

**NOTICE OF REGULAR MEETING OF THE
LAMPASAS ECONOMIC DEVELOPMENT BOARD
OF THE CITY OF LAMPASAS, TEXAS
WEDNESDAY, JUNE 16, 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, June 16, 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 19, 2021
- IV. Discussion and possible action regarding development & funding of Phase 1 infrastructure for the LEDC Business Park
- V. Discussion and possible action regarding terms of new loan from Bancorp South in the amount of \$1,500,000.00 for infrastructure development at the Business Park to include the modification of terms of the balance remaining on 2015 EDC note in the amount of \$1,345,000.00.
- VI. Discussion and possible action regarding the proposal to amend agreement with Eckermann Engineering for the addition of bid and construction phased services for Phase 1 of the Business Park Roadway & Utility Improvements, that was executed March 22, 2019 with Lampasas Economic Development Corporation.
- VII. Discussion and possible action regarding FY 2021/2022 Budget
- VIII. Update and possible action regarding May Financial statements
- IX. Update on the following:
 - County Update
 - LISD Update
 - Staff Update

Adjourn into Executive Session

EXECUTIVE SESSION

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

Section 551.087 (economic development)- (1) to receive and evaluate financial information received from a business prospect, to discuss same, and/or to deliberate regarding commercial or financial information that the Economic Development Corporation has received from a business prospect that the Economic Development Corporation seeks to have locate, stay, or expand in or near the city, with which the Economic Development Corporation is conducting economic development negotiations; and/or (2) to deliberate an offer of any financial or other incentives to any business prospect described above.

Adjourn Executive Session and reconvene Regular Session

REGULAR SESSION

- X. Discussion and possible action concerning items posted and discussed by Lampasas Economic Development in Executive Session
- XI. Items that the Board Members may request to be placed on the next agenda
- XII. Adjourn

I, Becky Sims, City Secretary 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 11th day of June, 2021 at 10:30 AM



Becky Sims, City Secretary

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

The Lampasas Economic Development Corporation of the City of Lampasas met in regular session on the above date with Vice President Steve Hudson presiding.

LEDC Members Present:

Roland Schaub
Misti Talbert
Neal Leavell
Ronnie Vineyard
T.J. Monroe

LEDC Members Absent:

Charlie Pratus
Bobby Carroll – Ex-Officio
David Millican - Ex-Officio

City Staff Present:

Finley deGraffenried, City Manager/Executive Director
Mandy Walsh, Economic Development Director
Becky Sims, City Secretary

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

I. Call to Order

Vice President Hudson 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)

Jim Lindeman presented the board with a business opportunity from a local developer to develop a portion of the Business Park as residential and/or to assist with underground utilities.

III. Discussion and possible action concerning approval of the minutes dated May 5, 2021

Board member Leavell moved to approve the minutes, the motion was seconded by Board member Talbert; with Board member Monroe abstaining the motion carried. (Pratus absent)

IV. Discussion and possible action concerning the Rodeo Arena Equipment located at the Business Park property.

Mandy Walsh, Economic Development Director advised the Board that there has been interest in the rodeo arena equipment that is located on LEDC property. Ms. Walsh was seeking guidance from the board on how to dispose; if they wish to donate or sell the equipment.

Board member Talbert moved to provide staff latitude to dispose of equipment as State Law allows, Board member Schaub seconded the motion and with a unanimous vote, the motion carried (Pratus absent)

V. Discussion and possible action regarding FY 2021-2022 Budget

Ms. Walsh presented the LEDC proposed budget highlighting changes to Engineering Services, Building and Grounds, Office Equipment Maintenance, Dues and Memberships, and Economic Development Programs, the board agreed with proposed line item adjustments. There was no formal action taken.

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,

Board member Talbert moved to execute loan documents to lock in rates and terms with the understanding that they have a twelve month draw period and would be responsible for the 1% origination fee upfront; Board member Leavell seconded the motion and with a unanimous vote, the motion carried. (Pratus absent)

VII. Discussion and possible action regarding development & funding of Phase 1 infrastructure for the LEDC Business Park

There was no action taken on this item.

VIII. Update and possible action regarding April Financial statements

The board accepted the April Financial Statement as presented by Ms. Walsh.

IX. Update on the following:

1.) County Update- No updates

2.) LISD Update- No updates

3.) Staff Update- Ms. Walsh advised the board of the Job Fair to be held at LCHEC on June 10, 2021; hoping with the unemployment funding ending in June it will generate interest and will be successful for local businesses. An Eclipse planning group has been created for the 2024 event. RV Parks are on alert and are already getting reservations. The Dog House Restaurant opened May 18; it is located on Key Avenue beside Mojo's. Eco-Flex; business prospect has until May 28, 2021 to provide requested documents.

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

- Business Park Phase I Infrastructure
- FY21/22 Budget

Adjourn- Board member Schaub moved to adjourn the meeting at 6:15 p.m., Board member Vineyard seconded the motion and with a unanimous vote, the motion carried. (Pratus absent)

PASSED AND APPROVED this _____ day of _____, 2021.

Steve Hudson, Vice President

Becky Sims, City Secretary

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ITEM IV

Discussion and possible action regarding development and funding of Phase 1 infrastructure for the LEDC Business Park.

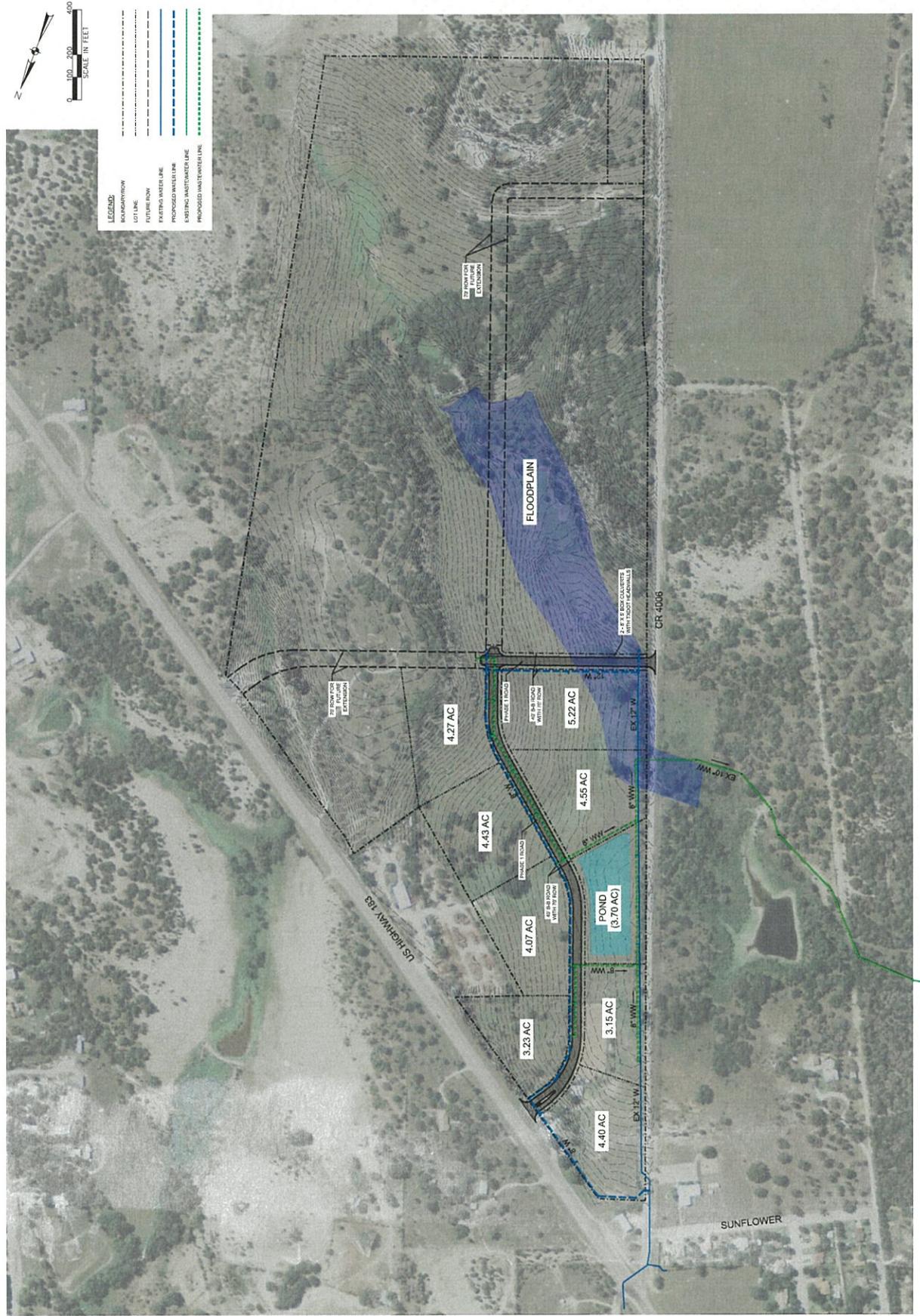
No.	Date	Revisions

ECKERMANN ENGINEERING, INC.
 202 SPRING HAVENS
 LAMPASAS, TEXAS 77050
 PHONE: 512-556-8100
 TYPED FROM NO. F-10496



BUSINESS PARK PHASE 1

PRELIMINARY
 FOR INTERIM REVIEW ONLY
 PROJECT NO.: 18009_10132
 REVISION: 5/17/2021
 DRAWN BY: MMS, VME
 CHECKED BY: DC
 NAME: MMS
 DATE: 5/17/2021
 SHEET: 17 OF 20
 EX 1





ITEM V

Discussion and possible action regarding terms of new loan from Bancorp South in the amount of \$1,500,000.00 for infrastructure development at the Business Park to include the modification of terms of the balance remaining on 2015 EDC note in the amount of \$1,345,000.00.



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

NEW

Simple Interest Loan Calculator

Borrower: _____
 [Address, City, ST ZIP]
 Phone: [Phone]

[Lender Name]
 [Address, City, ST ZIP]
 Phone: [Phone]

Loan Information	
Loan Amount	#####
Annual Interest Rate	3.20%
Term of Loan in Years	20
Loan Issue Date	6/1/2021
First Payment Date	12/1/2021
Payment Frequency	Semi-Annual
Days in Year	360
Balloon Payment #	
Rounding	On

Summary	
Daily Interest Rate	0.00888889%
Number of Payments	40
Total Payments	2,049,325.88
Total Interest	549,325.88
Balloon Payment	-

Est. Semi-Annual Payment \$ 51,388.34 (estimate)
 Actual Semi-Annual Payment

Amortization Schedule

Pmt No	Date	Payment Due	Interest Accrued	Interest Balance	Principal Paid	Principal Balance	Total Owed
	6/1/21					1,500,000.00	1,500,000.00
1	12/1/21	51,388.34	24,400.00	0.00	26,988.34	1,473,011.66	1,473,011.66
2	6/1/22	51,388.34	23,830.06	0.00	27,558.28	1,445,453.38	1,445,453.38
3	12/1/22	51,388.34	23,512.71	0.00	27,875.63	1,417,577.75	1,417,577.75
4	6/1/23	51,388.34	22,933.26	0.00	28,455.08	1,389,122.67	1,389,122.67
5	12/1/23	51,388.34	22,596.40	0.00	28,791.94	1,360,330.73	1,360,330.73
6	6/1/24	51,388.34	22,128.05	0.00	29,260.29	1,331,070.44	1,331,070.44
7	12/1/24	51,388.34	21,652.08	0.00	29,736.26	1,301,334.18	1,301,334.18
8	6/1/25	51,388.34	21,052.70	0.00	30,335.64	1,270,998.54	1,270,998.54
9	12/1/25	51,388.34	20,674.91	0.00	30,713.43	1,240,285.11	1,240,285.11
10	6/1/26	51,388.34	20,065.06	0.00	31,323.28	1,208,961.83	1,208,961.83
11	12/1/26	51,388.34	19,665.78	0.00	31,722.56	1,177,239.27	1,177,239.27
12	6/1/27	51,388.34	19,045.12	0.00	32,343.22	1,144,896.05	1,144,896.05
13	12/1/27	51,388.34	18,623.64	0.00	32,764.70	1,112,131.35	1,112,131.35
14	6/1/28	51,388.34	18,090.67	0.00	33,297.67	1,078,833.68	1,078,833.68
15	12/1/28	51,388.34	17,549.03	0.00	33,839.31	1,044,994.37	1,044,994.37
16	6/1/29	51,388.34	16,905.69	0.00	34,482.65	1,010,511.72	1,010,511.72
17	12/1/29	51,388.34	16,437.66	0.00	34,950.68	975,561.04	975,561.04
18	6/1/30	51,388.34	15,782.41	0.00	35,605.93	939,955.11	939,955.11
19	12/1/30	51,388.34	15,289.94	0.00	36,098.40	903,856.71	903,856.71
20	6/1/31	51,388.34	14,622.39	0.00	36,765.95	867,090.76	867,090.76
21	12/1/31	51,388.34	14,104.68	0.00	37,283.66	829,807.10	829,807.10
22	6/1/32	51,388.34	13,498.20	0.00	37,890.14	791,916.96	791,916.96
23	12/1/32	51,388.34	12,881.85	0.00	38,506.49	753,410.47	753,410.47
24	6/1/33	51,388.34	12,188.51	0.00	39,199.83	714,210.64	714,210.64
25	12/1/33	51,388.34	11,617.83	0.00	39,770.51	674,440.13	674,440.13
26	6/1/34	51,388.34	10,910.94	0.00	40,477.40	633,962.73	633,962.73
27	12/1/34	51,388.34	10,312.46	0.00	41,075.88	592,886.85	592,886.85
28	6/1/35	51,388.34	9,591.59	0.00	41,796.75	551,090.10	551,090.10
29	12/1/35	51,388.34	8,964.40	0.00	42,423.94	508,666.16	508,666.16

Pmt No	Date	Payment Due	Interest Accrued	Interest Balance	Principal Paid	Principal Balance	Total Owed
30	6/1/36	51,388.34	8,274.30	0.00	43,114.04	465,552.12	465,552.12
31	12/1/36	51,388.34	7,572.98	0.00	43,815.36	421,736.76	421,736.76
32	6/1/37	51,388.34	6,822.76	0.00	44,565.58	377,171.18	377,171.18
33	12/1/37	51,388.34	6,135.32	0.00	45,253.02	331,918.16	331,918.16
34	6/1/38	51,388.34	5,369.70	0.00	46,018.64	285,899.52	285,899.52
35	12/1/38	51,388.34	4,650.63	0.00	46,737.71	239,161.81	239,161.81
36	6/1/39	51,388.34	3,869.11	0.00	47,519.23	191,642.58	191,642.58
37	12/1/39	51,388.34	3,117.39	0.00	48,270.95	143,371.63	143,371.63
38	6/1/40	51,388.34	2,332.18	0.00	49,056.16	94,315.47	94,315.47
39	12/1/40	51,388.34	1,534.20	0.00	49,854.14	44,461.33	44,461.33
40	6/1/41	45,180.62	719.29	0.00	44,461.33	0.00	0.00

REFI

Simple Interest Loan Calculator

Borrower: _____
 [Address, City, ST ZIP]
 Phone: [Phone]

[Lender Name]
 [Address, City, ST ZIP]
 Phone: [Phone]

Loan Information	
Loan Amount	\$ 885,652.00
Annual Interest Rate	3.35%
Term of Loan in Years	20
Loan Issue Date	6/1/2021
First Payment Date	12/1/2021
Payment Frequency	Semi-Annual
Days in Year	360
Balloon Payment #	
Rounding	On

Summary	
Daily Interest Rate	0.00930556%
Number of Payments	40
Total Payments	1,226,534.58
Total Interest	340,882.58
Balloon Payment	

Est. Semi-Annual Payment \$ 30,766.68 (estimate)
 Actual Semi-Annual Payment

Amortization Schedule

Pmt No	Date	Payment Due	Interest Accrued	Interest Balance	Principal Paid	Principal Balance	Total Owed
	6/1/21					885,652.00	885,652.00
1	12/1/21	30,766.68	15,081.92	0.00	15,684.76	869,967.24	869,967.24
2	6/1/22	30,766.68	14,733.86	0.00	16,032.82	853,934.42	853,934.42
3	12/1/22	30,766.68	14,541.79	0.00	16,224.89	837,709.53	837,709.53
4	6/1/23	30,766.68	14,187.54	0.00	16,579.14	821,130.39	821,130.39
5	12/1/23	30,766.68	13,983.17	0.00	16,783.51	804,346.88	804,346.88
6	6/1/24	30,766.68	13,697.36	0.00	17,069.32	787,277.56	787,277.56
7	12/1/24	30,766.68	13,406.68	0.00	17,360.00	769,917.56	769,917.56
8	6/1/25	30,766.68	13,039.41	0.00	17,727.27	752,190.29	752,190.29
9	12/1/25	30,766.68	12,809.17	0.00	17,957.51	734,232.78	734,232.78
10	6/1/26	30,766.68	12,435.05	0.00	18,331.63	715,901.15	715,901.15
11	12/1/26	30,766.68	12,191.20	0.00	18,575.48	697,325.67	697,325.67
12	6/1/27	30,766.68	11,809.99	0.00	18,956.69	678,368.98	678,368.98
13	12/1/27	30,766.68	11,552.06	0.00	19,214.62	659,154.36	659,154.36
14	6/1/28	30,766.68	11,224.85	0.00	19,541.83	639,612.53	639,612.53
15	12/1/28	30,766.68	10,892.07	0.00	19,874.61	619,737.92	619,737.92
16	6/1/29	30,766.68	10,495.95	0.00	20,270.73	599,467.19	599,467.19
17	12/1/29	30,766.68	10,208.43	0.00	20,558.25	578,908.94	578,908.94
18	6/1/30	30,766.68	9,804.47	0.00	20,962.21	557,946.73	557,946.73
19	12/1/30	30,766.68	9,501.37	0.00	21,265.31	536,681.42	536,681.42
20	6/1/31	30,766.68	9,089.30	0.00	21,677.38	515,004.04	515,004.04
21	12/1/31	30,766.68	8,770.09	0.00	21,996.59	493,007.45	493,007.45
22	6/1/32	30,766.68	8,395.51	0.00	22,371.17	470,636.28	470,636.28
23	12/1/32	30,766.68	8,014.54	0.00	22,752.14	447,884.14	447,884.14
24	6/1/33	30,766.68	7,585.42	0.00	23,181.26	424,702.88	424,702.88
25	12/1/33	30,766.68	7,232.34	0.00	23,534.34	401,168.54	401,168.54
26	6/1/34	30,766.68	6,794.23	0.00	23,972.45	377,196.09	377,196.09
27	12/1/34	30,766.68	6,423.34	0.00	24,343.34	352,852.75	352,852.75
28	6/1/35	30,766.68	5,975.95	0.00	24,790.73	328,062.02	328,062.02
29	12/1/35	30,766.68	5,586.62	0.00	25,180.06	302,881.96	302,881.96

Pmt No	Date	Payment Due	Interest Accrued	Interest Balance	Principal Paid	Principal Balance	Total Owed
30	6/1/36	30,766.68	5,157.83	0.00	25,608.85	277,273.11	277,273.11
31	12/1/36	30,766.68	4,721.73	0.00	26,044.95	251,228.16	251,228.16
32	6/1/37	30,766.68	4,254.83	0.00	26,511.85	224,716.31	224,716.31
33	12/1/37	30,766.68	3,826.73	0.00	26,939.95	197,776.36	197,776.36
34	6/1/38	30,766.68	3,349.56	0.00	27,417.12	170,359.24	170,359.24
35	12/1/38	30,766.68	2,901.08	0.00	27,865.60	142,493.64	142,493.64
36	6/1/39	30,766.68	2,413.29	0.00	28,353.39	114,140.25	114,140.25
37	12/1/39	30,766.68	1,943.71	0.00	28,822.97	85,317.28	85,317.28
38	6/1/40	30,766.68	1,452.88	0.00	29,313.80	56,003.48	56,003.48
39	12/1/40	30,766.68	953.69	0.00	29,812.99	26,190.49	26,190.49
40	6/1/41	26,634.06	443.57	0.00	26,190.49	0.00	0.00

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ITEM VI

Discussion and possible action regarding the proposal to amend agreement with Eckermann Engineering for the addition of bid and construction phased services for Phase 1 of the Business Park Roadway & Utility Improvements, that was executed March 22, 2019 with Lampasas Economic Development Corporation.



May 24, 2021

Mrs. Mandy Walsh
Lampasas Economic Development Director
312 E. 3rd Street
Lampasas, Texas 76550

**RE: Additional Services Amendment No. 1
Business Park Roadway and Utility Improvements, Phase 1
Lampasas, Texas**

Dear Mrs. Walsh:

As requested, Eckermann Engineering, Inc. proposes to amend its "Agreement" with the Lampasas Economic Development Corporation (LEDC), dated January 29, 2019 and executed on March 22, 2019, to provide additional consulting civil engineering services for the reference project. The additional services amendment includes the addition of bid and construction phase services for Phase 1 of the Business Park Roadway and Utility Improvements.

We have included in the following Scope of Services that are anticipated to meet the Client's needs for the project.

Task 1. Bid Phase Services

The following bid phase services will be provided:

1. EEI will assist the EDC in advertising and soliciting bids one (1) time for the construction of the proposed improvements.
2. EEI will coordinate and attend up to one (1) pre-bid meeting with City of Lampasas/EDC representatives and contractors, if required.
3. EEI will respond to bidder's inquiries prior to the bid opening and issue clarifications and/or addendums to bid package if necessary.
4. EEI will attend one (1) public bid opening to open and read bids.
5. EEI will review contractor bids that are received, formulate bid tabs, and submit a letter to the City of Lampasas/EDC with contractor recommendations. The Client shall have the sole responsibility in selecting a qualified contractor.
6. EEI will coordinate with the selected Contractor to obtain formal execution of the contract documents.

Task 2. Construction Phase Services

EEI will provide the Client with the construction phase services listed below, which are only related to the civil improvements under this contract. The Client will administer all construction contracts. EEI will:

1. Coordinate and attend up to one (1) pre-construction meeting with City of Lampasas/EDC representatives and the selected Contractor.
2. Make up to twelve (12) monthly visits to the project site in order to observe the progress and quality of the civil aspects of the work of the construction contractor. Based on EEI's site visits, EEI will inform the Client as to the progress of the work and advise the Client of any substantial defects and deficiencies in the work of the contractor which are discovered by EEI, or are otherwise brought to EEI's attention.
3. The LEDC, City staff, EEI, and the Contractor will conduct a monthly project status conference call or site meeting to review progress, schedule, issues, issues resolution and other items as needed. Monthly project status meetings shall be coordinated and scheduled by the LEDC or City staff
4. Consult with and advise the Client and issue instructions to the contractor on civil engineering items requested by the Client.
5. Review Contractor submittals.
6. Review Contractor pay applications submitted on a monthly basis.
7. Conduct, in company with the Client, a final inspection of the civil facilities of the project for conformance with the design concept of the project and in general compliance with the Contract.
8. Revise contract drawings to show the work as actually constructed and furnish Client with a set of record drawings. Redline drawings shall be provided by the Contractor noting all changes from the approved drawings upon which EEI can rely in preparing the record drawings.

EEI shall not be responsible for the means, methods, techniques, sequences, or procedures of construction selected by the Contractor or the safety precautions and programs incidental to the work of the Contractor. EEI shall not guarantee the performance of the Contractor nor be responsible for the acts, errors, omissions, or the failure of the Contractor to perform the construction work in accordance with the Contract Documents.

Client agrees to include in all construction contract provisions for Contract indemnification of both the Client and EEI for Contractor's negligence and to name both the Client and EEI as additional insured on applicable contractor's insurance policies.

FEE AND BILLING

EEI will provide the services identified herein based upon the summary below:

Lump Sum (LS) – EEI’s labor is included and will be billed based upon the lump sum amount identified.

Task	Task Description	Fee Type	Budget
1	Bid Phase Services	LS	\$ 4,800
2	Construction Phase Services	LS	\$ 15,900
	<i>Additional Services Total</i>		<i>\$ 20,700</i>

Items not specifically identified in the above Scope of Services will be considered an additional service.

Fees will be invoiced monthly in the consultant’s format based, as applicable, upon the percentage of services completed or actual services performed, and expenses incurred as of the invoice date. Payment will be due within 30 days of your receipt of the invoice.

Reimbursable expenses, including printing, plotting, reproduction, messenger service, taxes on surveys, recording fees, etc., will be considered reimbursable. They will be billed separately at 1.10 times the direct cost incurred. All permitting, application, and similar project fees will be paid directly by the Client.



Mrs. Mandy Walsh, May 24, 2021

CLOSURE

Except as specifically amended by this letter of Additional Authorization, all terms and conditions of the Agreement shall remain in full force and effect.

If you concur in all the foregoing and wish to direct us to proceed with the additional services, please have an authorized person execute this Agreement in the space provided below and return a copy to us.

We appreciate the opportunity to provide this proposal to you. If you have any questions, please call me at (512) 556-8160.

Sincerely,

ECKERMANN ENGINEERING, INC.

A handwritten signature in blue ink that reads "Derrek Eckermann".

Derrek Eckermann, P.E.
President

APPROVED:

Client: LAMPASAS ECONOMIC DEVELOPMENT CORPORATION

Signature: _____

Typed or Printed Name: _____

Title: _____

Date: _____

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ITEM VII

Discussion and possible action regarding FY 2021/2022 Budget

**LEDC OPERATING BUDGET
2020-2021 Fiscal Year**

LEDC OPERATING EXPENSES					
Account Number	Expense Account Name	Current Year Budget Amt	Current Year Projected Amt	New Year Budget Request	Increase (Decrease)
500-5230	Uniforms	-			-
Explanation: This line item provides for LEDC branded shirts.					
500-5250	Hand Tools & Small Equipment	-			-
Explanation: This line item provides funding for postage expenses and office furniture.					
500-5265	Computer Software & Equip.	250	250	250	-
Explanation: This line item provides funding for computer software and equipment.					
500-5270	Supplies	250	200	250	-
Explanation: This line item provides funding for general supplies in support of LEDC activities/meetings.					
500-5295	Books & Publications	-	-	-	-
Explanation:					
500-5300	Contract Labor	-	-	-	-
Explanation:					
500-5320	Telephone Services	1,176	1,176	1,176	-
Explanation: This line item provides partial funding for the LEDC cell phone for the Economic Development Director as well as air card for LEDC tablet.					
500-5346	Engineering/Surveying Services	-	-		
Explanation: This line item provides funding for engineering and surveying services.					
500-5355	Insurance - Property	-	-	-	-
Explanation: This line item provides funding for insurance on the Quonset Hut property. Reduced amount is based on current expenses.					
500-5361	Legal Services	2,500	2,000	2,500	-
Explanation: This line item provides funding for legal services.					
500-5373	Promotion & Advertising	7,500	7,000	7,500	-
Explanation: This line item provides funding for promotion and advertising expenses (Annual Job Fair advertising, Promotional Video Production, Print Marketing Materials, etc.).					
500-5388	Taxes on Property	-	-	-	-
Explanation: This line item covers the cost of property taxes. With the proposed lease of the 'Quonset Hut' to a private sector company, property taxes will have to be paid. The requested amount has been increased based on past expenditures. Sold					
500-5395	Professional Services	15,000	8,000	6,000	(9,000)
Explanation: This line item provides funding for professional services in support of LEDC activities. Expenses include the annual audit, tax return, economic impact studies, marketing/retail assessments and grant writing services.					

**LEDC OPERATING BUDGET
2020-2021 Fiscal Year**

LEDC OPERATING EXPENSES					
Account Number	Expense Account Name	Current Year Budget Amt	Current Year Projected Amt	New Year Budget Request	Increase (Decrease)
500-5397	Admin & Overhead	12,000	12,000	12,000	-
Explanation: This line item provides funding for payment to the City of Lampasas for administration and overhead expenses incurred by the City.					
500-5399	Other Services	-	-	-	-
Explanation:					
500-5405	Building & Grounds Maint.	-	-	500	500
Explanation: This line item provides funding for the maintenance of LEDC property. The requested amount is for unanticipated expenses that may occur during the year and monies to be used at the Business Park to improve/update area for use/expansion.					
500-5425	Office Equipment Maintenance	2,300	2,200	2,500	200
Explanation: Website Hosting (Civic Plus) expense for the LEDC subsite, which increases by 5% annually.					
500-5451	Business Expenses	2,500	1,500	2,500	-
Explanation: Expenses associated with potential LEDC prospects. Staff would like to introduce programs to highlight and reach out to various businesses throughout the community including workforce and business retention & expansion programs. Also covers LEDC Board Meeting expenses and Job Fair.					
500-5452	Travel & Training	6,000	2,000	6,000	-
Explanation: This line item provides funding for travel and training expenses. Director plans on attending several training/conferences/workshops to maintain PCED certification. This may include, but not limited to, the TML Annual Conference, TEDC Annual Conference, TML Economic Development Conference, TEDC Legislative Conference, and TEDC Sales Tax Workshop, along with online webinars provided by TDA, TEDC, TML and others.					
500-5453	Dues and Memberships	800	725	725	(75)
Explanation: This line item provides funding for Dues and Membership expenses such as Texas Downtown Association and TEDC.					
500-5499	Ec. Development Programs	50,000	40,000	50,000	-
Explanation: This line item is used to fund local economic or community development programs: Lampasas County Higher Education Center (\$10,000), Christmas on the Creek, etc. This includes monetary incentives for economic development prospects expanding or relocating to Lampasas and funding for Life Safety Grant applications.					
500-5505	Capital - Building & Grounds	-	-	-	-
Explanation: This account is for the use of unrestricted retained earnings. While no specific projects have been identified during budget preparation, the funds are included in the budget to provide LEDC with flexibility in responding to business prospects as opportunities become available.					
500-5600	Contingency/Reserves	-	-	-	-
Explanation: This line item has been used to budget excess annual revenues.					
500-5710	Transfer to General Fund	-	-	-	-
500-5722	Transfer to Fund 22	50,875	-	-	(50,875)
500-5800	Principal Payment	109,912	-	-	(109,912)

**LEDC OPERATING BUDGET
2020-2021 Fiscal Year**

LEDC OPERATING EXPENSES					
Account Number	Expense Account Name	Current Year Budget Amt	Current Year Projected Amt	New Year Budget Request	Increase (Decrease)
<p>Explanation: This line item represents the annual principal payment on the debt incurred to purchase the new business park refinanced in 2015 and new debt payment for infrastructure to the Business Park.</p>					
500-5801	Interest Payment	44,896			(44,896)
<p>Explanation: This line item represents the annual interest payment on the debt incurred to purchase the new business park and adding payments for debt incurred to provide infrastructure to the Business Park.</p>					



ITEM VIII

Update and possible action regarding May Financial Statements

CITY OF LAMPASAS
 FINANCIAL STATEMENT
 AS OF: MAY 31ST, 2021

75 -LAMPASAS ECONOMIC DEV CRP
 FINANCIAL SUMMARY

ACCT#	ACCOUNT NAME	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
<u>REVENUE SUMMARY</u>							
<u>OPERATING REVENUE</u>							
	TAX REVENUE	310,000.00	40,967.49	268,131.33	86.49	0.00	41,868.67
	SERVICE REVENUE	0.00	0.00	100,000.00	0.00	0.00	(100,000.00)
	OTHER REVENUE	1,400.00	0.00	792.52	56.61	0.00	607.48
	TRANSFERS	0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL OPERATING REVENUE	311,400.00	40,967.49	368,923.85	118.47	0.00	(57,523.85)
<u>BOND FUND REVENUE</u>							
	OTHER REVENUE	435,040.00	0.00	427.45	0.10	0.00	434,612.55
	TRANSFERS	0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL BOND FUND REVENUE	435,040.00	0.00	427.45	0.10	0.00	434,612.55
	FUND TOTAL REVENUE	746,440.00	40,967.49	369,351.30	49.48	0.00	377,088.70
<u>EXPENDITURE SUMMARY</u>							
<u>LEDC OPERATING FUNDS</u>							
	SUPPLIES	500.00	33.24	140.27	28.05	0.00	359.73
	CONTRACTUAL SERVICES	38,176.00	3,935.39	18,097.05	48.21	307.20	19,771.75
	MAINTENANCE	2,300.00	0.00	2,175.52	94.59	0.00	124.48
	OTHER EXPENSES	59,300.00	366.17	12,089.00	20.39	0.00	47,211.00
	CAPITAL EXPENDITURES	0.00	0.00	0.00	0.00	0.00	0.00
	CONTINGENCY AND RESERVES	0.00	0.00	0.00	0.00	0.00	0.00
	TRANSFERS	50,875.00	0.00	0.00	0.00	0.00	50,875.00
	DEBT SERVICE	154,808.00	0.00	77,403.64	50.00	0.00	77,404.36
	TOTAL LEDC OPERATING FUNDS	305,959.00	4,334.80	109,905.48	36.02	307.20	195,746.32
<u>LAMPASAS EDC BOND FUNDS</u>							
	CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
	CAPITAL EXPENDITURES	0.00	0.00	0.00	0.00	0.00	0.00
	CONTINGENCY AND RESERVES	435,040.00	0.00	0.00	0.00	0.00	435,040.00
	TOTAL LAMPASAS EDC BOND FUNDS	435,040.00	0.00	0.00	0.00	0.00	435,040.00
	FUND TOTAL EXPENDITURES	740,999.00	4,334.80	109,905.48	14.87	307.20	630,786.32
	TOTAL PROFIT / (LOSS)	5,441.00	36,632.69	259,445.82	762.70	(307.20)	(253,697.62)

CITY OF LAMPASAS
FINANCIAL STATEMENT
AS OF: MAY 31ST, 2021

75 -LAMPASAS ECONOMIC DEV CRP
FINANCIAL SUMMARY

ACCT#	ACCOUNT NAME	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
=====	=====	=====	=====	=====	=====	=====	=====

CITY OF LAMPASAS
 FINANCIAL STATEMENT
 AS OF: MAY 31ST, 2021

75 -LAMPASAS ECONOMIC DEV CRP
 REVENUES

ACCT#	ACCOUNT NAME	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
OPERATING REVENUE							
TAX REVENUE							
400-4017	SALES TAX	310,000.00	40,967.49	268,131.33	86.49	0.00	41,868.67
	TOTAL TAX REVENUE	310,000.00	40,967.49	268,131.33	86.49	0.00	41,868.67
SERVICE REVENUE							
400-4330	LEASE REVENUE	0.00	0.00	0.00	0.00	0.00	0.00
400-4330.01	LEASE REVENUE (QUONSET HUT)	0.00	0.00	0.00	0.00	0.00	0.00
400-4335	WEBSITE REVENUES	0.00	0.00	0.00	0.00	0.00	0.00
400-4383	DONATIONS	0.00	0.00	100,000.00	0.00	0.00	(100,000.00)
	TOTAL SERVICE REVENUE	0.00	0.00	100,000.00	0.00	0.00	(100,000.00)
OTHER REVENUE							
400-4710	BONDS	0.00	0.00	0.00	0.00	0.00	0.00
400-4820	INTEREST & DIVIDENDS	1,400.00	0.00	792.52	56.61	0.00	607.48
400-4821	INTEREST NOTE BACHMAYER	0.00	0.00	0.00	0.00	0.00	0.00
400-4822	INTEREST NOTE - HVM PECAN CR	0.00	0.00	0.00	0.00	0.00	0.00
400-4830	SALE OF FIXED ASSETS	0.00	0.00	0.00	0.00	0.00	0.00
400-4897	DESIGNATED RE/DONATIONS	0.00	0.00	0.00	0.00	0.00	0.00
400-4898	UNDESIGNATED RETAINED EARNIN	0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL OTHER REVENUE	1,400.00	0.00	792.52	56.61	0.00	607.48
TRANSFERS							
400-4910	TRANSFER FROM GENERAL FUND	0.00	0.00	0.00	0.00	0.00	0.00
400-4999	MISCELLANEOUS REVENUES	0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL TRANSFERS	0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL OPERATING REVENUE	311,400.00	40,967.49	368,923.85	118.47	0.00	(57,523.85)
BOND FUND REVENUE							
OTHER REVENUE							
410-4520	LOAN PROCEEDS	0.00	0.00	0.00	0.00	0.00	0.00
410-4710	BOND FUNDS	0.00	0.00	0.00	0.00	0.00	0.00
410-4820	INTEREST EARNED	3,000.00	0.00	427.45	14.25	0.00	2,572.55
410-4898	DESIGNATED RE/BOND FUNDS	432,040.00	0.00	0.00	0.00	0.00	432,040.00
	TOTAL OTHER REVENUE	435,040.00	0.00	427.45	0.10	0.00	434,612.55
TRANSFERS							
410-4999	MISCELLANEOUS REVENUE	0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL TRANSFERS	0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL BOND FUND REVENUE	435,040.00	0.00	427.45	0.10	0.00	434,612.55

CITY OF LAMPASAS
FINANCIAL STATEMENT
AS OF: MAY 31ST, 2021

75 -LAMPASAS ECONOMIC DEV CRP
REVENUES

ACCT#	ACCOUNT NAME	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
***	FUND TOTAL REVENUE ***	746,440.00	40,967.49	369,351.30	49.48	0.00	377,088.70

CITY OF LAMPASAS
FINANCIAL STATEMENT
AS OF: MAY 31ST, 2021

75 -LAMPASAS ECONOMIC DEV CRP
LEDC OPERATING FUNDS
DEPARTMENT EXPENSES

ACCT#	ACCOUNT NAME	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
<u>SUPPLIES</u>							
500-5230	UNIFORMS	0.00	0.00	0.00	0.00	0.00	0.00
500-5250	HAND TOOLS & SMALL EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00
500-5260	POSTAGE	0.00	0.00	0.00	0.00	0.00	0.00
500-5265	COMPUTER SOFTWARE & EQUIPMEN	250.00	0.00	0.00	0.00	0.00	250.00
500-5270	SUPPLIES	250.00	33.24	140.27	56.11	0.00	109.73
500-5295	BOOKS & PUBLICATIONS	0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL SUPPLIES	500.00	33.24	140.27	28.05	0.00	359.73
<u>CONTRACTUAL SERVICES</u>							
500-5300	CONTRACT LABOR	0.00	0.00	0.00	0.00	0.00	0.00
500-5316	BOND AGENT FEES	0.00	0.00	0.00	0.00	0.00	0.00
500-5320	TELEPHONE SERVICES	1,176.00	37.99	303.92	25.84	0.00	872.08
500-5325	UTILITIES	0.00	0.00	0.00	0.00	0.00	0.00
500-5346	ENGINEERING/SURVEYING SERVIC	0.00	0.00	0.00	0.00	0.00	0.00
500-5355	INSURANCE-PROPERTY	0.00	0.00	0.00	0.00	0.00	0.00
500-5361	LEGAL SERVICES	2,500.00	0.00	0.00	0.00	0.00	2,500.00
500-5373	PROMOTION AND ADVERTISING	7,500.00	497.40	4,193.13	60.00	307.20	2,999.67
500-5388	TAXES ON PROPERTY	0.00	0.00	0.00	0.00	0.00	0.00
500-5395	PROFESSIONAL SERVICES	15,000.00	2,400.00	5,600.00	37.33	0.00	9,400.00
500-5397	ADMIN & OVERHEAD	12,000.00	1,000.00	8,000.00	66.67	0.00	4,000.00
500-5398	VISION LAMPASAS	0.00	0.00	0.00	0.00	0.00	0.00
500-5399	OTHER SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL CONTRACTUAL SERVICES	38,176.00	3,935.39	18,097.05	48.21	307.20	19,771.75
<u>MAINTENANCE</u>							
500-5405	BUILDING & GROUNDS MAINTENAN	0.00	0.00	0.00	0.00	0.00	0.00
500-5425	OFFICE EQUIPMENT MAINTENANCE	2,300.00	0.00	2,175.52	94.59	0.00	124.48
	TOTAL MAINTENANCE	2,300.00	0.00	2,175.52	94.59	0.00	124.48
<u>OTHER EXPENSES</u>							
500-5451	BUSINESS EXPENSES	2,500.00	191.17	740.00	29.60	0.00	1,760.00
500-5452	TRAVEL & TRAINING	6,000.00	175.00	624.00	10.40	0.00	5,376.00
500-5453	DUES & MEMBERSHIPS	800.00	0.00	725.00	90.63	0.00	75.00
500-5499	ECONOMIC DEVELOPMENT PROGRAM	50,000.00	0.00	10,000.00	20.00	0.00	40,000.00
500-5499.01	ECON DVLPMNT PROGRAM	0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL OTHER EXPENSES	59,300.00	366.17	12,089.00	20.39	0.00	47,211.00
<u>CAPITAL EXPENDITURES</u>							
500-5505	BUILDING & GROUNDS	0.00	0.00	0.00	0.00	0.00	0.00
500-5530	WATER SYSTEMS	0.00	0.00	0.00	0.00	0.00	0.00
500-5535	ELECTRIC SYSTEMS	0.00	0.00	0.00	0.00	0.00	0.00
500-5540	SEWER SYSTEMS	0.00	0.00	0.00	0.00	0.00	0.00
500-5545	STREETS & DRAINAGE	0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL CAPITAL EXPENDITURES	0.00	0.00	0.00	0.00	0.00	0.00

CITY OF LAMPASAS
 FINANCIAL STATEMENT
 AS OF: MAY 31ST, 2021

75 -LAMPASAS ECONOMIC DEV CRP
 LEDC OPERATING FUNDS
 DEPARTMENT EXPENSES

ACCT#	ACCOUNT NAME	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
<u>CONTINGENCY AND RESERVES</u>							
500-5600	CONTINGENCY/RESERVES	0.00	0.00	0.00	0.00	0.00	0.00
500-5601	DONATION RESERVES	0.00	0.00	0.00	0.00	0.00	0.00
500-5610	DEPRECIATION	0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL CONTINGENCY AND RESERVES	0.00	0.00	0.00	0.00	0.00	0.00
<u>TRANSFERS</u>							
500-5710	TRANSFER TO GENERAL FUND	0.00	0.00	0.00	0.00	0.00	0.00
500-5722	TRANSFER TO FUND 22	50,875.00	0.00	0.00	0.00	0.00	50,875.00
500-5751	TRANSFER TO FUND 51 (EDUCATI	0.00	0.00	0.00	0.00	0.00	0.00
500-5759	TRANSFER TO FUND 59	0.00	0.00	0.00	0.00	0.00	0.00
500-5776	TRANSFER TO LEDC DESIGNATED	0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL TRANSFERS	50,875.00	0.00	0.00	0.00	0.00	50,875.00
<u>DEBT SERVICE</u>							
500-5800	PRINCIPAL PAYMENT	109,912.00	0.00	54,607.13	49.68	0.00	55,304.87
500-5801	INTEREST PAYMENT	44,896.00	0.00	22,796.51	50.78	0.00	22,099.49
	TOTAL DEBT SERVICE	154,808.00	0.00	77,403.64	50.00	0.00	77,404.36
<hr/>							
	TOTAL LEDC OPERATING FUNDS	305,959.00	4,334.80	109,905.48	36.02	307.20	195,746.32
		=====	=====	=====	=====	=====	=====

CITY OF LAMPASAS
 FINANCIAL STATEMENT
 AS OF: MAY 31ST, 2021

75 -LAMPASAS ECONOMIC DEV CRP
 LAMPASAS EDC BOND FUNDS
 DEPARTMENT EXPENSES

ACCT#	ACCOUNT NAME	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
<u>CONTRACTUAL SERVICES</u>							
510-5316	BANK CHARGES	0.00	0.00	0.00	0.00	0.00	0.00
510-5346	ENGINEERING/SERVEYING SERVIC	0.00	0.00	0.00	0.00	0.00	0.00
510-5361	LEGAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
510-5395	PROFESSIONAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
510-5399	OTHER SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
<u>CAPITAL EXPENDITURES</u>							
510-5505	BUILDING AND GROUNDS	0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL CAPITAL EXPENDITURES	0.00	0.00	0.00	0.00	0.00	0.00
<u>CONTINGENCY AND RESERVES</u>							
510-5600	CONTINGENCY/RESERVES	435,040.00	0.00	0.00	0.00	0.00	435,040.00
	TOTAL CONTINGENCY AND RESERVES	435,040.00	0.00	0.00	0.00	0.00	435,040.00
<hr/>							
TOTAL LAMPASAS EDC BOND FUNDS		435,040.00	0.00	0.00	0.00	0.00	435,040.00
<hr/>							
*** TOTAL EXPENSES ***		740,999.00	4,334.80	109,905.48	14.87	307.20	630,786.32
<hr/>							
TOTAL PROFIT / (LOSS)		5,441.00	36,632.69	259,445.82	5.65-	{ 307.20}	{ 253,697.62}
<hr/>							

*** END OF REPORT ***

75 -LAMPASAS ECONOMIC DEV CRP

ACCT# ACCOUNT NAME

ASSETS

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1020	FSB CHECKING 7001092 LEDC	408,497.85	
1021	FSB CAPITAL FD CHECKING7002363	2,594.78	
1025	FSB LEDC LOAN 2678	0.00	
1026	BUSINESS BANK OF TX 4001561	486,619.36	
1030	CLAIM ON CASH	263,286.74	
1210	ACCOUNTS RECEIVABLE	0.00	
1222	ACCOUNTS RECEIVABLE	0.00	
1235	NOTE RECEIVABLE BACHMAYER	0.00	
1236	NOTE RECEIVABLE-PECAN CRK HVM	0.00	
1300	LAND PURCHASE/IMPROVEMENTS	1,725,616.61	
1310	FAG-BUILDINGS & IMPROVEMENTS	17,975.00	
1396	ACCUMULATED DEPRECIATION	(142,005.00)	
1499	DUE FROM CASH & CONCENTRATION	0.00	
1999	LEDC CLEARING ACCOUNT	0.00	
	TOTAL ASSETS		2,762,585.34

2,762,585.34

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LIABILITIES & FUND BALANCE

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2209	ACCOUNTS PAYABLE CAPITAL ACCT	0.00	
2210	ACCOUNTS PAYABLE	870.57	
2220	ACCOUNTS PAYABLE PENDING	0.00	
2225	ACCRUED INTEREST PAYABLE	3,168.85	
2283	UNAPPLIED CREDIT	0.00	
2284	BONDS PAYABLE	1,227,858.14	
3009	DESIGNATED RE/DONATIONS	0.00	
3010	UNASSIGNED FUND BALANCE	1,090,511.49	
3030	ASSIGNED FUND BALANCE	180,730.47	
	CURRENT INCREASE / (DECREASE) IN FUND BALANCE	259,445.82	

TOTAL LIABILITIES & FUND EQUITY

2,762,585.34

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ITEM IX

Staff Report and May Website/Social Media Analytics Report

Lampasas Economic Development Corporation

From: Mandy Walsh
Re: Staff Report
Date: JUNE 2021



Current Development

City Council has directed staff to proceed with the voluntary annexation process of the Hillside Acres subdivision on West FM 580. CEFCO is waiting on the weather to cooperate so they may install their fuel tanks. Whataburger has passed their plumbing top out inspection. Staff has a meeting scheduled with a potential business owner relocating from the city of Blanco to the former Rutland's building downtown. The Pecan St. Project has picked up; W/WW and electric departments met with the developer onsite to review and discuss plans to move forward. The Santa Fe Depot project has also caught steam again. Both projects will be discussed with City Council at the June 14th meeting.

Website Redesign

Civic Plus is offering another free website redesign for both the City and the LEDC site. Staff is researching other sites, what they offer and how easy they are to navigate. Staff met with a photographer who will be taking professional photos in the next few weeks for the new site, as opposed to using stock images. Staff provided a shot list including healthcare, workforce, new construction, downtown, quality of life and various shots from around Lampasas. We hope to begin the redesign in October.

TDA

The Texas Downtown Association is hosting its first ever virtual downtown summer camp this July. The goal of this event is to provide affordable and accessible education to downtown, economic and community development professionals and champions across the state. Sessions will include community and economic development, small business and entrepreneurship, downtown design and marketing. Each week they will host two live webinars from 10:00-11:30 am. Attendees will also be invited to weekly discussions and to share ideas related to the weekly theme.

Sales Tax

Sales tax collections for May totaled \$245,804.96, an increase of \$66,154.49 (36.82%) over the prior year. Fiscal YTD collections are \$1,608,788.14, up 20.87% compared to last year, while the twelve-month moving average is 19.93% higher than this time last year.

Industry Summary:

<u>Industry</u>	<u>Payment</u>	<u>% Change</u>
Retail	\$139,404.12	36.22%
Food	\$36,888.24	56.94%
General Services	\$22,781.95	58.52%
Miscellaneous	\$14,083.56	36.59%



Manufacturing	\$13,605.12	59.41%
Professional Services	\$12,385.10	-20.67%
Wholesale	\$7,488.49	91.70%
Agricultural	\$5.57	-99.55%

Taxpayer Summary:

The top 10 taxpayers in May had gains of \$20,252.

Job Fair

The Job Fair had (30) businesses participate and approximately (80) job seekers. The businesses I spoke to said this year's job fair had better quality candidates than in past years. Advertising ran in print and online with the Radiogram/KCYL, Lampasas Dispatch, Copperas Cove Leader Press, Heights Herald, Killeen Daily Herald, Fort Hood, Llano News, jobfinder.com, multiple job boards online as well as posters and flyers displayed at local businesses. In mid-May Governor Abbott reported Texas will opt out of further federal unemployment compensation related to the COVID-19 pandemic, effective June 26, 2021. This includes the \$300 weekly unemployment supplement from the Federal Pandemic Unemployment Compensation program. With this news we anticipate a strong number of job seekers.

Industrial Park

Staff hopes to take a draft RFQ to City Council on June 28th to review and gain direction on the engagement of prospects interested in the property owned by the City located at the Industrial Park.

Oil States

Staff met with Oil States representatives and Congressman Williams on June 3rd. Oil States representatives reviewed employment data from this past year and the difficulty in staffing while unemployment and stimulus payments are still occurring. They reported as of June 2021 they've had (26) new hires with a current employee count at (78). What they've started offering are full benefits beginning first day of work, including holiday and vacation pay; employee referral bonus and sign-on bonus of \$500 each; a shift premium for working a 12-hour shift; annual incentive compensation (bonus) plan; most production departments work a schedule giving them a 3-day weekend and offering OT. They are also evaluating offering a higher competitive starting wage in order to attract and hire quality employees.

Life Safety Grant

Heritage Funeral Home was awarded \$20,000 from their Life Safety Grant Application. Their application was reviewed by the grant review panel including the LEDC Board president, Building Official, Fire Marshal and staff. The life safety improvements they installed in their business at 401 N Key Ave included fire suppression (sprinkler) system, fire alarms and emergency egress.

Connected Nation

Staff is still working closely with Connected Nation and the CTCOG on collecting data for county residents and their need for highspeed internet. We've seen an uptick in Lampasas County in the residential sector, and still

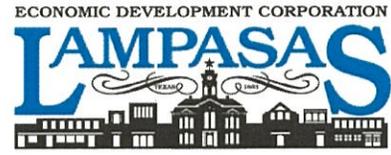


looking to close the Lampasas/San Saba areas out at the end of the month, so CTCOG is sending out targeted emails this week to many of the public sector entities. Here are the public sectors they're targeting: Government, Health, Higher Ed, K-12, Library & Community Organization and Public Safety. Connected Nation is an independent, public, and private initiative working to ensure that all can experience the benefits of broadband. They work to collect data from several sectors to assess the needs of the community and build out a plan of action that communities can take advantage of, creating accurate broadband maps to promote broadband expansion and technology growth in Texas.



Memo

To: Mandy Walsh, LEDC Director
 From: Monica Wright, Director of Information Systems
 Date: Thursday, June 3, 2021
 Re: May Website/Social Media Analytics Report



Information Systems

May 1-31, 2021**Communication**

	May 2020	May 2021
'Contact Us" Submissions	0	0
Notify Me Subscribers (Calendar)	43	40
Notify Me Subscribers (News Flash)	43	41
Notify Me Subscribers (News Carousel)	5	5
Notify Me Subscribers (Local Business Profile & Community Spotlight)	38	35
Notify Me Subscribers (Property Listings)	41	37
Notify Me (Jobs)	11	11
Facebook (Followers)	2079	2246
Twitter (Followers)	149	152

LEDC Website

	May 2020	May 2021
Page Views	419	1473
Page Visits	325	647
Total Searches	22	46
Total Downloads	255	272

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	534
Smartphone	104
Tablet	6
Unknown	3

Browser Views

Chrome	255
Internet Explorer	214
Mobile Safari	54
Firefox	42
Chrome Mobile	31
Safari	20
Unknown	14
Chrome Mobile iOS	6
Samsung Browser	5
UC Browser	4

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

Unknown	590
San Jose, California	5
Houston, TX	3
Newark, Delaware	3
Austin, TX	2
Forney, TX	2
Lewes, Delaware	2
Putian, Fujian, China	2
Vancouver, British Columbia, Canada	2
Wilmington, Delaware	2
Abilene, TX	1
Atlanta, Georgia	1
Brandon, Mississippi	1
Canyon Country, California	1
Cedar Park, TX	1
Cedar Rapids, Iowa	1
Copperas Cove, TX	1
Dallas, TX	1
Denver, Colorado	1
Des Moines, Iowa	1

Top Visits

Lampasas Economic Development Corporation	647
News Flash	35
Real Estate Locator	35
Lampasas Business Park	29
Photo Gallery	28
History of Lampasas	25
Location	25
Calendar	24
Site Selection	22
Staff Directory	20
Local Incentives	19
Demographics	18
About Your EDC Director	16
Events	16
Labor Force	16
Document Center	15
EDC Board	14
Top Employers	14
Incentives & Financing	13
Jobs	12