

AGENDA FOR REGULAR MEETING

CITY OF KERRVILLE, TEXAS

ECONOMIC IMPROVEMENT CORPORATION

MONDAY, MAY 19, 2014 AT 4:00 P.M.

KERRVILLE CITY HALL COUNCIL CHAMBERS

701 MAIN STREET, KERRVILLE, TEXAS

AGENDA FOR REGULAR MEETING OF THE
CITY OF KERRVILLE, TEXAS
ECONOMIC IMPROVEMENT CORPORATION
MONDAY, MAY 19, 2014, 4:00 P.M.
KERRVILLE CITY HALL COUNCIL CHAMBERS
701 MAIN STREET, KERRVILLE, TEXAS

CALL TO ORDER

INVOCATION

1. VISITORS / CITIZENS FORUM:

Any citizen with business not scheduled on the agenda may speak to the corporation. No deliberation or action can be taken on these items because the Open Meetings Act requires an item be posted on an agenda 72 hours before the meeting. Visitors are asked to limit their presentation to three minutes.

2. APPROVAL OF THE MINUTES:

2A. Minutes of the regular meeting held April 28, 2014.

3. MONTHLY REPORTS:

3A. Monthly financials for April 2014. (staff)

3B. Projects update. (staff)

River Trail and Parks projects

Cailloux Theater Interior Lighting project

Cailloux Theater Expansion

3C. Update regarding "GO Team" activities. (staff)

4. DISCUSSION AND POSSIBLE ACTION:

4A. Discuss the Fiscal Year 2015 Budget. (staff)

4B. Airport Commerce Park Development Agreement. (staff)

5. EXECUTIVE SESSION:

The Economic Improvement Corporation may, as permitted by law, adjourn into executive session at any time to discuss any matter listed above including if they meet the qualifications in Sections 551.071 (consultation with attorney), 551.072 (deliberation regarding real property), 551.073 (deliberation regarding gifts), 551.074 (personnel matters), 551.076 (deliberation regarding security devices), and 551.087 (deliberation regarding economic development negotiations) of Chapter 551 of the Texas Government Code, including the following matters:

5A. Airport Commerce Park Development Agreement. (staff)

6. ADJOURNMENT

The facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive services must be made 48 hours prior to this event. Please contact the City Secretary's Office at 830-258-1118 for further information.

I do hereby certify that this notice of meeting was posted on the bulletin board at the city hall of the city of Kerrville, Texas, and said notice was posted on the following date and time: May 15, 2014, 2014 at 3:00 p.m. and remained posted continuously for at least 72 hours preceding the scheduled time of the meeting.

Cheryl Brown

Deputy City Secretary, City of Kerrville, Texas

Agenda Item:

2A. Minutes of the regular meeting held on April 28, 2014. (staff)

CITY OF KERRVILLE, TEXAS ECONOMIC IMPROVEMENT CORPORATION
REGULAR MEETING

April 28, 2014

On Monday, April 28, 2014, the regular meeting of the directors of the City of Kerrville, Texas Economic Improvement Corporation, was called to order at 4:00 p.m. by David Wampler, President in the Council Chambers at City Hall, at 701 Main Street, Kerrville, Texas.

The invocation was offered by Mr. Howard.

Members Present:

David Wampler, President
Rex Boyland, Secretary
Gary Cochrane
Larry Howard
Polly Rickert

Members Absent:

Stacie Keeble
Kenneth Early, Vice President

City Executive Staff Present:

Todd Parton, City Manager
Mike Hayes, City Attorney
Cheryl Brown, Deputy City Secretary
Ashlea Boyle, Special Projects Manager
Kim Meisner, Director of General Operations
Sandra Yarbrough, Director of Finance
Malcolm Matthews, Director of Parks and Recreation
Brian Crenwelge, Project Manager

Visitors Present: Visitor list available in the City Secretary's Office for the required retention period.

1. VISITORS/CITIZENS FORUM:

Harvey Brinkman spoke regarding the property known as Airport Commerce Park.

2. APPROVAL OF THE MINUTES:

2A. Minutes of the regular meeting held March 24, 2014

Mr. Howard moved to approve the minutes for the regular meeting held March 24, 2014.

Mr. Cochrane seconded, and the motion passed 5-0.

3. MONTHLY REPORTS:

3A. Monthly financials for March 2014

Ms. Yarbrough reported that the beginning balance in the sales tax improvement fund was \$2,796,106.00. During the month of March, there was \$208,298.00 in revenue, and \$316,659.00 in expenses, leaving an ending balance as of March 31, 2014 of \$2,687,745.00. She reported that the sales tax revenue was 4.77% ahead of the projected budget. She said that the debt service was now paid off. She also reviewed the Capital Projects Fund and the cash and investments accounts.

3B. Capital projects update

River Trail and Parks projects

Mr. Crenwelge reported the progress of the River Trail Project. The Package B contract was awarded to Zimmerman Construction in the amount of \$724,000.00. A preconstruction meeting was set for May 5, 2014. The Louise Hays and Lehmann Monroe park improvements project was being put out again for bid. The contract for the splash-pad in the park was awarded to Kraftsman, and work was to begin mid-June. Work on Package B of the River Trail project began last week, with concrete pouring to begin mid-May.

Cailloux Theater Interior Lighting Project

Ms. Boyle reported the contract for the dimmer rack was awarded to Texas Scenic, in the amount of \$38,000.00. Work was to begin on June 3, 2014, with an expected ten-day completion.

Cailloux Theater Expansion

Ms. Boyle reported that Playhouse 2000, Inc. applied for three grants, one of which was approved, and the remaining two were still pending. There were also some fund-raising events being planned. Quarterly reports were to be made to the City Council, beginning this month.

Streetscape Project

Ms. Boyle reported that there was no additional update for the streetscape project that the architect was planning to have a timeline prepared in the near future.

3C. Update regarding "GO Team" activities

Ms. Boyle reported that the "GO Team" met on April 10, 2014 to review the Gateway application, The KEDC Board voted not to recommend this project for approval when presented to the "GO Team," and the application was subsequently withdrawn..

4. DISCUSSION AND POSSIBLE ACTION:

4A. Discuss the Fiscal Year 2015 Budget (staff)

Mr. Parton gave an update. He responded to several questions from the board. He reported that the previous cash flow for projects and the debt service models that were previously shown to the board were still current and in place.

5. EXECUTIVE SESSION: There was no executive session.

ANNOUNCEMENTS: None

The meeting was adjourned at 4:30 p.m.

APPROVED: _____

David Wampler, President

ATTEST:

Cheryl Brown
Deputy City Secretary

Agenda Item:

3A. Monthly financials for April 2014. (staff)

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

SUBJECT: EIC Financials

AGENDA DATE: May 19, 2014

DATE SUBMITTED: May 14, 2014

SUBMITTED BY: Sandra Yarbrough
Director of Finance

CLEARANCES:

EXHIBITS: Monthly Financials

APPROVED FOR SUBMITTAL BY CITY MANAGER: 

Expenditure	Current Balance	Amount	Account
Required:	in Account:	Budgeted:	Number:
\$	\$	\$	

PAYMENT TO BE MADE TO:

REVIEWED BY THE FINANCE DIRECTOR:

SUMMARY STATEMENT

The City of Kerrville staff will present and update the EIC on a monthly basis as to the status of the EIC's financial position.

RECOMMENDED ACTION

Recommend acceptance of the financials.

CITY OF KERRVILLE
Economic Improvement Corporation
Sales Tax Improvement Fund

Cash Balance as of April 1, 2014 **\$ 2,687,745**

Deposits:

Sales Tax	\$ 218,030
Interest Revenue	\$ 437
	<u>\$ 218,467</u>

Expenses:

Administrative Service Fee	\$ 8,333
Transfer for Debt Service - 2012	\$ 14,167
Transfer - Park Improvements	\$ 25,000
Total Expenses	<u>\$ 47,500</u>

Revenues Over (Under) Expenditures \$ 170,968

Ending Cash Balance as of April 30, 2014 **\$ 2,858,712**

City of Kerrville
Economic Improvement Corporation
Sales Tax Improvement Fund - Revenue and Expense Statement
For the month ending April 30, 2014

	Annual Budget	Current Period	Y-T-D Actual	% of Budget	Budget Balance
BEGINNING CASH BALANCE	\$ 2,598,336		\$ 2,598,336		
REVENUE:					
Sales and Use Tax	\$ 2,750,000	\$ 218,030	\$ 1,641,774	59.70%	\$ 1,108,226
Interest	\$ 5,000	\$ 437	\$ 2,560	51.20%	\$ 2,440
Transfer In	\$ -	\$ -	\$ 96,643	6911.00%	\$ (96,643)
TOTAL REVENUE	<u>\$ 2,755,000</u>	<u>\$ 218,467</u>	<u>\$ 1,740,977</u>	<u>63.19%</u>	<u>\$ 1,110,666</u>
	Annual Budget	Current Period	Y-T-D Actual & Encumbrance	% of Budget	Budget Balance
EXPENDITURES:					
Administrative					
Advertising/Supplies	\$ 500	\$ -	\$ 90	18.05%	\$ 410
Transfer to Debt Service Fund	\$ 68,000		\$ 69,853	102.72%	\$ (1,853)
Transfer to Debt Service Fund - River Trail	\$ 170,000	\$ 14,167	\$ 99,167	58.33%	\$ 70,833
Economic Development Governing Body	\$ 60,000	\$ -	\$ 60,000	100.00%	\$ -
Annual Disclosure Fee	\$ 3,500	\$ -	\$ -	0.00%	\$ 3,500
River Trail Contribution	\$ 300,000	\$ 25,000	\$ 175,000	58.33%	\$ 125,000
Administrative Services Fee	\$ 100,000	\$ 8,333	\$ 58,333	58.33%	\$ 41,667
Total Administrative	<u>\$ 702,000</u>	<u>\$ 47,500</u>	<u>\$ 462,442</u>	<u>65.87%</u>	<u>\$ 239,558</u>
Category I - Business Development					
Revolving Loan Fund	\$ 100,000	\$ -	\$ -	0.00%	\$ 100,000
ED Set Aside	\$ 250,000	\$ -	\$ -	0.00%	\$ 250,000
Fox Tank - Reimbursement Agreement	\$ -		\$ 150,000		\$ (150,000)
Unspecified	\$ 146,750	\$ -	\$ -	0.00%	\$ 146,750
Total Category I	<u>\$ 496,750</u>	<u>\$ -</u>	<u>\$ 150,000</u>	<u>100.00%</u>	<u>\$ 346,750</u>
Category II - Quality of Life					
Special Events	\$ 100,000		\$ 118,159	118.16%	\$ (18,159)
Downtown Wireless	\$ 100,000	\$ -	\$ -	0.00%	\$ 100,000
Streetscape	\$ 250,000	\$ -	\$ -	0.00%	\$ 250,000
History Center	\$ 400,000	\$ -	\$ -	0.00%	\$ 400,000
Baseball Complex	\$ 500,000	\$ -	\$ -	0.00%	\$ 500,000
Unspecified	\$ 365,000	\$ -	\$ 750,000	205.48%	\$ (385,000)
Total Category II	<u>\$ 1,715,000</u>	<u>\$ -</u>	<u>\$ 868,159</u>	<u>50.62%</u>	<u>\$ 846,841</u>
Category III - Public Infrastructure					
Village West - Water (1/2 cost)	\$ 500,000	\$ -	\$ -	0.00%	\$ 500,000
Village West - Wastewater	\$ 750,000	\$ -	\$ -	0.00%	\$ 750,000
Total Category III	<u>\$ 1,250,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>0.00%</u>	<u>\$ 1,250,000</u>
Contingency	\$ -				\$ -
TOTAL EXPENDITURES	<u>\$ 4,163,750</u>	<u>\$ 47,500</u>	<u>\$ 1,480,601</u>	<u>35.56%</u>	<u>\$ 2,683,149</u>
NET REVENUES TO EXPENDITURES	<u>\$ (1,408,749)</u>	<u>\$ 170,968</u>	<u>\$ 260,376</u>		
ENDING CASH BALANCE: April 30, 2014	Budget \$ 1,189,586		Actual \$ 2,858,712		

CITY OF KERRVILLE
Economic Improvement Corporation
SALES TAX REVENUE ANALYSIS

	Actual FY 2011	Actual 2012	FY 2012	Actual FY 2013	Approved 2014	FY 2014	Actual FY 2014	Difference Projected vs Actual	% of Projected Variance
October	\$ 184,602	\$ 219,934	\$ 219,934	\$ 226,663	\$ 227,546	\$ 227,546	\$ 241,503	\$ 13,957	5.78%
November	\$ 207,677	\$ 203,379	\$ 203,379	\$ 210,744	\$ 211,566	\$ 211,566	\$ 233,371	\$ 21,806	9.34%
December	\$ 169,550	\$ 208,227	\$ 208,227	\$ 204,782	\$ 205,583	\$ 205,583	\$ 214,424	\$ 8,841	4.12%
January	\$ 195,030	\$ 204,051	\$ 204,051	\$ 217,647	\$ 218,496	\$ 218,496	\$ 229,761	\$ 11,265	4.90%
February	\$ 241,320	\$ 264,744	\$ 264,744	\$ 284,177	\$ 285,276	\$ 285,276	\$ 296,036	\$ 10,760	3.63%
March	\$ 169,754	\$ 186,812	\$ 186,812	\$ 205,749	\$ 206,552	\$ 206,552	\$ 207,869	\$ 1,317	0.63%
April	\$ 157,729	\$ 185,835	\$ 185,835	\$ 215,800	\$ 216,643	\$ 216,643	\$ 218,030	\$ 1,387	0.64%
May	\$ 234,742	\$ 223,320	\$ 223,320	\$ 251,468					
June	\$ 186,441	\$ 195,775	\$ 195,775	\$ 234,781					
July	\$ 190,696	\$ 210,758	\$ 210,758	\$ 216,641					
August	\$ 238,491	\$ 239,007	\$ 239,007	\$ 245,964					
September	\$ 179,133	\$ 203,486	\$ 203,486	\$ 224,905					
Total	\$ 2,355,166	\$ 2,545,329	\$ 2,545,329	\$ 2,739,321	\$ 1,571,663	\$ 1,571,663	\$ 1,640,996	\$ 69,333	4.23%

CITY OF KERRVILLE
Economic Improvement Corporation
EIC Capital Projects Fund

Cash Balance as of April 1, 2014		\$ 1,007,183
Revenues:		
		-
		-
Total Revenues/Transfer In	<u>\$ -</u>	
Expenses:		
Cailloux Theater Lighting	<u>4,532</u>	
Total Expenses	<u>\$ 4,532</u>	
Revenue Over (Under) Expenditures		<u>\$ (4,532)</u>
Ending Cash Balance as of April 30, 2014		<u><u>\$ 1,002,651</u></u>

CITY OF KERRVILLE
Economic Improvement Corporation
Sales Tax Improvement Capital Projects Fund
Project Status Summary
For the month ending April 30, 2014

YEAR(S) FUNDED	PROJECTS	Funding Agreement	Agreement Commitment	EIC Funded To Date	Non-EIC Funding	Total Funded	Project Expenses to Date	Project Balance	EIC Future Allocation Balance
2009/10	Commercial Improvement Program		\$ 100,000	\$ 100,000		\$ 100,000	\$ 20,000	\$ 80,000	
2010/11	Commercial Improvement Program		\$ 100,000	\$ 100,000		\$ 100,000	\$ -	\$ 100,000	
2011-12	Downtown Utilities		\$ 300,000	\$ 300,000		\$ 300,000	\$ 300,000	\$ -	
2012-13	Golf Course Improvements		\$ 608,141	\$ 608,141		\$ 518,568	\$ 518,568	\$ -	
2012-13	Downtown Streetscape		\$ 35,100	\$ 35,100		\$ 35,100	\$ 31,180	\$ 3,920	
2012-13	Playhouse 2000		\$ 118,000	\$ 118,000		\$ 118,000	\$ 113,469	\$ 4,532	
2012-13	Cailloux Theater Lighting		\$ 200,652	\$ 200,652		\$ 200,652	\$ 4,611	\$ 196,041	
2013-14	Cailloux Theater Expansion		\$ 500,000	\$ 500,000		\$ 500,000		\$ 500,000	
	Special Events		\$ 118,159	\$ 118,159		\$ 118,159		\$ 118,159	
	Fox Tank		\$ 150,000	\$ 150,000		\$ 150,000	\$ 150,000	\$ -	
TOTALS			\$ 2,230,052	\$ 2,230,052		\$ 2,140,479	\$ 987,827	\$ 1,002,651	

Cash Balance on 4/30/2014 \$ 1,002,651

Fund 70 - General Capital Improvement Projects - supported by EIC					PROJECTS		Funding Agreement	Agreement Commitment	Total Funded	Expense
2011-12	River Trail						C2011-76	\$ 6,000,000	\$ 5,708,082	\$ 1,070,760
2011-12	Louise Hays Park Improvements						C2011-76	\$ 2,000,000	\$ 2,000,000	\$ 210,344
TOTALS								\$ 8,000,000	\$ 7,708,082	\$ 1,281,103
									\$ 6,426,977	

Cash and Investments

Ending April 30, 2014

Cash and Investment Balances by Fund			
<u>Fund</u>	<u>Fund Name</u>	<u>Balance</u>	<u>Period</u>
40	Sales Tax Improvement Fund	\$ 2,858,712	4/30/2014
43	EIC Debt Service Fund	\$ -	4/30/2014
75	EIC Projects Fund	\$ 1,002,651	4/30/2014
	Total EIC Cash Balance	\$ 3,861,363	4/30/2014

<u>Type</u>	<u>Investment Vehicle</u>	<u>Amount</u>	<u>Interest Earned</u>	<u>Interest Earned (Annualized)</u>	<u>Period Ending</u>
Cash	Wells Fargo Checking	\$ 119,401	\$ -	0.00%	4/30/2014
ST Investment	EIC TexPool	\$ 1,623,576	\$44.83	0.03%	4/30/2014
ST Investment	EIC TexStar	\$ 1,624,698	\$50.58	0.04%	4/30/2014
HILCO FCU	CD	\$ 247,079	\$131.94	0.64%	4/30/2014
Kerr County FCU	CD	\$ 246,609	\$209.27	1.02%	4/30/2014
	Total Cash & Investments	\$ 3,861,363	\$436.62	0.14%	

Agenda Item:

- 3B. Capital projects update. (staff)
River Trail and Parks projects
Cailloux Theater improvements
Cailloux Theater expansion

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

SUBJECT: Capital Projects Update

FOR AGENDA OF: May 19, 2014 **DATE SUBMITTED:** May 14, 2014

SUBMITTED BY: Ashlea Boyle  **CLEARANCES:** Todd Parton
Special Projects Manager City Manager

EXHIBITS: Project Status Reports

AGENDA MAILED TO:

APPROVED FOR SUBMITTAL BY CITY MANAGER: 

Expenditure Required:	Current Balance in Account:	Amount Budgeted:	Account Number:
\$	\$	\$	

PAYMENT TO BE MADE TO:

REVIEWED BY THE DIRECTOR OF FINANCE:

SUMMARY STATEMENT

Staff will provide reports on the following projects:

- River Trail and Parks Projects
- Cailloux Theater Interior Lighting Project
- Cailloux Theater Expansion (support facility)

RECOMMENDED ACTION

This report is for informational purposes only. No action required.

Monthly Status Report

River Trail/Parks Projects

May 19, 2014

Updates highlighted.

4B Funds

\$6,000,000 (River Trail Project)

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

Status Report: Kerrville River Trail - Riverside Nature Center (RNC) to Louise Hays Park (Package A)

SCOPE	Extends from a new trailhead at the Riverside Nature Center parking lot, along the west property line of the RNC, down to the river's edge, under the Lemos St. Bridge, construction of a trail bridge across the river, through Tranquility Island, to the west end of the parking area in Louise Hays Park. The 10' wide trail will be constructed of concrete, except for the segment that runs along the RNC western property line. <i>Total trail length: 0.7 miles</i>
Amenities	Trailheads with lighting, observation/seating areas, bridge, drainage, and signage. [Additional amenities, such as trail entries, kiosks, and interpretive signage, will be added, once designed.]

PHASING	Action Item	Schedule (Status)	Task/Issues	Comments/Risks
Recreation easements or Property Agreements	easement to CoK from RNC	complete (6/12; 9/12)	RNC to provide easement to City	requires RNC approval
	lease renewal to RNC from CoK	complete (6/12)	City to provide lease to RNC	City Council approval (6/12)
	approval from TxDOT and GLO for use of state property	complete (5/12)	TxDOT approval of plans and Const./Maint. Agreement	SA office approval; include in MMA
Property Survey	M&B and Topo surveys	complete (3/12)	identify property boundary and grades	
Misc. Reports/Permits	LOMR	upon trail completion	floor level impact, if any	submittal to FEMA
	TPWD (land & water permit)	complete (5/12)	coffer dam - bridge construction review	review by TPWD
	USACE	complete (5/12)	involves jurisdictional waters of the US	no USACE permit required
Design	contract - Hewitt Engineering			
Routing	location of trail	complete (12/11)	define gradients and layout	
Preliminary Design and Construction Drawings	schematic plans; prelim. costs	50% review - complete (12/11)	all project elements	
		75% review - complete (1/12)	all project elements	
		90% review - complete (2/12)	all project elements	
Final Bid Documents	final plans/specs/costs/ documents	complete (3/12)	all project elements	
Bidding/Contracts	secure contractor	bid (3/12); awarded (5/12) to Westar Construction	bid process, contract prep	project delay, bid cost, permit approvals, etc.
Construction	construct project	start (5/12); complete (12/12)	sequencing of work	Dedication and opening 12/15/12

FUNDING - BUDGET	Allocation	Expended - Encumbered	Balance	Cost/Est. for Package	Needed to Complete Package
G.O. bonds (2002)	\$500,000	\$500,000	GO's (2002) \$0	na	
Park Dedication Funds	25,000	25,000	Park Ded. \$0		2002 bonds/P Ded \$525,000
COs (4B)	<u>\$352,530</u>	292,131	CO's (4B) 60,399		\$292,131
total	\$877,530	\$817,131 [River Trail Master Plan, design, survey, permitting, construction]			<u>\$817,131</u> [complete]

Status Report: Kerrville River Trail - Louise Hays Park to G St. (Package B) and Louise Hays and Lehmann & Monroe Parks

SCOPE	Trail connection to the west end of the Louise Hays Park parking lot (Package A), through Louise Hays Park and Lehmann & Monroe Park, to G St. (west r.o.w. line). This Package will be coordinated with the Jefferson Wastewater Project and Water transmission Line Project. This segment will include the entire scope of work for the Louise Hays Park/Lehmann & Monroe Park Project, as funded by 4B, to include interactive fountain, park amenities and renovation. <i>Total trail length: 1.1 miles</i>
Amenities	Trail - trailheads with security lighting, observation areas, seating areas, bridging, drainage, signage, trail entries, kiosks, and interpretive signage. Parks - park amenities, amphitheater/stage, interactive water feature, event areas, large pavilion upgrades, river access, restrooms, roads/parking, lighting, utilities, landscaping, signage.

PHASING	Action Item	Schedule (Status)	Task/Issues	Comments/Risks
Recreation easements or Property Agreements	easements from property owners	complete by 11/31/13	CoK to secure from property owners; title work and surveys	easement legal proceedings 12/19/13; court appeal date not set; have property access for construction
	construction easements, if needed	Na	na	
Property Survey	M&B and Topo surveys	M&B - complete (9/12) Topo - partially complete	identify property boundary and grades	
Misc. Reports/Permits	LOMR	upon trail completion	flood impact, if any	may require submittal to FEMA
	TPWD (land & water permit)	Na	environmental impact to state waters	review by TPWD
	GLO (state property use)	Na	routing preference	approval by State, if needed
Design	-Trail Routing Options - Half	complete (6/12)	define route options w/ costs	complete (6/12)
	-Design Contract - Half*, PLA*	complete (approved 12/11/12)*	all remaining design phases	Council approval
	schematic plan with amenities/est.	Schematic - (complete) 50% review - (complete) 75% review - (complete) 90% review - (complete)	all project elements all project elements all project elements all project elements	coord. with utilities projects; water feature design/build details being finalized
	final plans/specs/costs/ documents	complete 1/14	all project elements	project delay assoc. with approvals
Final Bid Documents Bidding/Contracts	secure contractors (GC's & BuyBoard)	GC - bids received 3/11/14 (rejected); Buyboard contract awarded 4/8/14 (nte \$800,698); RT contract 4/22/14 (nte \$760,650)	bid process, contract prep. CoK to segment work and secure contractors	Contract work remaining to be bid: buildings, flatwork, park upgrades CoK work remaining: roads, parking, landscape, irrigation
Construction	construct project	CoK start - 1/14 RT start - 5/15 BuyBoard start - 6/14 complete 3/15	sequencing work (C's, BuyBoard, CoK)	typical delays/field alterations

* Half Assoc. design agreement terminated; new design agreement with Peter Lewis Architect + Assoc. (PLA) approved 8/13/13.

FUNDING - BUDGET		Allocation	Expended – Encumbered	Balance	Cost/Est. for Package	Needed to Complete Package
COs (4B) - River Trail		\$1,000,000	Design/survey fees:	\$796,148	RT - \$1,154,496	\$1,000,000
COs (4B) - LHP/LMP Project		\$2,000,000	Land costs:	(w/ land costs)	BuyBoard - \$800,698	\$2,000,000
		\$3,000,000	RT Const:		GC - \$796,148	
			BuyBoard:		\$2,751,342	

Status Report: Kerrville River Trail - G St. to Kerrville-Schreiner Park (Package F)

SCOPE

Extends from G St. (west r.o.w. line) along the south bank of the river into Kerrville-Schreiner Park. The 10' wide trail will be constructed of concrete. This Package will be coordinated with the Jefferson Wastewater Project and Water transmission Line Project, both slated for completion by fall 2013. Total trail length: 2.2 miles

Amenities

Trailheads with parking, security lighting, observation areas, seating areas, trail bridges, drainage, signage, trail entries, kiosks, and interpretive signage.

PHASING	Action Item	Schedule (Status)	Task/Issues	Comments/Risks
Recreation easements or Property Agreements	easement from property owners; land acquisition	complete by 1/31/14	Cok to secure from property owners; title work and surveys	easement legal proceedings on remaining tract being scheduled; property access for construction will be secured
Property Survey	construction easements, if needed	complete by 12/13, if needed	determine need by 10/13	
Misc. Reports/Permits	M&B and Topo surveys	M&B amend. - complete (10/13) topo - complete (12/13)	identify property boundary and grades	coord. w/ utilities projects
	LOMR	upon trail completion	flood impact, if any	may require submittal to FEMA
	TPWD (land & water permit)	Na	environmental impact to state waters	associated with Guadalupe River
	GLO (lease)	not required per GLO	state land/water under G St. bridge	
	TxDOT	processing agreement	access under Loop 534	tentatively approved
Design	-Trail Confirmation - Terra Design Group (TDG)	complete (6/12)	define route options w/ costs	complete (6/12)
	-Final Design Contract – TDG	complete (6/23/13)	all remaining design phases	Council approval (6/23/13)
Preliminary Design and Construction Drawings	schematic plans with amenities/est.	Schematic - (complete) 50% review – (complete) 75% review – (complete) 90% review – (complete)	all project elements all project elements all project elements all project elements	coord. with utilities projects
Final Bid Documents Bidding/Contracts	final plans/specs/costs/ documents secure contractor	complete 1/14 Bids received 3/11/14 ; contract Award 3/25/14 (nte \$1,835,535)	all project elements bid process, contract prep	project delay assoc. with approvals project delay, bid cost, etc.
Construction	construct project	start - 4/18; complete - 1/15	Sequencing- surveying / site work	typical delays/field alterations

FUNDING - BUDGET		Allocation	Expended - Encumbered	Balance	Cost/Est. for Package	Needed to Complete Package
COs (4B)		\$2,200,000	Design/survey fees: \$228,305 Land Costs: \$176,516 RT Const: \$1,835,535	(\$40,356) (w/ current land costs)	\$2,240,356	\$2,240,356

Status Report: Kerrville River Trail - RNC to Knapp Crossing (Packages C and D)

SCOPE

Extends from a new trailhead at the Knapp Crossing Boat Ramp parking lot, runs adjacent to the river, ties into the Guadalupe St. r.o.w.(Package D) extends to Guadalupe Park and connects to Package A (Package C). The 10' wide trail will be constructed of concrete. Total trail length: 1.6 miles

Amenities

Trailheads with lighting, observation areas, seating areas, trail bridge, drainage, signage, trail entries, kiosks, interpretive signage, and private improvement interface.

PHASING	Action Item	Schedule (Status)	Task/Issues	Comments/Risks
Recreation easements or Property Agreements	easement from property owners	TBD	CoK to secure from property owners; title work and surveys	from property owners
	construction easements, if needed	TBD	TBD	from property owners
Property Survey	M&B and Topo surveys	(partially complete)	identify property boundary and grades	
Misc. Reports/Permits	LOMR		flood impact, if any	may require submittal to FEMA
	TPWD (land & water permit)		environmental impact to state waters	review by TPWD
Design	TBD	(partially complete)		" " "
Routing	location of trail	(partially complete)	define gradients and layout	" " "
Preliminary Design and Construction Drawings	schematic plan with amenities/est.	50% review –	all project elements	" " "
		75% review –	all project elements	" " "
		90% review –	all project elements	" " "
Final Bid Documents	final plans/specs/costs/ documents	TBD	all project elements	" " "
Bidding/Contracts	secure contractor	TBD	bid process, contract prep	" " "
Construction	construct project	TBD	sequencing of work	" " "

FUNDING - BUDGET		Allocation	Expended - Encumbered	Balance	Cost/Est. for Package	Needed to Complete Package
CO's (4B)						

Status Report: Kerrville River Trail - Knapp Crossing to West Terminus (Package E)

SCOPE
Extends from Knapp Crossing trailhead to the west terminus of trail on Junction Hwy along the river's edge. The 10' wide trail will be constructed of concrete. Total trail length: up to 1 mile
Amenities
Trailheads with lighting, observation areas, seating areas, trail bridge, drainage, signage, trail entries, kiosks, and interpretive signage.

PHASING	Action Item	Schedule (Status)	Task/Issues	Comments/Risks
Recreation easements or Property Agreements	easement from property owners	TBD	CoK to secure from property owners; title work and surveys	from property owners
	construction easements, if needed	TBD	TBD	from property owners
Property Survey	M&B and Topo surveys	(partially complete)	identify property boundary and grades	
Misc. Reports/Permits	LOMR		flood impact, if any	may require submittal to FEMA
	TPWD (land & water permit)		environmental impact to state waters	review by TPWD
Design	TBD			waiting for private development
Preliminary Design and Construction Drawings	schematic plan with amenities/est.	50% review - (partially complete)	all project elements	" " "
		75% review -	all project elements	" " "
		90% review -	all project elements	" " "
Final Bid Documents	final plans/specs/costs/ documents	TBD	all project elements	" " "
Bidding/Contracts	secure contractor	TBD	bid process, contract prep	" " "
Construction	construct project	TBD	sequencing of work	" " "

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

Other Services to be Evaluated

Required reporting and permitting may dictate additional professional services or consolidation of services assigned to the design teams. These include, but are not limited to, the following.

1. Floodplain/Floodway Impact, Hydraulic Analysis, Section 404 – Clean Water Act submittals (Corps of Engineers), and Flood Insurance Rate Map/ Letter of Map Revision preparation and submittal (CoK, FEMA) will be completed by one firm in order to comprehensively address the issues and data collection/reporting. This will avoid multiple submittals (costs) and reduce mistakes and need for resubmittals.
2. Archeological and Environmental Surveys and Section 404 review will need to be completed in areas where sensitive site conditions are probable. We anticipate no extreme findings in the initial surveys/reports; however, if further study is required by state or federal agencies, those services will require amendments to trail segment allocations and the consultant contracts.
3. TDLR permitting for ADA compliance, CoK building permits, Texas Historical Commission plan review, any other city or state agency submittals, will best be submitted by each of the design teams at the time of plan completion. This keeps regulation compliance with the design teams.

**Cailloux Theater Internal Lighting Repair
Project Timeline – 5/14/2014**

***This is for the initial repair to replace the dimmer rack.
The remaining phases will be scheduled later.***

Replace Dimmer Rack

Dimmer Rack Design 100% Complete

Budget = \$49,000

Bid Process

Advertise	March 28, 2014
Pre-Bid Meeting	April 7, 2014
Opened	April 14, 2014
Awarded	April 15, 2014 to Texas Scenic Company, Inc., \$38,000

Construction

Finalize Contract	May 2014
Start Work	June 3, 2014
Complete Work	June 13, 2014

**Cailloux Theater Expansion
Fundraising Timeline – 5/19/14**

Playhouse 2000 is working on fundraising strategy for the remaining \$250,000 required to complete the funding for the theater construction project.

Funding Applications – First Step for Playhouse 2000

Three applications completed and submitted to cover majority of funding required

- One application approved - \$42,500 (Coates Foundation)
- Two applications pending

Fundraising Campaign – Second Step for Playhouse 2000

Public meetings held in April 2014

Goal for fundraising campaign determined after disposition on grant applications is known

Public portion of fundraising campaign to begin in June

Regular Reporting

Quarterly reports to be provided by Playhouse 2000

River Trail Financial Analysis - 2/12/14

Revenue - All Phases		
General Fund	\$	525,000.00
<u>Bond Funds</u>	\$	6,000,000.00
TOTAL	\$	6,525,000.00
Phase 1 - Riverside Nature Center to Louise Hays Park (0.6 mile)		
Revenue		
General Fund	\$	525,000.00
<u>Bond Funds</u>	\$	600,000.00
TOTAL	\$	1,125,000.00
Expenses		
Actual	\$	817,131.27
<i>Revenues Less Expenses</i>	\$	307,868.73
Phase 2 - Louise Hays Park Trail (1.0 mile)		
Revenue		
General Fund	\$	-
<u>Bond Funds</u>	\$	1,000,000.00
TOTAL	\$	1,000,000.00
Expenses		
Design	\$	128,647.05
Legal Fees	\$	38,276.48
Land Acquisition	\$	225,000.00
Construction Estimate	\$	1,000,000.00
<u>Sub-Total Expenses</u>	\$	1,391,923.53
<i>Revenues Less Expenses</i>	\$	(391,923.53)
Phase 3 - G Street to Kerrville Schreiner Park (2.0 miles)		
Revenue		
General Fund	\$	-
<u>Bond Funds</u>	\$	2,000,000.00
TOTAL	\$	2,000,000.00
Expenses		
Design	\$	256,623.00
Legal Fees	\$	11,700.00
Land Acquisition	\$	157,740.92
Construction Estimate	\$	1,837,346.70
<u>Sub-Total Expenses</u>	\$	2,263,410.62
<i>Revenues Less Expenses</i>	\$	(263,410.62)
Phase 4 - West of Riverside Nature Center (2.1 miles)		
Revenue		
General Fund	\$	-
Bond Funds	\$	2,100,000.00
Expenses		
Design	\$	230,000.00
Construction Estimate	\$	4,378,500.00
<u>Sub-Total Expenses</u>	\$	4,608,500.00
<i>Revenues Less Expenses</i>	\$	(2,508,500.00)
Revenue Above/(Below) Cost	\$	(2,555,965.42)

Agenda Item:

3C. Update regarding "GO Team" activities. (staff)

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

SUBJECT: Update on "GO Team" activities

FOR AGENDA OF: May 19, 2014 **DATE SUBMITTED:** May 14, 2014

SUBMITTED BY: Ashlea Boyle  **CLEARANCES:** Todd Parton
Special Projects Manager City Manager

EXHIBITS:

AGENDA MAILED TO:

APPROVED FOR SUBMITTAL BY CITY MANAGER: 

Expenditure	Current Balance	Amount	Account
Required:	in Account:	Budgeted:	Number:
\$	\$	\$	

PAYMENT TO BE MADE TO:

REVIEWED BY THE DIRECTOR OF FINANCE:

SUMMARY STATEMENT

As discussed at the April 2014 EIC meeting, the Economic Development "GO Team" met on April 10, 2014 to review a business development application submitted by Kerrville Gateway, LLP. The \$7 million request was for infrastructure costs for the proposed Kerrville Gateway project consisting of 250,000 square feet of mixed use retail, restaurant, and lodging at the southeast corner of SH 16 and I-10. The KEDC Board met on April 10, 2014, prior to the "GO Team" meeting, and voted not to recommend this project for approval when presented to the "GO Team" and EIC. Kerrville Gateway, LLP formally withdrew the application on April 14, 2014. On April 22, 2014, the City Council considered the use of a 380 agreement to promote the development of this project, as requested by Councilmember Conklin. Council discussed this item but took no action.

On May 1, 2014, the KEDC Board met and unanimously voted not to recommend incentivizing retail developments due to the focus and mission on primary jobs / industries.

The "GO Team" has not met since the last EIC meeting and no funding applications have been received to date.

RECOMMENDED ACTION

This report is for informational purposes only. No action required.

Agenda Item:

4A. Discuss the Fiscal Year 2015 Budget (staff)

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

SUBJECT: Discuss and approval of the Fiscal Year 2015 budget

FOR AGENDA OF: May 19, 2014

DATE SUBMITTED: May 14, 2014

SUBMITTED BY: Ashlea Boyle *AB* **CLEARANCES:** Todd Parton
Special Projects Manager City Manager

EXHIBITS:

AGENDA MAILED TO:

APPROVED FOR SUBMITTAL BY CITY MANAGER: *[Signature]*

Expenditure	Current Balance	Amount	Account
Required:	in Account:	Budgeted:	Number:
\$	\$	\$	

PAYMENT TO BE MADE TO:

REVIEWED BY THE DIRECTOR OF FINANCE:

SUMMARY STATEMENT

Staff is requesting the Economic Improvement Corporation (EIC) discuss and approve the Fiscal Year 2015 budget. The budget may be approved contingent on revisions made, if any. This budget will need to be approved by the EIC at this meeting as the preliminary City budget will be presented in June for City Council's review.

RECOMMENDED ACTION

Staff recommends discussion and approval of the budget as presented or approval contingent on revisions made.

Agenda Item:

4B. Airport Commerce Park Development Agreement. (staff)

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

SUBJECT: Airport Commerce Park Development Agreement

FOR AGENDA OF: May 19, 2014

DATE SUBMITTED: May 15, 2014

SUBMITTED BY: Ashlea Boyle 
Special Projects Manager

CLEARANCES: Todd Parton
City Manager

EXHIBITS:

AGENDA MAILED TO:

APPROVED FOR SUBMITTAL BY CITY MANAGER: 

Expenditure Required:	Current Balance in Account:	Amount Budgeted:	Account Number:
\$	\$	\$	

PAYMENT TO BE MADE TO:

REVIEWED BY THE DIRECTOR OF FINANCE:

SUMMARY STATEMENT

Pursuant to the request made at last month's EIC meeting under the Visitors / Citizens Forum, the Airport Commerce Park Development Agreement has been placed on the agenda for discussion and consideration of amendment. The development agreement originated in 2001 and is between the Kerrville Airport Commerce Park, LTD, the City of Kerrville and the Economic Improvement Corporation.

A representative from Airport Commerce Park will address the EIC with further details on the requested specific types of modifications to be considered.

RECOMMENDED ACTION

Staff recommends discussion and consideration of potential amendments to the Airport Commerce Park Development Agreement.