

**NOTICE OF REGULAR MEETING
HUNTERS CROSSING LOCAL GOVERNMENT CORPORATION**

August 17, 2016 6:00 P.M.
City Hall Executive Conference Room
1311 Chestnut Street
Bastrop, TX 78602

Executive Session: The Hunters Crossing Local Government Corporation reserves the right to convene into Executive Session at any time during the meeting regarding any agenda item. In compliance with the Texas Open Meetings Act, Chapter 551 Government Code, Vernon's Texas Code, Annotated, the following item will be discussed in closed session.

A. Section 551.071 – Consultations with Attorney

1. Call Meeting to Order.
2. Public Comments. [Note: Persons may address the Board on any issue not otherwise listed on this Agenda. Please observe the time limit of three (3) minutes for general public comments. In accordance with the State of Texas Open Meetings Act, the Board cannot undertake discussion or take any action on Public Comments received at the meeting, but can: (1) recite Board/City policy on the points raised and/or (2) place items on an upcoming agenda for both discussion and action at that upcoming meeting.]
3. Approval of meeting minutes of July 27, 2016. Pgs 2-4
4. WORKSHOP SESSION – The Local Government Corporation Board of Directors will convene into a workshop session to discuss:
 - A. 2016-2017 Budget – A review and discussion of the Fiscal Year 2017 Proposed Budget for the Hunters Crossing Local Government Corporation. Pgs 5-6
5. The Local Government Corporation Board of Directors will adjourn Workshop Session to take any necessary actions(s).
6. Consideration, discussion, and possible action regarding setting the time, date and location on presenting the "Proposed FY17" budget and FY17 "O & M Assessment" for the Hunters Crossing Subdivision PID.
7. Informational update to Board, by Chair, on matters related to the Hunters Crossing Local Government Corporation and/or Public Improvement District.
8. Invitation for input from Board members related to issues for possible inclusion on future agendas.
9. Adjourn.

CERTIFICATE

I, the undersigned authority, do hereby certify that this Notice of Meeting was posted on the bulletin board, at the City Hall of the City of Bastrop, Texas, a place convenient and readily accessible to the general public at all times, and said notice was posted the 12th day of August 2016 at 10:30 am. Copies of this agenda have been provided to those members of the media requesting such information.


Tracy Waldron, Chief Financial Officer

NOTICE OF ASSISTANCE AT PUBLIC MEETINGS: THE CITY OF BASTROP IS COMMITTED TO COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT. BASTROP CITY HALL AND COUNCIL CHAMBERS ARE WHEELCHAIR ACCESSIBLE AND SPECIALLY MARKED PARKING IS AVAILABLE. PERSONS WITH DISABILITIES WHO PLAN TO ATTEND THIS MEETING AND WHO MAY NEED ASSISTANCE ARE REQUESTED TO CONTACT THE CITY SECRETARY'S OFFICE AT 512-332-8800. PLEASE PROVIDE FORTY-EIGHT HOURS NOTICE WHEN FEASIBLE.

Confirm Time Posted *JA*

STANDARDIZED AGENDA RECOMMENDATION FORM

LOCAL GOVERNMENT CORP. BOARD OF DIRECTORS

DATE SUBMITTED: August 12, 2016

MEETING DATE: August 17, 2016

1. Agenda Item: Approval of minutes from the July 27, 2016 meeting.

2. Party Making Request: **Tracy Waldron, Chief Financial Officer**

3. Nature of Request: (Brief Overview) Attachments: Yes X No _____

4. Policy Implication:

5. Budgeted: _____ Yes _____ No N/A

Bid Amount: _____ Budgeted Amount: _____

Under Budget: _____ Over Budget: _____

Amount Remaining: _____

6. Alternate Option/Costs: _____

7. Routing: NAME/TITLE INITIAL DATE CONCURRENCE

a) _____

b) _____

c) _____

8. Staff Recommendation:

9. Advisory Board: _____ Approved _____ Disapproved _____ None

10. Manager's Recommendation: X Approved _____ Disapproved _____ None

11. Motion Requested: Approve the minutes from the July 27, 2016 Board meeting

HUNTERS CROSSING LOCAL GOVERNMENT CORPORATION
MINUTES
July 27, 2016, 6:00 PM

The Hunters Crossing Local Government Corporation Board met on July 27, 2016 at Bastrop City Hall located at 1311 Chestnut Street, Bastrop, Texas. Board members in attendance were Steven Adcock, Carolyn Smith, Brian Rider, and James Kershaw. Also in attendance were Ryan Gray, Michael Talbot, Tracy Waldron, and Heather Ambrose. Brandon Johnson was absent.

1. Call to Order

Board Member Steven Adcock called the meeting to order at 6:12 p.m. with a quorum being present.

2. Public Comments

There were no public comments.

3. Approval of meeting minutes of March 9, 2016.

Brian Rider indicated that the minutes should be revised for item 9 (3) to state that a future agenda item should be considered for adding a water fountain “outside the gated area of the pool”.

Brian Rider made the motion to approve the minutes of the March 9, 2016 meeting with the change noted. Seconded by James Kershaw and approved without objection.

4. Consideration, discussion, and possible action concerning the condition of ponds, drainage, and possible dredging, related to recent flooding in the Hunters Crossing area.

Brian Rider made the motion to authorize expenditures from the Operations and Maintenance (O&M) budget in an amount up to \$8,000 to undertake engineering and survey work to analyze the condition of the drainage ponds in the Hunters Crossing area. Seconded by James Kershaw and approved without objection.

5. Consideration, discussion, and possible action on transferring ownership of the common areas to the Public Improvement District.

Brian Rider made the motion for the Board to recommend the City authorize an attorney to work with Mr. Rider, as attorney for Forestar, to verify the legal descriptions and accept a conveyance of the fee title to the Hunters Crossing Local Government Corporation in completion of the previous agreement. Seconded by James Kershaw and approved without objection.

6. Consideration, discussion, and possible action on acceptance of the unaudited quarterly Financial Summary Reports for the period ending June 30, 2016.

Brian Rider made the motion to accept the unaudited quarterly Financial Summary Reports for the period ending June 30, 2016 as presented. Seconded by James Kershaw and carried unanimously.

7. Informational update to Board, by Chair, on matters related to the Hunters Crossing Local Government Corporation and/or Public Improvement District.

Steven Adcock deferred the informational update to Michael Talbot. Mr. Talbot explained that the budget had been set based on historical numbers for water usage. However, the heavy rains this year caused a greater need for frequent mowing and maintenance. That expense was somewhat offset by the need for less irrigation.

Mr. Talbot stated that the groundwater district had approached him and advised that no one has been turning in pumping numbers for the area.

Mr. Talbot added that the Cleanscape company has been doing a good job with no complaints.

Brian Rider inquired about the dog park project. However, as the topic was not listed on the agenda, no action could be taken.

8. Invitation for input from Board members related to issues for possible inclusion on future agendas.

Suggested Future Agenda Items

1. Follow-up discussion on flooding issues, including the engineering and surveying report (if complete).
2. Update on progress on the transfer of ownership of the common areas to the Public Improvement District.
3. Dog park project.

Tracy Waldron advised that the suggested agenda items may not be discussed until a later date as the next two meetings are specifically related to the budget.

10. Consideration, discussion and possible action on setting the time and date for the next quarterly meeting for the Hunters Crossing Local Government Corporation and the proposed budget timeline for the Fiscal Year 2017.

Tracy Waldron explained that in addition to setting a quarterly meeting date, additional meetings need to be scheduled for August and September related to the FY2017 budget.

The next two Hunters Crossing Local Government Corporation meetings will be scheduled for August 17, 2016 as a budget workshop and September 28, 2016 for approval of the budget. Both will be held at 6:00 p.m. at City Hall.

11. Adjournment

At 6:35 pm, James Kershaw made the motion to adjourn. Seconded by Brian Rider and approved without objection.

APPROVED:

ATTEST:

Steven Adcock, President

Tracy Waldron, Chief Financial Officer

CITY OF BASTROP, TEXAS
Proposed Budget FY2017

REVENUE SUMMARY

	FY15-16		FY16-17		Assessment Amount and Description	
	Budget	Projected	Proposed			
HUNTERS CROSSING AD VALOREM TAXES						
M&O Funds						
Commercial - Current - M&O	\$ 37,881	\$ 37,887	\$ 37,881	\$ 0.0317	per square foot	*
Commercial - Flat - Current - M&O	\$ 13,930	\$ 13,930	\$ 14,348		HXC 1, Lot1	
Multifamily-M&O	\$ -	\$ -	\$ 17,400	\$ 0.0317	per square foot	*
Single Family - Flat - Current - M&O	\$ 10,852	\$ 11,285	\$ 11,279	\$ 23.16	per lot	*
Single Family - Flat - Delinquent - M&O	\$ 500	\$ 500	\$ 500			
Penalty and Interest - M&O	\$ 100	\$ 250	\$ 250			
Prorated PID Fees- M&O	\$ 100	\$ -	\$ -			
Interest Income	\$ 140	\$ 525	\$ 525			
TOTAL M&O FUNDS RECEIVED:	\$ 63,503	\$ 64,377	\$ 82,183			
Capital Funds						
Commercial - Current - Capital	\$ 84,844	\$ 84,844	\$ 84,844	\$ 0.0710	per squarefoot	**
Multifamily-Capital	\$ -	\$ -	\$ 37,325	\$ 0.0710	per squarefoot	**
Single Family - Flat - Current - Capital	\$ 140,427	\$ 146,585	\$ 155,353	\$ 319	per lot	***
Single Family - Flat - Delinquent - Capital	\$ 50	\$ 2,200	\$ 2,200			
Penalty and Interest - Capital	\$ 100	\$ 650	\$ 650			
Prorated PID Fees - Capital	\$ 500	\$ -	\$ -			
Interest Income	\$ 100	\$ 375	\$ 375			
TOTAL CIP FUNDS RECEIVED:	\$ 226,021	\$ 234,654	\$ 280,747			
TOTAL AD VALOREM TAXES	\$ 289,524	\$ 299,031	\$ 362,930			

* FY 17 Reduced Multifamily from \$0.056 to \$0.0317; no change was made to Commercial and Single Family

** Provided by Hunters Crossing Public Improvement District Service and Assessment Plan. Amount represents no increase.

*** Provided by Hunters Crossing Public Improvement District Service and Assessment Plan(page 46). Amount Increased from \$301 to \$319

EXPENSE SUMMARY

Maintenance & Repairs

Irrigation	\$ 9,000	\$ 10,000	\$ 10,000
Miscellaneous Repairs	\$ 2,000	\$ 1,000	\$ 5,000
Miscellaneous Projects*	\$ 10,000	\$ 10,000	\$ 80,000
Total Maintenance & Repairs	\$ 21,000	\$ 21,000	\$ 95,000

Contractual Services

Mowing Services	\$ 48,000	\$ 40,615	\$ 41,000
Maintenance Services	\$ 13,700	\$ 19,052	\$ 20,000
Security Services	\$ -	\$ -	\$ -
Professional Services/ Audit	\$ 6,000	\$ 5,806	\$ 6,000
Property Tax Fees	\$ 1,500	\$ 1,200	\$ 1,500
Total Contractual Services:	\$ 69,200	\$ 66,673	\$ 68,500

Occupancy

Utiities	\$ 12,000	\$ 5,000	\$ 5,500
Well User Fees	\$ 750	\$ 750	\$ 750
Total Occupancy:	\$ 12,750	\$ 5,750	\$ 6,250

Miscellaneous & Other

Miscellaneous Expenses	\$ 500	\$ 50	\$ 500
Reimbursement to Developer for Capital	\$ 261,000	\$ 261,000	\$ 285,000
	\$ 261,500	\$ 261,050	\$ 285,500

TOTAL EXPENSES \$ 364,450 \$ 354,473 \$ 455,250

*This category includes drainage work to be performed

CITY OF BASTROP, TEXAS
LGC PID FUND BALANCE SUMMARY
Proposed Budget FY2017

Maintenance & Operation Funds

09-30-2015 Audited Beginning Balance M&O		\$ 151,457
Revenue	\$ 64,377	
Expenses	\$ (93,473)	
Net	<u>\$ (29,096)</u>	
09-30-2016 Projected Ending M&O Balance		\$ 122,361
Revenues	\$ 82,183	
Budgeted Expenses	\$ (170,250)	
Net	<u>\$ (88,067)</u>	
09/30/2017 Proposed Ending M&O Balance		<u>\$ 34,294</u>

Percentage fo Fund Balance 20%

Capital Funds

09-30-2015 Audited Beginning Capital Balance		\$ 36,435
Revenue	\$ 234,654	
Expenses	\$ (261,000)	
Net	<u>\$ (26,346)</u>	
09-30-2016 Projected Ending Capital Balance		\$ 10,089
Revenues	\$ 280,747	
Budgeted Expenses	\$ (285,000)	
Net	<u>\$ (4,253)</u>	
09/30/2017 Proposed Ending Capital Balance		<u>\$ 5,836</u>