

**NOTICE OF REGULAR MEETING OF BOARD OF DIRECTORS OF
 BASTROP ECONOMIC DEVELOPMENT CORPORATION (BEDC)
 Monday, October 21, 2019 – 5:00 P.M.
 Bastrop City Hall, 1311 Chestnut Street, Bastrop, Texas**

1. CALL TO ORDER

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

2. PUBLIC COMMENT(S)

3. REGULAR BUSINESS & PRESENTATIONS

- 3.1. Approval of meeting minutes from the Bastrop EDC Regular Board Meeting of September 16, 2019. **(page 3)**
- 3.2. Acceptance of the Bastrop EDC’s financial summary report for period ending August 31, 2019. Note: September financials will not be available until the fiscal year is closed by the Finance Department. **(page 6)**
- 3.3. Update on 921 Main Street Building from Project Manager Jimmy Crouch. **(page 21)**
- 3.4. Consideration, discussion and possible action on Resolution R-2019-0022 of the Bastrop Economic Development Corporation approving and requesting approval of an amendment to the BEDC’s FY 2019/2020 annual budget to allocate SIXTY-FIVE THOUSAND SEVEN HUNDRED SEVENTY-FIVE (\$65,775) DOLLARS from previous year’s budget now in the reserve funds to be designated as unused promotional funds from fiscal year 2018/2019. **(page 22)**
- 3.5. Update on EDC staff activities (e.g., marketing, prospects, projects, events, and other updates). **(page 25)**

4. EXECUTIVE SESSION

- 4.1. The Bastrop EDC Board of Directors will meet in a closed/executive session pursuant to the Texas Government Code, Chapter 551, to discuss the following:
 - (1) **Section 551.071** Consultation with Attorney – Request from AEI Technologies for final reimbursement
 - (2) **Section 551.071** Consultation with Attorney and **Section 551.087** Deliberation regarding the commercial or financial information received on potential projects – Project Paint by Number, 921 Main Street Project, and Project Q-Bert
 - (3) **Section 551.071** Consultation with Attorney **Section 551.072** Deliberation about the purchase, exchange, lease, or value of real property – Project Agnes II, Project Compassionate, Project Green, Project Noah, Project Gnome, Project Technology/MLK, Project Bronze Star, Project Paint by Number, Project Molly, and Project Q-Bert

- (4) **Section 551.074** Personnel Matters – to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of an employee.
 - (5) **Section 551.074** Personnel Matters – to deliberate on the appointment of an executive director.
- 4.2. The Bastrop EDC Board of Directors will reconvene into open session to discuss, consider and/or take any action necessary related to the executive sessions noted herein.

5. ADJOURNMENT

CERTIFICATE

I, Kathy Merrifield, EDC Assistant of the Bastrop Economic Development Corporation (Bastrop EDC), certify that this Notice of Meeting was posted on the front window of the Bastrop EDC offices, 301 Hwy 71 W., Suite 214, at the Bastrop City Hall, 1311 Chestnut Street, and on the Bastrop EDC's website on this the 17th of October 2019 at 5:00 p.m. Copies of this agenda have been provided to those members of the media requesting such information.

Kathy Merrifield

Kathy Merrifield, BEDC Office Manager

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



Agenda Item: 3.1

AGENDA MEMORANDUM

Meeting Date: October 21, 2019

Agenda Item: Approval of meeting minutes from the Bastrop EDC Regular Board Meeting of September 16, 2019.

Prepared by: Kathy Merrifield, Office Manager

The draft minutes from the Regular Board Meeting of September 16, 2019 are attached for the Board's review.

Attachments:

Draft minutes from the Regular Board Meeting of September 16, 2019

Recommendation – Approve the September meeting minutes as submitted.

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

BASTROP ECONOMIC DEVELOPMENT CORPORATION (BEDC)
BOARD OF DIRECTORS
Minutes of Monthly Meeting, September 16, 2019
Bastrop City Hall, 1311 Chestnut Street, Bastrop, Texas

The Bastrop Economic Development Corporation (BEDC) met on Monday, September 16, 2019, at 5:00 p.m. at Bastrop City Hall, 1311 Chestnut Street, for a Monthly Meeting. Board members present: Kathryn Nash, Kevin Plunkett, Connie Schroeder, Ron Spencer, Pat Crawford, Sam Kier and Jeff Haladyna. Staff members present: Phallan Davis, Angela Ryan, Jean Riemenschneider and Kathy Merrifield. BEDC Attorney Cameron Cox was also in attendance.

1. **CALL TO ORDER** – Board Chair Kathryn Nash called the Board Meeting to order at 5:00 p.m.
2. **PUBLIC COMMENT(S)** – There were no public comments.
3. **REGULAR BUSINESS & PRESENTATIONS**
 - 3.1. Approval of meeting minutes from the Bastrop EDC Regular Board Meeting of August 19, 2019. Mr. Spencer made the motion to approve the minutes as submitted, Ms. Crawford seconded, and the motion passed.
 - 3.2. Acceptance of the Bastrop EDC's financial summary report for period ending July 31, 2019. Note: August 31, 2019 financials had not been provided at the time this packet was prepared. Mr. Kier made the motion to accept the July BEDC financials as submitted, Mr. Plunkett seconded, and the motion passed.
 - 3.3. Update on 921 Main Street Building from Project Manager Jimmy Crouch. Note: this item was moved to first. Mr. Crouch presented his update on the 921 Main Street Project. No action was necessary.
 - 3.4. Consideration, discussion and possible action on election of 2019/2020 BEDC Officers: Chair, Vice-Chair, Secretary and Treasurer. Ms. Schroeder thanked re-appointed Board members Ms. Nash, Mr. Kier, Mr. Spencer and Mr. Plunkett for continuing to serve for two more years. She then made a motion to leave current officers in place: Ms. Nash as Board Chair, Mr. Plunkett as Vice Chair and Mr. Kier as Secretary/Treasurer. Ms. Crawford seconded, and the motion passed.
 - 3.5. Consideration, discussion and possible action on Board meeting schedule for 2019/2020, including date and/or time of meetings. Ms. Davis presented the dates for FY19/20 Board Meetings as being the third Monday of each month except for January and February where the meeting has been moved to the fourth Monday due to MLK Day and President's Day consecutively. Ms. Schroeder suggested moving March's meeting to the fourth Monday as well since the third Monday falls during the week of Spring Break. After some discussion, this was agreed upon. Ms. Schroeder made the motion to approve the FY19/20 Board Meeting schedule as presented, including the start time of 5:00 p.m., with the addition of moving March's meeting to the fourth Monday. Mr. Kier seconded, and the motion passed.
 - 3.6. Consideration, discussion and possible action to approve Resolution R-2019-0021 authorizing a change to the BEDC's Fiscal Year 2018-19 budget and subsequent payment of an additional \$6,187.00 to the City bringing the total amount to \$72,787.00 to be paid to the City of Bastrop for City Projects & Programs. Tracy Waldron, Chief Financial Officer for the City of Bastrop, presented to the Board the city's justifications for requesting the additional \$6,187.00. After

some discussion, Mr. Kier made the motion to reject Resolution R-2019-0021, Ms. Crawford seconded, and the motion passed.

- 3.7. Consideration, discussion and possible action on Resolution R-2019-0022 approving an amendment to the agreement with AEI Technologies to provide the final payment for the 7th full-time employee in the amount of \$9,334.00. Ms. Schroeder made the motion to strike Resolution R-2019-0022 from the agenda, Mr. Plunkett seconded, and the motion passed.
- 3.8. Update on EDC staff activities (e.g., marketing, prospects, projects, events, and other updates). Ms. Davis presented August staff activities, including metrics for the EDC website, social media, and projects. No action was necessary

4. EXECUTIVE SESSION

- 4.1. At 6:01 p.m., the Bastrop EDC Board of Directors met in a closed/executive session pursuant to the Texas Government Code, Chapter 551, to discuss the following:
 - (1) **Section 551.071** Consultation with Attorney – Request from AEI Technologies for final reimbursement
 - (2) **Section 551.071** Consultation with Attorney and **Section 551.087** Deliberation regarding the commercial or financial information received on potential projects – Project Paint by Number, 921 Main Street Project, and Project Q-Bert
 - (3) **Section 551.072** Deliberation about the purchase, exchange, lease, or value of real property – Project Paint by Number, 921 Main Street Project, and Project Q-Bert
 - (4) **Section 551.074** Personnel Matters – to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of an employee.
- 4.2. At 7:09 p.m., the Bastrop EDC Board of Directors reconvened into open session to discuss, consider and/or take any action necessary related to the executive sessions noted herein. No further action was necessary.

5. ADJOURNMENT – Board Chair Kathryn Nash adjourned the meeting at 7:15 p.m.

APPROVED: _____
Kathryn Nash, Board Chair

ATTEST: _____
Kathy Merrifield, Office Manager



Agenda Item: 3.2

AGENDA MEMORANDUM

Meeting Date: October 21, 2019

Agenda Item: Acceptance of the Bastrop EDC's financial summary report for period ending August 31, 2019.

Prepared by: BEDC Staff

Attached for the Board's review and consideration is the BEDC financial summary report for the period ending August 31, 2019.

Attachments:

Financial Summary Report for period ending August 31, 2019

Recommendation – Accept financial summary report as submitted.

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

Bastrop Economic Development Corporation

Financial Summary For Period Ending August 2019



Summary of Revenues and Expenditures

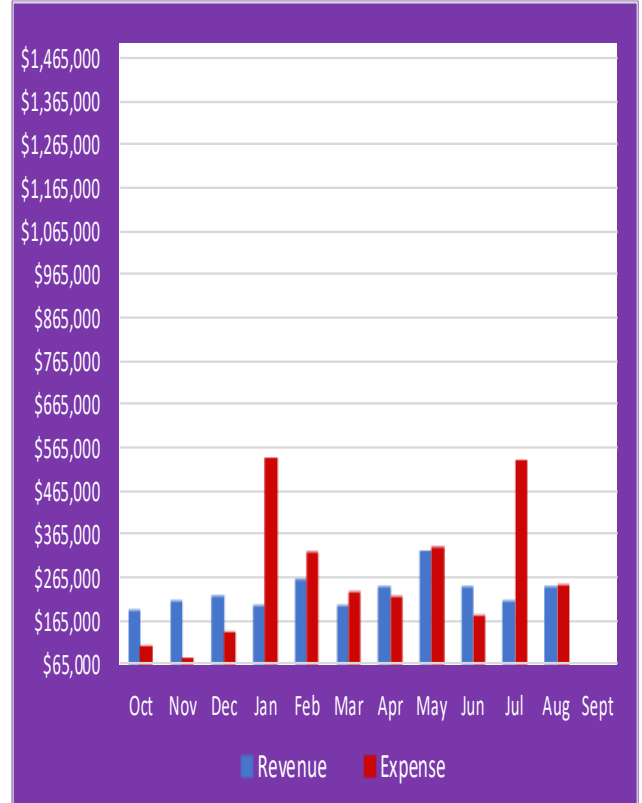
As of August 31, 2019



OVERALL FUND PERFORMANCE

REVENUES VS EXPENSES

Month	FY2019 Revenue	FY2019 Expense	Monthly Variance
Oct	\$ 188,063	\$ 107,119	\$ 80,944
Nov	208,065	80,898	\$ 127,167
Dec	221,414	140,654	\$ 80,760
Jan	195,226	535,818	\$ (340,592)
Feb	254,659	322,143	\$ (67,484)
Mar	196,893	228,006	\$ (31,113)
Apr	240,963	218,110	\$ 22,853
May	319,251	331,792	\$ (12,541)
Jun	242,050	176,790	\$ 65,260
Jul	208,677	530,679	\$ (322,002)
Aug	238,945	246,735	\$ (7,790)
Sept			
Total	\$ 2,514,206	\$ 2,918,744	\$ (404,538)



Positive

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



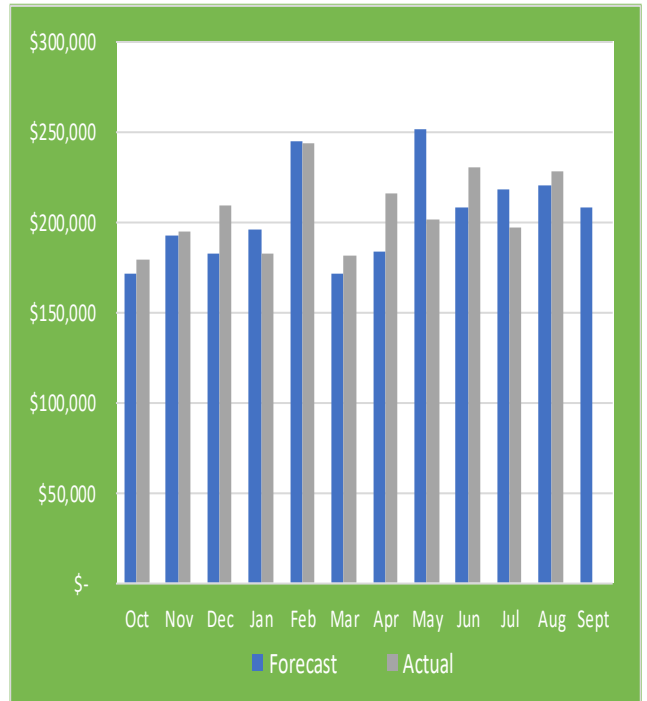
10/17/2019
Summary of Sales Tax Revenue
 As of August 31, 2019



REVENUE ANALYSIS

SALES TAX REVENUE

<u>Month</u>	<u>FY2019 Forecast</u>	<u>FY2019 Actual</u>	<u>Monthly Variance</u>
Oct	\$ 171,165	\$ 178,959	\$ 7,794
Nov	192,394	194,036	\$ 1,642
Dec	181,978	208,910	\$ 26,932
Jan	195,618	182,199	\$ (13,419)
Feb	244,522	242,902	\$ (1,620)
Mar	171,165	181,171	\$ 10,006
Apr	183,392	215,401	\$ 32,009
May	250,872	201,204	\$ (49,668)
Jun	207,844	230,084	\$ 22,240
Jul	218,358	196,427	\$ (21,931)
Aug	220,070	227,685	\$ 7,615
Sept	207,844		



Total	\$ 2,445,222	\$ 2,258,978	\$ 21,600
Forecast YTD	\$ 2,237,378		
Actual to Forecast	\$ 21,600	1.0%	

Positive

Sales Tax revenue is 75% of total revenue. The amount in Oct. and Nov. are estimated due to the timing of receiving the payments. The State Comptroller has a two month lag between month earned and month distributed. The Actual to forecast year to date is a positive 1%. It was noted that several taxpayers paid in June future tax periods, causing the actual to be much higher than projected and reflecting a negative in July.



Expenditures Budget to Actual Comparison

As of August 31, 2019



OPERATING EXPENDITURES COMPARISON

<u>Category</u>	<u>FY2019 Forecast</u>	<u>FY2019 Actual</u>	<u>Monthly Variance</u>
Personnel	\$ 428,927	\$ 388,427	\$ 40,500
Supplies & Material	21,905	18,670	\$ 3,235
Maintenance & Repairs	13,060	8,333	\$ 4,727
Occupancy	50,173	48,151	\$ 2,022
Contractual Service	497,104	388,358	\$ 108,746
Marketing/Advertising	568,944	446,869	\$ 122,075
Contingency	-	-	\$ -
Debt Service	<u>415,509</u>	<u>416,098</u>	<u>\$ (589)</u>
Total	\$ 1,995,622	\$ 1,714,906	\$ 280,716

Forecast to Actual % 14.07%

Positive

The forecast to actual comparison is a positive 14% year-to-date. There were several projects budgeted that have not seen expenses.



Expenditures Budget to Actual Comparison

As of August 31, 2019



CAPITAL OUTLAY PROJECTS

<u>Project</u>	FY2019 <u>Budget</u>	FY2019 <u>Actual</u>	Budget <u>Balance</u>
Trail System Downtown Loop (only engineering and permitting expenses so far)	\$ 629,218	\$ 21,638	\$ 607,580
Bus. Ind. Park-Tech/MLK Infra (only engineering expenses so far)	779,928	14,811	\$ 765,117
Agnes/Home Depot Way Infra This project is close to complete. A budget transfer increased the budget amount.	1,157,466	1,090,713	\$ 66,753
921 Main St. Project Engineering	377,072	90,000	\$ 287,072
Total	\$ 2,943,684	\$ 1,217,162	\$ 1,726,522

These projects are funded by various funds including 2013 Bond funds, operating funds and 2018 Bond funds. The 921 Main St. Project was funded through a loan and available budgeted funds available.



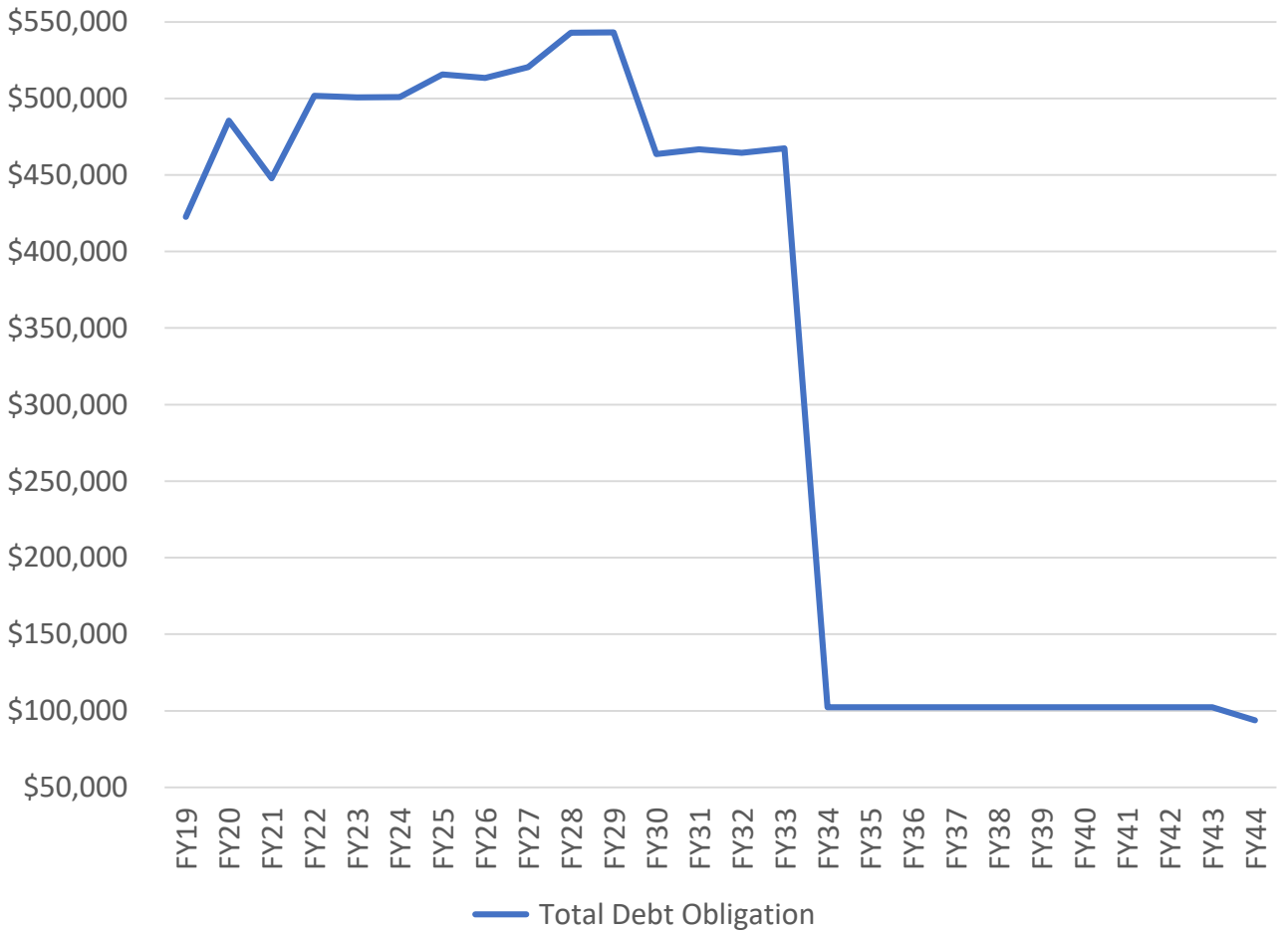
BASTROP ECONOMIC DEVELOPMENT CORPORATION FUND FY 2018-2019 BUDGET

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

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



Total Debt Obligation



BEDC Financial Statements attached

CITY OF BASTROP
FINANCIAL STATEMENT
AS OF: AUGUST 31ST, 2019

601-BASTROP E.D.C. FUND

REVENUES	PRIOR Y-T-D	CURRENT BUDGET	M-T-D ACTUAL	Y-T-D ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>TAXES & PENALTIES</u>						
00-00-4005 SALES TAX	2,192,493.13	2,445,220.00	227,685.30	2,258,978.09	186,241.91	92.38
TOTAL TAXES & PENALTIES	2,192,493.13	2,445,220.00	227,685.30	2,258,978.09	186,241.91	92.38
<u>CHARGES FOR SERVICES</u>						
00-00-4047 LEASE AGREEMENT	12,650.00	13,800.00	1,150.00	12,650.00	1,150.00	91.67
TOTAL CHARGES FOR SERVICES	12,650.00	13,800.00	1,150.00	12,650.00	1,150.00	91.67
<u>OTHER REVENUE</u>						
<u>INTEREST INCOME</u>						
00-00-4400 INTEREST INCOME	65,073.28	53,000.00	10,065.96	123,561.93	(70,561.93)	233.14
00-00-4401 INTEREST RECEIVED ON NOTES	555.34	1,000.00	0.00	124.84	875.16	12.48
TOTAL INTEREST INCOME	65,628.62	54,000.00	10,065.96	123,686.77	(69,686.77)	229.05
<u>MISCELLANEOUS</u>						
00-00-4512 LAND/OTHER SALES	0.00	100,000.00	0.00	0.00	100,000.00	0.00
00-00-4514 MISCELLANEOUS INCOME	1,910.69	0.00	44.10	118,892.02	(118,892.02)	0.00
00-00-4558 BEDC GRANT RECEIPTS	0.00	615,000.00	0.00	0.00	615,000.00	0.00
TOTAL MISCELLANEOUS	1,910.69	715,000.00	44.10	118,892.02	596,107.98	16.63
<u>TRANSFERS-IN</u>						
<u>OTHER SOURCES</u>						
** TOTAL REVENUE **	2,272,682.44	3,228,020.00	238,945.36	2,514,206.88	713,813.12	77.89

CITY OF BASTROP
FINANCIAL STATEMENT
AS OF: AUGUST 31ST, 2019

601-BASTROP E.D.C. FUND

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

00-NON-PROGRAM
=====

BEDC ADMINISTRATION
=====

00-NON-PROGRAM
=====

PERSONNEL COSTS

70-00-5101 BEDC OPERATIONAL SALARIES	208,519.01	376,293.00	28,234.04	294,171.08	82,121.92	78.18
70-00-5116 LONGEVITY	549.84	597.00	0.00	579.00	18.00	96.98
70-00-5150 SOCIAL SECURITY	15,816.21	20,770.00	642.43	20,468.06	301.94	98.55
70-00-5151 RETIREMENT	24,246.79	31,283.00	4,327.09	37,061.77	(5,778.77)	118.47
70-00-5155 GROUP INSURANCE	32,601.35	35,739.00	4,079.26	35,716.11	22.89	99.94
70-00-5156 WORKER'S COMPENSATION	<u>357.25</u>	<u>507.00</u>	<u>0.00</u>	<u>430.79</u>	<u>76.21</u>	<u>84.97</u>
TOTAL PERSONNEL COSTS	282,090.45	465,189.00	37,282.82	388,426.81	76,762.19	83.50

SUPPLIES & MATERIALS

70-00-5201 OPERATIONAL SUPPLIES (OFFIC	4,980.84	7,000.00	458.43	4,548.88	2,451.12	64.98
70-00-5203 POSTAGE	79.53	360.00	0.00	21.57	338.43	5.99
70-00-5206 OFFICE EQUIPMENT	<u>4,345.58</u>	<u>16,000.00</u>	<u>0.00</u>	<u>14,100.15</u>	<u>1,899.85</u>	<u>88.13</u>
TOTAL SUPPLIES & MATERIALS	9,405.95	23,360.00	458.43	18,670.60	4,689.40	79.93

MAINTENANCE & REPAIRS

70-00-5301 MAINT OF EQUIPMENT	0.00	1,000.00	0.00	511.00	489.00	51.10
70-00-5331 INDUSTRIAL PARK MAINT EXP	5,750.00	8,900.00	200.00	4,972.50	3,927.50	55.87
70-00-5345 BUILDING REPAIRS & MAINT.	<u>2,200.00</u>	<u>4,333.00</u>	<u>200.00</u>	<u>2,850.00</u>	<u>1,483.00</u>	<u>65.77</u>
TOTAL MAINTENANCE & REPAIRS	7,950.00	14,233.00	400.00	8,333.50	5,899.50	58.55

OCCUPANCY

70-00-5401 COMMUNICATIONS	6,830.61	8,880.00	330.52	6,527.25	2,352.75	73.51
70-00-5402 OFFICE RENTAL	39,600.00	42,899.00	3,300.00	39,600.00	3,299.00	92.31
70-00-5403 UTILITIES	<u>1,854.43</u>	<u>2,955.00</u>	<u>257.92</u>	<u>2,024.07</u>	<u>930.93</u>	<u>68.50</u>
TOTAL OCCUPANCY	48,285.04	54,734.00	3,888.44	48,151.32	6,582.68	87.97

CITY OF BASTROP
FINANCIAL STATEMENT
AS OF: AUGUST 31ST, 2019

601-BASTROP E.D.C. FUND

EXPENDITURES	PRIOR Y-T-D	CURRENT BUDGET	M-T-D ACTUAL	Y-T-D ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>CONTRACTUAL SERVICES</u>						
70-00-5505 PROFESSIONAL SERVICES	21,635.72	293,191.00	29,097.70	156,121.64	137,069.36	53.25
70-00-5518 AUDIT	4,000.00	10,000.00	0.00	4,000.00	6,000.00	40.00
70-00-5525 LEGALS	43,404.35	30,000.00	5,714.02	20,821.53	9,178.47	69.41
70-00-5526 LEGAL PROJECTS	8,932.50	28,000.00	3,432.00	11,946.50	16,053.50	42.67
70-00-5530 ENGINEERING	8,735.00	15,000.00	0.00	11,900.00	3,100.00	79.33
70-00-5540 PROPERTY INSURANCE	975.75	1,250.00	0.00	1,028.76	221.24	82.30
70-00-5561 CONTRACTUAL SERVICES	8,589.96	13,788.05	0.00	13,788.05	0.00	100.00
70-00-5574 CITY PROJECTS & PROGRAMS	50,000.00	202,100.00	0.00	0.00	202,100.00	0.00
70-00-5575 CITY SHARED SERVICES	2,166.86	7,500.00	0.00	3,218.00	4,282.00	42.91
70-00-5580 BIP TECHNOLOGY/MLK INFRASTR	103,200.00	103,200.00	8,600.00	103,200.00	0.00	100.00
70-00-5596 MAIN STREET PROG SUPPORT	45,833.37	50,000.00	4,166.67	45,833.37	4,166.63	91.67
70-00-5598 CITY ADMINISTRATIVE SUPPORT	<u>16,500.00</u>	<u>18,000.00</u>	<u>1,500.00</u>	<u>16,500.00</u>	<u>1,500.00</u>	<u>91.67</u>
TOTAL CONTRACTUAL SERVICES	313,973.51	772,029.05	52,510.39	388,357.85	383,671.20	50.30
<u>OTHER CHARGES</u>						
70-00-5603 MARKETING TRAVEL	16,671.28	28,000.00	325.00	17,874.54	10,125.46	63.84
70-00-5604 BUSINESS DEVELOPMENT	7,277.61	10,000.00	2,942.49	5,649.72	4,350.28	56.50
70-00-5605 TRAINING TRAVEL	7,670.05	19,000.00	0.00	18,938.46	61.54	99.68
70-00-5606 AUTO ALLOWANCE - STAFF	0.00	7,000.00	37.24	3,058.83	3,941.17	43.70
70-00-5615 DUES, SUBSCRIPTIONS & PUBLI	21,403.03	38,500.00	260.23	24,888.96	13,611.04	64.65
70-00-5631 BONDS FOR BEDC OFFICERS	925.75	1,000.00	0.00	929.83	70.17	92.98
70-00-5633 LOCAL/MISC ADV & SPONSORSHI	9,536.33	10,750.00	189.23	8,804.32	1,945.68	81.90
70-00-5634 NATIONAL/REG ADV & MARKETIN	24,440.91	45,000.00	3,892.75	13,077.78	31,922.22	29.06
70-00-5636 DIGITAL ADV & MARKETING	2,303.82	20,000.00	0.00	14,200.72	5,799.28	71.00
70-00-5637 SPECIAL ADV & MARKETING	550.00	1,000.00	0.00	0.00	1,000.00	0.00
70-00-5641 SPL EDUC & WORKFORCE DEVELO	12,657.13	20,000.00	0.00	11,870.97	8,129.03	59.35
70-00-5642 SPL ENTREPRENEURIAL/SM BUS	16,256.73	10,000.00	0.00	0.00	10,000.00	0.00
70-00-5643 SPL RETAIL RECRUITING	15,495.00	19,000.00	0.00	14,500.00	4,500.00	76.32
70-00-5644 380 AGREEMENT REIMBURSEMENT	272,961.40	385,000.00	0.00	293,718.91	91,281.09	76.29
70-00-5646 LAND/GRANT REBATES	33,019.43	82,979.00	0.00	9,333.00	73,646.00	11.25
70-00-5650 SPL PRJT BUS RETEN & EXPAN	2,826.74	5,000.00	0.00	22.65	4,977.35	0.45
70-00-5689 OPPORTUNITY AUSTIN	10,000.00	10,000.00	0.00	10,000.00	0.00	100.00
70-00-5690 CASH INCENTIVE	0.00	123,535.00	0.00	0.00	123,535.00	0.00
70-00-5691 CLOSING COSTS	<u>0.00</u>	<u>35,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>35,000.00</u>	<u>0.00</u>
TOTAL OTHER CHARGES	453,995.21	870,764.00	7,646.94	446,868.69	423,895.31	51.32
<u>CONTINGENCY</u>						
70-00-5900 CONTINGENCY	<u>0.00</u>	<u>25,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>25,000.00</u>	<u>0.00</u>
TOTAL CONTINGENCY	0.00	25,000.00	0.00	0.00	25,000.00	0.00

CITY OF BASTROP
FINANCIAL STATEMENT
AS OF: AUGUST 31ST, 2019

601-BASTROP E.D.C. FUND

EXPENDITURES	PRIOR Y-T-D	CURRENT BUDGET	M-T-D ACTUAL	Y-T-D ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>CAPITAL OUTLAY</u>						
70-00-6713 TRAIL SYS FROM ESKEW TO HWY	11,175.48	629,218.00	0.00	21,637.50	607,580.50	3.44
70-00-6714 921 MAINSTREET PROJECT	0.00	377,072.00	0.00	90,000.00	287,072.00	23.87
70-00-6715 BIP TECHNOLOGY/MLK INFRASTR	0.00	779,928.00	0.00	1,486.25	778,441.75	0.19
70-00-6716 AGNES/HOME DEPOT INFRASTRUC	0.00	1,157,466.00	5,280.00	1,090,713.13	66,752.87	94.23
TOTAL CAPITAL OUTLAY	11,175.48	2,943,684.00	5,280.00	1,203,836.88	1,739,847.12	40.90
<u>DEBT SERVICE</u>						
70-00-7133 C OF O SERIES 2013 PRINCIPL	71,000.00	76,000.00	0.00	76,000.00	0.00	100.00
70-00-7134 C OF O SERIES 2013 INTEREST	96,598.75	94,469.00	0.00	94,468.75	0.25	100.00
70-00-7137 C OF O SERIES 2010 PRINCIPA	46,498.00	49,274.00	0.00	49,274.00	0.00	100.00
70-00-7138 C OF O SERIES 2010 INTEREST	9,503.47	7,876.00	0.00	7,876.04	(0.04)	100.00
70-00-7156 GO REFUNDING 2017-INT	20,000.00	20,000.00	0.00	20,000.00	0.00	100.00
70-00-7605 BOND PRINCIPAL 2018	0.00	60,000.00	60,000.00	60,000.00	0.00	100.00
70-00-7606 BOND INTEREST 2018	0.00	47,318.95	21,187.49	47,318.74	0.21	100.00
TOTAL DEBT SERVICE	243,600.22	354,937.95	81,187.49	354,937.53	0.42	100.00
TOTAL 00-NON-PROGRAM	1,370,475.86	5,523,931.00	188,654.51	2,857,583.18	2,666,347.82	51.73
<u>ADMINISTRATION</u>						
=====						
<u>CAPITAL OUTLAY</u>						
<u>DEBT SERVICE</u>						
70-10-7097 INTEREST EXPENSE ON FNB NOT	0.00	500.00	0.00	0.00	500.00	0.00
70-10-7603 BOND PRINCIPAL 2006	55,000.00	55,000.00	55,000.00	55,000.00	0.00	100.00
70-10-7604 BOND INTEREST 2006	8,618.37	5,071.00	3,080.00	6,160.00	(1,089.00)	121.48
TOTAL DEBT SERVICE	63,618.37	60,571.00	58,080.00	61,160.00	(589.00)	100.97
TOTAL ADMINISTRATION	63,618.37	60,571.00	58,080.00	61,160.00	(589.00)	100.97
TOTAL BEDC ADMINISTRATION	1,434,094.23	5,584,502.00	246,734.51	2,918,743.18	2,665,758.82	52.27
*** TOTAL EXPENSES ***	1,434,094.23	5,584,502.00	246,734.51	2,918,743.18	2,665,758.82	52.27

*** END OF REPORT ***

AS OF: AUGUST 31ST, 2019

601-BASTROP E.D.C. FUND

ACCOUNT# TITLE

ASSETS
=====

00-00-1010	BEDC OPERATING ACCT	43,371.73
00-00-1012	TEXAS CLASS	2,054,522.02
00-00-1100	TEXPOOL	2,739,124.75
00-00-1135	DREYFUS MM ACCT	8,186.57
00-00-1141	CERTIFICATE OF DEPOSIT FN	543,000.00
00-00-1224	ACCT RECEIVABLE-SALES TAX	369,000.00
00-00-1272	NOTES RECEIVABLE-GARMENT(4,165.87)
00-00-1274	NOTES RECEIVABLE-GTG-LOA(667.47)
00-00-1275	NOTES RECEIVABLE-GTG-LOA(399.61)
00-00-1276	NOTES RECEIVABLE-GTG-LOA(9.58)
00-00-1420	EQUIPMENT	8,300.77
00-00-1460	FIXED ASSETS - BUILDING	845,593.73
00-00-1470	FIXED ASSETS - LAND	844,671.06
00-00-1480	FIXED ASSETS - INFRASTRUC	0.18
00-00-1490	CONST IN PROGRESS-INFRAST	591,906.94
00-00-1499	ACCUMULATED DEPRECIATION(330,597.36)
00-00-1570	DEFERRED OUTFLOW-CITY OPE	1,702.00
00-00-1575	DEFERRED OUTFLOWS-PENSION	20,827.00
00-00-1576	DEFERRED OUTFLOWS-ACTUARI	4,839.00
00-00-1578	DEFERRED OUTFLOWS-ASSUMPT	1,268.00
00-00-1579	DEFERRED OUTFLOW-TMRS OPE	<u>679.00</u>

7,741,152.86

TOTAL ASSETS

7,741,152.86
=====

10/17/2019

BALANCE SHEET

AS OF: AUGUST 31ST, 2019

601-BASTROP E.D.C. FUND

ACCOUNT# TITLE

LIABILITIES & FUND BALANCE

=====

00-00-2000	ACCOUNTS PAYABLE	440.00
00-00-2039	RETAINAGE PAYABLES	53,546.78
00-00-2080	NOTES PAYABLE-CITY-WTR PR	240,000.00
00-00-2081	NOTES PAYABLE-CITY-TDC (22,915.93)
00-00-2101	BONDS PAYABLE CURRENT POR	312,774.00
00-00-2102	TAX/REV 2006 BOND PAYABLE	55,000.00
00-00-2103	TAX/REV BOND SERIES 2018	1,190,000.00
00-00-2125	ACCRUED INTEREST PAYABLE	21,043.76
00-00-2127	ACCRUED EXPENSES-TMRS OPE	46,866.22
00-00-2235	UNEARNED REVENUE-TOWER	14,950.00
00-00-2346	DUE TO CLEARING FUND	60,762.82
00-00-2356	DUE TO OTHER GOVERNMENTS	3,000,418.44
00-00-2370	DEFERRED INFLOW-CITY OPEB	1,926.00
00-00-2376	DEFERRED INFLOW-ACTUARIAL	14,877.00
00-00-2405	ENCUMBRANCE ACCOUNT (193,407.63)
00-00-2406	RESERVE FOR ENCUMBRANCE	193,407.63
00-00-2850	NET PENSION LIABILITY	84,229.00
00-00-2870	COMPENSATED ABSENCES PAYA	<u>16,320.55</u>

5,090,238.64

TOTAL LIABILITIES

5,090,238.64

SURPLUS (DEFICIT) (404,536.30)

00-00-3000	NET ASSETS	2,307,228.28
00-00-3119	DESIGNATED OPERATING	150,000.00
00-00-3400	CONTRIBUTED CAPITAL	521,695.50
00-00-3506	RESTRICTED-ELLIOTT PARTN(0.01)
00-00-3507	RESTRICTED - AEI TECHNOLO	9,333.00
00-00-3510	RESTRICTED-RESERVE 2018 B	108,127.42
00-00-3700	PRIOR PERIOD ADJ (<u>40,933.67</u>)

TOTAL EQUITY

2,650,914.22

TOTAL LIABILITIES & FUND EQUITY

7,741,152.86

=====



Agenda Item: 3.3

AGENDA MEMORANDUM

Meeting Date: October 21, 2019

Agenda Item: Update on 921 Main Street Building from Project Manager Jimmy Crouch.

Prepared by: BEDC Staff

Jimmy Crouch, the Project Manager for the 921 Main Street Project, will attend the meeting to give the Board an update.

Attachment: PowerPoint Presentation about 921 Main Street Project - see page 37 of packet.

Recommendation – No recommendation; item for informational purposes only.



Agenda Item: 3.4

AGENDA MEMORANDUM

Meeting Date: October 21, 2019

Agenda Item: Consideration, discussion and possible action on Resolution R-2019-0022 of the Bastrop Economic Development Corporation approving and requesting approval of an amendment to the BEDC's FY 2019/2020 annual budget to allocate SIXTY-FIVE THOUSAND SEVEN HUNDRED SEVENTY-FIVE (\$65,775) DOLLARS from the previous year's budget now in the reserve funds to be designated as unused promotional funds from fiscal year 2018/2019.

Prepared by: BEDC Staff

With the completion of the 2018/2019 fiscal year, staff were able to determine that \$65,775 of budgeted promotional expenses were not spent during last budget year.

The Texas Comptroller of Public Accounts and the Texas Attorney General allow an economic development organization to "roll over" unexpended promotional funds into a designated account from one budget year to the next.

Since the amount of the unexpended funds was not known at the time the BEDC Board approved the 2019/2020 budget, this amount was not included. Per the BEDC's legal counsel, a budget amendment will allow for the unexpended funds to be set up in the current budget year in an account designated for promotional purposes.

Once Board approval is received, the budget amendment will require approval by City Council.

Recommendation – Approve the Resolution as presented.

[RECOMMENDED MOTION] – I move to approve Resolution R-2019-0022.

A RESOLUTION OF THE BASTROP ECONOMIC DEVELOPMENT CORPORATION APPROVING AND REQUESTING APPROVAL OF AN AMENDMENT TO THE BASTROP ECONOMIC DEVELOPMENT CORPORATION'S FY 2019/2020 ANNUAL BUDGET TO ALLOCATE SIXTY-FIVE THOUSAND SEVEN HUNDRED SEVENTY-FIVE (\$65,775.00) DOLLARS FROM PREVIOUS YEAR'S BUDGET NOW IN THE RESERVE FUNDS TO BE DESIGNATED AS UNUSED PROMOTIONAL FUNDS FROM FISCAL YEAR 2018/2019.

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

WHEREAS, pursuant to the Texas Comptroller of Public Accounts and the Texas Attorney General, the BEDC is allowed to designate unexpended promotional funds from one budget year to the next under Texas Local Government Code, Chapters 501 and 505, et seq., as amended; and

WHEREAS, after careful evaluation and consideration by the Board, it was determined that the BEDC has unexpended promotional funds from FY 2018/2019 in the amount of \$65,775.00; and

WHEREAS, the BEDC adopted its FY 2019/2020 Annual Budget on August 19, 2019, which was subsequently adopted and authorized by the City of Bastrop City Council; and

WHEREAS, the FY 2019/2020 Annual Budget did not include these unexpended funds in a designated account, and therefore must be amended to include these funds for FY 2019/2020; and

WHEREAS, it is hereby officially found these funds were below the ten (10%) percent threshold under Tex. Loc. Gov't Code §505.103 and determined that the meeting at which this Resolution was passed was open to the public, and public notice of the time, place and purpose at which it was read was given in accordance with Chapter 551, Texas Government Code.

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

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

SECTION 2. The Board approves an amendment to the FY 2019/2020 Annual Budget to allocate unused promotional funds from the BEDC's previous year's Reserve Fund Balance Account in the amount of \$65,775.00 to the appropriate BEDC account to be determined by the City of Bastrop's Finance Director (the "Budget Amendment").

SECTION 3. The Board recommends and requests that the Budget Amendment approved hereby by the BEDC be considered and approved by the City of Bastrop City Council for the purposes stated herein.

SECTION 4. This Resolution is effective upon passage.

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

BASTROP ECONOMIC
DEVELOPMENT CORPORATION

Kathryn Nash, Board Chair

ATTEST:

Sam Kier, Board Secretary

APPROVED AS TO FORM:

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



Agenda Item: 3.5

AGENDA MEMORANDUM

Meeting Date: October 21, 2019

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

Prepared by: BEDC Staff

Please see attached presentation.

Attachment: PowerPoint Presentation about EDC activities.

Recommendation – No recommendation; item for informational purposes only.





TODAY'S AGENDA

01.

Call To Order

02.

Public Comment

03.

Regular Business & Presentations

04.

Executive Session

05.

Adjournment



2. PUBLIC COMMENT



3.1

Regular Business & Presentations

Approval of meeting
minutes of the Bastrop EDC
Regular Board Meeting of
September 16, 2019.



3.2

Regular Business & Presentations

Acceptance of the
Bastrop EDC's financial
summary report for
period ending
August 31, 2019.



Summary of Revenues and Expenditures – 08/31/19 31

Month	FY 2019 Revenue	FY 2019 Expense	Monthly Variance
October	\$188,063	\$107,119	\$80,944
November	208,065	80,898	127,167
December	221,414	140,654	80,760
January	195,226	535,818	(340,592)
February	254,659	322,143	(67,484)
March	196,893	228,006	(31,113)
April	240,963	218,110	22,853
May	319,251	331,792	(12,541)
June	242,050	176,790	65,260
July	208,677	530,679	(322,002)
August	238,945	246,735	(7,790)
September			
Total	\$2,514,206	\$2,918,744	\$(404,538)



Summary of Sales Tax Revenue – 08/31/19

Month	FY 2019 Forecast	FY 2019 Actual	Monthly Variance
October	\$171,165	\$178,959	\$7,794
November	192,394	194,036	1,642
December	181,978	208,910	26,932
January	195,618	182,199	(13,419)
February	244,522	242,902	(1,620)
March	171,165	181,171	10,006
April	183,392	215,401	32,009
May	250,872	201,204	(49,668)
June	207,844	230,084	22,240
July	218,358	196,427	(21,931)
August	220,070	227,685	7,615
September	207,844		
Total	\$2,445,222	\$2,258,978	\$21,600 1.0% increase



Expenditures Budget to Actual – 08/31/19

OPERATING EXPENDITURES COMPARISON

<u>Category</u>	<u>FY2019 Forecast</u>	<u>FY2019 Actual</u>	<u>Monthly Variance</u>
Personnel	\$ 428,927	\$ 388,427	\$ 40,500
Supplies & Material	21,905	18,670	\$ 3,235
Maintenance & Repairs	13,060	8,333	\$ 4,727
Occupancy	50,173	48,151	\$ 2,022
Contractual Service	497,104	388,358	\$ 108,746
Marketing/Advertising	568,944	446,869	\$ 122,075
Contingency	-	-	\$ -
Debt Service	<u>415,509</u>	<u>416,098</u>	<u>\$ (589)</u>
Total	\$ <u>1,995,622</u>	\$ <u>1,714,906</u>	\$ <u>280,716</u>

Forecast to Actual % 14.07%

Positive

The forecast to actual comparison is a positive 14% year-to-date.



Expenditures Budget to Actual – 08/31/19

CAPITAL OUTLAY PROJECTS

<u>Project</u>	FY2019 <u>Budget</u>	FY2019 <u>Actual</u>	Budget <u>Balance</u>
Trail System Downtown Loop (only engineering and permitting expenses so far)	\$ 629,218	\$ 21,638	\$ 607,580
Bus. Ind. Park-Tech/MLK Infra (only engineering expenses so far)	779,928	14,811	\$ 765,117
Agnes/Home Depot Way Infra This project is close to complete	1,157,466	1,090,713	\$ 66,753
921 Main Street Project Engineering	377,072	90,000	\$ 287,072
Total	\$ 2,943,684	\$ 1,217,162	\$ 1,726,522

These projects are funded by various funds including 2013 Bond funds, operating funds and 2018 Bond funds. The 921 Main Street Project is to be funded through a loan and available budgeted funds available.



BASTROP ECONOMIC DEVELOPMENT CORPORATION FUND
FY 2018-2019 BUDGET

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



3.3

Regular Business & Presentations

Update on 921 Main Street
Building from Project Manager
Jimmy Crouch.



Bastrop Economic Development Corporation

921 Main St.
Monthly Report for
September 2019

10/16/2019



Owner Top 3 Priorities



- 1. Communication** - Communication with all parties throughout the pre-construction, construction and close-out process. There are neighboring businesses and the construction will be limited with materials staging areas and parking for workers and also daily pedestrians. A constant stream of communication on street closures, deliveries, early morning concrete placements, etc., will need to be provided well in advance of the work.
- 2. Schedule** – The Art Institute has stated that they need to move into the space by 06-15-2020. The current schedule is showing the end of June 2020 for a completion date. There is concern that the permitting process will delay the project. There is currently an impact. A schedule update has been requested from the general contractor based on current permitting.
- 3. Budget** – The goal for the project is to stay within the original construction budget.

Project Description



- Design and construction for a new building located at 921 Main Street, Bastrop TX.
- Great Team assembled for the project.
- The footprint of the building is 45'x100', 2 levels for a total floor space of approximately 9,000 sq. ft. (4,500 ea. Level)
- Final drawings are in progress for the building shell for Civil, Architectural, Structural and Mechanical and Electrical scopes of work.
- Tenant Improvements will be added after the interior design documents are completed, approved and estimates provided.

Permit Status



The Project will be permitted in the following manner:

1. Demolition phase. (foundation approval requested)
 - The site plans and demolition permit have been submitted to the City for review. The City has provided responses to the submittal. The general contractor is in the process of responding.
 - The City has requested stamped Engineered drawings for any temporary wall bracing that will be installed. The general contractor has submitted a plan and is searching for an Engineer that will stamp the drawings.
2. Building Shell phase.
 - Responses with Approval to Conditions will only be accepted on these dates **10/18/19** with 15-day Review Required or Deemed Approved. **(11/8/19)**

Permit Status cont.



- The site plans and drawing packages have been submitted to the City for review.
 - The Office trailer permit application submitted (TBD may not be needed).
3. Building Interior Finishes phase. (tenant improvements)
- ROW sidewalk permit – in progress to be submitted 10-19.
 - Building Permit application - in progress. Need final Civil, Arch., Structural and MEP drawings to submit. Initial drawing package has been submitted.
 - Tennant Improvement application – need all interior drawings and interior finishes for application.

Design Status



Geotechnical

- The General Contractor has not made a decision on the testing firm for the soils, concrete and structural steel. No additional testing is required at this time.

Testing

- The asbestos test has been performed and the results were negative.
- Materials testing is included in the contract with the general contractor and will be per the City of Bastrop requirements. The name of the testing company has not been provided.

Structural

- Draft a letter for recommendation of adjacent properties to repair/replace interior masonry as needed.

Design Status cont.



Architectural, Civil, Structural and MEP for shell

- Shell design has been completed.
- Drawings for Building Permit resubmission will be turned in on Oct. 19, 2019.

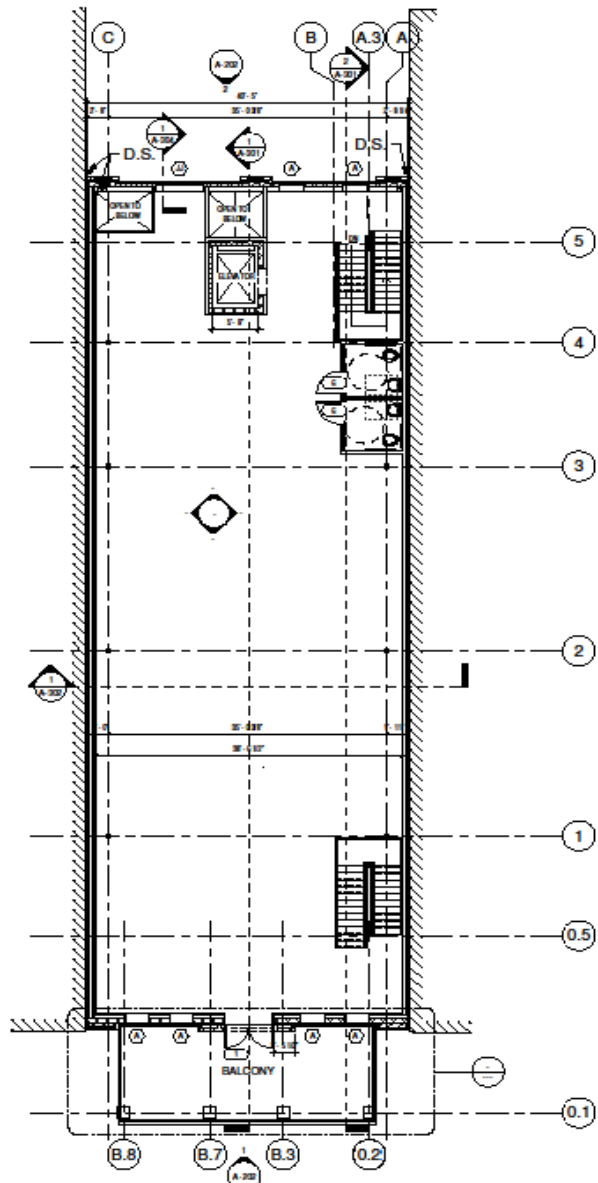
Building TI

- There was a sketch provided on 09-06-2019 by Stone Development Group for tenant to review and provide comments.
- Stone Development has had several design meetings/calls with the Art Institute to clear questions with the interior layout for the first and second floor spaces.

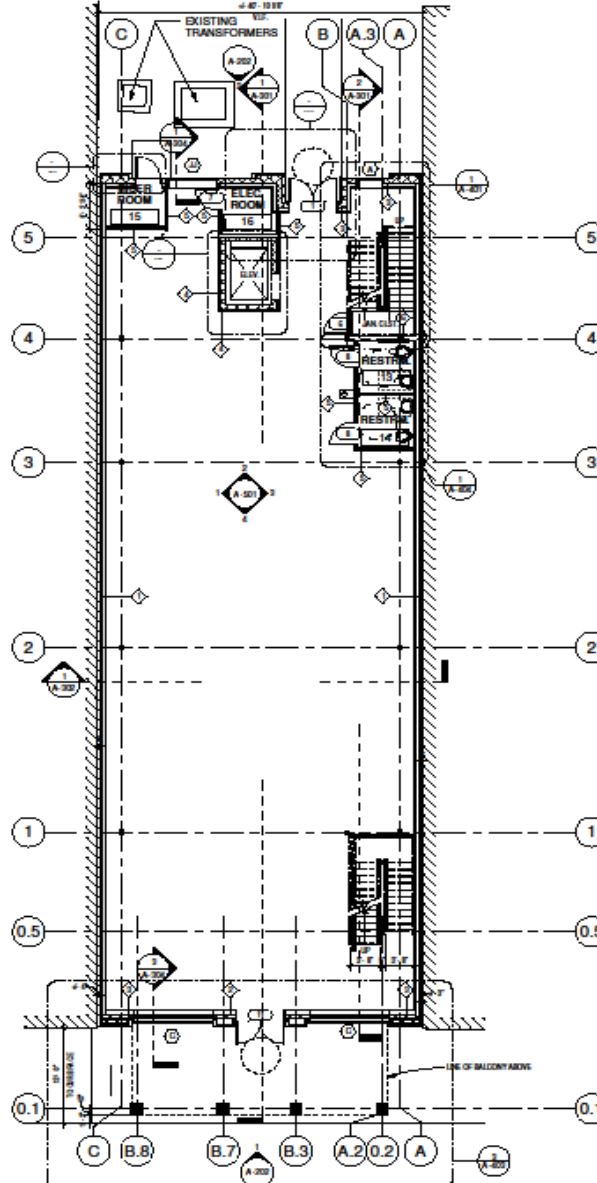




PLACE
 204 E. MAIN STREET,
 SUITE 100
 ROUND ROCK, TX 78664
 T: (512) 238-8812
 F: (512) 238-8813
 PLACEdesigners.com



2 LEVEL 2 FLOOR PLAN
 SCALE: 1/8" = 1'-0"



1 LEVEL 1 FLOOR PLAN
 SCALE: 1/8" = 1'-0"

WALL LEGEND		
MARK	RATING	DESCRIPTION
1	2 HR	TYPE 'X' 5/8" GYPSUM BOARD ONE SIDE 2" X 4" METAL STUDS AT 16" O.C. INSTALL SOUND BATT INSULATION FULL WALL HEIGHT. 5/8" FIBERGLASS GYPSUM BOARD WITH STUCCO FINISH TAP AND RED ALL JOINTS, FINISH AS SCHEDULED OR NOTED. ONE SIDE. SIMILAR ALL PVC PENETRATIONS, ETC. TO BE FIRE CALLED AND SCHEDULED AS REQUIRED TO MAINTAIN ONE HOUR FIRE RATING.
2	2 HR	TYPE 'X' 5/8" GYPSUM BOARD ONE SIDE 2" X 4" METAL STUDS AT 16" O.C. METAL SOUND BATT INSULATION FULL WALL HEIGHT. EXTEND WALL TO UNDERSIDE OF ROOF. CMU BLOCK WITH 1/4" AIR GAP WITH BRICK FACE.
3	2 HR	TYPE 'X' 5/8" GYPSUM BOARD ONE SIDE 2" X 4" METAL STUDS AT 16" O.C. INSTALL SOUND BATT INSULATION FULL WALL HEIGHT. CMU BLOCK WITH STUCCO FINISH.
4	2 HR	TYPE 'X' 5/8" GYPSUM BOARD ONE SIDE 2 5/8" X 8" DA METAL STUDS AT 16" O.C. CMU BLOCK SHIRT WALL.
5	NA	5/8" GYPSUM BOARD (A OR DA) SIDE 2 5/8" METAL STUDS AT 16" O.C. EXTEND WALL TO UNDERSIDE OF ROOF. BATT INSULATION FULL HEIGHT, TAP AND RED ALL JOINTS, FINISH AS SCHEDULED OR NOTED.
6	NA	AT RESTROOM LOCATIONS (1) 1/2" PER OF 5/8" GYPSUM GREEN BOARD (BOTH SIDES WHERE APPLICABLE) EACH SIDE 2 5/8" METAL STUDS AT 16" O.C. EXTEND WALL TO UNDERSIDE OF ROOF. BATT INSULATION FULL HEIGHT, TAP AND RED ALL JOINTS, FINISH AS SCHEDULED OR NOTED.

INTERIOR PARTITION NOTE: ALL INTERIOR UNTAGGED PARTITIONS ARE NON-RATED UNLESS NOTED OTHERWISE.
 DIMENSIONS ARE TO FACE OF 3/4" FRAMING.

FLOOR PLAN GENERAL NOTES

- GENERAL CONTRACTOR TO VERIFY ALL DIMENSIONS AND NOTIFY CONSTRUCTION MANAGER OF ANY DISCREPANCIES PRIOR TO CONSTRUCTION. ALL DIMENSIONS TO BE TAKEN FROM DESIGNATED DATUM POINT.
- FLOOR LEVEL CHANGES AT ACCESSIBLE DOORWAYS TO BE BEVELLED WITH A SLOPE NO GREATER THAN 1:12.
- GENERAL CONTRACTOR TO PROVIDE FIBER TREATED WOOD STUD BLOORING, OR EQUIVALENT TO SUPPORT ANY WALL ATTACHMENTS AND/OR SORING.
- ALL INTERIOR UNTAGGED PARTITIONS ARE NON-RATED UNLESS NOTED OTHERWISE.
- DIMENSIONS ARE TO FACE OF FRAMING.

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DATE: AUG 27, 2019

921 MAIN STREET
 921 Main Street Bastrop TX

PROJECT NO: 19086

REVISIONS:

NO.	DESCRIPTION

DRAWN BY: Author
 REVIEWED BY: Checker

FLOOR PLANS

A-101

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SUITE 100
ROUND ROCK, TX 78664
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CIVIL ENGINEER:

AKTIVUM GROUP
600 N. CONGRESS AVENUE
AUSTIN, TEXAS 78701
P: 512-703-0465
twombie@aktivumgroup.com

STRUCTURAL ENGINEER:

R. DEREK HAMMOND, PE
R.D. HAMMOND CONSULTING &
ENGINEERING, LLC
(TX FIRM #175201)
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MEP ENGINEER:

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PLACE DESIGNERS, INC.



DATE: OCT 7TH, 2019

921 MAIN
STREET
921 Main Street Bastrop
TX

PROJECT NO: 19086

REVISIONS:

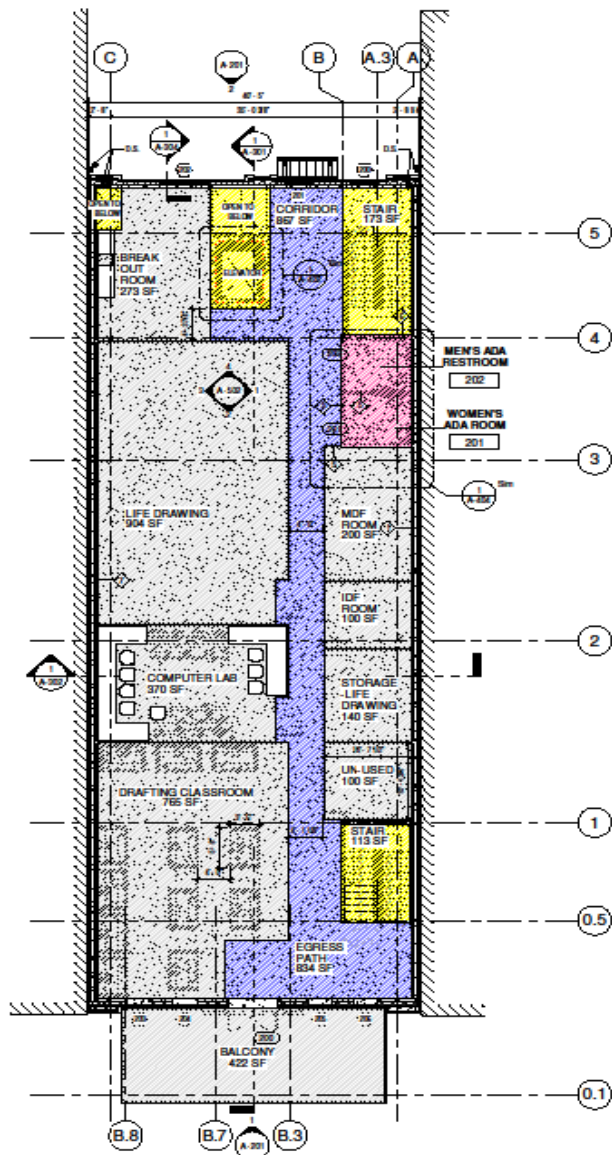
NO.	DESCRIPTION

DRAWN BY: Author
REVIEWED BY: Checker

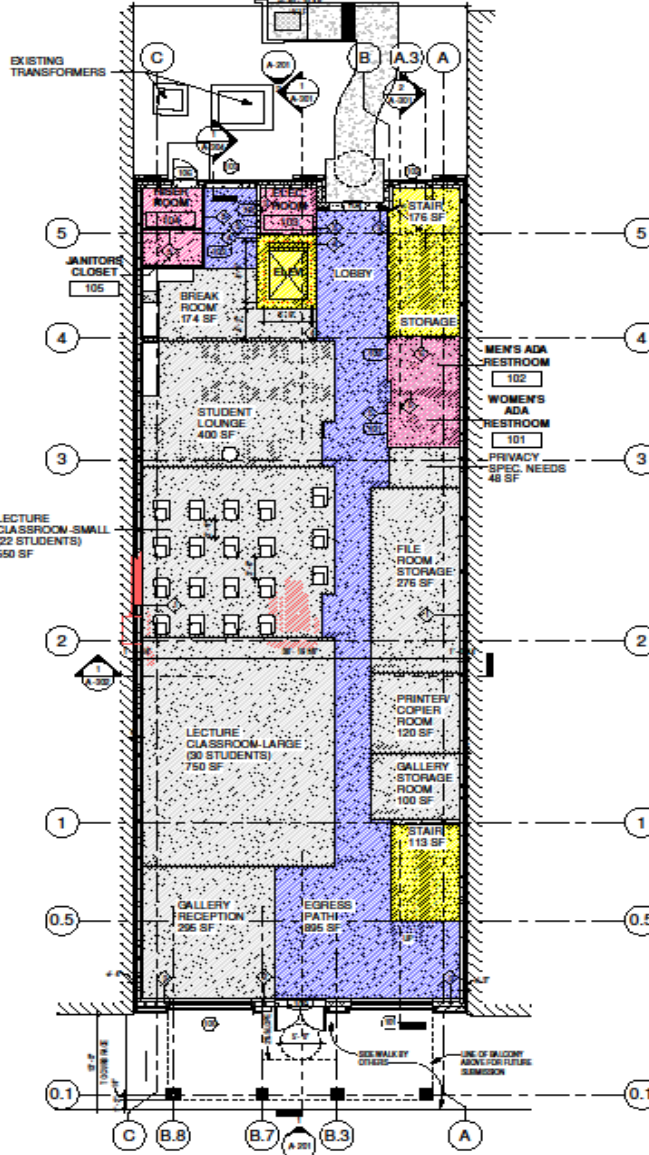
FLOOR PLANS

A-101

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1 LEVEL 2 FLOOR PLAN AI
SCALE: 1/8" = 1'-0"



5 LEVEL 1 FLOOR PLAN AI
SCALE: 1/8" = 1'-0"

	REQUESTED	PROVIDED	LEVEL
GALLERY/RECEPTION	200 SF	200 SF	1ST
GALLERY STORAGE	100 SF	100 SF	1ST
STUDENT LOUNGE (GREENHOUSE)	400 SF	400 SF	1ST
FILE ROOM STORAGE (small)	275 SF	275 SF	1ST
FILE ROOM STORAGE	300 SF	275 SF	1ST
PRINTER ROOM	120 SF	120 SF	1ST
BREAK OUT ROOM	174 SF	174 SF	1ST
LECTURE CLASSROOM - small (22 students @ 20 sq ft)	440 SF	440 SF	1ST
LECTURE CLASSROOM - large (50 students)	750 SF	750 SF	2ND
COMPUTER LAB (20 students)	370 SF	370 SF	2ND
LIFE DRAWING	904 SF	904 SF	2ND
STORAGE - LIFE DRAWING	140 SF	140 SF	2ND
DRAFTING CLASSROOM (small with 20 desks)	750 SF	750 SF	2ND
MEP ROOM (100 SF)	100 SF	100 SF	2ND
OFF ROOM (100 SF)	100 SF	100 SF	2ND
TOTALS	5,108 SF	5,103 SF	
MULTI-PURPOSE PORTA-COMMODORES, ELEVATOR	200 SF	200 SF	1ST
CONFERENCE AREA (24 PERSONS) MEETING	150 SF	150 SF	2ND
MULTI-PURPOSE PORTA-COMMODORES, ELEVATOR	40 SF	40 SF	1ST
FLOOR STORAGE AREA (24 PERSONS) MEETING	100 SF	100 SF	2ND
CONFERENCE	100 SF	100 SF	2ND
STAIRWAY	200 SF	200 SF	
TOTALS	8,335 SF	8,335 SF	

WALL MARK	RATING	DESCRIPTION
1	U419 2 HR 50 STC	2 LAYERS TYPE 'X' 5/8" GYPSUM BOARD ONE SIDE 2" 18 GA METAL STUDS AT 16" O.C., INSTALL SOUND BATT INSULATION FULL WALL HEIGHT. (1) LAYER OF 5/8" GYPSUM BOARD (1) LAYER OF 5/8" FIRE-RESISTANT GYPSUM BOARD WITH STUCCO FINISH. TAPES AND BED ALL JOINTS. FINISH AS SCHEDULED OR NOTED. ONE SIDE: CONCRETE/ALL PIPE PENETRATIONS, ETC. TO BE FIRE CALLED AND SEALED AS REQUIRED TO MAINTAIN A 2 HOUR FIRE RATING.
2	2 HR	TYPE 'X' 5/8" GYPSUM BOARD ONE SIDE 2" 18 GA METAL STUDS AT 16" O.C., INSTALL SOUND BATT INSULATION FULL WALL HEIGHT. EXTEND WALL TO UNDERSIDE OF ROOF. CMU BLOCK WITH 1" AIR GAP WITH 2" SWI TRICK BACK.
3	2 HR	TYPE 'X' 5/8" GYPSUM BOARD ONE SIDE 2" 18 GA METAL STUDS AT 16" O.C., INSTALL SOUND BATT INSULATION FULL WALL HEIGHT. CMU BLOCK WITH STUCCO FINISH.
4	2 HR	TYPE 'X' 5/8" GYPSUM BOARD ONE SIDE 1 1/2" 20 GA METAL STUDS AT 16" O.C. CMU BLOCK WALL.
5	N/A	5/8" GYPSUM BOARD EACH SIDE 2" SWI METAL STUDS AT 16" O.C. EXTEND WALL TO UNDERSIDE OF ROOF. BATT INSULATION FULL HEIGHT. TAPES AND BED ALL JOINTS. FINISH AS SCHEDULED OR NOTED.
6	N/A	AT RESTROOM LOCATIONS (1) LAYER OF 5/8" GYPSUM GREEN BOARD (BOTH SIDES WHERE APPLICABLE) EACH SIDE 2 1/2" METAL STUDS AT 16" O.C. EXTEND WALL TO UNDERSIDE OF ROOF. BATT INSULATION FULL HEIGHT. TAPES AND BED ALL JOINTS. FINISH AS SCHEDULED OR NOTED.
7	U419 2 HR 50 STC	2 SWI METAL STUD WITH 2 LAYERS TYPE 'X' 5/8" GYPSUM BOARD ONE SIDE OF 18 GA METAL STUDS AT 16" O.C., FULL WALL HEIGHT. (1) LAYER OF 5/8" GYPSUM BOARD (1) LAYER OF 5/8" FIRE-RESISTANT GYPSUM BOARD WITH STUCCO FINISH. TAPES AND BED ALL JOINTS. INSTALL SOUND BATT INSULATION. FINISH AS SCHEDULED OR NOTED. ONE SIDE: CONCRETE/ALL PIPE PENETRATIONS, ETC. TO BE FIRE CALLED AND SEALED AS REQUIRED TO MAINTAIN A 2 HOUR FIRE RATING.

INTERIOR PARTITION NOTE: ALL INTERIOR UNTAGGED PARTITIONS ARE NON-RATED UNLESS NOTED OTHERWISE. DIMENSIONS ARE TO FACE OF FRAMING.

FLOOR PLAN GENERAL NOTES

A. GENERAL CONTRACTOR TO VERIFY ALL DIMENSIONS AND NOTIFY CONSTRUCTION MANAGER OF ANY DISCREPANCIES PRIOR TO CONSTRUCTION. ALL DIMENSIONS TO BE TAKEN FROM DESIGNATED DATUM POINT.

B. FLOOR LEVEL CHANGES AT ACCESSIBLE DOORWAYS TO BE BEVELED WITH A SLOPE NO GREATER THAN 1:2.

C. GENERAL CONTRACTOR TO PROVIDE FIRE TREATED WOOD STUD BLOCKING, OR EQUIVALENT TO SUPPORT ANY WALL TACKMENTS AND/OR SIGNAGE.

D. ALL INTERIOR UNTAGGED PARTITIONS ARE NON-RATED UNLESS NOTED OTHERWISE.

E. DIMENSIONS ARE TO FACE OF FRAMING.

PERMIT SET
10/7/19

NOT FOR CONSTRUCTION

Budget



- Original budget: \$1,800,000.00
- Change orders to date: \$0.00
- Change Orders submitted
 - NA
- Change Orders approved
 - NA
- See attached log



Change Request/Order Log

Change Request #	Date	Description	Amount	Approved	Declined	Included in Change Order #
01			\$0.00			
02						
03						
04						
05						

Procurement



Long Lead items (just releasing)

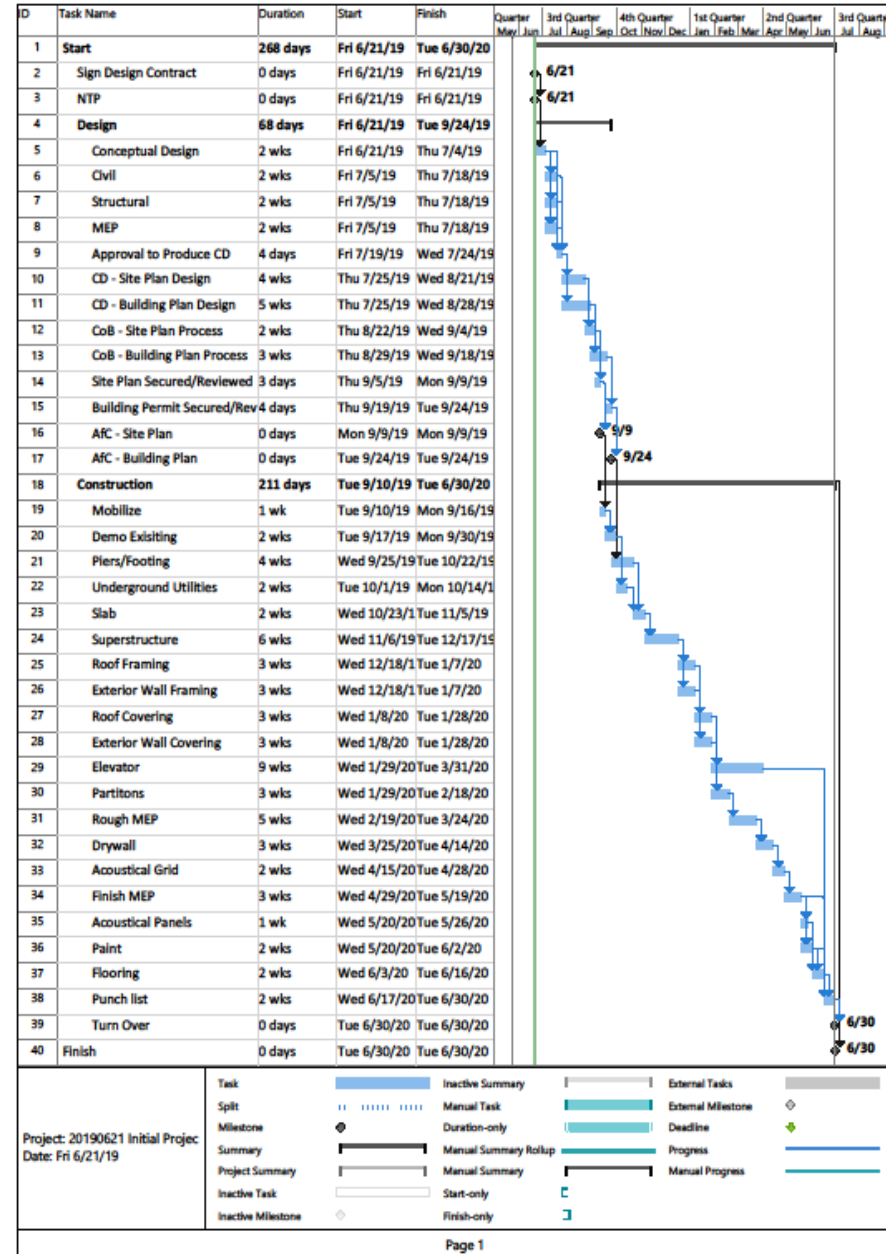
- Structural Steel
- Elevator
- Electrical Switchgear
- Lighting
- Storefront
- Interior Doors

Schedule



Schedule Milestones

- 3-week permit impact
- Oct. 25 Building Permit
- Oct. 10-16 Mobilization to site.
- Oct. 16 Demolition starts
- Oct. 24 TI Design complete
- Jan. 09 Steel erection starts
- Jan. 28 Roof dried in.
- June 30 Projected Substantial completion.



Construction Activities



Division 01 – General Requirements

- Shell design complete.
- Interior design complete within 30 days.
- The Historic Appropriateness presentation materials have been submitted to the City for approval on 10-10-2019.

Division 02 – Site Construction (no change)

- Select demolition of the existing slab on grade. Most of the existing slab will remain with portions removed to install the structural portion of the foundation.
- Utility locate and removal for new connections of water, sanitary, gas and fire.
- Install SWPPP BMP (silt fencing, erosion control)

Construction Activities cont.



Division 03 – Concrete (no change)

- A layer of shotcrete has been placed over the existing exterior walls of the adjacent buildings to aid in further deterioration and provide some stabilization.

Division 04 – Masonry

- Masonry repairs should be made to the adjacent properties. This is not part of the contract scope of work. Further analysis is needed for a final decision.
- Exterior shoring of the walls has been required by the City.
- Interior repairs to both adjacent properties should be suggested to the owners.

Construction Activities cont.



Division 05 – Structural Steel

- Shop drawings in process.

Division 06 – Woods and Plastics

Division 07 – Thermal & Moisture Protection

Division 08 – Doors & Windows

Division 09 – Finishes

Division 10 – Specialties

Division 11 – Equipment

Division 12 – Furnishings

Division 13 – Special Construction

Construction Activities cont.



Division 14 – Conveying Equipment

- Submittals have been received for elevator equipment and interior finishes. The finishes are being reviewed by the BEDC.

Division 15 – Mechanical

- Submittals requested for underground materials.

Division 16 – Electrical

- Submittals requested for electrical gear, panels and light fixtures.



Request For Information

RFI #	Date Sent	Date Answered	Days to Answer	Question	Response	Cost Impact	Schedule Impact
01							
02							
03							
04							
05							
06							
07							
08							
09							

Submittals



- Critical submittals
 - Concrete (in process)
 - Reinforcing steel (in process)
 - Structural steel (in process)
 - Elevator (received)
 - Underground MEP items (requested)



Project Photos







10/17/2019



Upcoming Highlights



- Interior Design documents completed.
- Demo permit issued.
- Mobilization for construction activities.
- Select demolition of the existing slab on grade.

3.4

Regular Business & Presentations

Consideration, discussion and possible action on Resolution R-2019-0022 of the Bastrop Economic Development Corporation approving and requesting approval of an amendment to the BEDC's FY 2019/2020 annual budget to allocate SIXTY-FIVE THOUSAND SEVEN HUNDRED SEVENTY-FIVE (\$65,775) DOLLARS from previous year's budget now in the reserve funds to be designated as unused promotional funds from fiscal year 2018/2019.



3.5 ACTIVITY REPORT



Marketing and Other Events Attended

- Phallan attended the Chamber Board Meeting on September 18th.
- Angela attended the City Council Meeting on September 24th.
- Phallan attended the B.E.S.T. Breakfast on September 27th in Smithville.
- Phallan and Jean attended a Texas Music Office meeting on October 7th in Austin.
- Phallan and Jean attended Improving Regional Mobility Together on October 7th in Austin.
- Jean travelled to San Antonio for the TEDC 2019 Annual Conference October 9-11th.
- Jean is currently in Denver CO attending final training classes for CEcD Certification October 18-27th.



Business Recruitment Activity Matrix

	SEPTEMBER 2019	FY 2019 YTD ⁶⁵
OUT OF REGION VISITS	0	28
SOURCES OF LEADS	1	55
Internal Leads		
Direct Company	0	9
Local/Regional Broker	0	6
Site Consultant	0	1
Site Location Partnership	0	12
Other	0	2
External Leads		
Austin Chamber	1	18
State	0	7
PROSPECT FOLLOW UP REQUEST	327	2271
PROSPECT VISITS	0	24
New (1 st)	0	12
Repeat	0	12
Announcements	0	2



Business Retention & Expansion

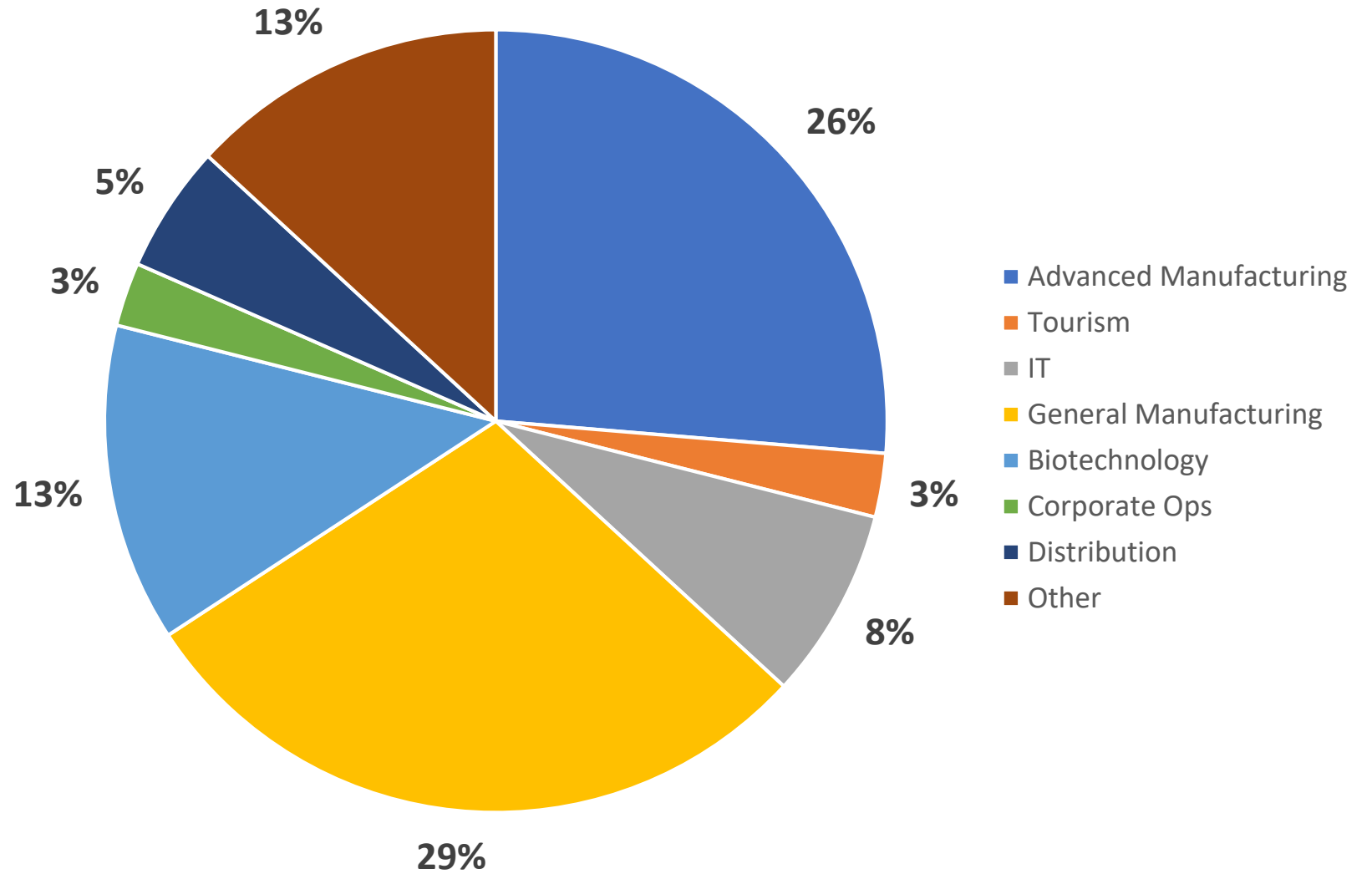
Existing Business Engagements

	September 2018	September 2019	FY 2019 YTD
TOTAL ENGAGEMENTS	0	10	97
In Person Visits	0	2	38
Assistance Requests	0	6	47
Workforce Dev. Mtgs.	0	2	12



FY 19 YTD LEADS BY INDUSTRY

Project Updates



Project Updates

- 921 Main: Progress report provided by project manager.
- Downtown Trail: Awaiting final approval with TxDOT. Construction expected to commence in January 2020 in conjunction with Main Street Improvement Project.
- Technology Drive: Redrafting the interlocal agreement and will be working with Bastrop County, City of Bastrop, and Bastrop EDC in the coming weeks.
- Applied for Texas Industry Partnership (TIP) Program grant in partnership with New Republic Studios and the Art Institute. \$150,000 matching grant.



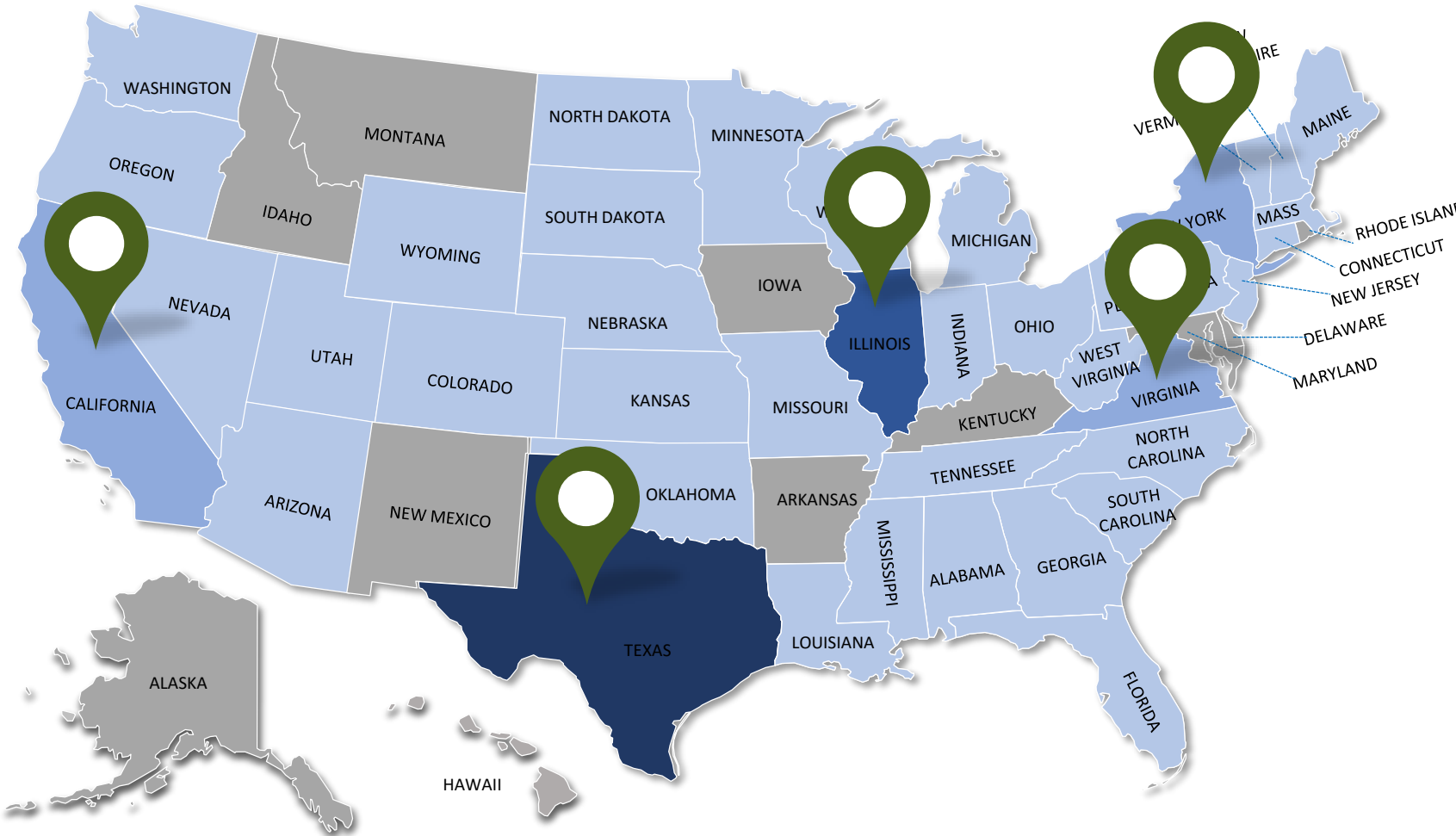


- **1,476 Unique Users; 2,900 Page Views**
- **87.2% New vs. 12.8% Returning Users**
- **40 States & 23 Countries** represented by website visits in September
- **Top Pages Visited:** Meet the Staff, Community History, News, Blog, About, Contact Us
- **33%** found the website organically through search engines; **56.9%** visited directly using URLs; **7.2%** visited via social media, and **2.9%** were referred.



WEBSITE ANALYTICS SEPTEMBER 2019

Users visiting website by state comparison



TOP 5 WITH MOST VISITORS

States:

- Texas – 565**
- Illinois – 131**
- California – 57**
- Virginia – 41**
- New York – 20**

Countries:

- United States – 1,318**
- Argentina – 48**
- Canada – 41**
- Philippines – 24**
- India – 8**
- South Korea – 8**



Social Media Engagement

	September 2018	September 2019
TOTAL LIKES/FOLLOWERS	5,073	5,540
Facebook Page Likes	3,810	4,225
Twitter Followers	1,118	1,117
LinkedIn Followers	145	198



4.1 Executive Session

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



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

- 1) **Section 551.071** Consultation with Attorney - Request from AEI Technologies for final reimbursement
- 2) **Section 551.071** Consultation with Attorney and **Section 551.087** Deliberation regarding the commercial or financial information received on potential projects – Project Paint by Number, 921 Main Street Project, and Project Q-Bert
- 3) **Section 551.071** Consultation with Attorney **Section 551.072** Deliberation about the purchase, exchange, lease, or value of real property – Project Agnes II, Project Compassionate, Project Green, Project Noah, Project Gnome, Project Technology/MLK, Project Bronze Star, Project Paint by Number, Project Molly, and Project Q-Bert
- 4) **Section 551-074** Personnel Matters – to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of an employee.
- 5) **Section 551.074** Personnel Matters – to deliberate on the appointment of an executive director.

4.2

Executive Session

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



5. ADJOURN

Next Regular Meeting: November 18, 2019

