

**NOTICE OF REGULAR MEETING OF THE
LAMPASAS ECONOMIC DEVELOPMENT BOARD
OF THE CITY OF LAMPASAS, TEXAS
WEDNESDAY, MAY 19, 2021
JACK CALVERT MUNICIPAL BUILDING BOARD ROOM
302 EAST THIRD STREET
5:30 PM**

Notice is hereby given that the regular meeting of the Lampasas Economic Development Corporation Board of the City of Lampasas will be held on Wednesday, May 19, 2021 at 5:30 p.m. in the Jack Calvert Municipal Building located at 302 East Third Street, Lampasas, Texas. The Lampasas Economic Development Corporation reserves the right to adjourn into Executive Session at any time during the course of this meeting to discuss any of the matters listed, as authorized by the Texas Government Code sections 551.071 (consultation with the attorney), 551.072 (deliberations about real property), 551.073 (deliberations about gifts and donations), 551.074 (personnel matters), 551.076 (deliberations about security devices), and 551.087 (economic development).

**REGULAR SESSION
5:30 p.m.**

- I. Call to Order
- II. Open forum for citizen comments and questions (limited to five (5) minutes per person)
- III. Discussion and possible action regarding approval of the minutes dated May 5, 2021
- IV. Discussion and possible action concerning the Rodeo Arena Equipment located at the Business Park property
- V. Discussion and possible action regarding FY 2021-2022 Budget
- VI. Discussion and possible action regarding approval and execution of loan documents in the amount of \$1,500,000.00 for the infrastructure development at the Lampasas Economic Development Corporation's Business Park
- VII. Discussion and possible action regarding development & funding of Phase 1 infrastructure for the LEDC Business Park
- VIII. Update and possible action regarding April Financial statements
- IX. Update on the following:
 - 1.) County Update
 - 2.) LISD Update
 - 3.) Staff Update
- X. Items that the Board Members may request to be placed on the next agenda
- XI. Adjourn

I, Chasity Shifflett, Administrative Assistant of the City of Lampasas, Texas, do hereby certify that this Notice of Meeting was posted on the bulletin board/front window of City Hall, 312 East Third Street, Lampasas, Texas, at a place readily accessible to the general public at all times, on the 14th day of May, 2021 at 9:55 am.

Chasity Shifflett
Chasity Shifflett, Administrative Assistant

**MINUTES OF REGULAR MEETING OF THE
LAMPASAS ECONOMIC DEVELOPMENT CORPORATION BOARD
OF THE CITY OF LAMPASAS, TEXAS
WEDNESDAY, MAY 5, 2021
JACK CALVERT MUNICIPAL BUILDING BOARD ROOM
302 EAST THIRD STREET
5:30 P.M.**

The Lampasas Economic Development Corporation of the City of Lampasas met in regular session on the above date with President Charlie Pratus, III presiding.

LEDC Members Present:

Steve Hudson
Misti Talbert
Neal Leavell
Ronnie Vineyard
Bobby Carroll – Ex-Officio – (arrived at 5:31 p.m.)
David Millican - Ex-Officio

LEDC Members Absent:

TJ Monroe
Roland Schaub

City Staff Present:

Finley deGraffenried, City Manager/Executive Director
Mandy Walsh, Economic Development Director
Chasity Shifflett, Administrative Assistant

**REGULAR SESSION
5:30 p.m.**

I. Call to Order

President Pratus called the meeting to order at 5:30 p.m.

II. Open forum for citizen comments and questions (limited to five (5) minutes per person)

There were no citizen comments.

III. Discussion and possible action concerning approval of the minutes dated February 24, 2021

Board member Hudson moved to approve the minutes as presented. The motion was seconded by Board member Vineyard. Board member Talbert abstained due to being absent. With a unanimous vote, the motion carried (Monroe and Schaub absent).

IV. Discussion and possible action concerning the 2019-2020 Audit Report from Singleton, Clark & Co.

Jack Clark with Singleton, Clark & Company, PC reviewed the LEDC 2019-2020 Audit Report with the Board.

Topics of discussion included:

- No findings and no comments – clean report
- Financial balance sheet looks good
- Good financial position

Board member Hudson moved to acknowledge receipt of the 2019-2020 Audit Report from Singleton, Clark & Co. The motion was seconded by Board member Vineyard and with a unanimous vote, the motion carried. (Monroe and Schaub absent)

V. Discussion and possible action regarding Bancorp South loan proposal

Ryan Shahan, President of Bancorp South – Lampasas Branch, provided the Board with a term sheet outlining the details of the loan proposal for installation of infrastructure and roads in the LEDC Business Park.

No action taken.

VI. Discussion and possible action regarding development & funding of Phase I infrastructure for the LEDC Business Park

Mandy Walsh reviewed the costs to develop Phase I and made the Board aware there is approximately \$287,000 still owed on the note for the land and \$885,000 for the utility extension.

No action taken. President Pratus adjourned into executive session at 5:45 p.m.

EXECUTIVE SESSION

The Board of the Lampasas Economic Development Corporation will meet in closed Executive Session pursuant to the Texas Government Code, Chapter 551, as follows:

1. Sec. 551.072. DELIBERATION REGARDING REAL PROPERTY; CLOSED MEETING. A governmental body may conduct a closed meeting to deliberate the purchase, exchange, lease, or value of real property if deliberation in an open meeting would have a detrimental effect on the position of the governmental body in negotiations with a third person.

2. Sec. 551.087. DELIBERATION REGARDING ECONOMIC DEVELOPMENT NEGOTIATIONS; CLOSED MEETING. This chapter does not require a governmental body to conduct an open meeting: (1) to discuss or deliberate regarding commercial or financial information that the governmental body has received from a business prospect that the governmental body seeks to have locate, stay, or expand in or near the territory of the governmental body and with which the governmental body is conducting economic development negotiations; or (2) to deliberate the offer of a financial or other incentive to a business prospect described by Subdivision (1).

3. Adjourn Executive Session and Reconvene Regular Session.

Executive session was adjourned at 6:37 p.m.

REGULAR SESSION

VII. Discussion and possible action regarding resolution amending LEDC Bylaws

The Board reviewed the resolution (resolution included in official set of minutes) with Mr. deGraffenried. Board Member Talbert moved to approve the resolution pending a modification to 2.04. The motion was seconded by Board Member Leavell. With a unanimous vote the motion carried (Monroe and Schaub absent).

VIII. Update and possible action regarding March Financial statements

Mandy Walsh reviewed the financials with the Board. Receipt was acknowledged without formal action.

No action taken.

IX. Update on the following:

1.) County Updates

Ex-officio member Carroll informed the Board that the County is dealing with growth and subdivision inquiries.

2.) Lampasas Independent School District Updates

Ex-officio member Millican advised the Board that the last day of school is May 20 with graduation being May 21. UIL students have done great this year.

3.) Staff Updates

Mandy Walsh, Economic Development Director, reviewed her staff report. Cefco, Whataburger and The Doghouse Restaurant are continuing their construction. She mentioned she is working on filling the property where Young's BBQ used to be. She discussed with the Board an eclipse event coming in 2024. Walsh advised the Board she will be having a workshop with 20-25 business owners and she is looking to do this every other month. She also mentioned hosting a job fair on June 10, 2021 at Lampasas County Higher Education Center (LCHEC).

X. Items that the Board Members may request to be placed on the next agenda

- Budget
- Business Park
- Rodeo Arena Equipment

XI. Adjourn

Board member Talbert moved to adjourn the meeting at 7:03 p.m. The motion was seconded by Board member Vineyard and with a unanimous vote, the motion carried. (Monroe and Schaub absent)

PASSED AND APPROVED this _____ day of _____, 2021.

Charlie Pratus III, President

Chasity Shifflett, Administrative Assistant

RESOLUTION NO. _____

LAMPASAS ECONOMIC DEVELOPMENT CORPORATION

WHEREAS, the Lampasas Economic Development Corporation ("Corporation") was formed September 9, 1998 under the Texas Development Corporation Act of 1979 with the stated purpose to promote economic development within the City of Lampasas and State of Texas; and

WHEREAS, the Corporation and City of Lampasas City Council ("Council") approved the Corporation Bylaws in 1998, that provide governing guidelines; an organizational structure; and operating procedures for the Corporation; and

WHEREAS, the Bylaws anticipate that the Corporation may have changes in structure, organization and governance in the future by including Section VII. (b), providing the procedure to amend the Corporation's Bylaws; and

WHEREAS, the Board of Directors of the Corporation ("Board") now wishes to account for changes in meeting venue and provide latitude for the appointment of an Executive Director to meet the needs and purpose of the Corporation.

NOW THEREFORE, BE IT RESOLVED, that the following language be amended to read:

SECTION 1. AMENDMENTS

Article II. Directors

2.03 **Regular Meeting; Place of Meeting.** Regular meetings shall be held on a date and time as determined by resolution of the Board at the Calvert Municipal Building, 302 East Third Street, Lampasas, Texas, 76550, unless otherwise determined by resolution of the Board. A meeting of the Board for the election of officers and the transaction of other business shall be held on the third Wednesday in November of each year, unless changed by resolution of the Board. All meetings shall be called and held in accordance with the Texas Open Meetings Act, Chapter 551, Texas Government Code, as amended.

2.04 **Special Meetings.** Special meetings of the Board shall be held whenever called by the president, City Manager, or Executive Director or upon written request by two or more directors.

Article III. Officers

3.02 **Officers.** The officers of the Corporation shall be a president, vice-president, secretary, and treasurer. The Board, at each annual meeting, shall elect these officers. The Board may appoint such other officers as it deems necessary, who shall have such authority, and shall perform such duties as from time to time may be prescribed by the Board. The Lampasas City Manager shall serve as ex-officio member of the Corporation and shall provide such staff as may be necessary for administrative support services for the Corporation. The Lampasas City Manager may, in consultation with the Board and City Council, appoint an executive director who shall be a non-voting, ex-officio, member of the Board, and carry out such duties as prescribed by the Board. In the absence of an appointed executive director, the Lampasas City Manager shall serve as the executive director of the Corporation.

SECTION 2. EFFECTIVE DATE

These Amendments shall become effective only upon the occurrence of the following events:

- a) The approval of this resolution by the City Council; and
- b) The approval of this resolution by the Board of Directors.

Section 3. Severability

These amendments shall be liberally construed to effectuate their purposes. If any word, phrase, clause, sentence, paragraph, section or other part of these amendments, or application thereof to any person or circumstances, shall ever be held to be invalid or unconstitutional by any court of competent jurisdiction, the remainder shall not be affected thereby.

PASSED AND APPROVED THIS 5TH DAY OF MAY, 2021.

President, Lampasas Economic Development Corp.

Secretary, Lampasas Economic Development Corp.



April 26, 2021

Re: Lampasas Economic Development Corporation
Business Park Financing Proposal

To Lampasas EDC Board of Directors:

This letter is to inform you that BancorpSouth Bank has considered the \$1,500,000 request to finance improvements to the Lampasas Business Park known as Phase 1, Lots 1 – 8, currently estimated at \$1,973,879.

Based upon review of the fiscal year end 2020 cash flow of the Lampasas EDC, we are approving your request with conditions as follows:

- \$1,500,000 loan amount.
- LEDC will pay cash for the difference between the final construction cost (including closing costs) and the loan amount.
- Third party attorney to prepare all closing documents.
- 1.0% origination fee (if applicable by law).
- The Bank will allow a 12 month construction draw phase followed by semi-annual principal and interest payments on a 20 yr amortization.
- 3.20% fixed for the total 21 year term (tax free interest rate).
- Must sign an attestation to confirm the tax free status including the following terms:
 1. EDC will pay for this work solely from sales taxes collected.
 2. The project (roads, water, sewer) will be conveyed to the city.
 3. The roads will be made available to the general public.
 4. The purchasers of lots would not have preferential rights of use of the roads.
 5. Proceeds will be used only to construct/improve roads, water, and sewer. No site pads or improvements to those sites were made that are not available for public use.
- Draws for payment will need to be submitted with appropriate documentation to verify the funds tax-free use for construction (engineering reports, etc.)



- Loan agreement will contain covenants requiring an annual debt service coverage ratio of no less than 1.25x (net cash flow divided by total debt payments) and restriction that all future debt must be approved by BancorpSouth.
- Existing loan # 93300010855800 to be renewed/re-amortized and maturity date extended to March 5, 2040 (10 yr extension). The interest rate and all other terms will remain the same.
- An additional funds request up to \$250,000 is also pre-approved upon an in-branch review of the use of funds and the additional debt coverage requirement.

Please let me know if I can be of further assistance.

Sincerely,

A handwritten signature in black ink, appearing to read "R. Shahan".

Ryan Shahan
Community Bank President
Lampasas Branch - BancorpSouth Bank
ryan.shahan@bxs.com

Engineer's Opinion of Probable Construction Cost
Business Park Improvements - Phase 1 - 95%
Lampasas Economic Development Corporation/City of Lampasas
Prepared By: Eckermann Engineering, Inc.
TBPE Firm # F-10496
February 5, 2020

Roadway and Drainage					
Item No.	Description	Unit	Quantity	Unit Price	Cost
1	Prepare ROW	STA	30	\$2,000	\$60,000
2	Roadway Excavation	CY	16100	\$8	\$128,800
3	Roadway Embankment	CY	15000	\$8	\$120,000
4	10" Crushed Limestone Base (TXDOT Item 247, Type A or D, Grade 1-2) with Tensar TX130S Geogrid	SY	14535	\$18	\$261,630
5	3" HMAC Pavement (TXDOT Item 340, Type C or D)	SY	12231	\$15	\$183,465
6	Concrete Curb and Gutter	LF	6084	\$20	\$121,680
7	Concrete Valley Gutter	SY	166	\$50	\$8,300
8	15" RCP Storm Drain Pipe	LF	23	\$100	\$2,300
9	18" RCP Storm Drain Pipe	LF	471	\$120	\$56,520
10	24" RCP Storm Drain Pipe	LF	251	\$130	\$32,630
11	30" RCP Storm Drain Pipe	LF	425	\$150	\$63,750
12	36" RCP Storm Drain Pipe	LF	153	\$175	\$26,775
13	10' Curb Inlet	EA	4	\$5,000	\$20,000
14	15' Curb Inlet	EA	10	\$7,000	\$70,000
15	4' x 4' Junction Box	EA	3	\$3,000	\$9,000
16	30" Safety End Treatment (TXDOT Type SETP-CD)	EA	1	\$3,500	\$3,500
17	36" Safety End Treatment (TXDOT Type SETP-CD)	EA	1	\$4,000	\$4,000
18	6' x 6' Area Inlet	EA	1	\$7,500	\$7,500
19	4' X 3' Concrete Box Culvert	LF	51	\$250	\$12,750
20	4' x 3' Headwall (TXDOT FW-0)	EA	1	\$6,000	\$6,000
21	8' x 5' Concrete Box Culvert	LF	148	\$500	\$74,000
22	8' x 5' Headwall (TXDOT Type PW-1) (Double)	EA	2	\$15,000	\$30,000
23	Pavement Markings (Striping)	LF	719	\$2	\$1,438
24	Pavement Markings (Symbol)	EA	2	\$300	\$600
25	Signage	EA	9	\$300	\$2,700
26	Street End Barricade	EA	2	\$1,000	\$2,000
27	Erosion Control and Tree Protection	LS	1	\$20,000	\$20,000
				Subtotal Roadway and Drainage:	\$1,269,338
				10% Contingency:	\$126,934
				Total Roadway and Drainage:	\$1,396,272

Wastewater to Support Phase 1 Improvements					
Item No.	Description	Unit	Quantity	Unit Price	Cost
1	8" SDR-26 PVC Wastewater Pipe by Open Cut	LF	3351	\$55	\$184,305
2	4' Diameter Precast WW Manholes	EA	10	\$5,000	\$50,000
3	6" WW Service Lines with Cleanouts at ROW	EA	8	\$1,500	\$12,000
4	Trench Safety	LF	3923	\$2	\$7,846
				Subtotal Wastewater:	\$254,151
				10% Contingency:	\$25,415
				Total Wastewater:	\$279,566

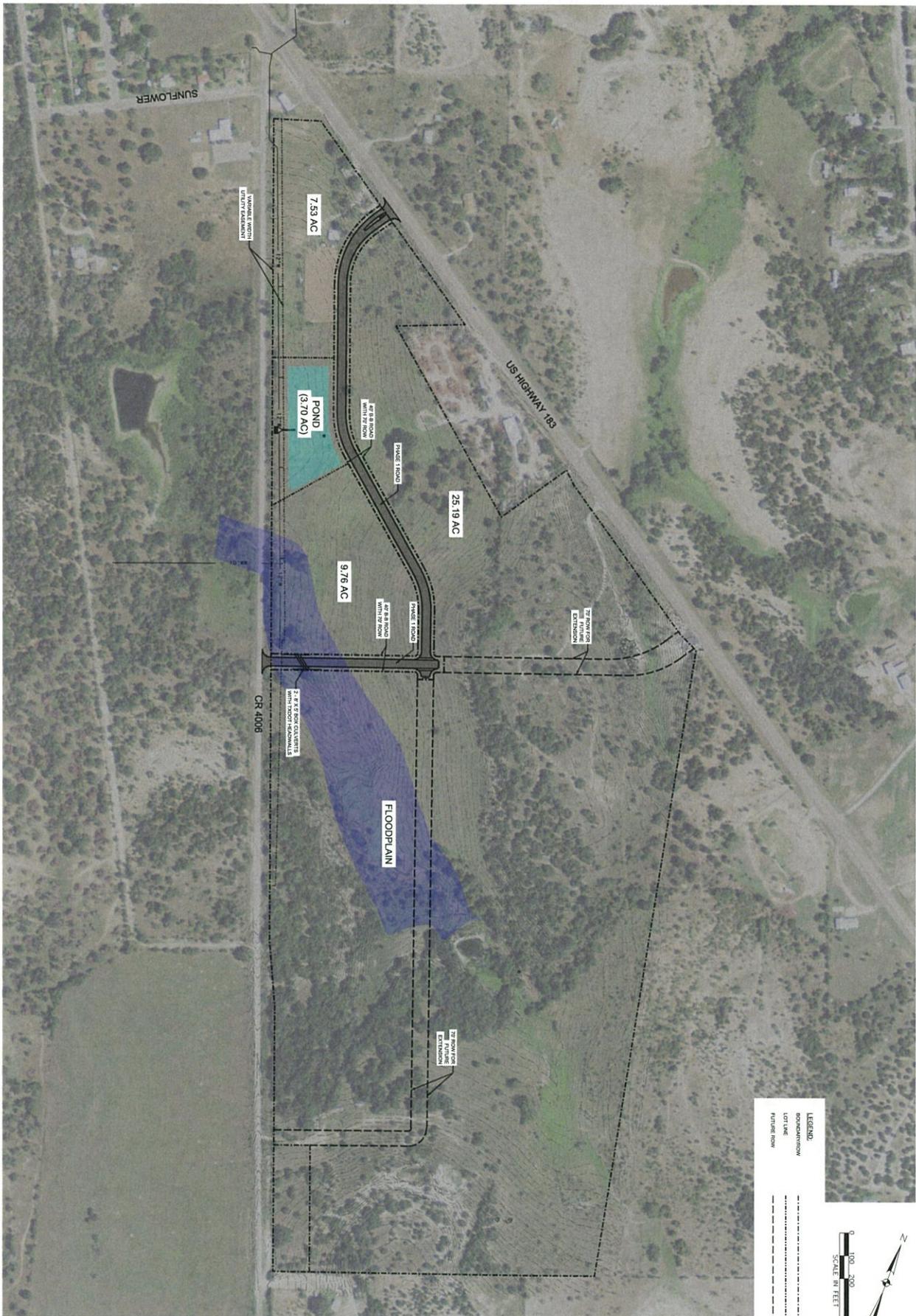
Water to Support Phase 1 Improvements					
Item No.	Description	Unit	Quantity	Unit Price	Cost
1	8" C-900 PVC Water Pipe by Open Cut	LF	2929	\$50	\$146,450
2	12" C-900 PVC Water Pipe by Open Cut	LF	806	\$60	\$48,360
3	Fire Hydrant Assembly	EA	10	\$4,000	\$40,000
4	8" Gate Valves	EA	9	\$1,500	\$13,500
5	12" Gate Valves	EA	5	\$2,000	\$10,000
6	DI Fittings	TON	0.5	\$10,000	\$5,000
7	Trench Safety	LF	3818	\$2	\$7,636
				Subtotal Water:	\$270,946
				10% Contingency:	\$27,095
				Total Water:	\$298,041

Total: \$1,973,879

* Costs do not include fees associated with legal services, easement acquisition, engineering, or surveying.

* Cost for extension of electric facilities is to be prepared by others.

* The Engineer has no control over the cost of labor, materials, equipment, contractor's methods of determining prices, competitive bidding, or market conditions. Estimates of Probable Construction Costs, as provided herein are approximate, and compiled on the basis of the Engineer's experience and qualifications which represents the Engineer's judgement as a design professional familiar with the construction industry. The Engineer cannot and does not guarantee that the proposals, bids, or actual construction costs will not vary from these estimates of probably costs prepared for the owner or intended recipient of this document.



LEGEND

BOUNDARY
 LOT LINE
 FUTURE ROW

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 SCALE IN FEET

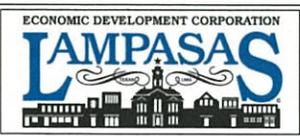
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 ECKERMANN ENGINEERING, INC.
 202 SPRING HO AVENUE
 LAMPASAS, TEXAS 76750
 PHONE: 512-556-8160
 TBPE FIRM NO. F-10496

Project No. 1809-1-012
 Date: 2/13/2020
 Drawn By: MIA VVA
 Checked By: DE

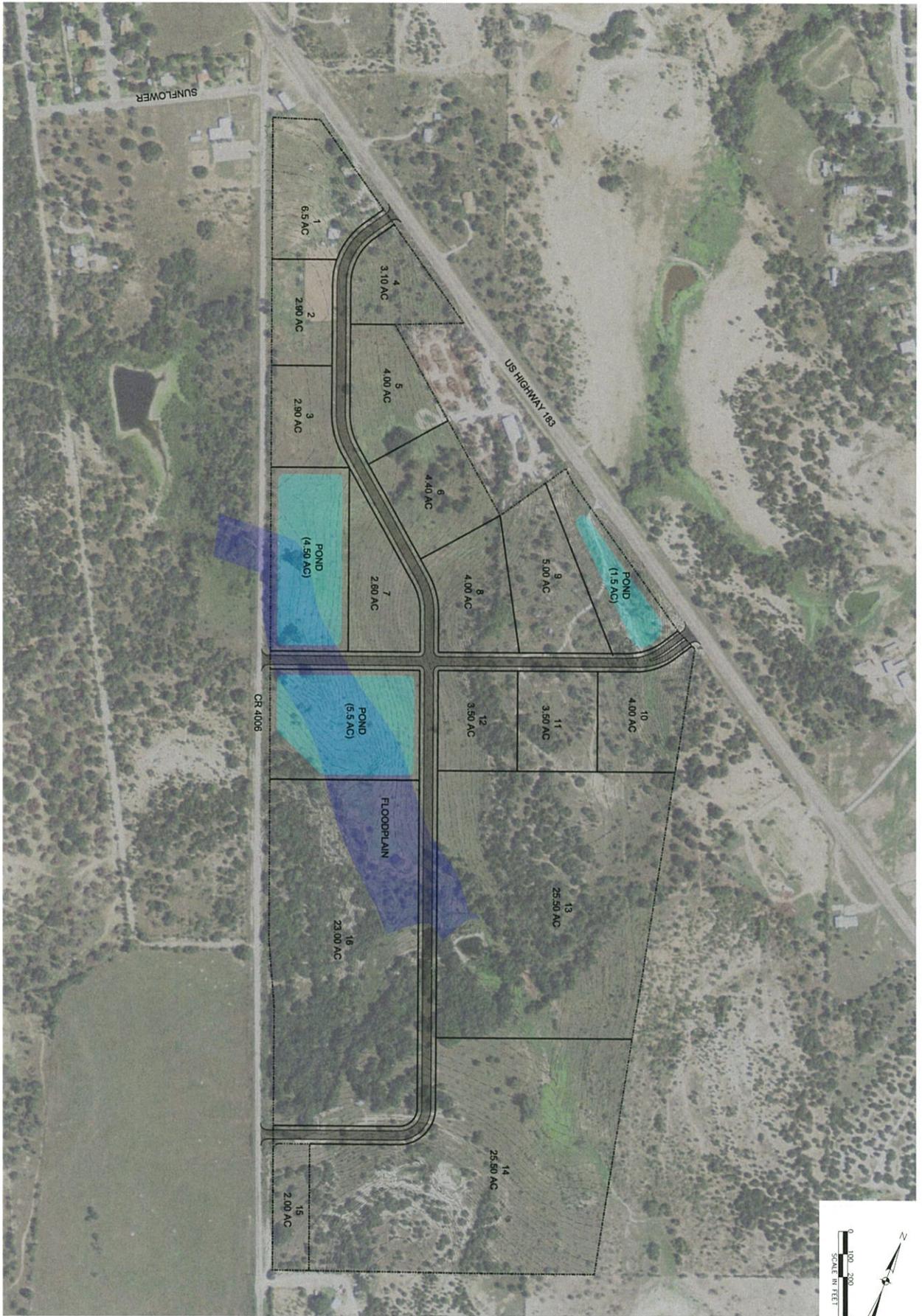
EX 1

**BUSINESS PARK
 PHASE 1**



**ECKERMANN
 ENGINEERING, INC.**
 202 SPRING HO AVENUE
 LAMPASAS, TEXAS 76750
 PHONE: 512-556-8160
 TBPE FIRM NO. F-10496

No.	Date	Revisions	App.



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Project No.: 15257-T-083
Drawn By: AS
Checked By: DE
EX 2A

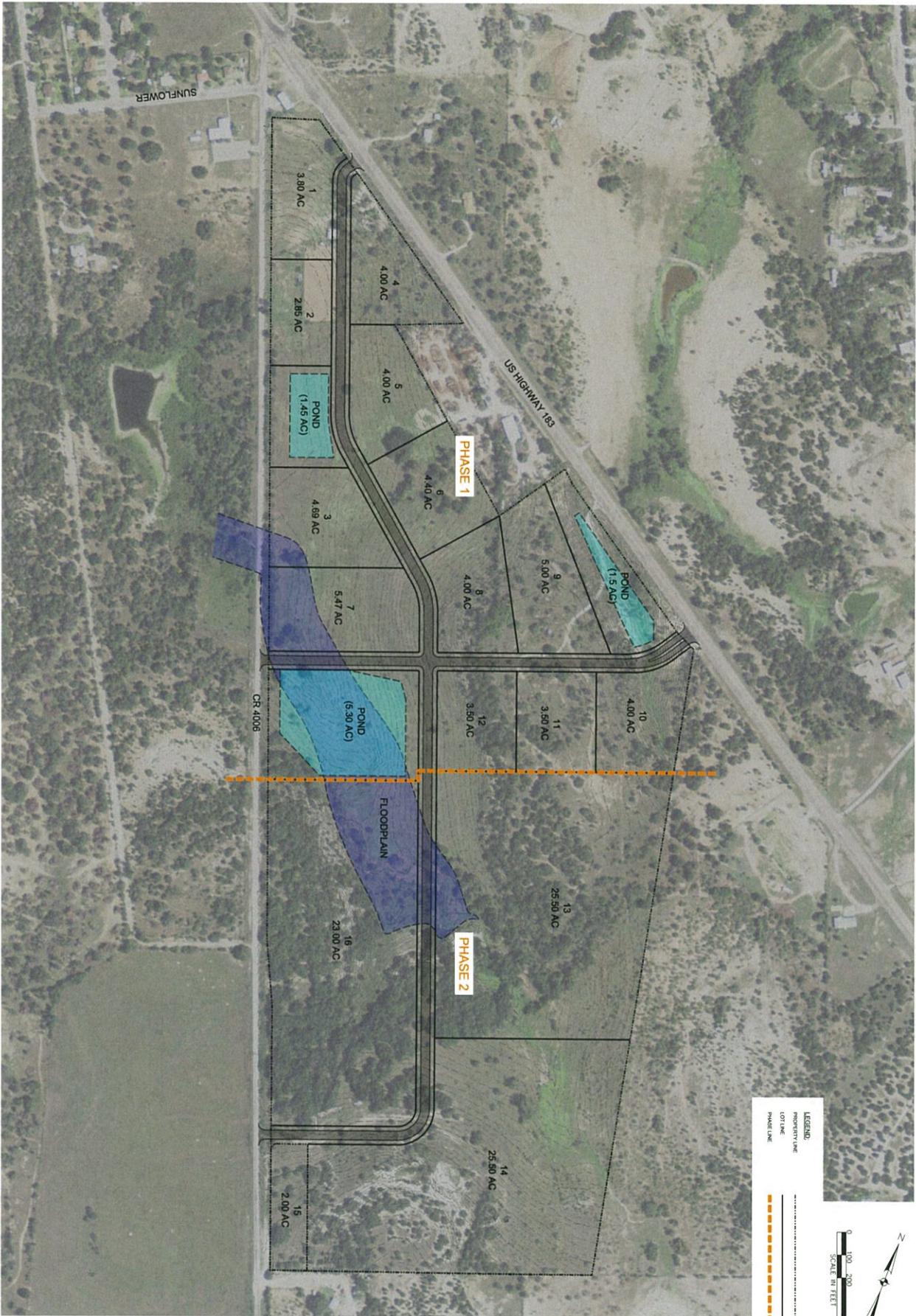
**BUSINESS PARK
MASTERPLAN
OPTION 2A**



**E ECKERMANN
ENGINEERING, INC.**
202 SPRING HO AVENUE
LAMPASAS, TEXAS 76550
PHONE: 512-556-8160
TBPE FIRM NO. F-10496

No.	Date	Revisions	App.

7



LEGEND

- PROPERTY LINE
- LOT LINE
- PHASE LINE

0 100 200 300 400
SCALE IN FEET

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DATE: 05/18/16
PROJECT NO.: 09001/T063
DRAWN BY: AS
CHECKED BY: DE
EX 2A

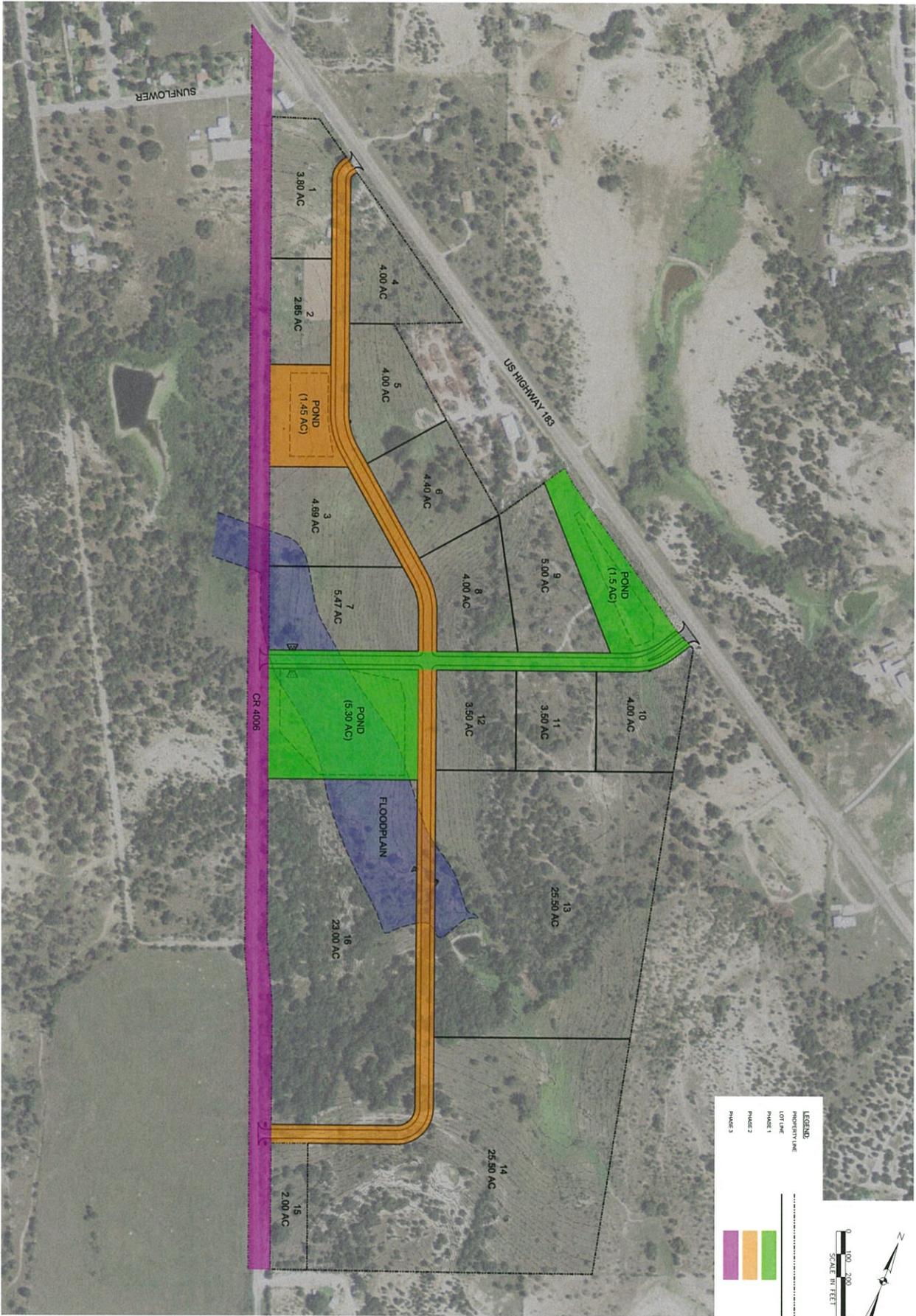
BUSINESS PARK MASTERPLAN OPTION 2A

ECONOMIC DEVELOPMENT CORPORATION
LAMPASAS

E ECKERMANN ENGINEERING, INC.
202 SPRING HO AVENUE
LAMPASAS, TEXAS 76550
PHONE: 512-558-8160
TBP FIRM NO. F-10496

No.	Date	Revisions	App.

15



LEGEND

- PROPERTY LINE
- LOT LINE
- PHASE 1
- PHASE 2
- PHASE 3

0 100 200 400
SCALE IN FEET

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Checked By: DE

EX 2A

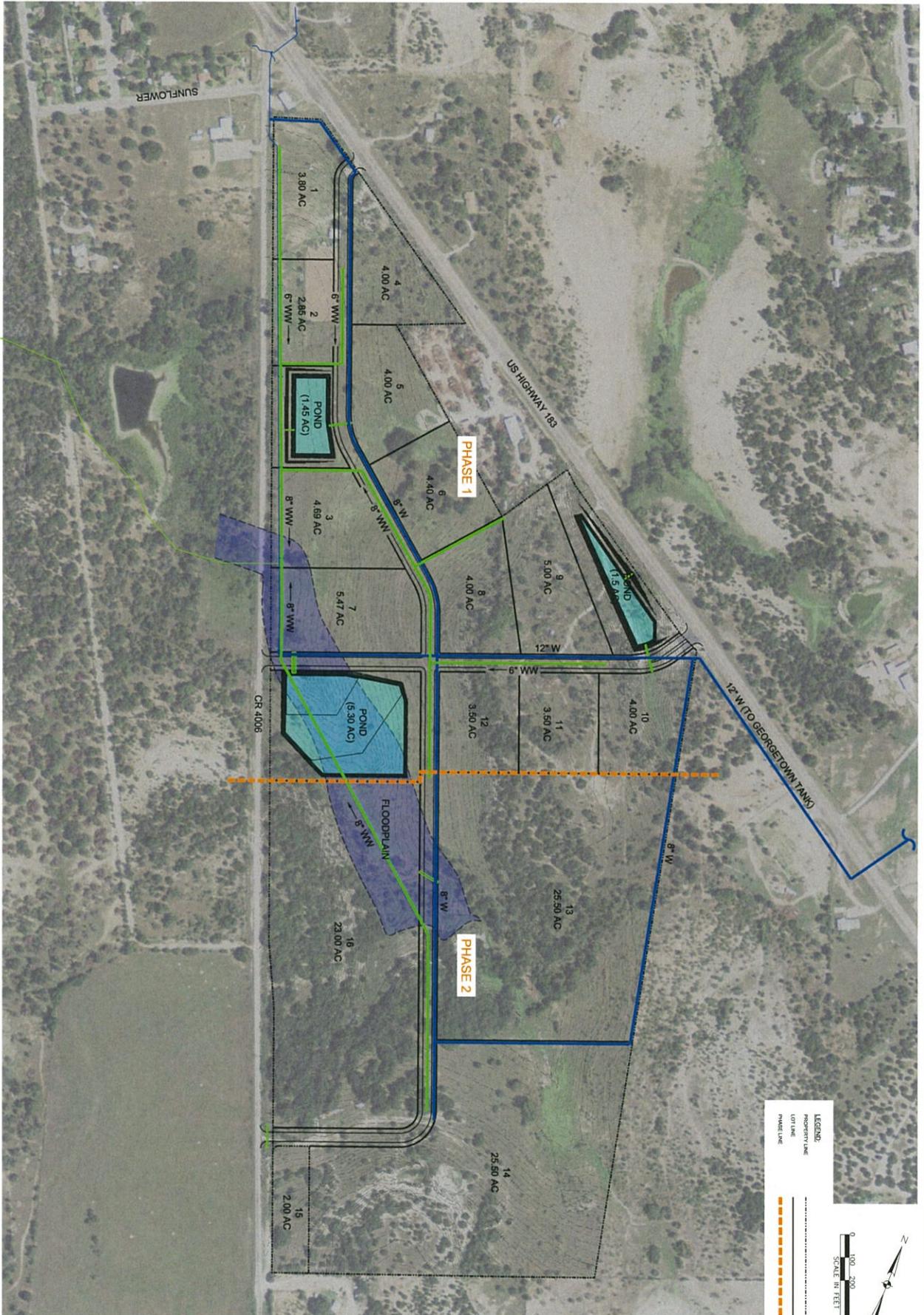
**BUSINESS PARK
MASTERPLAN
OPTION 2A
CONSTRUCTION
PHASE**



**E ECKERMANN
ENGINEERING, INC.**
202 SPRING HO AVENUE
LAMPASAS, TEXAS 76550
PHONE: 512-558-8160
TBPE FIRM NO. F-10496

No.	Date	Revisions	App.

16



LEGEND

- PROPERTY LINE
- LOT LINE
- PHASE LINE

0 100 200 400
SCALE IN FEET

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Project No. 09001_T083
Drawn By: AS
Checked By: DE

EX 2A

**BUSINESS PARK
MASTERPLAN
OPTION 2A**



**E ECKERMANN
ENGINEERING, INC.**

202 SPRING HO AVENUE
LAMPASAS, TEXAS 76550
PHONE: 512-556-8160
TBP# FIRM NO. F-10456

No.	Date	Revisions	App.



Glenn Hegar
Texas Comptroller of Public Accounts

Transparency

Tax Allocations

City Sales and Use Tax Comparison Summary May 2021

Download and further analyze current and historic data using the Texas Open Data Center.

NOTE: Some jurisdictions may have changed tax rates, thus affecting the comparison. See Local Sales Tax Rate Information Report [comptroller.texas.gov/taxes/sales/rate-report.php] for a list of jurisdictions who have changed rates in the preceding 14 months.

U/C = Unable To Compute Percentage Change

Total Net Payments This Period: **\$692,317,081.06**; Comparable Payment Prior Year: **\$532,203,116.43**; Percent Change: **30.09%**

Total Payments YTD: **\$2,809,721,786.58**; Total Prior Year Payment YTD: **\$2,626,131,098.84**; Percent Change: **6.99%**

lamp

City	Net Payment This Period	Comparable Payment Prior Year	% Change	Payment YTD	Prior Year Payment YTD	% Change
Lampasas	\$245,804.96	\$179,650.47	36.82%	\$1,020,422.46	\$836,793.37	21.94%

⏪ ⏩ Rows 1 to 1 of 1166 Total ⏪ ⏩

If you have questions about Tax Allocation Payment Distribution Schedule, please contact us [mailto:Taxalloc.RevAcct@cpa.texas.gov].

Memo
To: Mandy Walsh, LEDC Director
From: Monica Wright, Director of Information Systems
Date: Tuesday, May 4, 2021
Re: April Website/Social Media Analytics Report



Information Systems

April 1-30, 2021

Communication

	April 2020	April 2021
'Contact Us" Submissions	1	0
Notify Me Subscribers (Calendar)	43	41
Notify Me Subscribers (News Flash)	43	42
Notify Me Subscribers (News Carousel)	5	5
Notify Me Subscribers (Local Business Profile & Community Spotlight)	38	36
Notify Me Subscribers (Property Listings)	41	38
Notify Me (Jobs)	11	
Facebook (Followers)	2,001	2,206
Twitter (Followers)	147	149

LEDC Website

	April 2020	April 2021
Page Views	540	1,426
Page Visits	398	592
Total Searches	16	39
Total Downloads	219	260

A page view is a visit to a page on your website. If the visitor reloads a page, this counts as an additional page view. If the user navigates to a different page and then returns to the original page, this will count as another page view. A visit is defined as a sequence of consecutive page views without a 30-minute break. A visit always contains one or more page views.

Mobile vs Desktop

Desktop	442
Smartphone	136
Tablet	13
Unknown	1

Browser Views

Internet Explorer	241
Chrome	152
Mobile Safari	86
Chrome Mobile	38
Firefox	27
Safari	25
Chrome Mobile iOS	10
Samsung Browser	6
Unknown	2
Chromium	1

Geo Map Overlay- Visits (top 20 Country/Region/City)

Unknown	505
San Jose, California	9
Buffalo, New York	7
Vancouver, British Columbia, Canada	7
Dallas, TX	5
Austin, TX	4
Copperas Cove, TX	3
Evanston, Wyoming	2
Forney, TX	2
Houston, TX	2
Lampasas, TX	2
Leander, TX	2
Lewes, Delaware	2
Mundelein, Illinois	2
Newark, Delaware	2
San Antonio, TX	2
Aurora, Colorado	1
Biloxi, Mississippi	1
Boardman, Oregon	1
Burnet, TX	1

Top Visits

Lampasas Economic Development Corporation	916
Site Selection	30
Location	26
About Your EDC Director	19
History of Lampasas	18
Top Employers	18
Lampasas Business Park	17
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Quarterly Reports	15
Demographics	14
Municipal Airport	14
Wineries	14
Higher Education	11
News & Media	11
Public Safety	11
Sports Complex	11
About Us	10
K-12 Education	10
Tourism	10