Previous Funding

Applicant has not applied for nor received funding from this program in the past 3 years.

5

5

Applicant has applied before and satisfactorily completed the proposed project to receive funding.

4

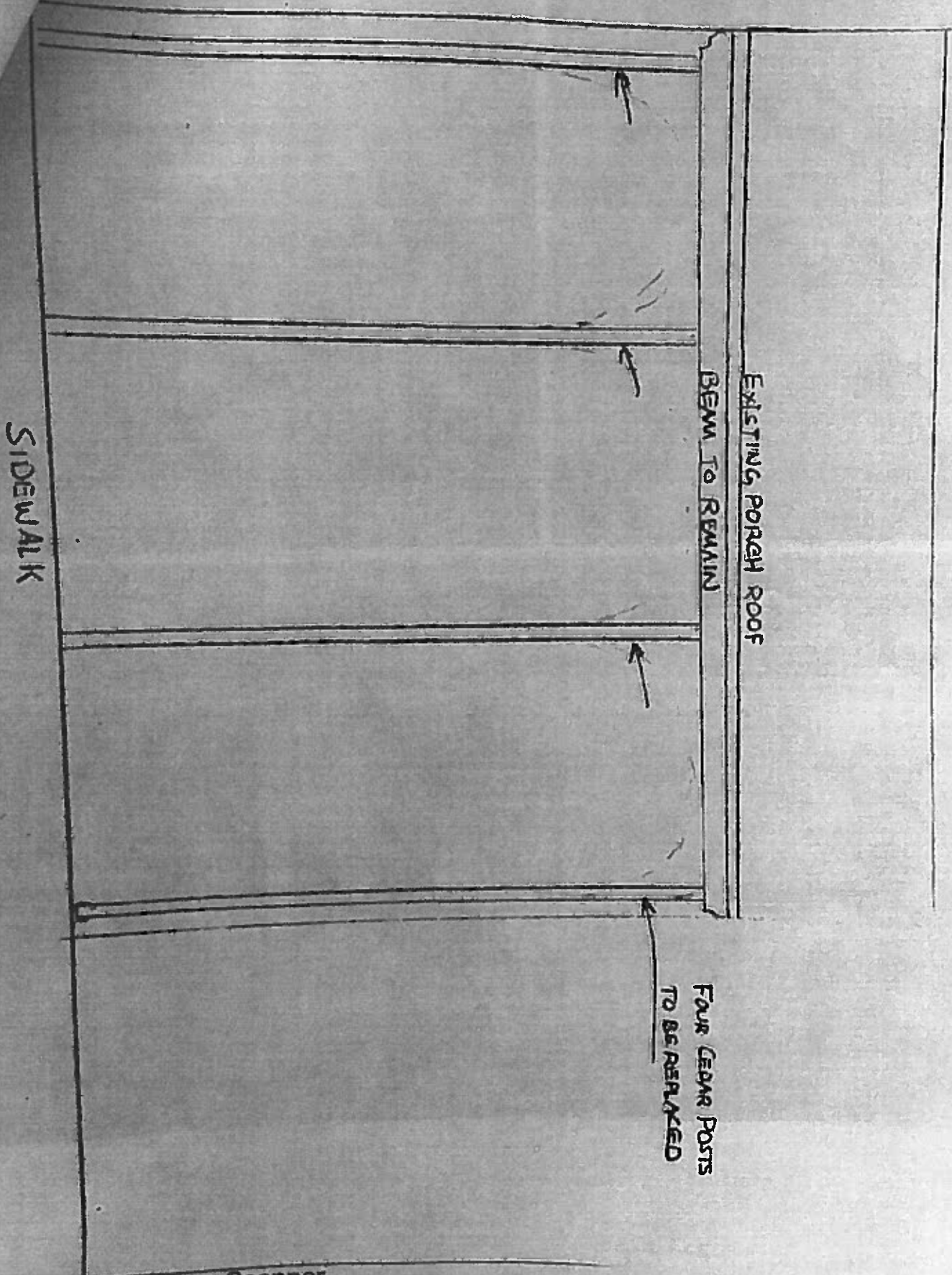
Applicant has applied before but has not been selected to receive funding.

3

Applicant has applied before and did not satisfactorily complete project to receive funding.

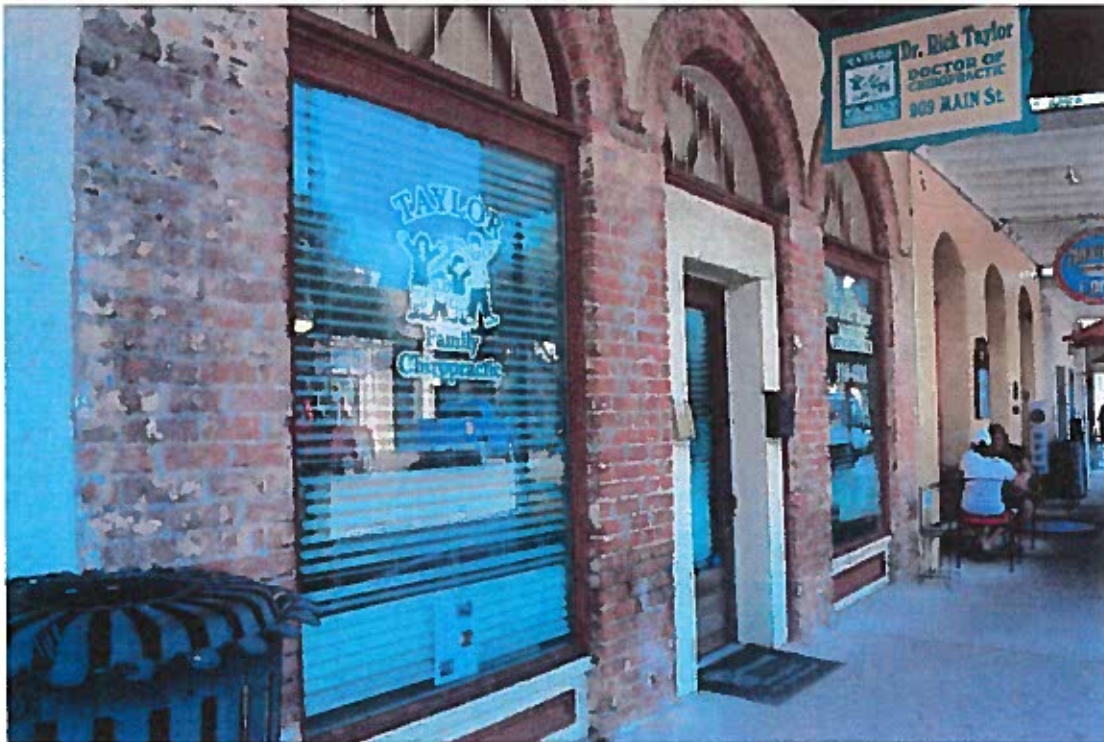
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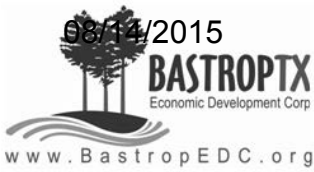
Jeanette Condray, Design Committee



08/14/2015

87





AGENDA ITEM 9.4

BASTROP ECONOMIC DEVELOPMENT CORPORATION

STANDARDIZED AGENDA RECOMMENDATION FORM

DATE SUBMITTED: August 12, 2015

MEETING DATE: August 17, 2015

1. Agenda Item:

Consideration, discussion and possible action on approval of a Resolution authorizing signatures for financial and accounting services performed by the City of Bastrop on behalf of the Bastrop Economic Development Corporation.

2. Party Making Request: Shawn Kirkpatrick, Executive Director

3. Nature of Request: (Brief Overview) Attachments: Yes No

With a change to the finance procedures at the City of Bastrop, the attached resolution is required for signature authority for BEDC's accounts payable.

4. Policy Implication:

5. Budgeted: Yes No N/A

Bid Amount:
Over/(Under) Budget:

Budgeted Amount:
Budget Balance:

6. Alternate Option/Costs:

7. Routing: ED Staff ED Chair

8. Staff Recommendation:

Motion: SM GS CC KK WD KLK CL
Second: SM GS CC KK WD KLK CL

For: SM GS CC KK WD KLK CL
Against: SM GS CC KK WD KLK CL
Abstained: SM GS CC KK WD KLK CL

RESOLUTION NO. 08172015-1

A RESOLUTION AUTHORIZING SIGNATURES FOR FINANCIAL AND ACCOUNTING SERVICES PERFORMED BY THE CITY OF BASTROP ON BEHALF OF THE BASTROP ECONOMIC DEVELOPMENT CORPORATION.

WHEREAS, the Chair of the Board of Directors of the Bastrop Economic Development Corporation (“BEDC” or “Corporation”) has the authority to sign instruments on behalf of the Corporation under Article 5.04 of the Corporation’s Bylaws; and

WHEREAS, the Board of Directors of the Corporation has the authority to delegate signature authority by appropriate Board resolution to another officer or agent of the Corporation; and

WHEREAS, the City of Bastrop and its Finance Department, by agreement, offers and provides various financial and accounting services to the Corporation, and in accordance with the City’s financial policies and rules, the City and its auditors now require written documentation from the Board evidencing the Corporation’s authorization for check signing and related activities; and

WHEREAS, the Corporation is authorized to maintain one or more checking accounts at banks located in the City of Bastrop, upon which accounts the City of Bastrop may issue payments on behalf of the Corporation; and

WHEREAS, the Board of Directors of the Corporation desires to formalize the designated signatories on said account(s) in accordance with this Resolution, and in accord with the City’s request for same.

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

Section 1. Pursuant to State law and the powers granted to the Board, the Chair of the Board, and the Executive Director under Articles V of the Bylaws of the Corporation, the following persons are authorized to sign, on behalf of the Corporation, orders for payment or withdrawal of money:

Steve Mills, Chair of the Board; and

Shawn Kirkpatrick, Executive Director of the Corporation

Such authority shall remain in force until revoked by written notice to the affected banks of the action taken by the Board of Directors. All prior authorizations are superseded.

Section 2. Any designated depository (“Bank”) of the Corporation is authorized and directed to honor and pay any checks, drafts, or other orders for the payment of money withdrawing funds from any account of the Corporation when bearing or purporting to bear the facsimile signatures of the persons listed in Section One of this resolution. The Bank(s) is/are authorized and directed to honor and to charge the Corporation for such checks, drafts, or other orders for the payment of money, provided the signatures resemble the signatures duly certified to and filed with the Bank(s) by the Chair of the Board and Executive Director of the Corporation.

Section 3. This Resolution is provided to the City as per the request of the Finance Department for written authorization from the Board of Directors of the Corporation, documenting the approval and signatory authority of the Chair and the Executive Director and for compliance with the City’s financial policies and audit requirements.

Section 4. This Resolution was duly PASSED and ADOPTED and shall be in force and effect from and after its passage on the date shown below.

Section 5. It is hereby officially found and determined that the meeting at which this Resolution is passed was open to the public as required and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act, Chapter 511, Tex. Gov’t Code.

PASSED AND APPROVED on the 17th day of August, 2015, by a majority of the Board of Directors of the Bastrop Economic Development Corporation at a regular meeting with a quorum present.

Steve Mills, Board Chair

ATTEST:

Angela Ryan, BEDC Assistant Director

AGENDA ITEM 9.5

BASTROP ECONOMIC DEVELOPMENT CORPORATION

STANDARDIZED AGENDA RECOMMENDATION FORM

DATE SUBMITTED: August 12, 2015

MEETING DATE: August 17, 2015

1. Agenda Item:

Consideration, discussion and possible action on approval of a proposed Internal Financial Control Policy for the BEDC.

2. Party Making Request: Shawn Kirkpatrick, Executive Director

3. Nature of Request: (Brief Overview) Attachments: Yes No

The attached Internal Financial Control Policy was developed from comments made during the last BEDC budget workshop. Staff, legal counsel and the BEDC Board chair concur that the limits set allow for reasonable controls and protect the fiduciary duties of the BEDC Staff and Board.

4. Policy Implication:

5. Budgeted: Yes No N/A

Bid Amount:
Over/(Under) Budget:

Budgeted Amount:
Budget Balance:

6. Alternate Option/Costs:

7. Routing: ED Staff ED Chair

8. Staff Recommendation:

Motion: SM GS CC KK WD KLK CL
 Second: SM GS CC KK WD KLK CL

For: SM GS CC KK WD KLK CL
 Against: SM GS CC KK WD KLK CL
 Abstained: SM GS CC KK WD KLK CL

DRAFT 8.10.15

BASTROP ECONOMIC DEVELOPMENT CORPORATION
INTERNAL FINANCIAL CONTROL POLICY

In addition to full compliance and conformance with its Bylaws, State law, and the applicable City of Bastrop financial, accounting, reporting and purchasing policies and procedures, the Board of Directors of the BEDC also requires its management and staff to adhere to the BEDC-specific Internal Financial Controls (“IFC”s), which are hereby adopted as a formal policy of the BEDC Board. (“IFC Policy”)

The BEDC IFC Policy shall include the following:

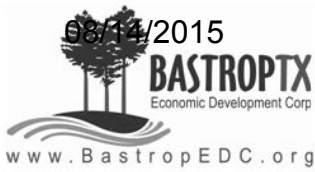
- **BEDC Internal Financial Control No. 1**: The executive director and/or the staff of the BEDC may remove, commit, obligate or spend funds held by the BEDC as “Contingency Funds” (an identified category of the BEDC’s budget) in an amount not to exceed \$1,000.00, after obtaining prior written approval of the BEDC Board Chair.

- **BEDC Internal Financial Control No. 2**: Neither the executive director nor the staff of the BEDC may remove, commit, obligate or spend more than \$1,000.00 of the funds held by the BEDC as “Contingency Funds” (an identified category of the BEDC’s budget), without prior notice to and formal approval by the majority vote of the Board of Directors of the BEDC.

The IFC Policy of the BEDC may be amended from time to time to add or delete the financial controls noted herein, as determined to be necessary and in the best interest of the operation of the BEDC by the then controlling Board of Directors.

Approved By The Majority Vote Of The BEDC Board Of Directors On this 17th Day Of August, 2015.

Steve Mills, BEDC Board Chair



AGENDA ITEM 9.6

BASTROP ECONOMIC DEVELOPMENT CORPORATION

STANDARDIZED AGENDA RECOMMENDATION FORM

DATE SUBMITTED: August 12, 2015

MEETING DATE: August 17, 2015

1. Agenda Item:

Consideration, discussion and possible action on acceptance of the Multi-Family Feasibility Report prepared by Capital Market Research (CMR), Inc.

2. Party Making Request: Shawn Kirkpatrick, Executive Director

3. Nature of Request: (Brief Overview) Attachments: Yes No

The draft Multi-Family Feasibility Report is attached for the Board's review.

4. Policy Implication:

5. Budgeted: Yes No N/A

Bid Amount:
Over/(Under) Budget:

Budgeted Amount:
Budget Balance:

6. Alternate Option/Costs:

7. Routing: ED Staff ED Chair

8. Staff Recommendation:

Motion: SM GS CC KK WD KLK CL
Second: SM GS CC KK WD KLK CL

For: SM GS CC KK WD KLK CL
Against: SM GS CC KK WD KLK CL
Abstained: SM GS CC KK WD KLK CL



City of Bastrop
Multi-Family Feasibility Report

Prepared for

Mr. Steve Mills
Chairman
Bastrop Economic Development Corporation
903 Main Street
Bastrop, TX 78302

By

Capitol Market Research, Inc.
1102 West Avenue, Suite 100
Austin, Texas 78701

On

July 20, 2015



**CAPITOL
MARKET
RESEARCH**

Real Estate Research, Land Development Economics & Market Analysis

July 20, 2015

Mr. Steve Mills
Chairman
Bastrop Economic Development Corporation
903 Main Street
Bastrop, TX 78302

Re: Market Demand Analysis for multi-family rental housing in Bastrop, Texas.

Dear Mr. Mills:

We have concluded the market feasibility analysis for a proposed market rate multi-family project to be located in Bastrop, Texas. The results of our analysis are provided in the report which follows. After you have reviewed the report, we invite you to call with any questions or comments that you may have.

Respectfully submitted,

CAPITOL MARKET RESEARCH

Charles H. Heimsath
President

CHH/ebr

Capitol Market Research, Inc.
1102 West Avenue, Suite 100
Austin, Texas 78701
Phone: (512) 476-5000
Fax: (512) 476-5011
cheimsath@cmraustin.com

Preface

Date of Study

The effective date of this study is July 20, 2015.

Purpose of Study

The purpose of this report is to analyze the City of Bastrop, evaluate its position with respect to current and anticipated market trends and conclude with an analysis of market feasibility for future multi-family apartment development in the City of Bastrop. This analysis is intended to explore the feasibility of new apartment construction on several possible sites in the City of Bastrop.

Function of the Report

This report is to be utilized by Mr. Steve Mills, the Bastrop Economic Development Corporation and other interested parties to provide information on the market feasibility of building new multi-family apartment units in Bastrop, Texas.

Property Identification

There are multiple identified sites for the planned multi-family units that will be located in the City of Bastrop, Texas.

Assumptions

1. The consultant assumes that all information and data provided by the client, the City of Bastrop and Bastrop County are correct with respect to the availability of utilities, zoning and conformance with city building codes.
2. All statements of fact in the report that are used as the basis of consultant's analyses, opinions and conclusions are true and correct to the best of consultant's knowledge and belief. Consultant shall not have responsibility for legal matters, questions of survey, opinion of title, soil or subsoil conditions, engineering or other technical matters. Any sketches prepared by the consultant and contained in the report will be included solely to aid the user of the report in visualizing the property and its location.
3. Each finding, projection, assumption or conclusion contained in the market study will be the consultant's personal opinion and will not be an assurance that such an event will or will not occur. Consultant may assume that there are no "hidden" conditions relating to the real estate that would affect consultant's analyses, opinions or conclusions.
4. The data gathered in the market study and value estimates provided in the analysis do not constitute an appraisal as defined by the Appraisal Institute. With respect to the data provided by client, consultant shall not violate the confidential information furnished to consultant.

Methodology

A feasibility study is a general term, implying analysis aimed at discovering whether or not a specific project can be carried out successfully, with success usually indicating a sufficient return on capital

required to attract investors to carry out the development. This requires two basic and interdependent analyses: a market study to determine supply, demand and potential absorption rates, and a financial analysis to determine whether or not the proposed project can be economically justified over a given period of time. This market study primarily addresses the market demand, obtainable rents and absorption issues and will be used in combination with more detailed financial feasibility studies conducted by the client to determine overall project feasibility.

GENERAL AREA ANALYSIS

Employment Growth for Austin MSA

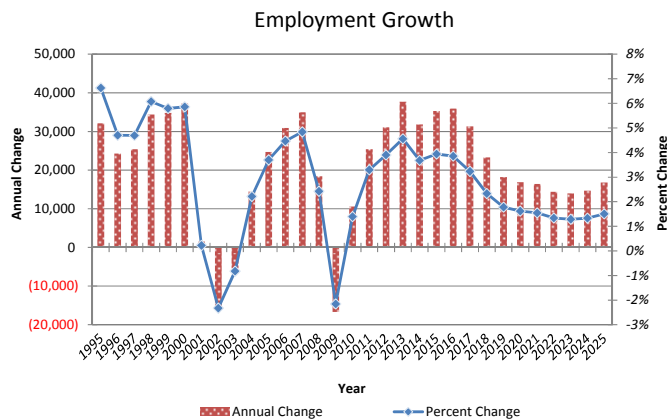
Historically, employment growth in Austin has shown considerable volatility, primarily as a result of national and international trends which have had a pronounced effect on the local economy. In 1996 the pace of employment growth seen in the early nineties slowed as a result of the worldwide glut of computer chips and concerns about the collapse of the Asian stock markets. The market regained momentum between 1998 and 2000, but the explosive growth experienced in 2000 evaporated with the national dot.com bust in 2001, and the Austin MSA actually experienced negative job growth in 2002 and 2003. As the economy began its recovery in 2003 job loss was minimal, and 14,500 jobs were added in 2004. The pace of growth picked up over the next three years, peaking at 35,000 jobs added in 2007, a 4.84% annual increase. For a period of time in late 2007 and early 2008 it appeared that Austin might not be affected by the national housing crisis, but eventually the lack of credit for new lot construction, retail chain expansions and business inventory additions resulted in a decrease in new job creation in the local economy, which diminished to (-16,700) in 2009. However, the economy began a modest recovery in 2010 with 10,600 jobs added and gained momentum in 2011, with 25,400 jobs added. This job growth was sustained through 2012 with the addition of 31,100 jobs, as well as in 2013 and 2014 in which job growth averaged 4.12%. The most recent (April 2015) employment forecast shows the economy continuing its positive trajectory in 2015 and 2016 with an average increase of 35,600 jobs a year, with job growth continuing at a slightly slower rate into 2017 and 2018. Table (1) on the following page provides recent employment statistics and projections for the Austin MSA. Forecasted annual increases in the Austin MSA employment for 2015 through 2025 are expected to average 2.16%. The forecast shown is from Moody's, Economy.com, Austin MSA Employment Forecast, April 20, 2015.

Table (1)
Historical & Projected Employment Growth
 Austin MSA

Year	Total Wage & Salary Emp.	Annual Change	Percent Change
1990	389,000
1991	402,800	13,800	3.55%
1992	424,200	21,400	5.31%
1993	453,600	29,400	6.93%
1994	484,400	30,800	6.79%
1995	516,500	32,100	6.63%
1996	540,800	24,300	4.70%
1997	566,200	25,400	4.70%
1998	600,600	34,400	6.08%
1999	635,400	34,800	5.79%
2000	672,600	37,200	5.85%
2001	674,100	1,500	0.22%
2002	658,400	(15,700)	-2.33%
2003	653,000	(5,400)	-0.82%
2004	667,500	14,500	2.22%
2005	692,200	24,700	3.70%
2006	723,100	30,900	4.46%
2007	758,100	35,000	4.84%
2008	776,500	18,400	2.43%
2009	759,800	(16,700)	-2.15%
2010	770,400	10,600	1.40%
2011	795,800	25,400	3.30%
2012	826,900	31,100	3.91%
2013	864,600	37,700	4.56%
2014	896,400	31,800	3.68%
2015	931,700	35,300	3.94%
2016	967,600	35,900	3.85%
2017	998,900	31,300	3.23%
2018	1,022,200	23,300	2.33%
2019	1,040,400	18,200	1.78%
2020	1,057,300	16,900	1.62%
2021	1,073,700	16,400	1.55%
2022	1,088,100	14,400	1.34%
2023	1,102,100	14,000	1.29%
2024	1,116,800	14,700	1.33%
2025	1,133,600	16,800	1.50%

Source: Texas Workforce Commission, Annual Average Wage & Non-Farm Salary Employment (1990-2013)
 Forecasted employment increase based upon forecast obtained from Economy.com April 20, 2015

emp_gro_2015.xls



MSA Apartment Demand

Rapid population growth in Austin and other U.S. cities is almost always attributable to the immigration of people from other areas, often because of job opportunities. The demonstrable growth in employment and an unemployment rate of 3.0% for the Austin MSA (April 2015) means that as new jobs are created, people will move into the region to take those jobs.

The table below provides an estimate of new rental units needed as a result of the job increases anticipated over the next ten years. Based on recent building permit data, we have estimated multi-family unit demand to be 92.11% of the total rental unit demand and will average 6,816 units per year

Table (2)
Housing Demand
Austin MSA

Year	MSA Employment Increase	Population Increase	Household Size	New Households	New Renter Households	Multi-Family Demand
2015	35,300	71,169	2.58	27,585	11,451	10,733
2016	35,900	72,379	2.58	28,054	11,645	10,915
2017	31,300	63,105	2.58	24,459	10,153	9,517
2018	23,300	46,976	2.58	18,208	7,558	7,084
2019	18,200	36,694	2.58	14,222	5,904	5,534
2020	16,900	34,073	2.58	13,206	5,482	5,138
2021	16,400	33,065	2.58	12,816	5,320	4,986
2022	14,400	29,032	2.58	11,253	4,671	4,378
2023	14,000	28,226	2.58	10,940	4,541	4,257
2024	14,700	29,637	2.58	11,487	4,768	4,469
2025	16,800	33,871	2.58	13,128	5,450	5,108

Source: Employment Forecast from Table (1)

emp_gro_2015.xls

Note: Population to employment ratio held constant (0.496)

Household size (2.58) and Percent Renter (41.51%) based on 2010 Census

Multi-family demand based on building permits issued in the MSA over the past 10 years (93.73%)

from 2015 through 2025.

Bastrop General Area Analysis

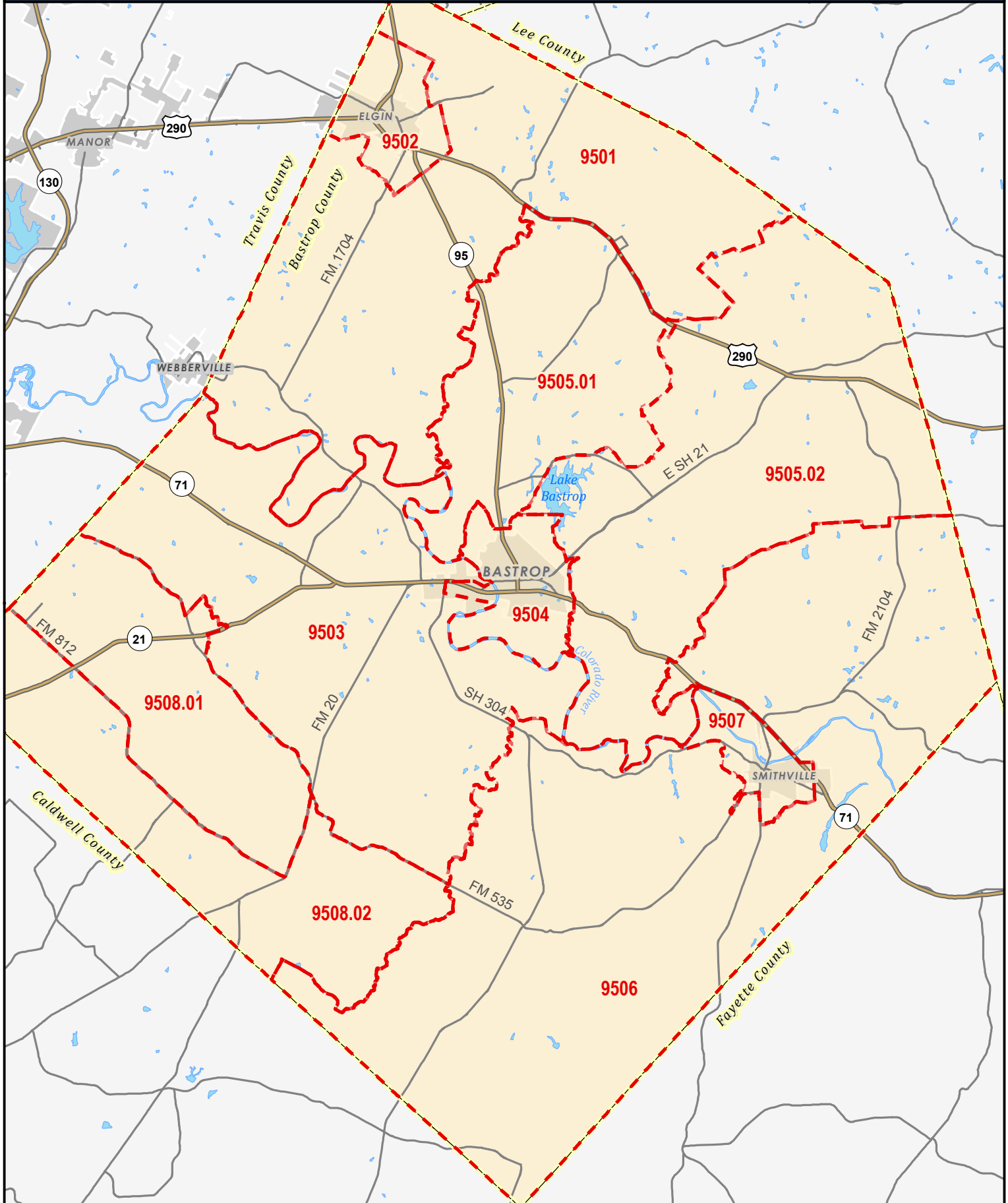
Bastrop, Texas is the county seat of Bastrop County, located just 30 miles southeast of downtown Austin where State Highways 71, 21, and 95 merge. Its surrounding landscape is characterized by rolling hills and prairie land, and the County is bisected by the Colorado River, which flows from northwest to southeast. Bastrop County is one of five counties included in the Austin Metropolitan Statistical Area (MSA), and the city of Bastrop is significantly influenced by the MSA's rapid growth.

In 1804, Spanish Governor Manuel Antonio Cordero y Bustamante established a fort along the Colorado River, where Bastrop is now located. The German Baron de Bastrop began planning a community at this site, although it was not until 1830—after significant Native American resistance was overcome and a land grant was received from the Mexican government—that the town of Bastrop was officially founded. Although Stephen F. Austin is credited with obtaining the land grant, the city was named for the Baron.

A fire in downtown Bastrop destroyed a majority of the city's structures in 1862, including the County Courthouse. Therefore, most of the city's buildings date after the Civil War. In 1979, the National Register of Historic Places included 131 Bastrop buildings and sites in its listing—earning Bastrop the designation of “Most Historic Small Town in Texas.” Today, its downtown is characterized by locally owned antique shops and boutiques, art galleries, and a wide array of dining opportunities.

In 1913, oil was discovered in the areas surrounding Bastrop, followed by years of testing and drilling throughout the County. Although a handful of oil reserves were developed, the land around Bastrop remained primarily agricultural, and later, the County experienced significant increases in cattle production. The city's population stagnated and then declined between 1920 and 1940, and while Bastrop saw a brief economic renaissance during the World War II years, the continuing shift from crop production to beef-cattle caused the population to reach a low in 1960. However, the strategic location of the City on State Highway 71 and State Highway 95 and the economic benefits of being the County seat of government caused both population and employment to gradually increase. As of the 2010 U.S. Census, the population in the City of Bastrop has more than doubled since the 1960s, growing to 7,218 people.

In 2011, Bastrop County suffered the most destructive wildfire epidemic in Texas history, with nearly 1,700 homes lost and more than 34,000 acres of land charred, including the area's signature Loblolly pine forests. However, extensive recovery and rebuilding efforts have allowed Bastrop's economy to grow quickly following the fire. A majority of citizens affected by the fire have chosen to rebuild within Bastrop, and the city has initiated efforts to protect its historic and residential areas from future fires.



Bastrop Employment Profile

The Austin Region has been very successful in competing for and capturing a number of high-tech and service oriented companies. Eastern Travis County has been especially attractive for high-tech, manufacturing and distribution companies because of the relatively low land cost and accessibility offered by the extensive highway network. Bastrop County has also shown strong employment growth in a diversity of companies that include “primary industry” employers in addition to a growing retail and medical services component. Based on data (2015) provided by the Bastrop Economic Development Corporation and employer surveys, the City of Bastrop and the surrounding market area currently contains approximately 6,638 jobs at 45 major employers. The Bastrop market area’s largest employer is Bastrop ISD, which employs approximately 1,383, followed by Hyatt Regency Lost Pines Resort with 749, Bastrop County with 446, the University of Texas Science Parks with 420 and Wal-Mart with 356.

Just west of Bastrop is the Hyatt Regency Lost Pines Resort and Spa. This hotel has 500 rooms and employs approximately 762 people, many of whom would likely move to the market area if more rental housing were available. Also of note is the recent opening of Buc-ee’s (with 195 employees) and several national “chain” stores including Academy, Best Buy, Lowe’s, Ross, Staples and TJ Maxx, further establishing the City of Bastrop as the regional retail center for the eastern part of the Austin MSA. As many new retailers continue to work towards full staffing levels, the new Burleson Crossing shopping center continues to expand, adding additional major retailers such as Hobby Lobby, Ulta, and Five Below, as well as two new restaurants. In addition, the HEB recently expanded to an HEB Plus, increasing square footage and employees.

In late 2014, JAMCO (Johnson Architectural Metal Co.), a Georgia based Construction Company, opened their Texas regional headquarters facility in the Bastrop Industrial Park, and a 30,100 square foot manufacturing facility. JAMCO currently employs 89 people in the market area. The Coghlan Group is currently expanding their presence in the Industrial Park, with a new 60,000 facility. Two new additions to the Bastrop Industrial Park, Good Soul Brewing Company and Elliott Electric Supply, are finalizing building plans and will be breaking ground in the near future, adding between ten to twenty five employees to the area. Another major employer that entered the market in 2014 is Elgin based Southside Market & Barbeque, which employs 86 people in their newly constructed restaurant and meat market.

According to the US Census’s 2011 LODES (Origin - Destination Employment Statistics) data, Bastrop County has a total of 11,874 primary jobs, mainly concentrated around the City of Bastrop and the City of Elgin. A table of Major Employers (Table (3)) as well as a map of job concentration are shown on the following pages.

Table (3)
Major Employers
Bastrop County Market Area

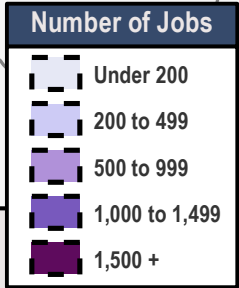
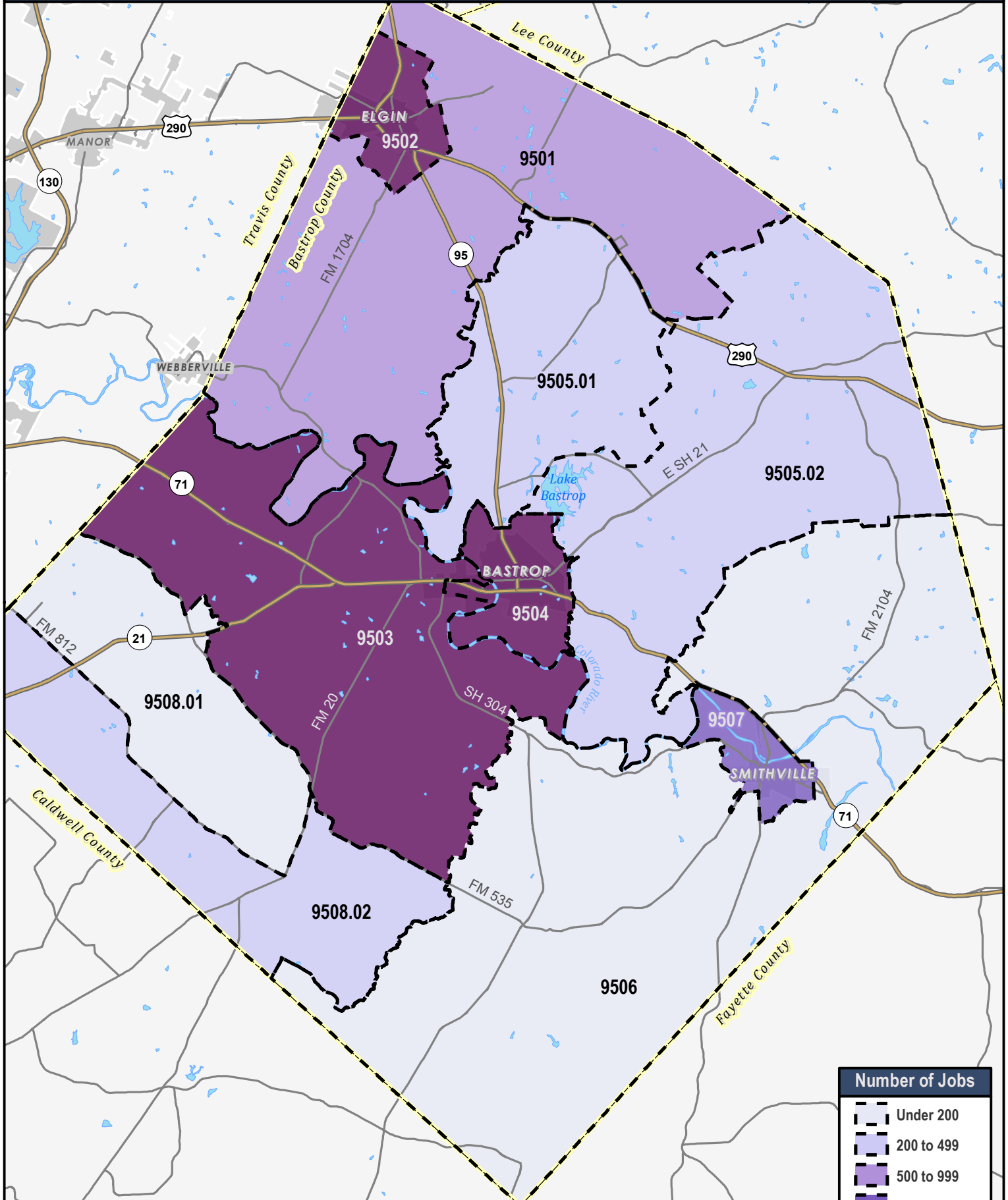
Company	2005	2011	2015	Product/Service
Swiftex*	20	8	5	Furniture Manufacturing
Staples*	...	12	12	Office Supplies
Kroll Advisory Solutions*	36	14	14	Building Security Engineering
Coghlan Group*	11	20	20	Medical Clinical Trial Materials
McCoy's Building Supply *	21	21	21	Home Improvement Store
Garments To Go*	33	22	22	Clothing & Apparel Mfg.
Deep in the Heart Art Foundry*	53	25	25	Foundry
ColoVista	60	...	30	Golf Course
Designed Security, Inc.*	28	33	33	Security Hardware/Circuit Boards
Argent Court *	35	35	31	Assisted Living Facility
Ross*	...	35	35	Clothing & Apparel
St. David's Emergency Center	...	38	38	Hospital, Urgent Care
Best Buy	...	42	42	Consumer Electronics
Benny Boyd*	...	43	43	Automobile Dealership
Lost Pines Toyota*	...	43	64	Automobile Dealership
TJ Maxx	40	Clothing & Apparel
Bluebonnet Trails Community Svcs	62	50	51	Social Services
Silver Pines Nursing & Rehab Center *	50	50	50	Assisted Living Facility
Chili's	70	70	55	Restaurant
Family Crisis Center	51	55	55	Charity
Aqua Water Corp.	50	63	64	Water Distribution
Dig & Line Tech	...	62	45	Utilities Installation
Bastrop Nursing Center *	70	70	70	Assisted Living Facility
Southside Market & Barbeque	87	Retail/Restaurant
Camp Swift National Guard*	80	80	80	Military
Johnson Architectural Metal Co.	85	Construction Manufacturing
Covert Chevrolet	126	97	97	Automobile Dealership
Lost Pines Nursing & Rehab Center*	...	100	100	Nursing Home
Home Depot	110	110	113	Building Supplies
City of Bastrop	85	106	112	Government
First National Bank	118	130	124	Financial Services
Lower Colorado River Authority	78	135	120	Wholesale Electricity/Water
Academy Sports & Outdoors	120	Retail
Lowe's*	...	138	138	Building Supply
Bluebonnet Electric Co-op	50	86	145	Utility Cooperative
Agilent/Stratagene	133	120	149	Biotechnology (DNA)
Buc-ee's*	...	195	195	Convenience
Griffin Industries	62	118	200	Rendering
HEB Food Store	...	268	270	Retail Grocery
Bastrop FCI	270	284	284	Federal Corrections Institute
Wal-Mart	415	434	356	Retail Store
University of Texas Science Parks	380	420	420	Cancer Research Center
Bastrop County	409	469	446	Government
Hyatt Regency Lost Pines Resort	...	600	749	Hotel/Resort
Bastrop ISD	1,130	1162	1,383	School District
	4,096	5,863	6,638	

Source: Capitol Market Research Employer Survey, June 2015

Bastrop Economic Development Corp., Major Area Employers 2005, 2011, 2015

maj_emps.xls

* 2005-2011 employment numbers unavailable. Conservatively estimated to have remained unchanged from 2005-2013.



Population Trends and Projections

Table (4) presents historical population growth and five and ten year projections for the Austin MSA, Bastrop County and the City of Bastrop. The historical statistics come from the US Census; projections are based on the Texas State Data Center, (Scenario 2000-2010), June 2015. The historical data shows a substantial growth in the area between 2000 and 2010 with the Austin MSA growing 37.33%, Bastrop County growing 28.47% and the City of Bastrop growing 35.17%. Between 2000 and 2010, the Austin MSA added 466,526 people, Bastrop County added 16,438 people, and the City added 1,878 people, accounting for 11.4% of the growth in Bastrop County. According to the State Data Center Scenario 1.0, the Austin MSA is forecasted to grow to 2,653,615 by 2025 and Bastrop County is expected to grow to 118,785.

Table (4)
Population Growth
 Austin MSA, Bastrop County and City of Bastrop

Area	Total Population		<i>2000 to 2010 % Change</i>	SDC Projected Population	
	2000	2010		2020	2025
Austin MSA	1,249,763	1,716,289	37.33%	2,306,857	2,653,615
Bastrop County	57,733	74,171	28.47%	100,746	118,785
City of Bastrop	5,340	7,218	35.17%	n/a	n/a

Source: US Bureau of the Census, 2000, 2010. Projections bases on Texas State Data Center Scenario 1.0

poptrend.xls

Prepared by Capitol Market Research, June 2015

Household Size Trends

Household size trends from the 2000 Census through the 2010 US Census are found in Table (5) below. The average household size in the Austin MSA increased very slightly 0.3% from 2.57 to 2.58. Bastrop County increased very slightly as well from 2000 through 2010 by 0.3%, from 2.77 to 2.78. In the City of Bastrop, the household size was slightly lower, at 2.46 in 2000, but has increased 0.8% through the 2010 Census to reach 2.48. The lower household size in the City of Bastrop is most likely due to the higher percentage of renter households than the county as a whole, which generally have fewer people per household. This increase in household size reflects a decrease in the number of single occupant households, and an increase in the average family size among households that have more than one family member.

Table (5)
Household Size Trends
Austin MSA, Bastrop County and City of Bastrop

Area	Total households		2000 to 2010 % Change
	2000	2010	
<i>Austin MSA</i>	471,855	650,459	37.85%
<i>Bastrop County</i>	20,097	25,840	28.58%
<i>City of Bastrop</i>	2,034	2,695	32.50%

Area	Population in Households		2000 to 2010 % Change
	2000	2010	
<i>Austin MSA</i>	1,212,806	1,675,416	38.14%
<i>Bastrop County</i>	55,728	71,834	28.90%
<i>City of Bastrop</i>	4,996	6,691	33.93%

Area	Average Household Size		2000 to 2010 % Change
	2000	2010	
<i>Austin MSA</i>	2.57	2.58	0.21%
<i>Bastrop County</i>	2.77	2.78	0.25%
<i>City of Bastrop</i>	2.46	2.48	1.08%

Source: US Bureau of the Census 2000, 2010

poptrend.xls

Prepared by Capitol Market Research, June 2015

Housing Tenure

Table (6) presents trends in household tenure from the 2000 through the 2010 US Census. The number of renters in Bastrop County increased by 50.39% from 2000 through 2010 and increased by 55.02% in the City of Bastrop. The percentage of renters in Bastrop County increased in the 2000s by 16.97%. The percentage of renters in the City of Bastrop increased by 17.0% between 2000 and 2010, with renter households comprising 45.3% of the total households in 2010. The increase in renter households in Bastrop is partially due to the completion of 360 multi-family units in the City of Bastrop between 2000 and 2010.

Table (6)
Household Tenure Trends
Bastrop County and City of Bastrop

Area	Total Households		2000 to 2010 % Change
	2000	2010	
<i>Bastrop County</i>	20,097	25,840	28.58%
<i>City of Bastrop</i>	2,034	2,695	32.50%

Area	Renter Households		2000 to 2010 % Change
	2000	2010	
<i>Bastrop County</i>	3,939	5,924	50.39%
<i>City of Bastrop</i>	787	1,220	55.02%

Area	Owner Households		2000 to 2010 % Change
	2000	2010	
<i>Bastrop County</i>	16,158	19,916	23.26%
<i>City of Bastrop</i>	1,247	1,475	18.28%

Area	% Owner Households		2000 to 2010 % Change
	2000	2010	
<i>Bastrop County</i>	80.40%	77.07%	-4.14%
<i>City of Bastrop</i>	61.31%	54.73%	-10.73%

Area	% Renter Households		2000 to 2010 % Change
	2000	2010	
<i>Bastrop County</i>	19.60%	22.93%	16.97%
<i>City of Bastrop</i>	38.69%	45.27%	17.00%

Source: US Bureau of the Census 2000, & 2010
Prepared by Capitol Market Research, June 2015

poptrend.xls

Bastrop County Market Area Multi-Family Housing Demand

Table (7) below shows a multi-family demand forecast for the market area based on population forecasts generated by the Texas State Data Center (Scenario 1.0) based upon historic migration rates for the market area. The Bastrop County Market Area captured 3.52% of the growth in the Austin MSA from 2000 – 2010, which was used to generate the population forecast for the market area. The proportion of renter households is based on the change in tenure split for the market area from 2000 to 2010. The proportion of multi-family units is based upon historical building permit data in the Austin MSA for the past 10 years. The resulting forecast yields an average demand of 191 units per year from 2015 through 2020.

Table (7)
Multi-Family Unit Demand
Bastrop County Market Area

Year	Forecasted MSA Population Growth	MARKET AREA FORECAST						
		Capture Rate	New Population	Household Size	New HH	% Renter	% Multi- Family	Multi-Family Demand
2015	58,007	3.52%	2,044	2.78	758	24.6%	93.6%	175
2016	60,282	3.52%	2,124	2.78	773	24.9%	93.6%	180
2017	61,453	3.52%	2,165	2.78	801	25.3%	93.6%	189
2018	63,675	3.52%	2,244	2.78	816	25.6%	93.6%	195
2019	64,869	3.52%	2,286	2.78	832	25.9%	93.6%	202
2020	66,141	3.52%	2,330	2.78	840	26.3%	93.6%	207

Prepared by: Capitol Market Research, June 2015

Dem.ForecastCalc.xls

Notes: MSA population forecast based on the population forecast obtained from Texas State Data Center, Scenario 1.0, 2010 Census. Capture rate based on average historical growth in the market area as a % of the MSA from 2000-2010. Household size & Percent renter based on growth from 2000-2010 Census. Percent multi-family based on new building permits issued in the MSA over the last 10 years.

APARTMENT MARKET ANALYSIS

Apartment Market Trends in the Austin MSA

Traditionally, apartment projects in Austin have been clustered near activity centers, major employers and the university areas. Examples of this phenomenon include the cluster of apartments near IBM, Dell, Abbott Labs and Seton Hospital as well as the apartments surrounding the University of Texas, St. Edwards University, and the various Austin Community College campus locations. In the recent past, the Central Business District has had relatively few residential rental units. However, since 2009 and 2010, several new communities were developed within the area, with construction continuing into 2014.

Market conditions in the Austin area multi-family market were volatile in the eighties, when an apartment construction boom caused dramatic overbuilding in 1985 and 1986, followed by several years of inactivity. After dropping to 80% occupancy in the mid-eighties, occupancy rates steadily increased, and by 1990, rapid rent escalation was underway. However it was not until 1993 that overall market rental rates were high enough to support widespread construction activity.

As Austin's economy experienced robust growth in the early nineties, the resurgence of multi-family construction began in 1991 when 148 units were constructed and 220 units were absorbed. At that time citywide occupancy was at 93.7% and apartments leased for an average \$0.57 per square foot. From that period through mid-1996, average rent per square foot and absorption accelerated dramatically. Occupancy first peaked in December 1994 at 97.4%, and then again in June 2000 (at 98.2%), while new unit completions peaked in 1996 at 6,405 units and then again at 8,472 in 2001. Since 1996, the pace of new construction fluctuated from year to year but both occupancy and average rental rates increased steadily through the end of 2000.

In 2001, for the first time in many years, new unit completions dramatically exceeded absorption and the market plunged from 97.6% in January to 90.0% by the end of the year. Rents dropped precipitously, but the building continued into 2002, in spite of the softness in the market, and by 2003 the construction boom was tapering off.

Current Market Conditions

Beginning in late 2003, new construction activity began to diminish and regional apartment demand regained strength which resulted in the positive absorption trend through 2004, 2005, 2006 and 2007. However, in 2008 the market occupancy rate decreased 5.2 percentage points from 2007, with additional drops in 2009 occupancy (90.4%) and rental rates (\$0.93). December 2010 and 2011 saw a rapid recovery, and by 2012, rental rates had increased again to \$1.12, a \$0.07 increase since December 2011, and occupancy also increased to reach an astonishing 97.4%. Current (December 2014) rental rates have climbed to \$1.26, and occupancy has dropped slightly to 94.0%. Since the beginning of 2002, 72,194 apartment units in 288 complexes were completed. There were 7,704 net units added between 2010 and 2012, including new units, renovations added back into inventory, and those units removed from inventory due to either a condo conversion or demolition. In 2013, developers added 6,087 net units, and in 2014, 10,123 new units were added, the highest number of units added in a calendar year since 1987.

Between 2000 and 2003, net unit completions exceeded unit demand (measured by absorption), but in 2004 and 2005, the situation reversed and unit demand exceeded net unit completions. The lack of new construction in these years allowed existing units to be absorbed by the market. This trend continued until 2008, when 8,404 net units were added but only 1,526 units were absorbed, and in 2009 unit demand began to recover with 9,025 units added and 6,750 absorbed.

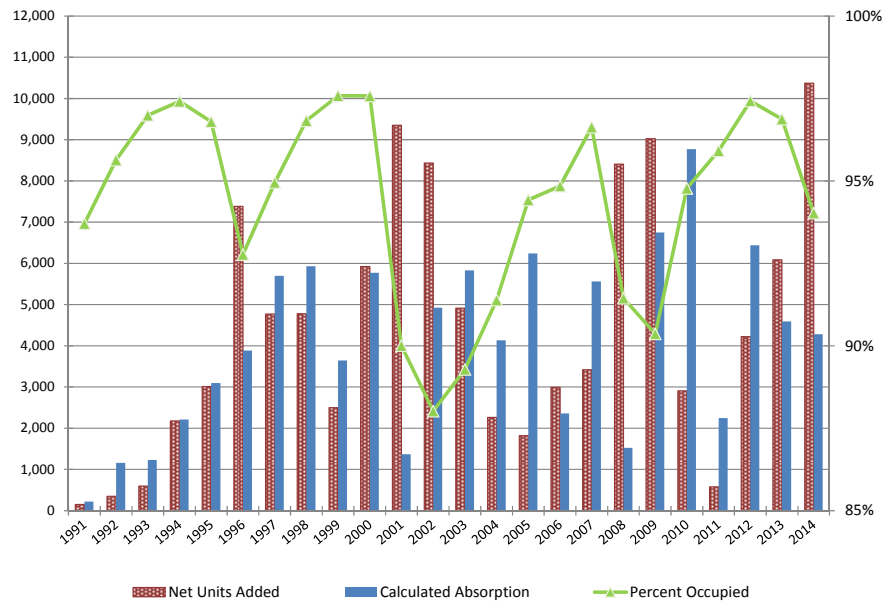
From 2010 through 2013, absorption was very strong as net units added were consistently less than unit demand. However, the most recent CMR survey (December 2014) shows 10,371 net units added in 2014, the most new units added in the area in a calendar year for over 20 years. This increased rate of construction, cumulating with the opening of nine new projects in November and December (when leasing activity is traditionally lower because of the holiday season), resulted in a lower than expected net absorption rate of 4,279 units and a decline in occupancy to 94.0%. Further analysis of the data revealed a disproportionate strength of demand for new units added. Among those new (2014) units, 8,980 units were leased (85.2%), while the existing (older) inventory lost 4,659 units of occupancy, revealing a tenant preference for the new product, in spite of the higher rental rates. Table (6), on the following page, provides apartment market conditions from December 1991 through December 2014. Historical data on occupancy, average rent, unit completions and absorption for 1991 through 2014 is taken from CMR's Austin Apartment Survey, a semi-annual survey of all projects of more than 50 units in the Austin area.

Table (8)
Austin Citywide Apartment Summary
 December 1991 - December 2014

Year	Total Units	Occupied Units	Percent Occupied	Net Units Added	Calculated Absorption	Rent per Sq.Ft.
1991	61,113	57,266	93.7%	148	220	\$0.57
1992	61,118	58,448	95.6%	348	1,160	\$0.64
1993	63,074	61,174	97.0%	594	1,229	\$0.71
1994	66,379	64,662	97.4%	2,178	2,212	\$0.75
1995	69,324	67,101	96.8%	3,010	3,098	\$0.79
1996	77,019	71,452	92.8%	7,384	3,882	\$0.81
1997	81,382	77,270	94.9%	4,770	5,697	\$0.82
1998	86,428	83,683	96.8%	4,778	5,929	\$0.86
1999	89,699	87,531	97.6%	2,499	3,643	\$0.91
2000	96,114	93,786	97.6%	5,923	5,773	\$0.98
2001	105,162	94,651	90.0%	9,351	1,368	\$0.94
2002	113,380	99,794	88.0%	8,432	4,925	\$0.86
2003	120,169	107,290	89.3%	4,912	5,828	\$0.81
2004	122,323	111,786	91.4%	2,262	4,133	\$0.81
2005	124,325	117,389	94.4%	1,819	6,243	\$0.85
2006	126,842	120,304	94.8%	2,993	2,356	\$0.91
2007	128,900	124,558	96.6%	3,416	5,562	\$0.96
2008	137,005	125,284	91.4%	8,404	1,526	\$0.97
2009	145,734	131,686	90.4%	9,025	6,750	\$0.93
2010	147,045	139,361	94.8%	2,906	8,773	\$0.98
2011	147,648	141,614	95.9%	576	2,245	\$1.05
2012	164,143	159,918	97.4%	4,222	6,441	\$1.12
2013	170,234	164,917	96.9%	6,087	4,589	\$1.21
2014	180,519	169,732	94.0%	10,371	4,279	\$1.26

Source: Capital Market Research, December 1991 - December 2014 Apartment Market Survey
 CMR estimates of new completions based on surveys of property managers and owners
 The 2012 multi-family unit total now includes Georgetown and San Marcos

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Bastrop Market Area Apartment Market Conditions

Overview

In July 2015, CMR surveyed the 6 apartment communities in Bastrop that have a total of 604 units. Currently, the average rental rate is at \$1.02 per square foot, which is 13.3% higher than the average in December 2013 when it was \$0.90 per square foot. Occupancy rates average 98.2%, down slightly from 2013, when occupancy was 98.8%. There has been no new construction in the market area since 2012; the additional units added in 2015 are attributed to an older property that was added to the current inventory.

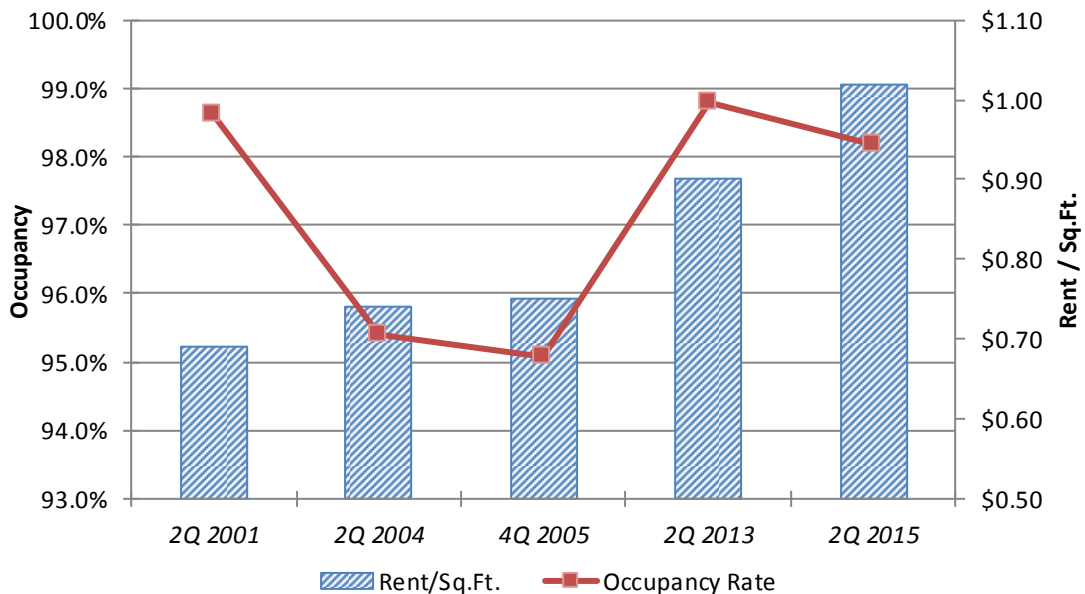
Table (9)
Bastrop Market Area
2001-2015

Year	Number of Units	Units Occupied	Occupancy Rate	Rent/Sq. Ft.	Units Added	Absorption
2Q 2001	144	142	98.6%	\$0.69
2Q 2004	304	290	95.4%	\$0.74	160	148
4Q 2005	304	289	95.1%	\$0.75	0	(1)
2Q 2013	574	567	98.8%	\$0.90	270	278
2Q 2015	604	593	98.2%	\$1.02	30	26

Source: Capitol Market Research, Apartment Market Survey, 2001, 2004, 2005, 2013, 2015

hist_occ.xls

Note: Piney Creek North added to inventory in 2015, originally built in 1978



New Construction

New construction in the Bastrop market area has been very slow, with units being delivered in only 2 of the last 15 years. The newer completions in the market area are two market rate projects, Lodge at Lost Pines (2002) and Walnut Ridge Apartments (2009). In 2002, 160 units were completed at the Lodge at Lost Pines, which is currently achieving an average rental rate of \$1.11 per square foot, while maintaining an average occupancy of 99.4%. Walnut Ridge, the 200-unit project completed in 2009, is currently achieving an average rental rate of \$1.14 per square foot with a 95.0% occupancy rate.

Occupancy

Currently, the occupancy rate in Bastrop is 98.2%, with the four older apartments, including two affordable, 100% occupied. The high occupancy rate reflects the strength of demand for rental units in Bastrop which is generated by a growing local economy and the location of the City within an easy (20 minute) commute to SH-130 on the east side of Austin. The appeal of small town living and lower rental rates than Austin, combined with the ease of commuting west towards major employers, has made Bastrop an ideal place to rent.

Average Rents

Average rental rates (net rents including concessions) in the Bastrop market area have increased in the past two years by 13.3%, currently reaching \$1.02. However, when you take into account that the majority of the market area is dominated by older and income restricted properties, with limited amenities, it becomes clear that the market area averages do not accurately reflect the potential for a new higher quality project. The two market rate properties, completed in 2002 and 2009, are currently achieving an average gross rental rate of \$1,035 and \$1.13 per square foot.

Market Outlook

The Bastrop market area is currently served by older, smaller apartment complexes with limited amenities and (some) income restrictions. This has caused the market area average rent per square foot to remain low. In contrast, the newer communities, which have more amenities, are able to demand higher rental rates. The steady pace of new employment expansion in Bastrop attests to the pro-growth attitude of the community and reflects the significance of the retail and service sectors as well as a growing complement of basic industries. As the retail offerings expand, and the employment base continues to grow, the demand for new rental housing in the market area will continue to increase.

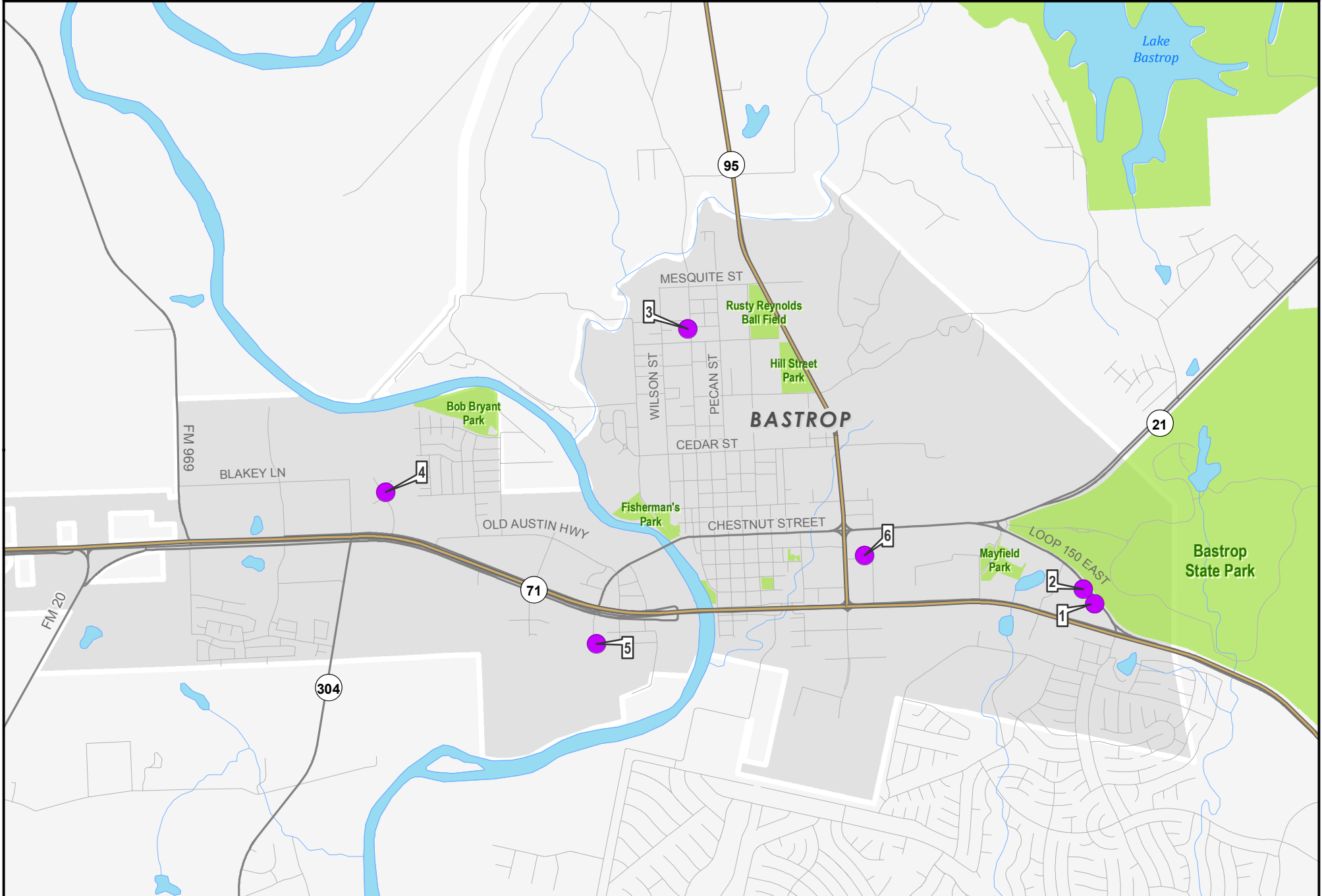
Table (10)
Existing Apartments
Bastrop Market Area

Map No	Name	Address	YOC	Total Units	Occupancy	Average Rent	Average Rent/SqFt
1	Lodge at Lost Pines	3950 E Hwy 71	2002	160	99.4%	\$968	\$1.11
2	Pine Point Apartments	1 Pine Point Dr	1987	56	100.0%	\$719	\$0.73
3	Piney Creek North (AH)	2110 Main St	1978	30	100.0%	\$557	\$0.72
4	Settlement Estates (AH)	149 Settlement Dr	1999	70	100.0%	\$583	\$0.78
5	The Arbors	202 Childers Dr	1985	88	100.0%	\$766	\$0.98
6	Walnut Ridge	1900 Walnut St	2009	200	95.0%	\$1,089	\$1.14
Total/Average				604	98.2%	\$890	\$1.02

Capitol Market Research, July 2015

hist_occ.xls

Note: (AH) = Affordable Housing



Potential Sites for Development

Currently (July 2015), the overall occupancy rate in the Bastrop market area is 98.2%. Given the high occupancy rate and absence of new units, under construction or planned, there is room in the market area to develop a new apartment project at an appropriate site. Recent interviews with the City of Bastrop Economic Development Corporation and the Planning & Development departments revealed several sites that may be suitable for apartment development.

Table (11) lists the potential sites, their location, size and zoning. The map and text on the following pages further characterize each potential site.

Table (11)
Potential Multi-Family Development Sites
 Bastrop Market Area

Map No	Location	Acres	Owner	Zoning
1	Bastrop Grove	52.68	71 Retail Partners, LP	C-1
2	Hunter's Crossing	9.35	Schain, Howard	HX-PD-C
3	Hwy 71 / Burleson	12.91	Erhard Legacy Partners LTD	AG EXEMPT
4	Hwy 71 / Duff	54.13	Erhard Legacy Partners LTD	AG EXEMPT
5	Hwy 71 / Settlement Dr	23.04	Rosanky, Charles	A/OS
6	Pecan Park	64.48	Pecan Park Associates LTD	C-1
		216.59		

Capitol Market Research, July 2015

potential_sites.xls

Data from Bastrop County Appraisal District, City of Bastrop

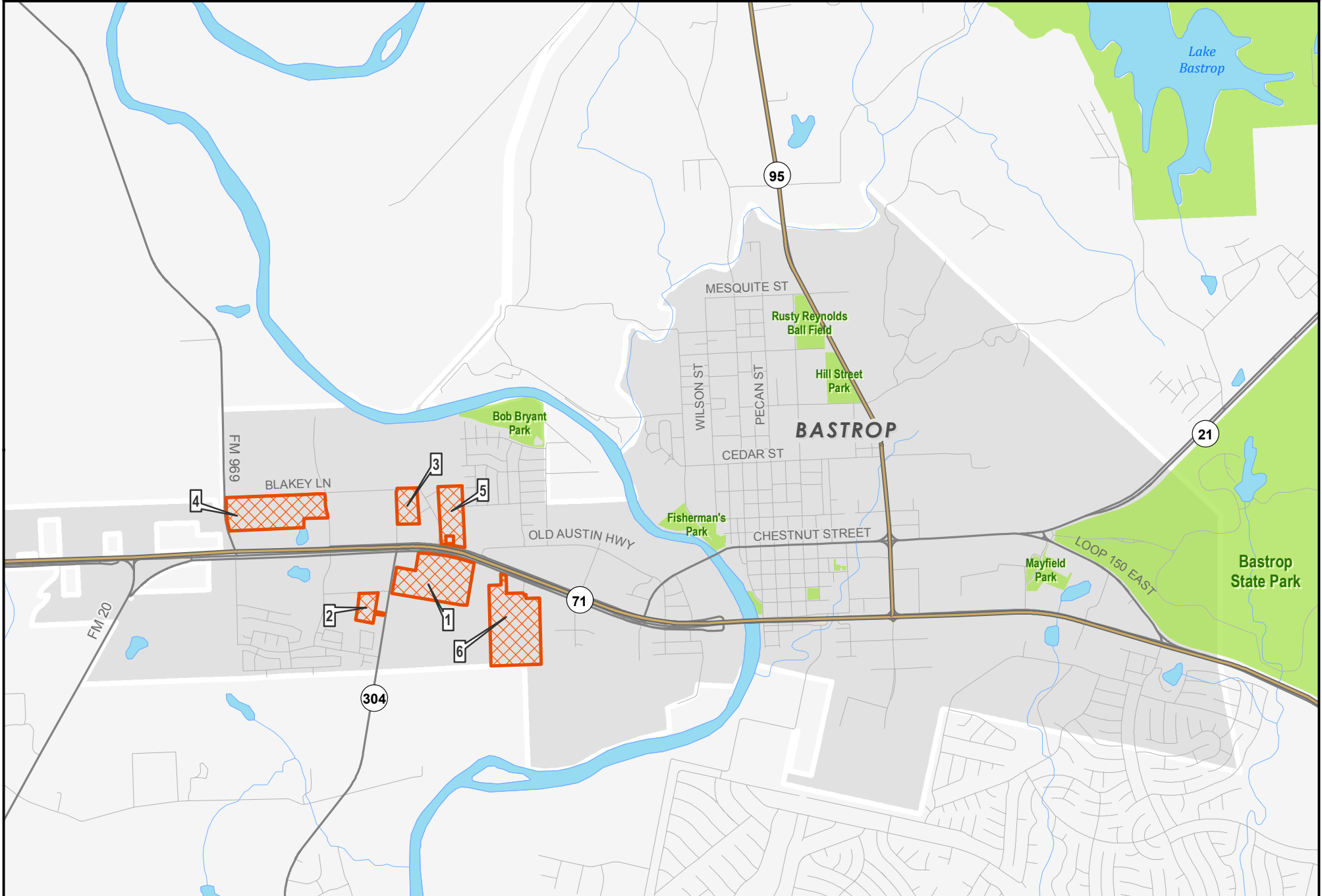
Bastrop Grove is located south of State Highway 71 and just east of Texas 304. The 52.68 acre tract has frontage on SH 71, with additional pad sites available.

A 9.35 acre site, part of the Hunter's Crossing PID, was recently purchased by the developer of the Lodge at Lost Pines Apartment for future apartment development. This purchase then negates the opportunity for the site due west to also be developed into apartments, due to the restriction on this site which was a contingent condition for the first sale. Further information about the development timeline and project details are not known at this time.

Erhard Legacy Partners LTD owns two sites north of State Highway 71, a 12.91 acre site east of the Burleson Crossing Shopping center, and another larger 52.68 acre tract between McCoy's Building supply and Edward Burleson Lane. These sites are currently under evaluation by HPI Residential as potential future apartment sites, and the 12.91 is currently under option to the Durhman & Bassett Realty Group for potential retail development.

One additional site north of State Highway 71 identified by Capitol Market Research is located just east of the existing Settlement Estates apartment project. The parcel, 23.04 acres, is currently privately owned with a single family home close to the Highway.

Pecan Park is a 64.48 acre site under development as a single family home subdivision, owned by Duke McDowell of Sterling Custom Homes. However, a portion of the site could be considered for multi-family use if it were subdivided appropriately and zoned for multi-family use.



SUMMARY AND CONCLUSIONS

Summary and Conclusion

The City of Bastrop currently contains 604 apartment units in 6 apartment communities, of which four are market rate and two are “income restricted” communities. The overall average rent per square foot for the Bastrop market area as of July 2015 is \$1.02 with an average total rent of \$890. The market area occupancy among the six projects was 98.2%, with four of the six properties being 100% occupied. The average unit size is 876 square feet, which is comparable to the 880 square foot average in the City of Austin, and reflects the lower density character of the existing inventory and a unit mix that has a higher percentage of one and two bedroom units.

New construction in the Bastrop market area has been very slow, with new units being delivered in only 2 of the last 15 years. The newer completions in the market area are two market rate projects, Lodge at Lost Pines (2002) and Walnut Ridge Apartments (2009). In 2002, 160 units were completed at the Lodge at Lost Pines, which is currently achieving an average rental rate of \$1.11 per square foot, while maintaining an average occupancy of 99.4%. Walnut Ridge, the 200-unit project completed in 2009, is currently achieving an average rental rate of \$1.14 per square foot with a 95.0% occupancy rate.

Using a population forecast obtained from the Texas State Data Center for the Austin MSA (Scenario 1.0), CMR established that Bastrop County captures 3.52% of growth in the Austin MSA. In addition the 2000 and 2010 U.S. Census revealed that the percentage of renters as a proportion of the new households has been growing steadily, increasing at an average rate of 0.33% per year. Using the proportion of total rental units in apartment communities of 93.6% yields an average annual demand of 191 units from 2015 through 2020, enough to support one new 200-unit apartment community per year.

Currently there are no concrete plans for new apartment development in Bastrop. While the apartment occupancy rate and employment growth indicate a need for new apartment units, the historical low average rents would not support the cost of new construction; however, the recent increases in average rent seen in the two new market rate projects has re-kindled interest in new construction. After conversations with the City of Bastrop Economic Development Corporation and Planning and Development departments, CMR has identified and mapped six potential sites for new apartment development. Two of these sites, Hunter’s Crossing and a site off of Hwy 71/Burleson Road, are currently under initial evaluation for apartment development. The additional sites, all much larger, would need to be subdivided and rezoned in order to accommodate new apartment construction. All six sites are west of the Colorado River Bridge and the Highway 71 construction that is slated to start in the near future, which would avoid the traffic congestion for those who commute from East Bastrop to work in areas west of the city, such as Austin.

Based on the foregoing data and analysis provided in this report, it seems reasonable to assume that a smaller market rate apartment community, west of the Colorado River Bridge, would perform well with residents who live and work in Bastrop, or who prefer living in a small town within easy commuting distance to the major employers in Austin. Given the recent rental rates obtained by the new market

rate projects in Bastrop, it is possible that a new apartment community in Bastrop could achieve rental rates at or above \$1.15 per square foot.

APPENDIX

Certificate

The undersigned do hereby certify that, except as otherwise noted in this market/feasibility report:

We certify that we have personally inspected the aforementioned subject property, and that our fee is in no way contingent upon the determination of feasibility reported herein.

We have no present or contemplated future interest in the real estate that is the subject of this report.

To the best of our knowledge and belief the statements of fact contained in this report, upon which the analyses, opinions and conclusions expressed herein are based, are true and correct.

This report sets forth all of the limiting conditions (imposed by the terms of our assignment or by the undersigned) affecting the analyses, opinions and conclusions contained in this report.

Recognition is hereby given to Erin Roberts, Joey Valenzuela, Whitney Head, and Kyle Brewer for their assistance in the preparation of this report.

No one other than the undersigned prepared the analyses, conclusions and opinions concerning the real estate that are set forth in this report.

Respectfully submitted,

CAPITOL MARKET RESEARCH, INC.

A handwritten signature in black ink, appearing to read "Charles H. Heimsath", written over a horizontal line.

Charles H. Heimsath
President

CHARLES H. HEIMSATH QUALIFICATIONS

Charles H. Heimsath graduated from The University of Texas in 1976 with a Master of Science degree in City Planning. He has been active in the real estate market since 1976 in the areas of commercial and residential brokerage, market and feasibility studies, and real estate research. Prior to his association with Capitol Market Research, Mr. Heimsath was a senior project manager in charge of feasibility/market research with an appraisal firm, R. Robinson & Associates, Inc., Austin, Texas. Between 1980 and 1983 he was responsible for managing the real estate research division at the Rice Center in Houston.

Since moving to Austin in February 1984, Mr. Heimsath has conducted or managed over 500 market research and feasibility projects covering a range of property types from residential and mixed-use subdivisions through office/warehouse and service center space to downtown office buildings. His work has also included population forecasting for several cities, consultation to the General Land Office, The University of Texas System, and economic impact studies for proposed commuter and light rail systems in Austin and San Antonio.

EDUCATION

B.S. in Economics, University of Vermont, Burlington, Vermont; June 1972

M.S. in Community and Regional Planning, The University of Texas, Austin, Texas; August 1976

Post Graduate Studies, Rice University, Houston, Texas; 1980, 1981

PROFESSIONAL MEMBERSHIPS & CERTIFICATIONS

American Planning Association

Real Estate Council of Austin, Former Board Member

Texas Real Estate Broker #188355-13

Urban Land Institute, Austin Advisory Board Member

Downtown Austin Alliance, Board Member, Policy Committee Chair

Texas Regional Mobility Authority, Board Member

PROFESSIONAL EXPERIENCE

Capitol Market Research, Inc., President: June 1986 - Present

R. Robinson & Associates, Project Manager: Real estate research, market and demographic studies, land-use forecasting: February 1984 - June 1986

South Main Center Assoc., Associate Director: Construction management, office administration, policy development, community outreach: February 1983 - February 1984

Rice Center, Senior Associate: Senior project manager responsible for real estate research, urban development and economic forecasting: October 1978 - February 1983

Mayor's Office, City of Houston, Urban Economist: Responsible for preparing the Overall Economic Development Plan (OEDP) for Houston: October 1976 - October 1978

AGENDA ITEM 9.7

BASTROP ECONOMIC DEVELOPMENT CORPORATION

STANDARDIZED AGENDA RECOMMENDATION FORM

DATE SUBMITTED: August 12, 2015

MEETING DATE: August 17, 2015

1. Agenda Item:

Consideration, discussion and possible action on a request for the BEDC to participate in an Assessment and Demand Analysis for the Healthcare Sector in Bastrop, Texas.

2. Party Making Request: Gary Schiff

3. Nature of Request: (Brief Overview) Attachments: Yes No

Mr. Schiff requested that the item be added to the agenda for the Board's consideration. Additional information is attached for the Board's review. Johnny Burns from the Family Health Center of Bastrop will be in attendance to answer any questions.

4. Policy Implication:

5. Budgeted: Yes No N/A

Bid Amount:

Over/(Under) Budget:

Budgeted Amount:

Budget Balance:

6. Alternate Option/Costs:

7. Routing: ED Staff ED Chair

8. Staff Recommendation:

Motion: SM GS CC KK WD KLK CL

Second: SM GS CC KK WD KLK CL

For: SM GS CC KK WD KLK CL

Against: SM GS CC KK WD KLK CL

Abstained: SM GS CC KK WD KLK CL

August 12, 2015

Bastrop Economic Development Corporation
301 Hwy 71 W, Suite 214
Bastrop, TX 78602
c/o Johnny Burns
CEO, Family Health Center of Bastrop

Subject: *Proposal for Market Assessment and Demand Analysis of Healthcare Services*

Dear Johnny:

Per your conversation(s) with Wilson Weber and Cindy Matthews, this proposal letter is intended to outline the process by which Community Hospital Consulting (“CHC Consulting”), the management and consulting arm of Community Hospital Corporation (“CHC”), would engage with Bastrop city officials and key stakeholders to evaluate the appropriate care delivery model for the community.

OBJECTIVE

The objective of the project is to prepare a study identifying the appropriate level of healthcare services needed in the area. By evaluating potential demand for various inpatient and outpatient services, these findings would ultimately serve as a platform for discussions with local stakeholders regarding the potential viability of opening a local hospital with inpatient beds.

OUR APPROACH

For this project, CHC Consulting will follow the steps outlined below:

Phase 1: Community Perspective

- Conduct 10-15 one-on-one interviews with representatives from the City, community leaders and healthcare providers.
- Create and oversee a community survey to evaluate consumer perceptions regarding health needs in the community. The survey methodology could include electronic, telephone or mail.

Phase 2: Market Assessment and Demand Study

- Work with City management, community leadership, healthcare providers and other stakeholders to identify the target market area(s) for study.
- Collect and analyze demographic information available for the target market(s), including age, gender, education, income level, and population growth projections.

- Determine and evaluate the payer composition for the market(s), estimating the payer mix (managed care, other insurance, governmental programs, private pay) that may be experienced by an inpatient hospital.
- Collect and analyze information on trended utilization of inpatient services in the market area as available (i.e. inpatient discharges, average lengths of stay, etc.)
- Collect and evaluate market share information as available for hospitals in the region and determine out-migration patterns of hospital utilization.
- Collect and evaluate growth projections for inpatient and outpatient services by assumed service lines for the target market(s).
- Estimate bed need for the population of the target market(s) compared to local and national benchmarks.
- Create inpatient and outpatient volume and growth assumptions.
- Evaluate physician supply and demand for the target market(s).

Phase 3: Facilitation of Strategic Relationships

- Assist in identifying potential healthcare providers.

DELIVERABLE

The deliverable at the conclusion of the project will be a written report documenting the data collection, analysis and findings of the engagement as well as recommendations for next steps. Additionally, a presentation would be provided summarizing the results of the overall study to designated stakeholders.

PROFESSIONAL ARRANGEMENTS

Professional Fees and Expenses. The professional fees for this Proposal are detailed in Schedule A.

Billing Procedures. CHC Consulting will bill for its services in two equal installments as outlined above and as further defined in the Standard Terms and Conditions. The first invoice is payable upon execution of the Proposal Letter.

Direct out-of-pocket expenses as noted in Schedule A will be billed as incurred with payment due within ten (10) business days.

Additional Services. Any additional services requested and not noted in this proposal may be provided at an additional cost, to be mutually agreed upon in writing at the time of the request.

NEXT STEPS

If you agree with the terms outlined in this proposal, please indicate your acceptance by signing in the space provided below and returning one signed original Proposal Letter to:

David Domingue, FACHE
Senior Vice President of Business Development
Community Hospital Consulting
7800 N. Dallas Parkway, Suite 200
Plano, TX 75024

Thank you for the opportunity to provide this proposal to you. We would be happy to answer any questions you might have about the proposal or to fine-tune our approach to achieve the results you desire.

Sincerely,



David Domingue
Senior Vice President of Business Development

ACCEPTANCE OF TERMS:

By: _____

Title: _____

Date: _____

Enclosures: Schedule A

SCHEDULE A

FEES AND EXPENSES

PROFESSIONAL FEES

ITEM ⁽¹⁾	PROFESSIONAL FEE
Phase 1: Community Perspective Note: Professional fee not inclusive of expenses related to the actual survey	\$21,000
Phase 2: Market Assessment and Demand Study	\$30,000
Phase 3: Facilitation of Strategic Relationships	\$20,000
TOTAL:	\$71,000

(1) In general, the services provided are noted in the above Proposal Letter. The scope of work for this Proposal Letter will be focused on analysis only. Summary findings will be presented in an electronic written report. Professional fee does not include administration of the actual consumer survey. If further engagement is desired additional cost(s) would be incurred and proposed under a separate proposal letter(s).

EXPENSES

In additional to fees noted above, CHC Consulting will invoice, in a timely fashion, for out-of-pocket expenses incurred by CHC Consulting in performing the services under this proposal including, but not limited to, airfare, hotel, rental car, meals, taxi, mileage to and from airport and parking, mileage to/from our Plano office should it be necessary to drive, production of reports, postage and/or overnight courier expenses, long distance, facsimile transmissions charges, data acquisition costs and consumer survey administration.

Community Hospital Consulting, Inc Standard Terms and Conditions

1. **Services.** It is understood and agreed that the services of Community Hospital Consulting, Inc (“CHC Consulting”) may include advice and recommendations; but all decisions in connection with the implementation of such advice and recommendations shall be the responsibility of, and made by Bastrop Economic Development Corporation, (CLIENT). In the event of a claim by a third party relating to the services under the Proposal Letter to which these Standard Terms and Conditions are attached, CLIENT will indemnify CHC Consulting and its personnel from all such claims, liabilities, cost and expenses, except to the extent determined to have resulted from the intentional or deliberate misconduct of CHC Consulting personnel.
2. **Payment of Invoices.** CHC Consulting will invoice CLIENT its fees related to the scope of work and services provided under the Proposal Letter. The initial invoice will be billed upon receipt of the executed agreement and will be due within 15 days of receipt. The final invoice will be billed upon completion of the engagement and delivery of CHC Consulting’s final report and will be due within 30 days of receipt. CHC Consulting will directly invoice out-of-pocket expenses as defined in the Proposal Letter. CLIENT will pay CHC Consulting upon receipt of said invoices. Any amount due CHC Consulting will be due and payable within ten (10) business days. Properly submitted invoices upon which payment is not received within thirty (30) days of the invoice date shall accrue a late charge of the lesser of (i) one and one half percent (1 ½ %) per month or (ii) the highest rate allowable by law, in each case compounded monthly to the extent allowed by law. Without limiting its rights and remedies, CHC Consulting shall have the right to halt or terminate entirely its services until payment is received on past due invoices.
3. **Term.** Unless terminated sooner in accordance with its terms, this proposal shall commence upon the execution of the Proposal Letter and terminate with the completion of the scope of work and services as outlined in the Proposal Letter.
4. **Ownership.**
 - a) **CHC Consulting Technology.** CHC Consulting has created, acquired or otherwise has rights in, and may, in connection with the performance of services hereunder, employ, provide, modify, create, acquire or otherwise obtain rights in various concepts, ideas, methods, methodologies, procedures, processes, know-how, and techniques; models (including, without limitation, function, process, system and data models); templates; and logic, coherence and methods of operation of systems (collectively, the “CHC Consulting Technology”).
 - b) **Ownership of Deliverables.** Except as provided below, upon full and final payment to CHC Consulting hereunder, the tangible items specified as deliverables or work product in the Proposal Letter to which these terms are attached (the “Deliverables”) will become the property of CLIENT. To the extent that any CHC Consulting Technology is contained in any of the Deliverables, CHC Consulting hereby grants CLIENT, upon full and final payment to CHC Consulting hereunder, a royalty-free paid up, world-wide, non-exclusive license to use such CHC Consulting Technology in connection with the Deliverables.
 - c) **Ownership of CHC Consulting Property.** To the extent that CHC Consulting utilizes any of its property (including, without limitation, the CHC Consulting Technology) in connection with the performance of services hereunder, such property shall remain the property of CHC Consulting and, except for the license expressly granted in the preceding paragraph, CLIENT shall acquire no right or interest in such property. Nothing in this Proposal Letter or Attachment A shall be construed as precluding or limiting in any way the right of CHC Consulting to provide consulting or other services of any kind or nature whatsoever to any person or entity as CHC Consulting in its sole discretion deems appropriate. In addition, and notwithstanding anything in this Proposal Letter or Attachment A to the contrary, the parties acknowledge and agree that (a) CHC Consulting will own all right, title, and interest, including, without limitation, all rights under all copyright, patent and other intellectual property laws, in and to the CHC Consulting Technology and (b) CHC Consulting may employ, modify, disclose, and otherwise exploit the CHC Consulting Technology.
5. **Non-Solicitation.** CLIENT and CHC Consulting agree not to solicit employees or independent contractors of each other without prior written consent.
6. **Limitation on Warranties. THIS IS A SERVICES ENGAGEMENT. CHC CONSULTING WARRANTS THAT IT WILL PERFORM SERVICES HEREUNDER IN GOOD FAITH. CHC CONSULTING DISCLAIMS ALL OTHER WARRANTIES, EITHER EXPRESS OR IMPLIED, INCLUDING,**

WITHOUT LIMITATION, WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.

7. **Limitation on Damages.** CLIENT agrees that CHC Consulting, its partners, principals, officers and employees shall not be liable to CLIENT for any actions, damages, claims, liabilities, costs, expenses, or losses in any way arising out of or relating to the services performed hereunder for an aggregate amount in excess of the professional fees paid by CLIENT to CHC Consulting under this proposal. In no event shall CHC Consulting, its partners, principals, officers or employees be liable for consequential, special, indirect, incidental, punitive or exemplary damages, costs, expenses, or losses (including, without limitation, lost profits and opportunity costs). In furtherance and not in limitation of the foregoing, CHC Consulting will not be liable in respect of any decision made by CLIENT as a result of the performance by CHC Consulting of its services hereunder. The provisions of this Paragraph shall apply regardless of the form of action, damage, claim, liability, cost, expense, or loss, whether in contract, statute, tort (including, without limitation, negligence), or otherwise.
8. **Cooperation.** CLIENT shall cooperate with CHC Consulting in the performance by CHC Consulting of its services hereunder, including, without limitation, providing CHC Consulting with reasonable facilities and timely access to data, information and personnel of CLIENT. CLIENT shall be responsible for the performance of its employees and agents for the accuracy and completeness of all data and information provided to CHC Consulting for purposes of the performance by CHC Consulting of its services.
9. **Force Majeure.** Neither CLIENT nor CHC Consulting shall be liable for any delays resulting from circumstances or causes beyond its reasonable control, including, without limitation, fire or other casualty, act of God, strike or labor dispute, war or other violence, or any law, order or requirement of any governmental agency or authority.
10. **Limitation on Actions.** No action, regardless of form, arising under or relating to this proposal, may be brought by either party more than one year after the cause of action has accrued, except that an action for nonpayment may be brought by a party not later than one year following the date of the last payment due to such party hereunder.
11. **Independent Contractor.** It is understood and agreed that each of the parties hereto is an independent contractor and that neither party is, nor shall be considered to be, an agent, distributor or representative of the other. Neither party shall act or represent itself, directly or by implication, as an agent of the other or in any manner assume or create any obligation on behalf of, or in the name of, the other.
12. **Confidentiality.** CLIENT and CHC Consulting acknowledge and agree that all information communicated to either party by the other party in connection with the performance by a party under this proposal shall be received in confidence, shall be used only for the purposes of this proposal, and no such confidential information shall be disclosed by the respective parties or their agents or personnel without the prior consent of the other party. This provision does not apply to information that is or becomes generally available to the public, was known to either CLIENT or CHC Consulting or has been previously possessed by CLIENT or CHC Consulting, was independently developed by CLIENT or CHC Consulting without violation of this provision, or CLIENT and CHC Consulting agree from time to time to disclose. If either party receives a subpoena or other validly issued administrative or judicial demand requiring it to disclose the other party's confidential information, such party shall provide prompt written notice to the other party of such demand in order to permit such party to seek a protective order. In addition, relative to any protected health information of Client's patient, CHC Consulting also agrees to abide by the terms set forth in Exhibit C. Upon the termination of this engagement, CHC Consulting will return to CLIENT all confidential information delivered to CHC Consulting by CLIENT.
13. **Survival.** The provisions of Paragraphs 1, 2, 4, 5, 6, 9, 10, 11, 12 and 13 hereof shall survive the expiration or termination of this engagement.
14. **Assignment.** Except as provided below, neither party may assign, transfer or delegate any of the rights or obligations hereunder without the prior written consent of the other party. CHC Consulting may assign its rights and obligations hereunder to any affiliate that is a successor in interest to all or substantially all of the assets or business of CHC Consulting's practice, without the consent of CLIENT.
15. **Entire Agreement.** These terms, and the Proposal Letter to which these terms are appended, including any Exhibits, constitute the entire agreement between CHC Consulting and CLIENT with respect to the subject matter hereof and supersede all other oral and written representation, understandings or agreements relating to the matter hereof.

AGENDA ITEM 9.8

BASTROP ECONOMIC DEVELOPMENT CORPORATION

STANDARDIZED AGENDA RECOMMENDATION FORM

DATE SUBMITTED: August 12, 2015

MEETING DATE: August 17, 2015

1. Agenda Item:

Consideration, discussion and possible action on a request for reconsideration of Board action related to the Bastrop Business and Industrial Park Infrastructure Project.

2. Party Making Request: Mayor Ken Kesselus

3. Nature of Request: (Brief Overview) Attachments: Yes No

Mayor Kesselus requested that the item be added to the agenda for the Board's consideration.

4. Policy Implication:

5. Budgeted: Yes No N/A

Bid Amount:

Over/(Under) Budget:

Budgeted Amount:

Budget Balance:

6. Alternate Option/Costs:

7. Routing: ED Staff ED Chair

8. Staff Recommendation:

Motion: SM GS CC KK WD KLK CL

Second: SM GS CC KK WD KLK CL

For: SM GS CC KK WD KLK CL

Against: SM GS CC KK WD KLK CL

Abstained: SM GS CC KK WD KLK CL