

**NOTICE OF REGULAR MEETING
HUNTERS CROSSING LOCAL GOVERNMENT CORPORATION
September 24, 2014 at 5:30 P.M.
City Hall Council Chambers
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 Open Meetings Act, Chapter 551 Government Code, Vernon's Texas Code, Annotated, the item below will be discussed in closed session.

A. Section 551.071 – Consultations with Attorney

1. Call to Order
2. Approval of meeting minutes of September 10, 2014
3. **CONDUCT A PUBLIC HEARING:** The Board of Directors of Hunters Crossing Local Government Corporation of Bastrop, Texas will conduct a "Public Hearing" on the proposed Fiscal Year 2015 budget for the Hunters Crossing Public Improvement District.
4. The Local Government Corporation Board of Directors will **adjourn the Public Hearing and convene into the regular session** to take any necessary action(s).
5. Consideration, discussion, and possible action on approval of a Resolution of the Board of Directors of Hunters Crossing Local Government Corporation of Bastrop, Texas, approving and adopting the annual budget for FY2015 and providing reimbursements for historic capital expenditures and to on-going operations and maintenance expenditures for public improvements in the Hunters Crossing Public Improvement District, which is located in Bastrop, Texas; approving an updated assessment plan related to operations and maintenance expenditures and costs and containing other provisions relating to the Hunters Crossing Public Improvement District.
6. Consideration, discussion, and possible action on City of Bastrop Ordinance No. 2012-13, Part 4, Item C(b), requiring the assignment of places a for each Board seat and determining the number of service years for each seat
7. Consideration, discussion, and possible action on the election of President, Vice President, and Secretary for the Local Government Corporation Hunters Crossing Public Improvement District Board.
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 19th day of September 2014 at 4:00 pm. Copies of this agenda have been provided to those members of the media requesting such information.

Elizabeth Lopez

Elizabeth Lopez, City Secretary

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 SPECIAL 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: KR

STANDARDIZED AGENDA RECOMMENDATION FORM

CITY COUNCIL

DATE SUBMITTED: **September 19, 2014**

MEETING DATE: **September 24, 2014**

1. Agenda Item: Approval of Minutes of September 10, 2014
2. Party Making Request: Elizabeth Lopez, City Secretary
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: _____ Approved _____ Disapproved _____ None
11. Action Taken: _____

MINUTES
HUNTERS CROSSING LOCAL GOVERNMENT CORPORATION BOARD
September 10, 2014 at 5:30 p.m.

The Hunters Crossing Local Government Corporation Board met on the aforementioned date in the Council Chambers located at 1311 Chestnut Street in Bastrop, Texas.

1. **CALL TO ORDER** –Chairman/City Manager Mike Talbot called the meeting to order at **5:30 p.m.** Quorum members present were Council Member Dock Jackson, Carlos Liriano, William Dildine, Jim Kershaw, and Brandon Johnson. Guests in attendance were Brian Rider, Ryan Gray, Darlene Louk; in addition to City Staff Members Chief Financial Officer Karla Stovall, City Attorney J.C. Brown, Utility and Public Works Director Trey Job, and City Secretary Elizabeth Lopez.
2. **APPROVAL OF MEETING MINUTES APRIL 30, 2014** - Board Member Kershaw made a motion to accept the Minutes of April 30, 2014, seconded by Board Member Jackson; motion passed unanimously.
3. **WORKSHOP SESSION – THE LOCAL GOVERNMENT CORPORATION BOARD OF DIRECTORS WILL CONVENE INTO A WORKSHOP SESSION TO DISCUSS:**

A. 2014-2015 BUDGET – A REVIEW AND DISCUSSION OF THE FISCAL YEAR 2015 PROPOSED BUDGET FOR THE HUNTERS CROSSING LOCAL GOVERNMENT CORPORATION.

At **5:33 p.m.**, Chairman/City Manager Talbot recessed the regular meeting and convened into the workshop session to review the 2014-2015 Budget for the Hunters Crossing Local Government Corporation.

Chairman/City Manager Talbot provided a detailed summary of the LGC PID Revenue, M&O Funds, CIP Funds and total AD Valorem Taxes. He noted the reduced cost for Commercial \$.05 per square foot from .1017 to .0517 and reduced Single Family by \$16, which was originally \$56.16 to \$40.16 as reflected in the FY 2013-14 Assessments. There was an increase to the Hunters Crossing’s PID Assessment Plan from FY 2013-14 for \$268 to FY 2014-15 for \$284.

Chairman/City Manager Talbot acknowledged the efforts of the “PID TEAM”, comprised of Chief Financial Officer Stovall, Utility/Public Works Director Job and City Manager Talbot; they meet periodically to review and assess the PID needs and budget.

After a brief discussion by the Board, they acknowledged the reduction in costs and the slight increase in the assessment plan would allow the total cost to reflect no overall increase in the FY14-15 budget. Chairman/City Manager Talbot moved to the next agenda item.

4. **THE LOCAL GOVERNMENT CORPORATION BOARD OF DIRECTORS WILL ADJOURN WORKSHOP SESSION TO TAKE NECESSARY ACTION(S).**

At **5:59 p.m.**, Chairman/City Manager Talbot adjourned the workshop session and reconvened into the regular meeting. The Board Members held a discussion with regard to their concern with after-hour’s security at the Park and Pool area. Chairman/City Manager Talbot advised the Council he would meet with the Security Company with respect to their concern and provide the Board with a follow-up to their concern. He also suggested posting afterhours signage reflecting “After 10 pm contact Bastrop PD 911.”

Chairman/City Manager Talbot proceeded to the next agenda item.

5. **CONSIDERATION, DISCUSSION AND POSSIBLE ACTION ON SETTING THE TIME, DATE AND LOCATION ON PRESENTING THE “PROPOSED FY-15” BUDGET AND FY-15 “O&M ASSESSMENT” FOR THE HUNTERS CROSSING SUBDIVISION PUBLIC INVESTMENT DISTRICT.**

Upon a brief discussion by the Board, they unanimously agreed to conduct a public hearing in two-weeks.

MOTION - Board Member Dildine made a motion to conduct a **PUBLIC HEARING and ACTION on September 24, 2014 at 5:30 pm**, at the Bastrop City Hall located 1311 Chestnut, Bastrop, Texas to present the “Proposed FY 2015 Budget” and the “FY15 O&M Assessment” for the Hunters Crossing Subdivision Public Investment District.

SECONDED MOTION –Board Member Jackson seconded the motion; motion passed unanimously.

6. **INVITATION FOR INPUT FROM BOARD MEMBERS RELATED TO ISSUES FOR POSSIBLE INCLUSION ON FUTURE AGENDAS.**

Board Member Liriano inquired about the property owners paying into the two separate accounts. Chairman/City Manager Talbot clarified the two accounts as the “PID Fee” and the “M&O Fee.” Board Member Liriano followed with his inquiry regarding the drainage improvements near Covert Chevrolet Buick GMC Auto Dealership, which is located within the PID. Guest attendee Darlene Louk offered some insight on how the proceeds collected are used to fund the needs within the PID. Guest attendee Ryan Gray suggested that a meeting be held to discuss the future transition of the PID to the City which would include the infrastructure “*like that at Covert’s Auto Dealership*”, and he requested consideration to reimbursement costs for Forestar’s initial investment.

Chairman/City Manager Talbot offered to provide the Board the “Audited Report” as soon as it was available. He also suggested hosting a Board Overview of the Hunters Crossing Local Government Corporation Public Investment District at a later date that would offer them clarification of the PID Board and its progress.

Board Member Liriano took a moment to express his gratitude to the City Staff for their efforts, other Board Members echoed the sentiment.

Chairman/City Manager Talbot recognized that the PID had come a long way and acknowledged the Board efforts and proceeded with his request for a motion to adjourn.

7. **ADJOURN** – Board Member Dildine made the motion to adjourn, seconded by Board Member Jackson; motion passed unanimously. Chairman Mike Talbot adjourned the meeting at **6:07 p.m.**

APPROVED:

ATTEST:

Michael H. Talbot, Chairman

Elizabeth Minerva Lopez, City Secretary

**CITY OF BASTROP, TEXAS
LGC PID REVENUE SUMMARY
Proposed Budget FY2015**

HUNTERS CROSSING AD VALOREM TAXES

	FY13-14		FY14-15		Assessment Amount and Description
	Budget	Projected	Projected	Proposed	
M&O Funds					
Commercial - Current - M&O	\$ 107,790	\$ -	\$ 107,790	\$ 54,797	0.0517 per square foot *
Commercial - Flat - Current - M&O	\$ 13,190	\$ 13,190	\$ 13,190	\$ 13,363	HXC 1, Lot1
Single Family - Flat - Current - M&O	\$ 20,220	\$ 22,500	\$ 22,500	\$ 16,090	40.16 per lot *
Single Family - Flat - Delinquent - M&O	\$ -	\$ 100	\$ 100	\$ -	
Penalty and Interest - M&O	\$ 50	\$ 540	\$ 540	\$ 50	
Prorated PID Fees- M&O	\$ 100	\$ 1,080	\$ 1,080	\$ 100	
Interest Income	\$ 140	\$ 140	\$ 140	\$ 140	
TOTAL M&O FUNDS RECEIVED:	\$ 141,490	\$ 145,340	\$ 145,340	\$ 84,540	
Capital Funds					
Commercial - Current - Capital	\$ 75,250	\$ -	\$ 75,250	\$ 75,250	0.0710 per squarefoot **
Single Family - Flat - Current - Capital	\$ 96,480	\$ 104,910	\$ 104,910	\$ 111,170	284 per lot ***
Single Family - Flat - Delinquent - Capital	\$ 50	\$ 470	\$ 470	\$ 50	
Penalty and Interest - Capital	\$ 100	\$ 600	\$ 600	\$ 100	
Prorated PID Fees - Capital	\$ 500	\$ 5,460	\$ 5,460	\$ 500	
Interest Income	\$ 100	\$ 100	\$ 100	\$ 100	
TOTAL CIP FUNDS RECEIVED:	\$ 172,480	\$ 186,790	\$ 186,790	\$ 187,170	
TOTAL AD VALOREM TAXES	\$ 313,970	\$ 332,130	\$ 332,130	\$ 271,710	

* Reduced Commercial \$.05 per sq. foot from .1017 to .0517 and reduced Single Family \$16 from 56.16 to 40.16 from the 2013-2014 assessments.

** 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. FY13-14 amount \$268, FY14-15 amount \$284

**CITY OF BASTROP, TEXAS
LGC PID EXPENDITURE SUMMARY
Proposed Budget FY2015**

EXPENSES	FY13-14		FY14-15	
	Current Budget	Projected	Proposed	Proposed
Maintenance & Repairs				
Irrigation	\$ 20,000	\$ 12,000	\$ 18,000	\$ 18,000
Miscellaneous Repairs	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000
Miscellaneous Projects	\$ 23,000	\$ 23,000	\$ 20,000	\$ 20,000
Total Maintenance & Repairs	\$ 45,000	\$ 37,000	\$ 40,000	\$ 40,000
Contractual Services				
Mowing Services	\$ 40,620	\$ 40,910	\$ 47,000	\$ 47,000
Maintenance Services	\$ 12,700	\$ 12,780	\$ 12,700	\$ 12,700
Security Services	\$ 9,000	\$ 6,740	\$ 7,500	\$ 7,500
Professional Services/ Audit	\$ 8,500	\$ 4,900	\$ 6,000	\$ 6,000
Property Tax Fees	\$ 1,300	\$ 1,150	\$ 1,200	\$ 1,200
Total Contractual Services:	\$ 72,120	\$ 66,480	\$ 74,400	\$ 74,400
Occupancy				
Utilities	\$ 12,000	\$ 11,840	\$ 18,500	\$ 18,500
Well User Fees	\$ 2,000	\$ 500	\$ 750	\$ 750
Total Occupancy:	\$ 14,000	\$ 12,340	\$ 19,250	\$ 19,250
Miscellaneous & Other				
Miscellaneous Expenses	\$ 500	\$ 130	\$ 500	\$ 500
Reimbursement to Developer for Capital	\$ 181,600	\$ 181,600	\$ 193,300	\$ 193,300
	\$ 182,100	\$ 181,730	\$ 193,800	\$ 193,800
Total	\$ 313,220	\$ 297,550	\$ 327,450	\$ 327,450

**CITY OF BASTROP, TEXAS
LGC PID FUND BALANCE SUMMARY
Proposed Budget FY2015**

PUBLIC IMPROVEMENT DISTRICT

Maintenance & Operation Funds			
09-30-2013 Audited Beginning Balance M&O	\$	145,340	\$ 81,167
Revenue	\$	(115,950)	
Expenses	\$	29,390	
		<u>Net</u>	
09-30-2014 Projected Ending M&O Balance	\$	84,540	\$ 110,557
Proposed Revenues	\$	(134,150)	
Proposed Expenses	\$	(49,610)	
		<u>Net</u>	
09/30/2015 Proposed Ending M&O Balance	\$		\$ 60,947

Percentage fo Fund Balance 45%
Number of days 165.83

Capital Funds			
09-30-2013 Audited Beginning Capital Balance	\$	186,790	\$ 5,931
Revenue	\$	(181,600)	
Expenses	\$	5,190	
		<u>Net</u>	
09-30-2014 Projected Ending Capital Balance	\$	187,170	\$ 11,121
Proposed Revenues	\$	(193,300)	
Proposed Expenses	\$	(6,130)	
		<u>Net</u>	
09/30/2015 Proposed Ending Capital Balance	\$		\$ 4,992

**HUNTERS CROSSING LOCAL GOVERNMENT CORPORATION
RESOLUTION NO. R- 2014-2**

A RESOLUTION OF THE BOARD OF DIRECTORS OF HUNTERS CROSSING LOCAL GOVERNMENT CORPORATION OF BASTROP, TEXAS, APPROVING AND ADOPTING THE ANNUAL BUDGET FOR FY2015 AND PROVIDING REIMBURSEMENTS FOR HISTORIC CAPITAL EXPENDITURES AND TO ON-GOING OPERATIONS AND MAINTENANCE EXPENDITURES FOR PUBLIC IMPROVEMENTS IN THE HUNTERS CROSSING PUBLIC IMPROVEMENT DISTRICT, WHICH IS LOCATED IN BASTROP, TEXAS; APPROVING AN UPDATED ASSESSMENT PLAN RELATED TO OPERATIONS AND MAINTENANCE EXPENDITURES AND COSTS AND CONTAINING OTHER PROVISIONS RELATING TO THE HUNTERS CROSSING PUBLIC IMPROVEMENT DISTRICT.

WHEREAS, the Hunters Crossing Public Improvement District (the "PID") has been duly created by the City of Bastrop, Texas (the "City"), and is operating under the authority of Chapter 372, Texas Local Government Code, the Public Improvement District Assessment Act (the "Act"); and

WHEREAS, in accordance with the Act, the City previously determined the estimated cost of public improvements for the PID (the "Public Improvements") and the method of assessment for the costs of such Public Improvements, and adopted an Service and Assessment Plan for the PID (the "Service Plan"); and

WHEREAS, the Hunters Crossing Local Government Corporation (the "Corporation") has been created by the City in order to implement the Service Plan for the PID and to perform other functions delegated to it by the City; and

WHEREAS, the City, the Corporation and Forestar (USA) Real Estate Group, Inc., formerly known as Sabine Investment Company ("Forestar") have entered into a Public Improvements District Development and Reimbursement Agreement (the "Reimbursement Agreement") pursuant to which Forestar has advanced sums to plan, construct and finance the Public Improvements for the PID and to pay costs related to the creation, organization, operation and maintenance of the PID and the Public Improvements as described in the Service Plan (collectively, "Project Costs"), subject to reimbursement as provided in the Agreement, and

WHEREAS, the City staff has prepared for the Corporation's consideration a proposed FY-15 budget (Fiscal Year October 1, 2014 – September 30, 2015), a copy of which is attached as Exhibit A; and

WHEREAS, the Board of Directors of the Corporation (the "Board") has reviewed the Budget and all information and documentation submitted to the Corporation in support thereof, and has determined that the Budget should be approved; and

WHEREAS, the Act provides that the Service Plan is to be reviewed and updated annually, and the Board has further determined that the Service Plan, including the assessment plan incorporated therein, should be updated as it pertains to the on-going operations and maintenance Project Costs set forth in the Budget, but that there is no update to the capital expenditure component of the Service Plan, and thus, the proposed budget is satisfactory for FY-15.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF HUNTERS CROSSING LOCAL GOVERNMENT CORPORATION THAT:

1. The Board finds and determines that the 2015 Budget (i.e., for Fiscal Year October 1, 2014 – September 30, 2015) accurately reflects projected costs for the Public Improvements for 2014-2015 and should be and hereby is approved.
2. The Board finds and determines that the assessments for operations and maintenance costs under the assessment plan incorporated into the Service Plan should be updated in order to enable the PID to properly maintain the Public Improvements and to pay and reimburse such costs as contemplated by the Service Plan.
3. The Board further finds and determines that the operations and maintenance assessments set forth below are correct and should be assessed and collected to provide for on-going operations and maintenance, and directs the President of the Corporation, or his assignee, to provide the updated assessments set forth below to the Bastrop County Tax Assessor-Collector no later than close of business on September 29, 2014, and to request that such assessments be assessed to and collected from property owners in the PID.
4. The Board further finds and determines that the capital assessment as identified in the Service and Assessment Plan, which relates solely to the original historic capital costs, continues to be correct, should not be changed, and should continue to be assessed and collected, and directs the President of the Corporation, or his assignee, to provide the capital assessments to the Bastrop County Tax Assessor-Collector no later than close of Business on September 29, 2014, and to request that such assessments be assessed to and collected from property owners in the PID.
5. Accordingly, the Board finds and determines that the operations and maintenance assessments for the residential properties in the PID, will be reduced from the amount set in for FY-14, and further, that the commercial properties should be assessed and collected for FY-15, as follows:

Master Plan Tract Description	Land Use	2014 Operations and Maintenance Assessment
HXR 1	Single Family	\$ 40.16 per lot
HXR 2	Single Family	\$ 40.16 per lot
HXR 3A	Single Family	\$ 40.16 per lot
HXR 3B	Single Family	\$ 40.16 per lot
HXR 3C	Single Family	\$ 40.16 per lot
HXR 4A	Single Family	\$ 40.16 per lot
HXR 4B	Single Family	\$ 40.16 per lot
HXR 5	Single Family	\$ 40.16 per lot
HXR 7A	Single Family	\$ 40.16 per lot
HXR 7B	Single Family	\$ 40.16 per lot
HXC 1 (Chilis, Lot 1)	Commercial	\$ 0.0517 per square foot
HXC 1 (Balance of retail, Lot 2)	Commercial	\$ 0.0517 per square foot
HXC 1 (Lot 3)	Commercial	\$ 0.0517 per square foot
HXC 2	Commercial	\$ 0.0517 per square foot
HXC 3	Commercial	\$ 0.0517 per square foot
HXC 4	Commercial	\$ 0.0517 per square foot
HXC 5	Commercial	\$ 0.0517 per square foot
HXC 6	Commercial	\$ 0.0517 per square foot
HXC 7	Commercial	\$ 0.0517 per square foot
HXC 8	Commercial	\$ 0.0517 per square foot
HXC 1, Lot 1	Commercial	\$ 13,363

No multi-family use exists at this time, therefore, no operations and maintenance assessment for 2014 will be assessed for the following tracts:

HXM 1
HXM 2
HXM 3

- The Board further authorizes and directs the President of the Corporation to take any other action that may be necessary or convenient to effectuate the findings and to accomplish the objectives of this Resolution, to ensure the timely update of the assessment roll and Service Plan for the PID in accordance with this Resolution and to accomplish the levy and collection of the updated assessments in this Resolution.

PASSED, ADOPTED AND APPROVED this 24th day of September 2014, in open

meeting, duly held and notice of which was given in accordance with Chapter 551, Texas Government Code, the Texas Open Meetings Act.

Hunters Crossing Local Development Corporation

By: _____
Michael H. Talbot, President
Board of Directors

ATTEST:

Secretary

STANDARDIZED AGENDA RECOMMENDATION FORM

LOCAL GOVERNMENT CORP. BOARD OF DIRECTORS

DATE SUBMITTED: September 17, 2014

MEETING DATE: September 24, 2014

1. Agenda Item: **Consideration, discussion, and possible action on City of Bastrop Ordinance No. 2012-13, Part 4, Item C(b), requiring the assignment of places a for each Board seat and determining the number of service years for each seat.**

2. Party Making Request: **Mike Talbot**

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

The City Council adopted Ordinance No. 2012-13 on June 26, 2012 which unifies provisions in existing Ordinances and Resolutions related to the membership, terms and filling of vacancies on various City Boards and Commissions. Part 4, Item C (b) of the Ordinance amends Section 15.2(b) allowing for Advisory Board member terms of three (3) years which shall be staggered. Each seat on the Board will be assigned a "place". Staggering will be accomplished by "drawing lots" to determine which "place" will have what number of service in the transition period.

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: _____ Approved _____ Disapproved _____ None

11. Action Taken: _____

STANDARDIZED AGENDA RECOMMENDATION FORM

LOCAL GOVERNMENT CORP. BOARD OF DIRECTORS

DATE SUBMITTED: September 17, 2014

MEETING DATE: September 24, 2014

1. Agenda Item: **Consideration, discussion, and possible action on the election of President, Vice President, and Secretary for the Local Government Corporation Hunters Crossing Public Improvement District Board.**

2. Party Making Request: **Mike Talbot**

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

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: _____ Approved _____ Disapproved _____ None

11. Action Taken: _____