

AGENDA FOR REGULAR MEETING

CITY OF KERRVILLE, TEXAS

ECONOMIC IMPROVEMENT CORPORATION

TUESDAY, MARCH 20, 2017 AT 4:00 P.M.

KERRVILLE CITY HALL CITY COUNCIL CHAMBERS

701 MAIN STREET, KERRVILLE, TEXAS

**AGENDA FOR REGULAR MEETING OF THE**  
**CITY OF KERRVILLE, TEXAS**  
**ECONOMIC IMPROVEMENT CORPORATION**  
**MONDAY, MARCH 20, 2017, 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 Economic Improvement 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 MINUTES:**

2A. Approval of minutes for the regular meeting held on January 17, 2017.

**3. MONTHLY REPORTS:**

3A. Monthly financials for February 2017. (staff)

3B. Projects update: (staff)

River Trail

Kerrville Sports Complex

Reuse Distribution Lines

Tennis Center Improvements

Downtown Streetscape

**4. CONSIDERATION AND POSSIBLE ACTION:**

4A. Economic Development Grant Agreement between Fox Tank Company, Inc. and the City of Kerrville, Texas Economic Improvement Corporation.

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The facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive service must be made 48 hours prior to this event. Please contact the City Secretary's Office at 830-257-8000 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 March 17, 2017, at 4:00 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

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**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:

- Economic Development Grant Agreement between Fox Tank Co., Inc. and the City of Kerrville, Texas Economic Improvement Corporation

**6. POSSIBLE ACTION FOR ITEMS DISCUSSED IN EXECUTIVE SESSION**

**7. ITEMS FOR FUTURE AGENDAS**

**8. ANNOUNCEMENTS**

**9. ADJOURNMENT.**

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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: February 17, 2017, at 4:00 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

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**CITY OF KERRVILLE, TEXAS ECONOMIC IMPROVEMENT CORPORATION  
REGULAR MEETING** **JANUARY 17, 2017**

On Tuesday, January 17, 2017, the regular meeting of the members of the City of Kerrville, Texas Economic Improvement Corporation, was called to order at 4:00 p.m. by Gary Cochrane, President, in the Council Chambers at City Hall, at 701 Main Street, Kerrville, Texas. The invocation was offered by Mr. Wilson.

**Members Present:**

Gary Cochrane, President  
Sheri Pattillo, Vice President  
Kenneth Early (arrived at 4:05 p.m.)  
Paul Stafford  
Mary Ellen Summerlin  
James Wilson

**Members Absent:**

Delayne Sigerman

**City Executive Staff Present:**

Don Davis, Interim City Manager  
E.A. Hoppe, Deputy City Manager  
Mike Hayes, City Attorney  
Cheryl Brown, Deputy City Secretary  
Sandra Yarbrough, Finance Director  
Ashlea Boyle, Assistant Parks Director

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

1. **VISITORS/CITIZENS FORUM:** No one spoke.

2. **APPROVAL OF MINUTES:**

2A. Approval of minutes for the regular meeting held on November 21, 2016, and the special meeting held on December 15, 2016.  
Mr. Wilson moved to approve the minutes. Ms. Summerlin seconded, and the motion passed 5-0.

3 **MONTHLY REPORTS:**

3A. Monthly financials for November and December 2016. (staff)  
Ms. Yarbrough reported a cash balance on December 31, 2016 of \$1,867,901. She reviewed the capital projects and noted a balance of \$4,337,711.

3B. Projects update. (staff)  
Mr. Hoppe gave the following updates:

River Trail:  
Property acquisitions going west were proceeding.

Kerrville Sports Complex:  
There were weather delays, but the complex was coming together. A soil mixture was placed, and has settled.

Streetscape Project:  
Planning was 15-20% finished.

James Avery Craftsman, Inc. Campus Improvements:  
A letter was received from JAC requesting payment pursuant to the funding agreement, in the amount of \$609,500.00.  
Mr. Howell Ridout, Vice President of Real Estate for JAC spoke, thanking the EIC for the funding. He stated JAC now has 543 people working in Kerrville, which was an increase of 155 employees.

**4. PUBLIC HEARINGS AND POSSIBLE ACTION:**

4A. Funding Agreement with the City of Kerrville, Texas Economic Improvement Corporation and the City of Kerrville, Texas in an amount not to exceed \$1,500,000 for improvements to the H-E-B Tennis Center.

Mr. Cochrane opened the public hearing at 4:11 p.m. No comments were heard. The public hearing was closed at 4:12 p.m.

Mr. Early moved to approve the funding agreement as presented. Ms. Summerlin seconded, and the motion passed 6-0.

EXECUTIVE SESSION: There was no executive session.

**5. ITEMS FOR FUTURE AGENDAS: None**

**6. ANNOUNCEMENTS: None**

**7. ADJOURNMENT.**

Mr. Cochrane adjourned the meeting at 4:13 p.m.

APPROVED: \_\_\_\_\_

Gary Cochrane, President

ATTEST:

\_\_\_\_\_  
Cheryl Brown , Deputy City Secretary

**TO BE CONSIDERED BY THE EIC  
CITY OF KERRVILLE, TEXAS**

**SUBJECT: EIC Financials ending February 2, 2017**

FOR AGENDA OF: March 20, 2017 DATE SUBMITTED: March 15, 2017

**SUBMITTED BY:** Sandra G. Yarbrough, Director of Finance **CLEARANCES:** EA Hoppe, Deputy City Manager

**EXHIBITS:** Monthly Financials

**AGENDA MAILED TO:**

**APPROVED FOR SUBMITTAL BY CITY MANAGER:**

<b>Expenditure Required:</b>	<b>Current Balance in Account:</b>	<b>Amount Budgeted:</b>	<b>Account Number:</b>
\$	\$	\$	

**PAYMENT TO BE MADE TO:**

**REVIEWED BY THE DIRECTOR OR FINANCE:**

## SUMMARY STATEMENT

EIC operating fund received sales tax revenue in the amount of \$357,098 for February 2017 a 2.68% increase compared to same period in prior year in the amount of \$347,778 Interest earned was \$3,191.00 compared to \$1,009.13 same period in 2016. EIC capital projects fund had no income and a transfer out \$1,000 to return excess funding to EIC operating fund.

River Trail project had no expense and received \$78.00 interest for February 2017 bringing the remaining project balance available to \$976,246.

## RECOMMENDED ACTION

Report is for information only.

**CITY OF KERRVILLE**  
**Economic Improvement Corporation**  
**Sales Tax Improvement Fund - Summary**  
**For the month ending February 28, 2017**

Beginning Cash Balance	\$2,043,273
<b>Income:</b>	
Sales Tax	\$ 357,098
Interest Revenue	\$ 3,191
Transfer In	\$ 1,000
Total Income	<u>\$ 361,289</u>
<b>Expenses:</b>	
Office Supplies	\$ 20
Administrative Service Fee	\$ 8,333
Transfer for Debt Service	\$ 92,878
Total Expenses	<u>\$ 101,231</u>
Revenues Over (Under) Expenditures	<u>\$ 260,058</u>
<b>Ending Cash Balance</b>	<b><u>\$2,303,331</u></b>

**CITY OF KERRVILLE**  
**Economic Improvement Corporation**  
**Sales Tax Improvement Fund - Revenue and Expense Statement**  
For the month ending February 28, 2017

	Annual Budget	Current Period	Y-T-D Actual	% of Budget	Budget Balance
<b>BEGINNING CASH BALANCE</b>	\$ 3,789,843		\$ 3,789,843		
<b>REVENUE:</b>					
Sales and Use Tax	\$ 3,302,505	\$ 357,098	\$ 1,435,110	43.46%	\$ 1,867,395
Interest	\$ 5,000	\$ 3,191	\$ 12,956	259.12%	\$ (7,956)
Transfer In	\$ 1,000	\$ 1,000	\$ 1,000		\$ (1,000)
<b>TOTAL REVENUE</b>	<b>\$ 3,307,505</b>	<b>\$ 361,289</b>	<b>\$ 1,449,066</b>	<b>43.81%</b>	<b>\$ 1,859,439</b>
<b>EXPENDITURES:</b>					
Administrative					
Local Meetings	\$ 500	\$ 20	\$ 20	4.00%	\$ 480
Administrative Services Fee	\$ 100,000	\$ 8,333	\$ 41,667	41.67%	\$ 58,333
Economic Development Governing Body	\$ 180,000	\$ 180,000	\$ 180,000	100.00%	\$ -
Debt Service - River Trail - Series 2011A	\$ 258,456	\$ 21,580	\$ 107,398	41.55%	\$ 151,058
Debt Service - River Trail - Series 2012	\$ 252,863	\$ 21,053	\$ 105,263	41.63%	\$ 147,601
Debt Service - Athlex Complex - Series 2015	\$ 603,417	\$ 50,246	\$ 251,229	41.63%	\$ 352,188
<b>Total Administrative</b>	<b>\$ 1,395,236</b>	<b>\$ 101,231</b>	<b>\$ 685,577</b>	<b>49.14%</b>	<b>\$ 709,659</b>
Category I - Business Development					
BD Set Aside	\$ 500,000			0.00%	\$ 500,000
<b>Total Category I</b>	<b>\$ 500,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0.00%</b>	<b>\$ 500,000</b>
Category II - Quality of Life					
Tennis Center	\$ 750,000	\$ -	\$ 750,000	100.00%	\$ -
Downtown Streetscape Enhancements:	\$ -	\$ -	\$ -	\$ -	\$ -
Water Feature	\$ 250,000	\$ -	\$ -	0.00%	\$ 250,000
<b>Total Category II</b>	<b>\$ 1,000,000</b>	<b>\$ -</b>	<b>\$ 750,000</b>	<b>75.00%</b>	<b>\$ 250,000</b>
Category III - Public Infrastructure					
Housing	\$ 500,000	\$ -	\$ -	0.00%	\$ 500,000
Reuse Distribution Lines	\$ 1,500,000	\$ -	\$ 1,500,000	0.00%	\$ -
<b>Total Category III</b>	<b>\$ 2,000,000</b>	<b>\$ -</b>	<b>\$ 1,500,000</b>	<b>0.00%</b>	<b>\$ 500,000</b>
Contingency					
	\$ -	\$ -	\$ -	0.00%	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL EXPENDITURES</b>	<b>\$ 4,895,236</b>	<b>\$ 101,231</b>	<b>\$ 2,935,577</b>	<b>59.97%</b>	<b>\$ 1,959,659</b>
<b>NET REVENUES TO EXPENDITURES</b>	<b>\$ (1,587,730)</b>	<b>\$ 260,058</b>	<b>\$ (1,486,511)</b>		
<b>ENDING CASH BALANCE</b>		Budget		Actual	
	\$ 2,202,112			\$ 2,303,331	

**CITY OF KERRVILLE**  
**Economic Improvement Corporation**  
**Sales Tax Revenue Analysis - FY16**  
**For the month ending February 28, 2017**

Revenue Month	Actual FY 2014	Actual FY 2015	Actual FY 2016	Budgeted FY 2017	Actual FY 2017	FY2016 vs FY2017	Budget vs Actual
October	\$ 241,503	\$ 238,933	\$ 227,707	\$ 254,516	\$ 264,806	16.29%	4.04%
November	\$ 234,150	\$ 257,654	\$ 277,653	\$ 274,458	\$ 278,707	0.38%	1.55%
December	\$ 214,424	\$ 251,851	\$ 254,834	\$ 268,276	\$ 260,757	2.32%	-2.80%
January	\$ 229,761	\$ 245,845	\$ 255,848	\$ 261,879	\$ 273,741	6.99%	4.53%
February	\$ 296,036	\$ 335,071	\$ 347,778	\$ 356,342	\$ 357,098	2.68%	0.21%
March	\$ 207,869	\$ 223,251	\$ 223,790				#DIV/0!
April	\$ 218,030	\$ 227,065	\$ 237,432				#DIV/0!
May	\$ 268,682	\$ 273,281	\$ 307,046				#DIV/0!
June	\$ 267,530	\$ 255,511	\$ 243,070				#DIV/0!
July	\$ 222,961	\$ 238,328	\$ 249,278				#DIV/0!
August	\$ 266,321	\$ 297,274	\$ 290,011				#DIV/0!
September	\$ 238,926	\$ 256,246	\$ 259,227				#DIV/0!
<b>YTD Total</b>	<b>\$ 2,906,194</b>	<b>\$ 3,100,310</b>	<b>\$ 3,173,673</b>	<b>\$ 1,415,471</b>	<b>\$ 1,435,110</b>	<b>6.02%</b>	<b>1.39%</b>

**CITY OF KERRVILLE**  
**Economic Improvement Corporation**  
**Capital Projects Fund - Summary**  
**For the month ending February 28, 2017**

<b>Beginning Cash Balance</b>	<b>\$ 3,728,211</b>
 Income:	
Total Income:	\$ -
 Expenses:	
Transfer out	\$ 1,000
Total Expenses:	\$ 1,000
 Revenues Over (Under) Expenditures	 <u>\$ (1,000)</u>
 <b>Ending Cash Balance</b>	 <u><b>\$ 3,727,211</b></u>

**CITY OF KERRVILLE**  
**Economic Improvement Corporation**  
**Project Status Summary**  
**For the month ending February 28, 2017**

Fiscal Years	Projects	Agreement Commitment	EIC Funded To Date	Total Funded	Expenses to Date	Project Balance
2012-13	Downtown Streetscape	\$ 35,100	\$ 35,100	\$ 35,100	\$ 34,609	\$ 491
2014-15	ED Set Aside	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000		\$ 1,000,000
2015-16	Olympic Pool	\$ 100,000	\$ 100,000	\$ 100,000		\$ 100,000
2015-16	Parking Garage	\$ 160,000	\$ 160,000	\$ 160,000	\$ 3,281	\$ 156,719
2015-16	Planter Boxes	\$ 20,000	\$ 20,000	\$ 20,000		\$ 20,000
2015-16	Street Furniture	\$ 100,000	\$ 100,000	\$ 100,000		\$ 100,000
2015-16	Housing	\$ 100,000	\$ 100,000	\$ 100,000		\$ 100,000
2016-17	Tennis Center	\$ 1,500,000	\$ 750,000	\$ 750,000		\$ 750,000
2016-17	Distribution Lines	\$ 3,000,000	\$ 1,500,000	\$ 1,500,000		\$ 1,500,000
<b>TOTALS</b>		<b>\$ 8,710,100</b>	<b>\$ 3,480,100</b>	<b>\$ 3,742,574</b>	<b>\$ 2,652,567</b>	<b>\$ 3,727,211</b>

Cash Balance on 2/28/2017      \$      3,727,211

**General Capital Improvement Projects - supported by EIC**

Fiscal Years	Projects	Agreement Commitment	Total Funded	Expense To Date	Balance
2011-12	River Trail	\$ 6,000,000	\$ 6,000,000	\$ 5,023,753	\$ 976,246
2011-12	Louise Hays/Lehmann Monroe parks	\$ 2,600,000	\$ 2,600,000	\$ 2,600,000	\$ (0)
	<b>Funding Agreement - C2011-76Totals</b>	<b>\$ 8,600,000</b>	<b>\$ 8,600,000</b>	<b>\$ 7,623,753</b>	<b>\$ 976,246</b>

**Notes:**

6/24/14 - Project adjustments - \$600,000.00 moved from River Trail project to Louise Hays/Lehman Monroe park improvements per EIC and City Council meetings - additional funding to replenish River Trail project to be requested by city staff from EIC at future EIC meeting.

9/22/14 - Project replenished - \$600,000.00 approved at EIC meeting related to Louise Hays/Lehman Monroe park improvements (see note above) reported on 9/30/14 financial report at October 2014 meeting.

**Cash and Investments**  
 For the month ending February 28, 2017

<b>Cash and Investment Balances by Fund</b>				
<u>City G/L</u> <u>Fund</u>	<u>Fund Name</u>		<u>Balance</u>	<u>Period</u>
40	Sales Tax Improvement Fund (operating fund)		\$ 2,303,331	2/28/2017
75	EIC Projects Fund (capital projects fund)		\$ 3,727,211	2/28/2017
		<b>Total Cash and Investments</b>	<b>\$ 6,030,542</b>	<b>2/28/2017</b>

<b>Cash and Investments by Type - Placement - Amount</b>					
<u>Type</u>	<u>Investment Placement</u>	<u>Amount</u>	<u>Interest Earned</u>	<u>Interest Earned (Annualized)</u>	<u>Period Ending</u>
Cash	Wells Fargo Checking	\$ 2,259,069	\$ -	0.00%	2/28/2017
ST Investment	EIC TexPool	\$ 3,271,473	\$ 2,337.91	0.86%	2/28/2017
Pioneer Bank	CD	\$ 250,000	\$ 222.95	1.07%	2/28/2017
Texas Hill Co Bank	CD	\$ 250,000	\$ 630.14	1.05%	2/28/2017
<b>Total Cash and Investments</b>		<b>\$ 6,030,542</b>	<b>\$ 3,191.00</b>	<b>0.63%</b>	<b>2/28/2017</b>

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

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**SUBJECT:** Projects update

**FOR AGENDA OF:** March 20, 2017 **DATE SUBMITTED:** March 17, 2017

**SUBMITTED BY:** E.A. Hoppe **CLEARANCES:**  
Deputy City Manager

**EXHIBITS:** None

**AGENDA MAILED TO:**

**APPROVED FOR SUBMITTAL BY CITY MANAGER:**

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Expenditure Required:	Current Balance in Account:	Amount Budgeted:	Account Number:
\$0	\$0	\$0	

**PAYMENT TO BE MADE TO:**

**REVIEWED BY THE FINANCE DEPARTMENT:**

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**SUMMARY STATEMENT**

City staff will review the status of the following projects:

1. Kerrville Sports Complex

- All flatwork and root zone mix has been installed at the soccer field side. Both buildings have permanent power. Minor grading will be complete next week.
- Root zone mix and infield mix resumed hauling again this last Monday. Fields 1-4 placement will be complete tomorrow and will continue on to fields 5-8 next week.
- Most of fields 5-8 lights are being installed today. Balance toward the end of next week.
- Flatwork at pod 1 is near completion and will start at pod 2 next week including dugouts for pods 2 and 3.
- All buildings have been sheet rocked with the maintenance building being the closest to completion as far as finishes go.
- All utility pipes are in the ground and pressure tested.
- The irrigation infrastructure is complete.
- Weather has been an issue this month but the forecast looks good for the next week.

2. River Trail

- The City is finalizing the land acquisition and easements necessary to complete the western river trail extension to connect to at least the Palacios del Guadalupe area. A design contract scope is being drafted with the intent that a construction project could be bid and awarded in Summer 2017.

3. Reuse Distribution Lines

- The contract for this work was awarded by City Council in late January. The City held a preconstruction meeting with the contractor on March 15 and they intend to begin construction in mid-April.

**4. Downtown Streetscape**

- The architecture firm is evaluating this work in conjunction with the City's Library Campus/Schellhase Mansion work in order to make sure that this public corridor along Water Street, Earl Garrett, and Sidney Baker is cohesive in design.

**5. Tennis Center Improvements**

- City Council finalized the funding agreement with EIC in January. City staff is in the process of drafting a Request for Qualifications to solicit design engineering firms to lead this design/stakeholder input effort. The City intends for stakeholder input and design to occur over the Summer, with construction possible as early as next Fall.

**RECOMMENDED ACTION**

This is an informational report to the EIC Board and no action is required.

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

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**SUBJECT:** Economic Development Grant Agreement between Fox Tank Company, Inc. and the City of Kerrville, Texas Economic Improvement Corporation

**FOR AGENDA OF:** March 20, 2017 **DATE SUBMITTED:** March 20, 2017

**SUBMITTED BY:** E.A. Hoppe **CLEARANCES:**  
Deputy City Manager

**EXHIBITS:** None

**AGENDA MAILED TO:**

**APPROVED FOR SUBMITTAL BY CITY MANAGER:**

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Expenditure Required:	Current Balance in Account: \$180,000.00	Amount Budgeted: \$180,000.00	Account Number: 40-800-443
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**PAYMENT TO BE MADE TO:**

**REVIEWED BY THE DIRECTOR OF FINANCE:**

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