

**Notice of Meeting for the
Georgetown Economic Development Corporation
of the City of Georgetown
November 18, 2019 at 4:00 PM
at 808 Martin Luther King Jr Street, Georgetown, TX 78626**

The City of Georgetown is committed to compliance with the Americans with Disabilities Act (ADA). If you require assistance in participating at a public meeting due to a disability, as defined under the ADA, reasonable assistance, adaptations, or accommodations will be provided upon request. Please contact the City Secretary's Office, at least three (3) days prior to the scheduled meeting date, at (512) 930-3652 or City Hall at 808 Martin Luther King Jr. Street, Georgetown, TX 78626 for additional information; TTY users route through Relay Texas at 711.

Regular Session

(This Regular Session may, at any time, be recessed to convene an Executive Session for any purpose authorized by the Open Meetings Act, Texas Government Code 551.)

- A Consideration and approval of the minutes for the Georgetown Economic Development Corporation Meeting held on Oct 21, 2019--Hugh Brown, Secretary
- B Consideration of the October 31, 2019 financial report.--Leigh Wallace, Finance Manager, GEDCO, Finance Director, COG.
- C Discussion and possible action regarding the Staff Report – David Morgan, City Manager
 - Performance Agreement Report
 - Activity Report
 - Other Staff Items
- D Action out of Executive Session

Executive Session

In compliance with the Open Meetings Act, Chapter 551, Government Code, Vernon's Texas Codes, Annotated, the items listed below will be discussed in closed session and are subject to action in the regular session.

E Sec. 551.071: CONSULTATION WITH ATTORNEY

Consultation with attorney regarding legal issues related to agenda items and other matters in which (1) when the governmental body seeks the advice of its attorney about: (A) pending or contemplated litigation; or (B) a settlement offer; or (2) on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with this chapter - Charlie McNabb, City Attorney

F Section 551.072. DELIBERATION REGARDING REAL PROPERTY

Discussion and possible action to deliberate the purchase, exchange, lease or value of real property for purposes authorized by the Development Corporation Act which discussion in open session would have a detrimental effect on negotiations with third persons.

G Section 551.087. DELIBERATION REGARDING ECONOMIC DEVELOPMENT NEGOTIATIONS.

Deliberation regarding commercial or financial information that the corporation has received from a

business prospect that the Georgetown Economic Development Corporation seeks to have locate, stay, or expand in or near the territory of the City of Georgetown and with which the Corporation is conducting economic development negotiations; and/or deliberation regarding the offer of a financial or other incentive to a business prospect that the Corporation seeks to have locate, stay, or expand in or near the territory of the City of Georgetown.

-Project Antler

-Project Wafer

Adjournment

Adjourn meeting

Certificate of Posting

I, Robyn Densmore, City Secretary for the City of Georgetown, Texas, do hereby certify that this Notice of Meeting was posted at City Hall, 808 Martin Luther King Jr. Street, Georgetown, TX 78626, a place readily accessible to the general public as required by law, on the _____ day of _____, 2019, at _____, and remained so posted for at least 72 continuous hours preceding the scheduled time of said meeting.

Robyn Densmore, City Secretary

City of Georgetown, Texas
Georgetown Economic Development Corporation
November 18, 2019

SUBJECT:

Consideration and approval of the minutes for the Georgetown Economic Development Corporation Meeting held on Oct 21, 2019--Hugh Brown, Secretary

ITEM SUMMARY:

FINANCIAL IMPACT:

N/A

SUBMITTED BY:

Amy Mertink, Board Liaison

ATTACHMENTS:

Description		Type
	Oct minutes	Backup Material

**Minutes of the Meeting of the
Georgetown Economic Development Corporation
City of Georgetown, Texas
October 21, 2019**

The Georgetown Economic Development Corporation of the City of Georgetown, Texas, met on Monday October 21, 2019.

Members Present:	Steve Bohnenkamp, Steve Fought, Kevin Cummins, Hugh Brown, Valerie Nicholson, Ron Garland
Members Absent:	Tom Menke
Staff Present:	Michaela Dollar, Director of Economic Development; Laci Grobler, Sr Accountant; Amy Mertink, Finance Admin; Sofia Nelson, Planning Director
Guest Present:	

MINUTES

Called to Order at 4:01 pm

A. Consideration and approval of the minutes for the Georgetown Economic Development Corporation Meeting held on August 19, 2019--Hugh Brown, Secretary

Motion to approve by Ron Garland, 2nd by Valerie Nicholson. Approved 6-0

B. Consideration of the September 30, 2019 financial report.--Leigh Wallace, Finance Manager, GEDCO, Finance Director, COG.

Laci Grobler reviewed the financial report. No voting needed.

C. 2030 Comprehensive Plan Update – Sofia Nelson, Planning Director

Sofia Nelson reviewed the comprehensive land use plan and how it has changed since the 2008 land use plan was made. No voting needed.

D. Discussion and possible action regarding the Staff Report – David Morgan, City Manager

- Performance Agreement Report
- Activity Report
- Other Staff Items

Michaela Dollar reviewed the performance agreement report. Michaela Dollar also reviewed the activity report. No voting needed.

E. Economic Development Strategic Plan Update – Michaela Dollar, Economic Development Director

Michaela Dollar reviewed the updated strategic plan for Economic Development and noted the changes from the last plan. No action needed.

-----GEDCO entered into Executive Session at 5:29 pm and returned to Regular Session at 5:35 pm-----

F. Action out of Executive Session.

Motion to approve incentives for Project Big C as discussed in executive session by Hugh Brown, 2nd by Ron Garland, approved 5-0. Valerie Nicholson absent for vote.

Meeting adjourned at 5:37pm

Attest:

Hugh Brown, Secretary

Steve Bohnenkamp, President

City of Georgetown, Texas
Georgetown Economic Development Corporation
November 18, 2019

SUBJECT:

Consideration of the October 31, 2019 financial report.--Leigh Wallace, Finance Manager, GEDCO, Finance Director, COG.

ITEM SUMMARY:

The corporate bylaws require the Finance Manager to present the monthly financial reports to the Board. Included in these reports will be:

- Financial reports
- Sales Tax revenues
- Monthly expenditures
- Any other relevant financial information

Sales tax revenue is two months in arrears; therefore the revenues reflect only the amount received, not actually earned, as of the report date. A report on payments made to vendors in the month of July is also included.

FINANCIAL IMPACT:

N/A

SUBMITTED BY:

Leigh Wallace, Finance Director

ATTACHMENTS:

Description		Type
☐	Financial Report	Backup Material
☐	GEDCO Check Request Report	Backup Material

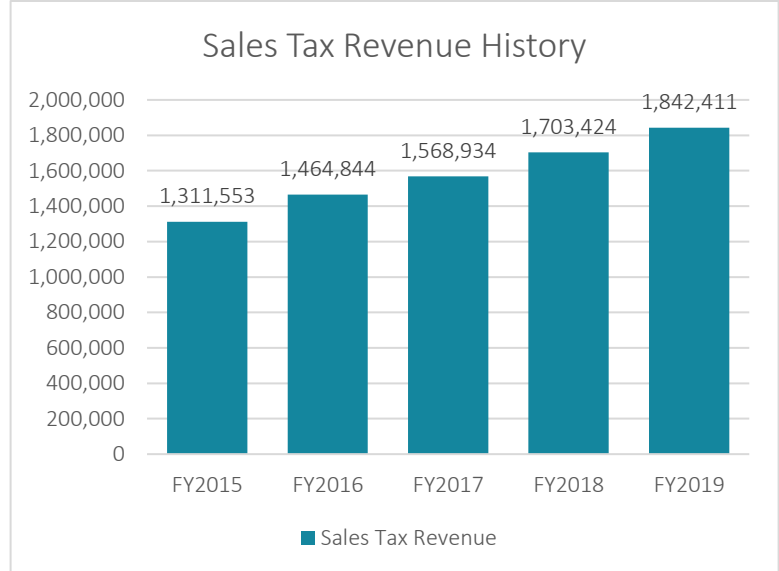
GEDCO MONTHLY REPORT

FY2019 Year End: The City has received the final sales tax collections for FY2019 from the State Comptroller's Office. The graph to the right shows the sales tax comparisons for the last five fiscal years. Please note the FY2019 figure is unaudited at this point.

Sales tax revenue for FY2019 was projected during the development of the FY2020 budget to finish at \$1.86 million. It is anticipated sales tax revenue will finish at 99.1% of the projection.

FY2020

Operating revenue is comprised of sales tax and allocated interest. Sales tax revenue is budgeted at \$1.94 million and is two months in arrears. For this reason, sales tax collections through October total zero. Allocated interest totals \$13,925 through the first period.



Operating expense includes administrative charges, marketing costs, and special services. The administrative charges are typically processed monthly. However, at the time of this report, those charges have not been processed due to the workload requirements to close out FY2019. After the close out of FY2019, these charges will be booked monthly. By the end of FY2020, the actual expenses will be at the budgeted amount. Marketing expenses total 13,500 through the first month, while special service expenses total \$9,108.

Non-operating revenue is budgeted at zero. It is anticipated this fund will not be issuing any debt in FY2020.

Non-operating expense is budgeted at \$9 million and includes funding for debt service, known economic development projects, as well as funding for new economic development projects which may occur through the fiscal year. Through the first month, there are no non-operating expense charges. The City will make a debt service payment later in the fall and in the spring.

Fund Schedule Development

In the upcoming weeks, the accounting staff along with the City's outside independent auditor Weaver and Associates will begin the Year-End Audit and Comprehensive Annual Financial Report or CAFR process. Following the completion of the CAFR, staff will update fund schedules with audited fund balances. Currently, the fund balance is only the budgeted figure and not the actual. It is anticipated staff will have that information around the January or February meeting.

Later in the year as part of the FY2021 Budget Development Process, the Budget Office will develop year-end projections for FY2020. This occurs in April and May. After those projections are completed, staff will add an additional column to show those figures to the fund schedule and their proximity to budget.

Fund Schedule

420 - GEDCO	FY2020 Budget	FY2020 Actuals
Beginning Fund Balance	8,018,546	

Operating Revenue	FY2020 Budget	FY2020 Year-to-Date	FY2020 Encumbrances	FY2020 Actuals	% Of Budget
Sales Tax	1,984,375	-	-	-	0.00%
Interest	76,000	13,925	-	13,925	18.32%
Operating Revenue Total	2,060,375	13,925	-	13,925	0.68%

Operating Expense	FY2020 Budget	FY2020 YTD Actuals	FY2020 YTD Encumbrances	FY2020 Actuals	% of Budget
Administrative Charges	244,771	-	-	-	0.00%
Marketing	100,000	13,977	(477)	13,500	0
Special Services	30,000	6,615	2,493	9,108	30.36%
Miscellaneous Expense	550	-	-	-	0.00%
Operating Expense Total	375,321	20,592	2,016	22,608	6.02%

	FY2020 Budget
Available Operating Fund Balance	9,703,600

Non-Operating Revenue	FY2020 Budget	FY2020 YTD Actuals	FY2020 YTD Encumbrances	FY2020 Actuals	% Of Budget
Bond Proceeds	-	-	-	-	0.00%
Non-Operating Revenue Total	-	-	-	-	0.00%

Non-Operating Expense	FY2020 Budget	FY2020 YTD Actuals	FY2020 YTD Encumbrances	FY2020 Actuals	% of Budget
Economic Dev. Projects	4,675,000	-	-	-	0.00%
Economic Dev. Projects - Undetermined	4,017,104	-	-	-	0.00%
Debt Service	311,880	-	-	-	0.00%
NON-OPERATING EXPENDITURES Total	9,003,984	-	-	-	0.00%

	FY2020 Budget
Ending Fund Balance	699,616
CAFR Adjustment	-
Contingency Reserve	489,298
Debt Service Reserve	210,318
Available Fund Balance	-

VENDOR SET: 01 CITY OF GEORGETOWN

BANK: * ALL BANKS

DATE RANGE:10/01/2019 THRU 10/31/2019

VENDOR I.D.	NAME	STATUS	CHECK DATE	AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
127931	MARRIOTT HOTEL SERVICES INC							
C-CHECK	MARRIOTT HOTEL SERVICES UNPOST	V	10/04/2019			254535		541.41CR
85301	RITA RAMJIT							
C-CHECK	RITA RAMJIT	VOIDED V	10/04/2019			254549		97.50CR
1	LONDON BARTLEIGH SMITH	VOIDED						
C-CHECK	LONDON BARTLEIGH SMITH	VOIDED V	10/11/2019			254704		11,251.55CR
C-CHECK	VOID CHECK	V	10/11/2019			254734		
C-CHECK	VOID CHECK	V	10/11/2019			254735		
104171	KIDDIE EXPRESS TRAIN LLC							
C-CHECK	KIDDIE EXPRESS TRAIN LLCUNPOST	V	10/18/2019			254913		435.00CR
104171	KIDDIE EXPRESS TRAIN LLC							
M-CHECK	KIDDIE EXPRESS TRAIN LLCUNPOST	V	10/24/2019			254913		
C-CHECK	VOID CHECK	V	10/25/2019			255102		
129121	WESLEY WRIGHT							
C-CHECK	WESLEY WRIGHT	VOIDED V	10/25/2019			255161		437.64CR

* * T O T A L S * *	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	0	0.00	0.00	0.00
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
EFT:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
VOID CHECKS:	8 VOID DEBITS	0.00		
	VOID CREDITS	12,763.10CR	12,763.10CR	0.00

TOTAL ERRORS: 0

VENDOR SET: 01 BANK: *	TOTALS:	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
		8	12,763.10CR	0.00	0.00
BANK: *	TOTALS:	8	12,763.10CR	0.00	0.00

VENDOR SET: 01 CITY OF GEORGETOWN
 BANK: JPM JP MORGAN CHASE
 DATE RANGE: 10/01/2019 THRU 10/31/2019

VENDOR I.D.	NAME	STATUS	CHECK DATE	AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
137241	ROI RESEARCH ON INVESTMENT							
I-7721	ROI RESEARCH ON INVESTMENT	R	10/04/2019			254553		
420 5-0902-51-330	SPECIAL SERVICES	ROI RESEARCH ON INVE		10,000.00				10,000.00
49160	LLOYD GOSSELINK ATTORNEYS AT L							
I-97504663	LLOYD GOSSELINK ATTORNEYS AT L	R	10/18/2019			254922		
420 5-0902-51-330	SPECIAL SERVICES	LLOYD GOSSELINK ATTO		2,493.00				2,493.00
135981	GAZELLE.AI INC							
I-251	NA GAZELLE LICENSE	R	10/25/2019			255057		
420 5-0902-51-350	PROMO & MKTING PROGRAMS	GAZELLE LICENSE		9,000.00				9,000.00
82061	TEXAS HEALTHCARE & BIOSCIENCE							
I-INV-1070	NA SPONSORSHIP/MEMBERSHIP	R	10/25/2019			255133		
420 5-0902-51-350	PROMO & MKTING PROGRAMS	SPONSORSHIP/MEMBERSH		4,500.00				4,500.00

* * T O T A L S * *	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	4	25,993.00	0.00	25,993.00
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
EFT:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
VOID CHECKS:	0 VOID DEBITS	0.00		
	VOID CREDITS	0.00	0.00	

TOTAL ERRORS: 0

** G/L ACCOUNT TOTALS **

G/L ACCOUNT	NAME	AMOUNT
420 5-0902-51-330	SPECIAL SERVICES	12,493.00
420 5-0902-51-350	PROMO & MKTING PROGRAMS	13,500.00
	*** FUND TOTAL ***	25,993.00

VENDOR SET: 01	BANK: JPM	TOTALS:	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
			4	25,993.00	0.00	25,993.00
BANK: JPM		TOTALS:	4	25,993.00	0.00	25,993.00
REPORT TOTALS:			4	25,993.00	0.00	25,993.00

SELECTION CRITERIA

VENDOR SET: * - All
VENDOR: ALL
BANK CODES: All
FUNDS: Include: 420

CHECK SELECTION

CHECK RANGE: 000000 THRU 999999
DATE RANGE: 10/01/2019 THRU 10/31/2019
CHECK AMOUNT RANGE: 0.00 THRU 999,999,999.99
INCLUDE ALL VOIDS: YES

PRINT OPTIONS

SEQUENCE: CHECK NUMBER

PRINT TRANSACTIONS: YES
PRINT G/L: YES
UNPOSTED ONLY: NO
EXCLUDE UNPOSTED: NO
MANUAL ONLY: NO
STUB COMMENTS: NO
REPORT FOOTER: NO
CHECK STATUS: NO
PRINT STATUS: * - All

City of Georgetown, Texas
Georgetown Economic Development Corporation
November 18, 2019

SUBJECT:

Discussion and possible action regarding the Staff Report – David Morgan, City Manager

- Performance Agreement Report
- Activity Report
- Other Staff Items

ITEM SUMMARY:

The GEDCO Board has requested that staff provide a project progress and status report at each meeting on all of the active projects discussed by the Board.

FINANCIAL IMPACT:

N/A

SUBMITTED BY:

David Morgan, City Manager

ATTACHMENTS:

Description		Type
☐	Nov 2019 Activity Report	Backup Material
☐	Performance Agreement Update	Backup Material

Economic Development Activity Report

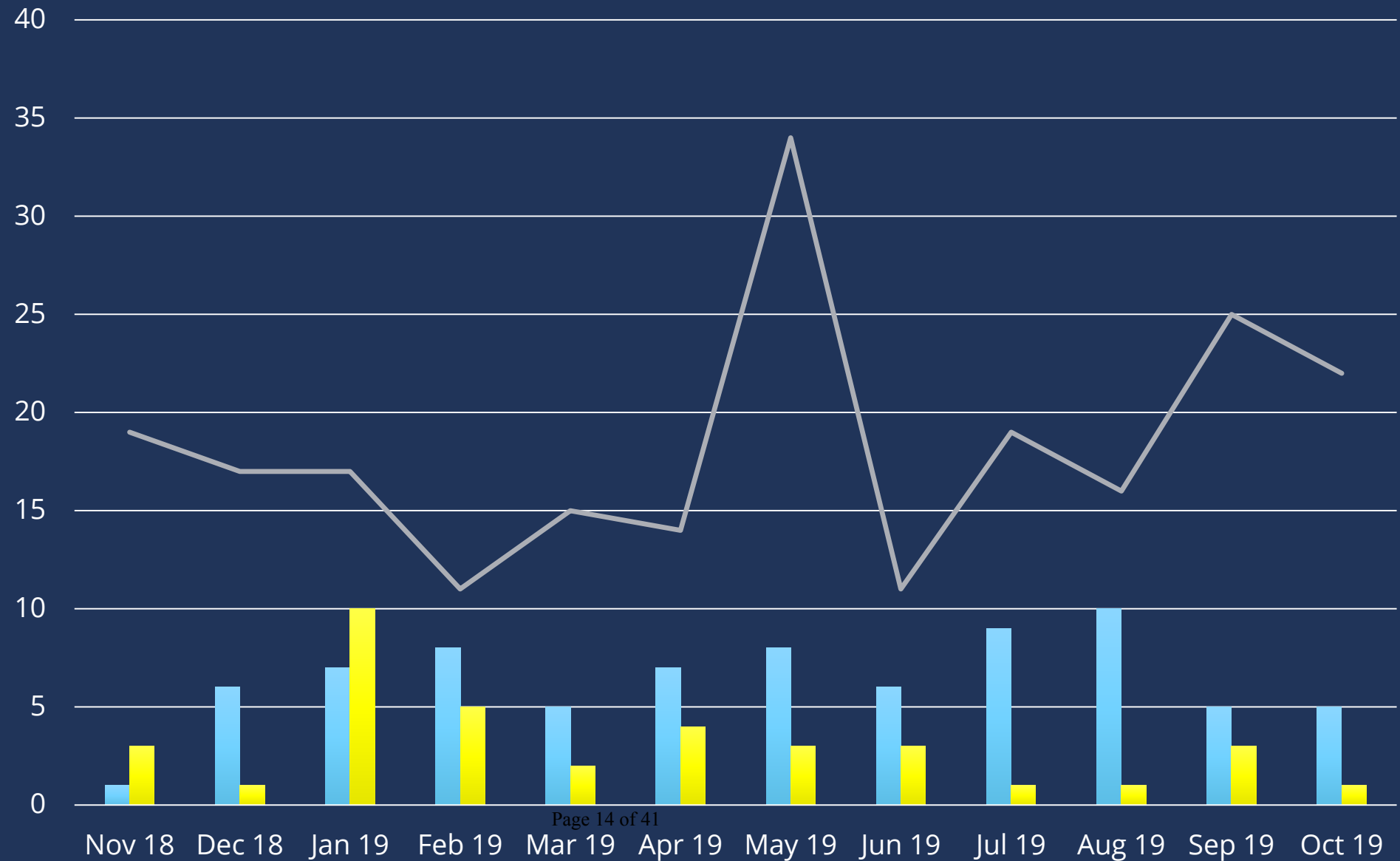
November 2019

Strategic Goal 1

Support existing businesses
and industries

Business Retention Activity

Visits Assistance Requests Touches



Additional BRE Activity

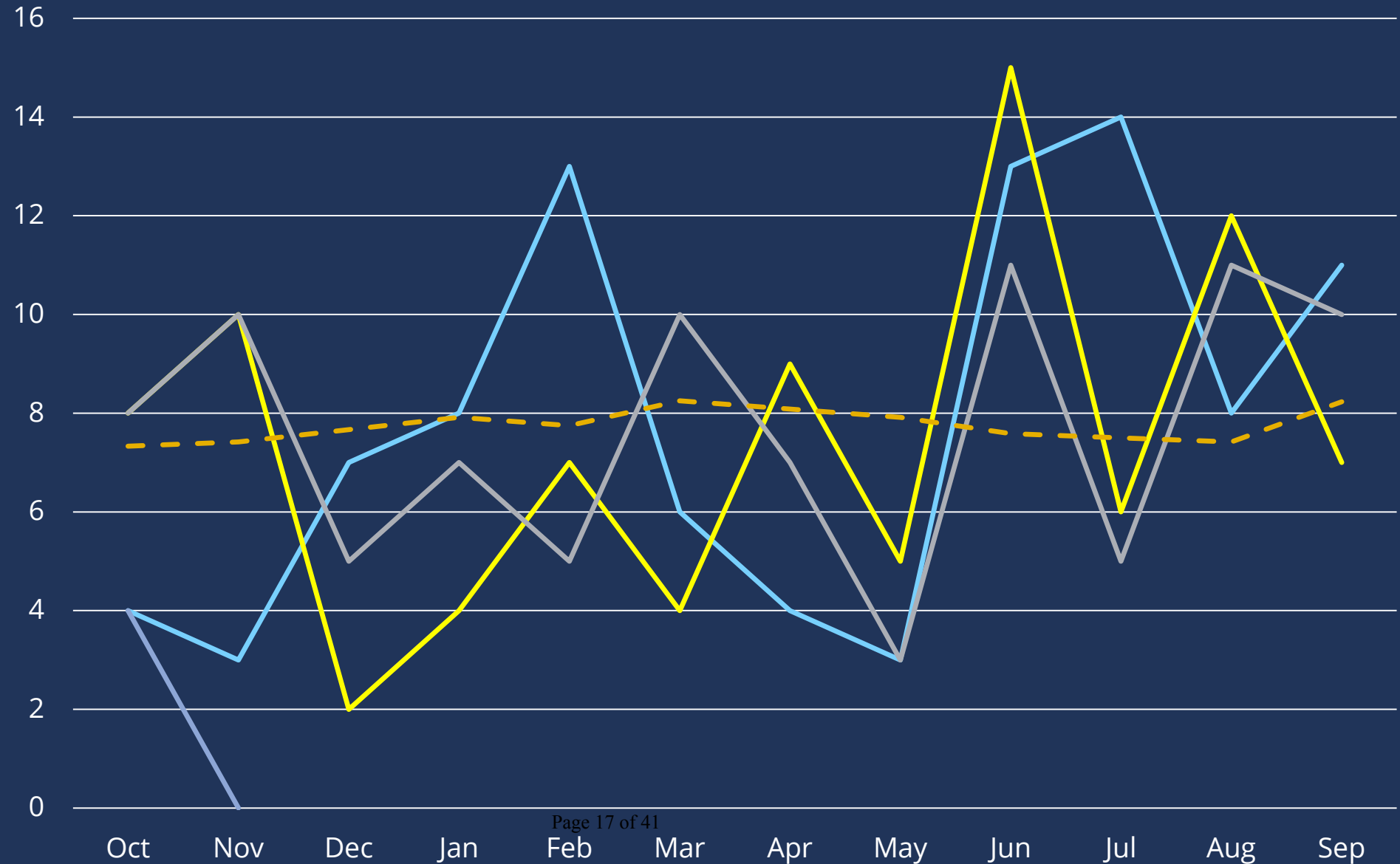
- Sen. Schwertner visit with KJ Scientific
- Airborn Annual ESOP event
- Breakfast Bites & Downtown Lowdown – December 11
- Planning tour of Georgetown Behavioral Health for January

Strategic Goal 2

Enhance targeted recruitment
of identified industries

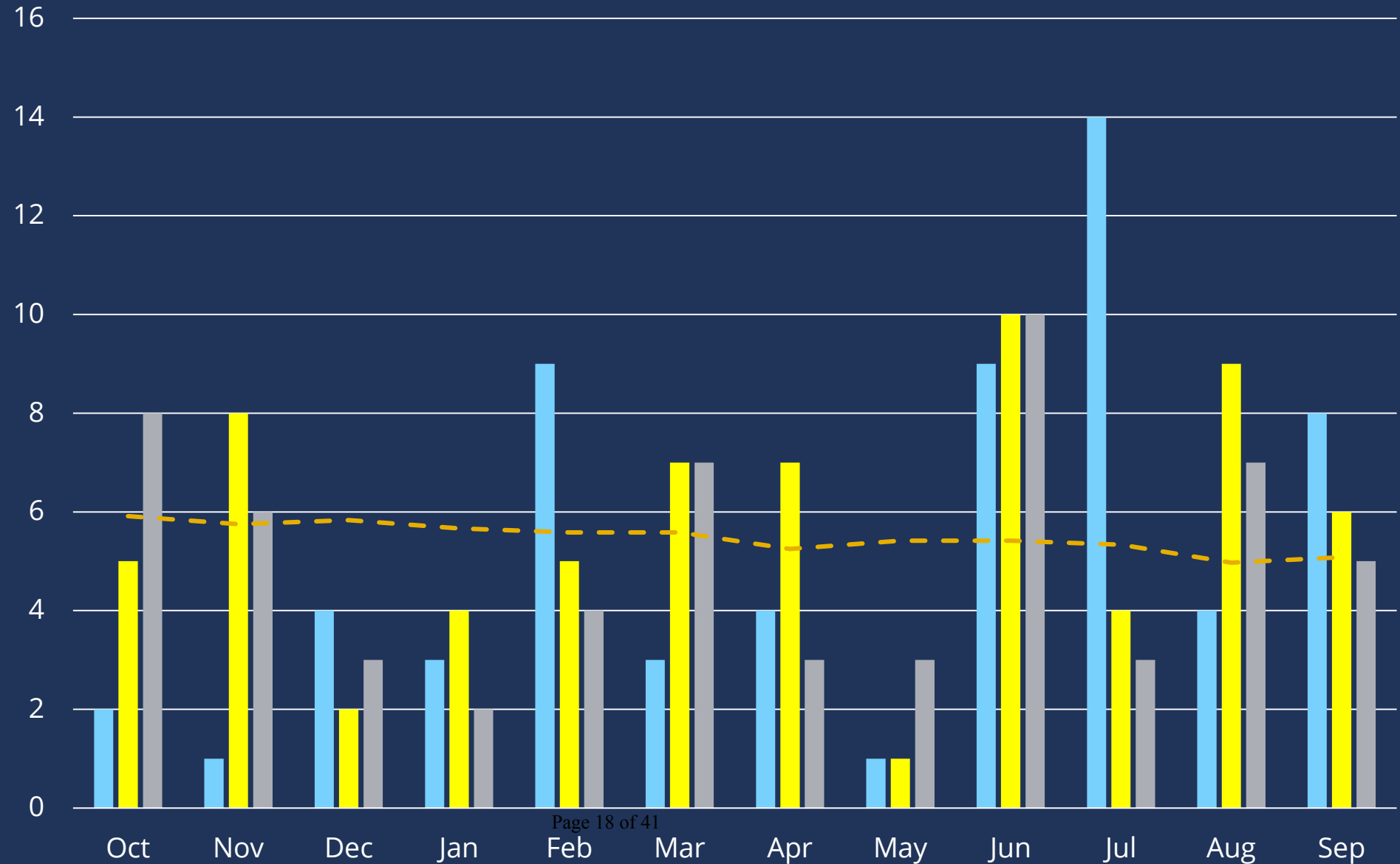
Leads

FY17 FY18 FY19 FY20 Rolling 12-Month Average



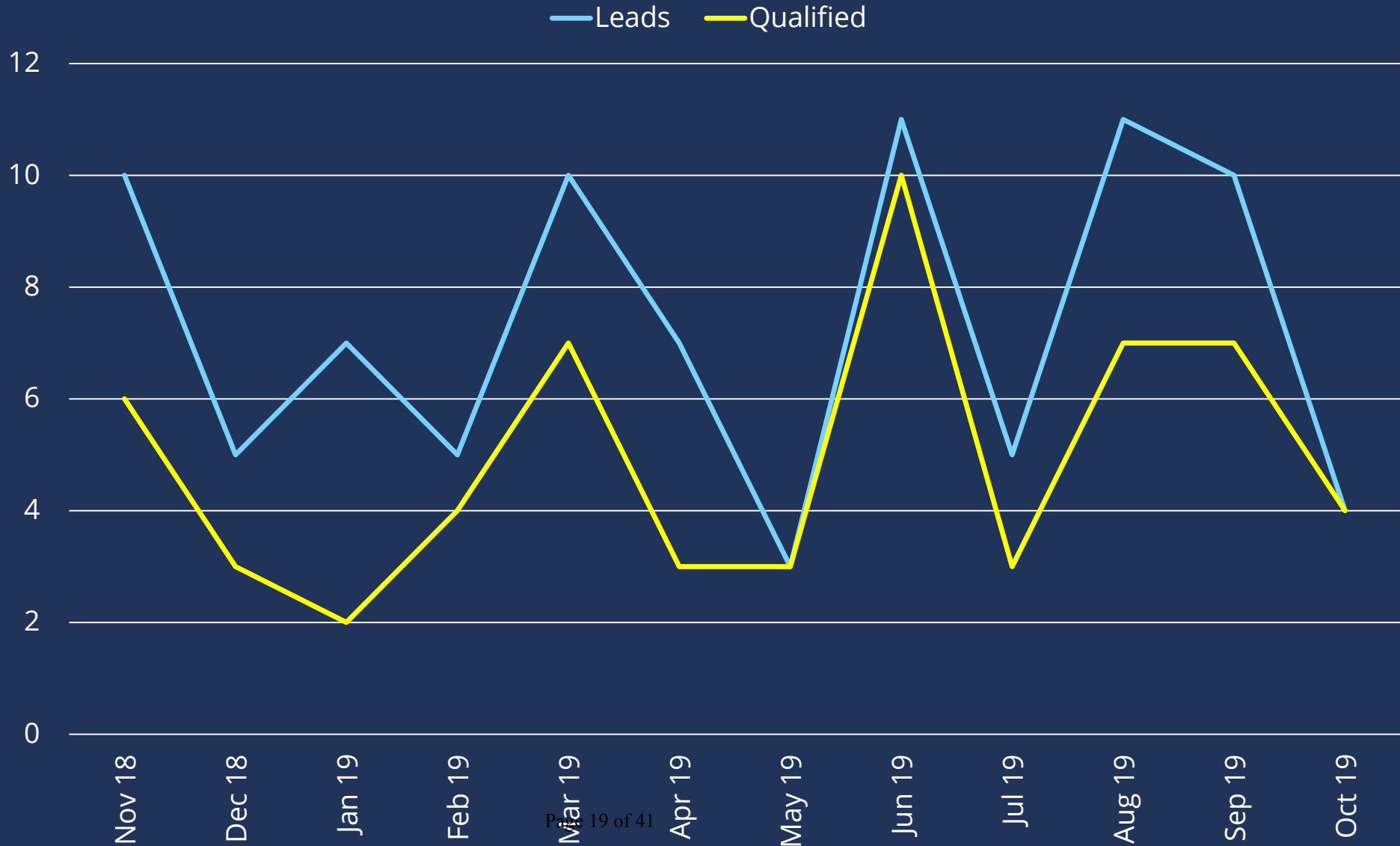
Qualified Leads

FY17 FY18 FY19 Rolling 12-Month Average



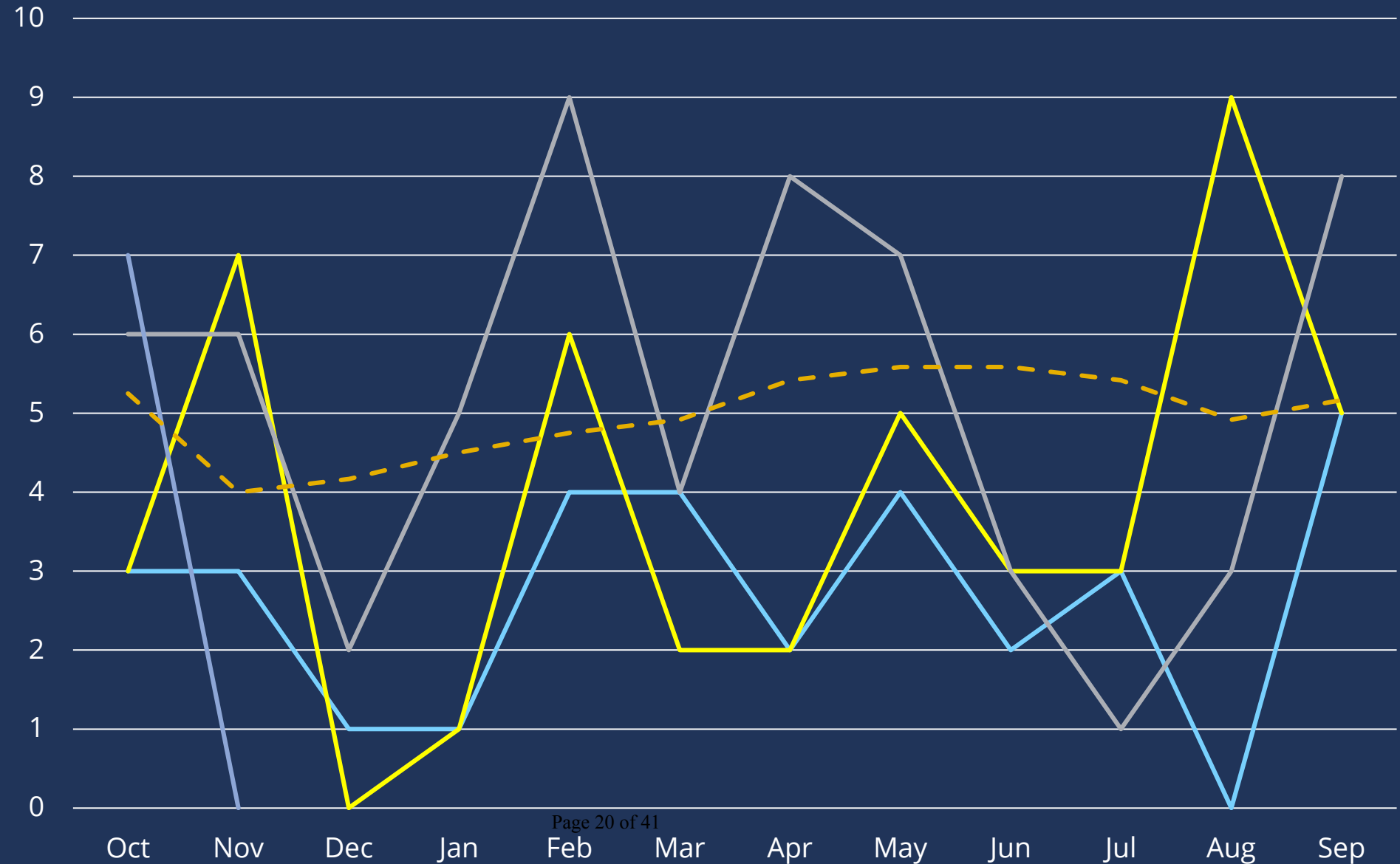
Qualified Leads Comparison

We qualified for 69% of the leads received in the last 12 months



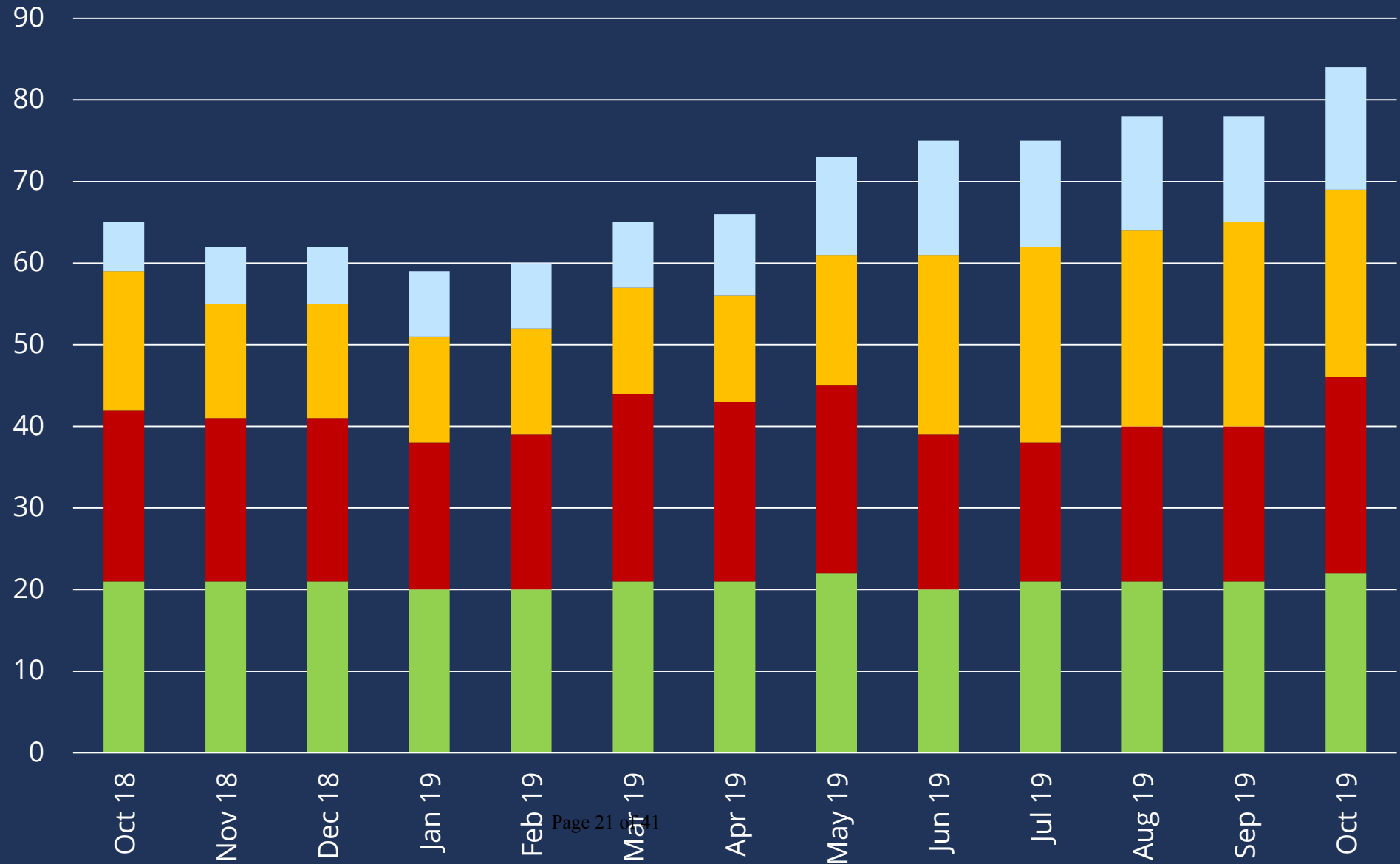
Site Visits

FY17 FY18 FY19 FY20 Rolling 12-Month Average



Active Projects

Development Hot Warm Cold



Recruitment Activity

- Participated in SIOR with the WilCo EDP – October 16-18
- Lead generation consultant

Strategic Goal 3

Diversify workforce development
and recruitment initiatives

Workforce Development Activity

- Manufacturers Day – October 4
- Healthcare Summit – December 6
- Scheduling Manufacturers Alliance for January
- Following up with GISD from major employers Twelve@12
- Planning GISD high schools job fair for February

Strategic Goal 4

Encourage speculative
development

Speculative Development Activity

- Continuing to see interest in speculative projects, mostly industrial
- Working with existing projects through development process

Overall Objective

Tell our story to a
broader local audience

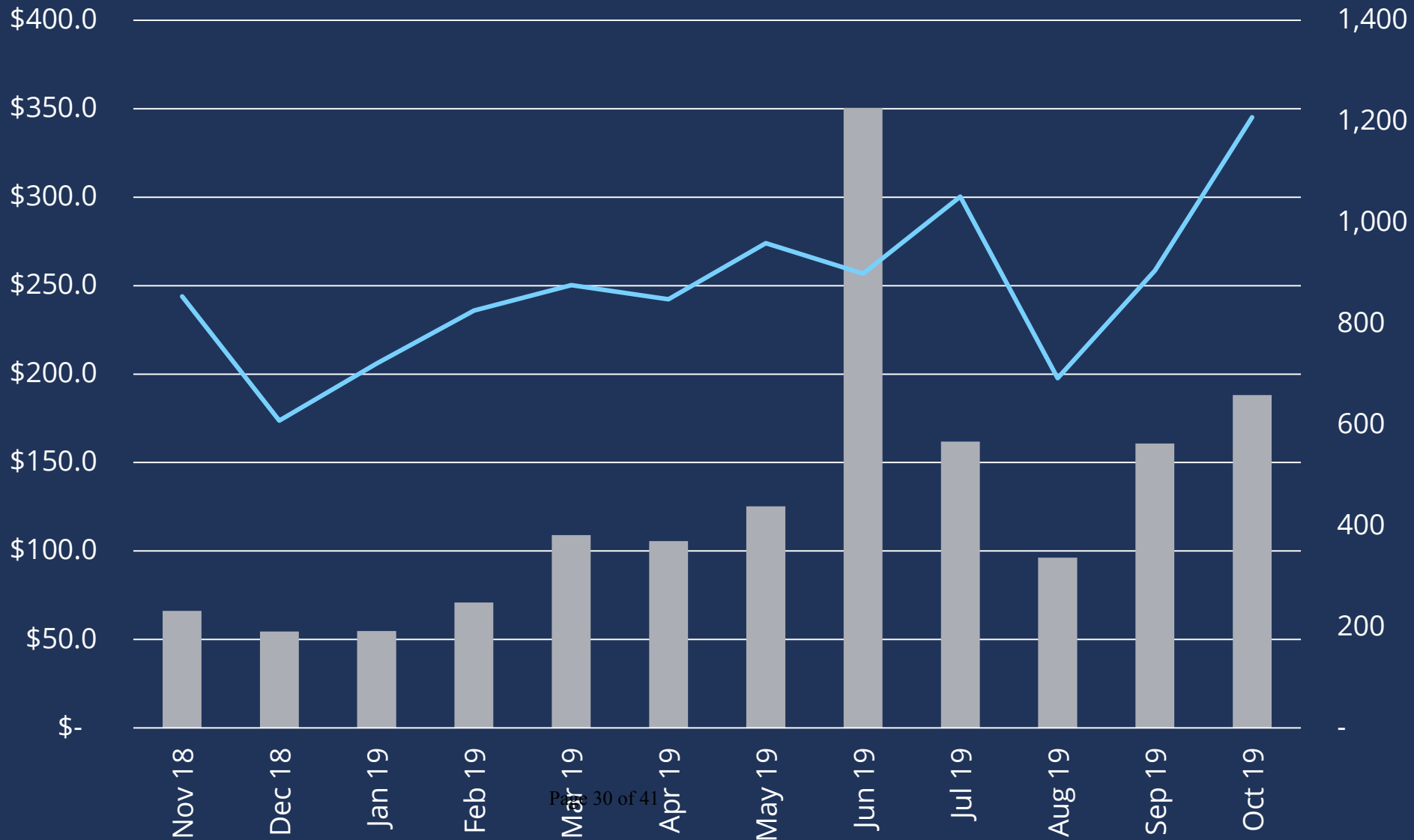
Other Activity

- December Twelve@12 Residential Realtors
- Hosted Annual TDA conference
- Completed the Community Profile update
- Hosted Leadership Georgetown Economic Development Day
- 4th Annual Economic Development Symposium

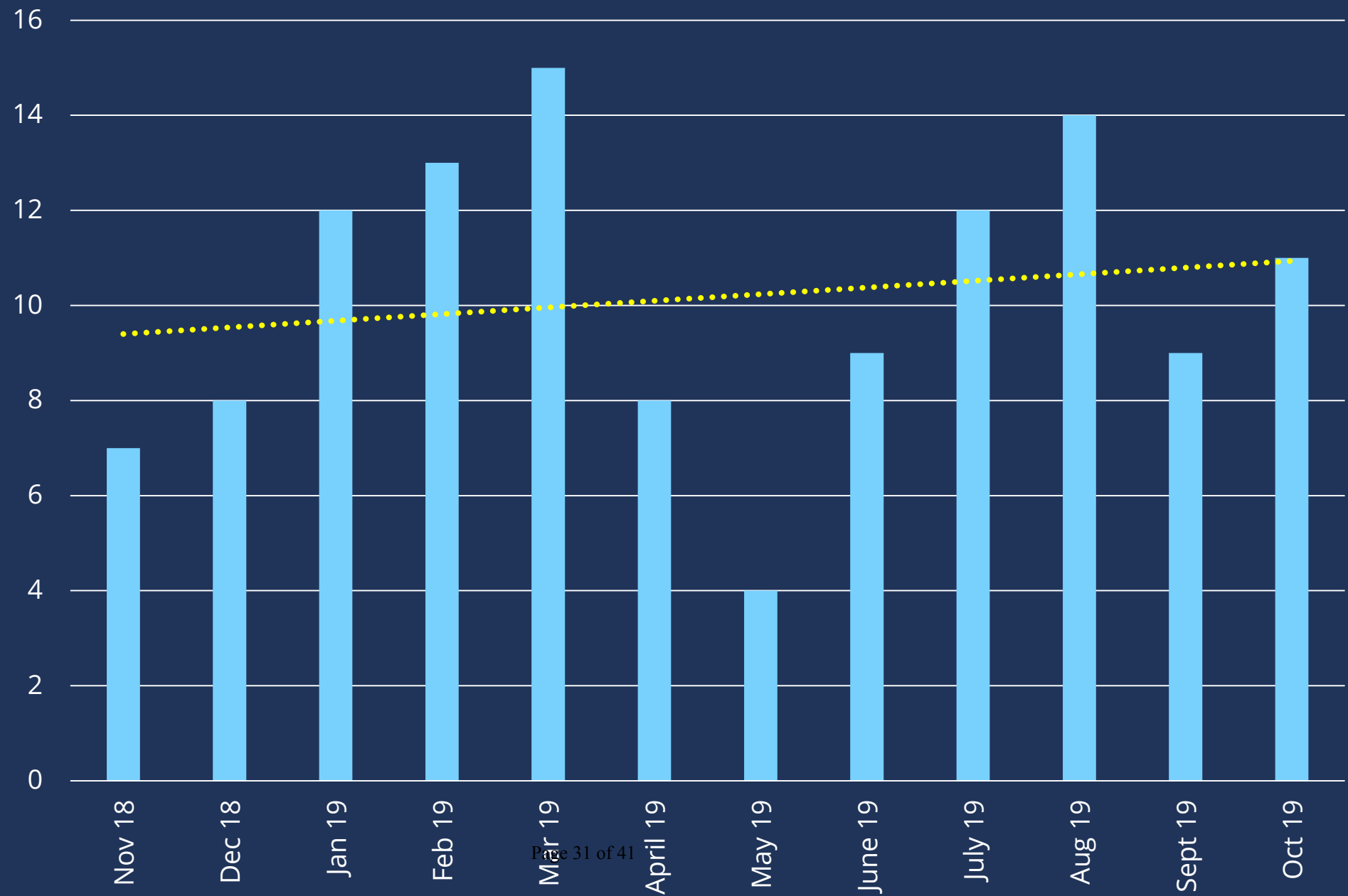
Economic Indicators

Construction Permit Applications

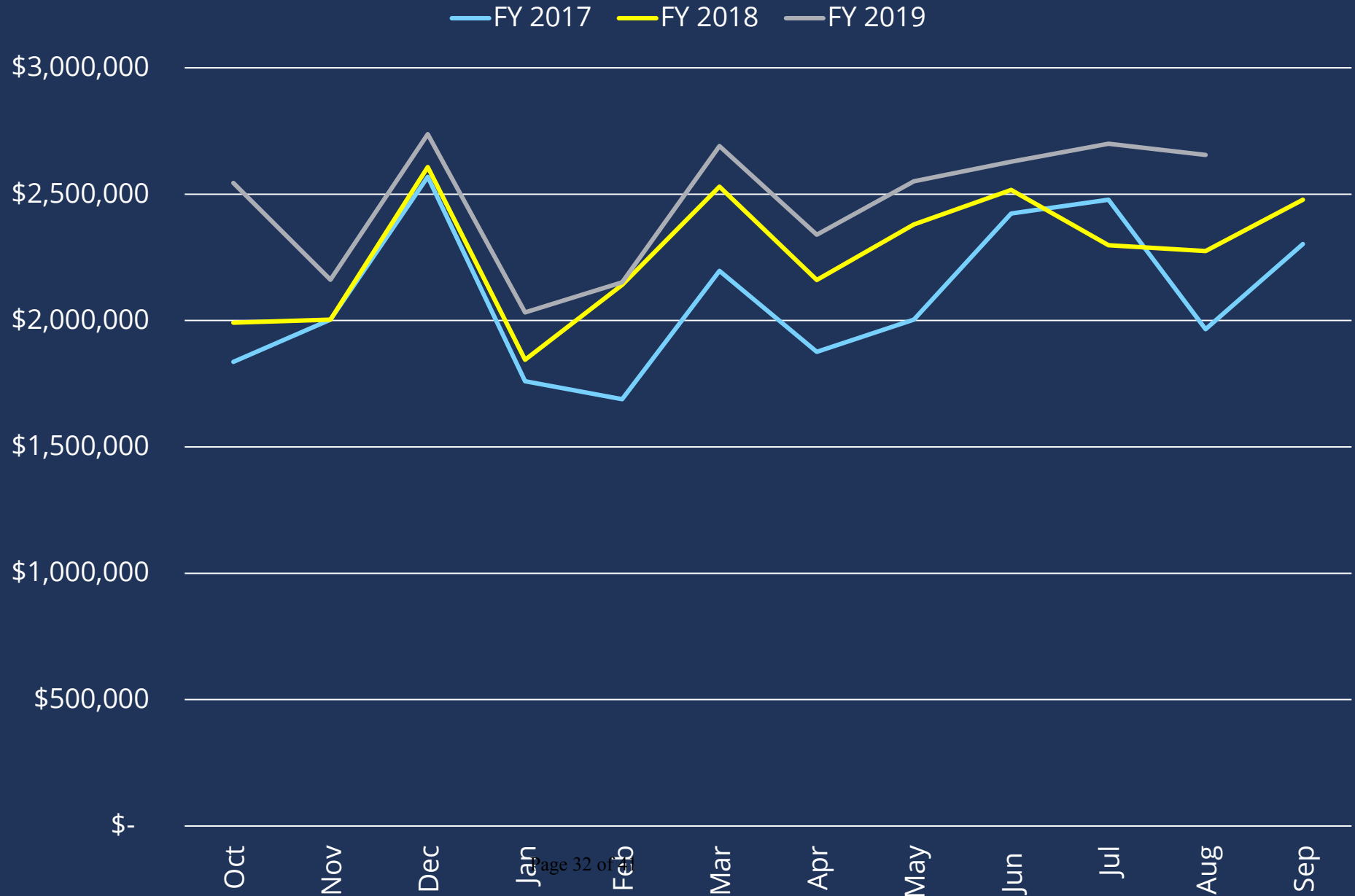
■ Valuation
(in millions) — # of Permits



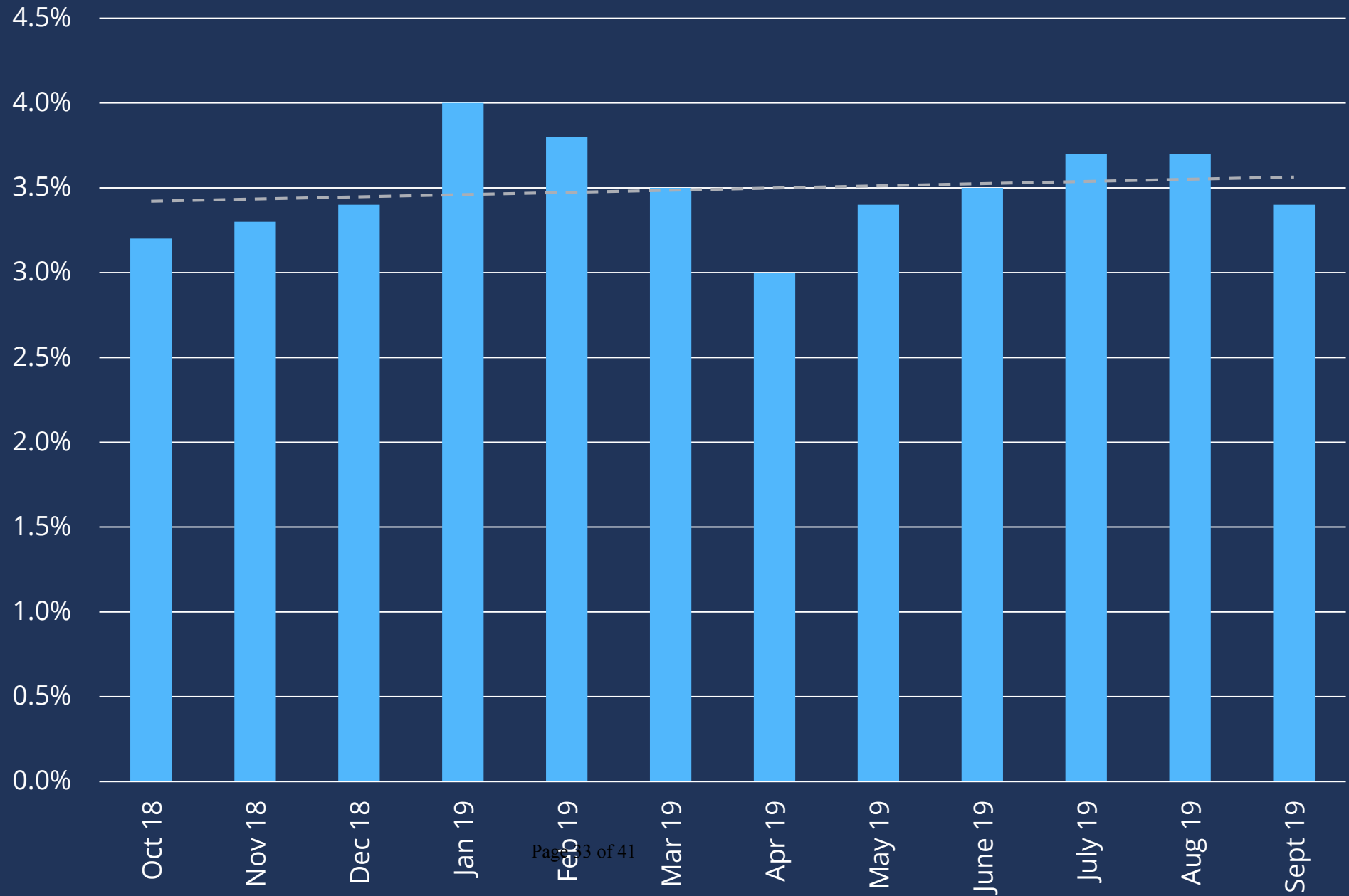
Certificates of Occupancy Issued



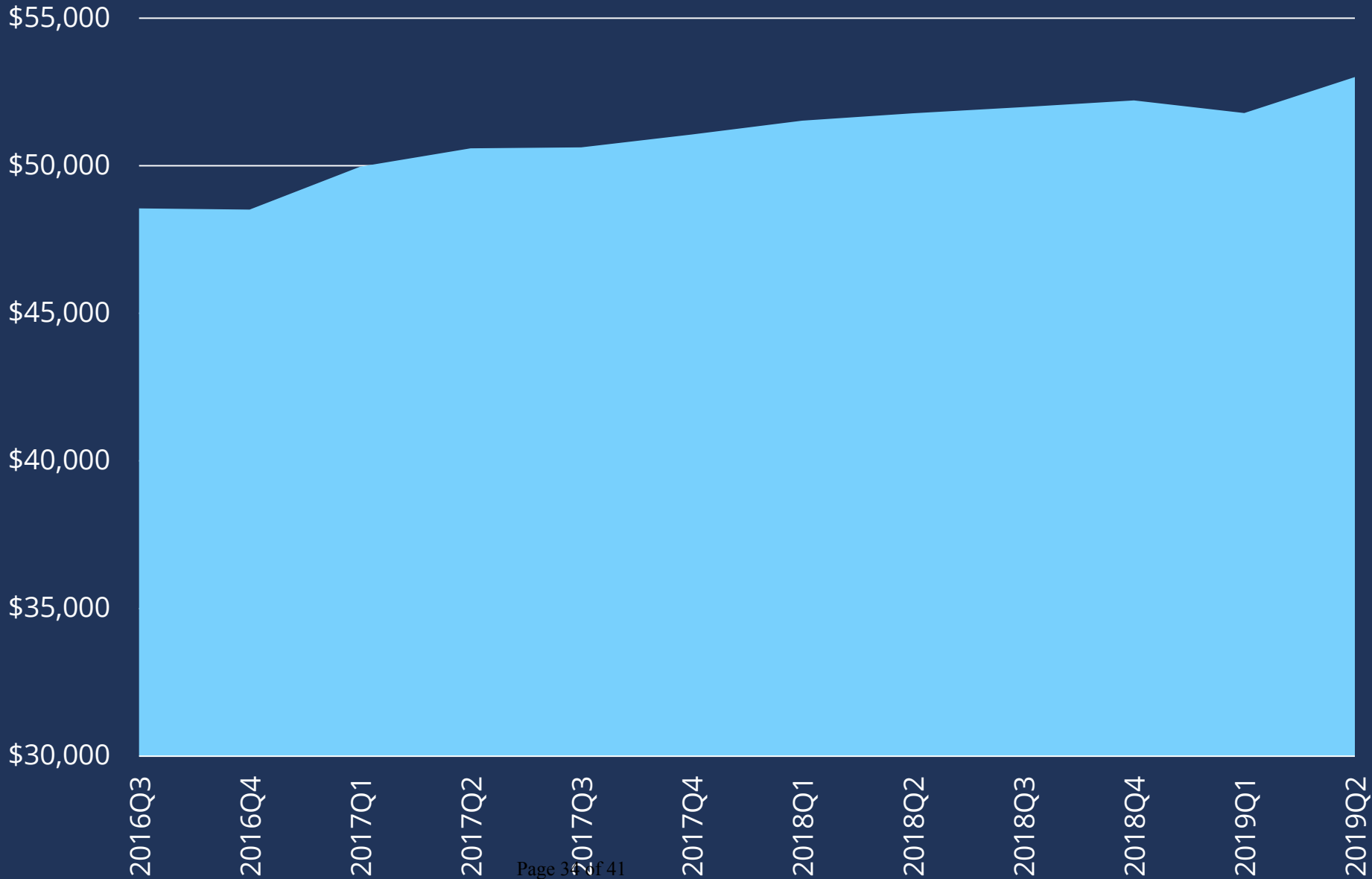
Sales Tax Collections



Unemployment Rate



Average Annual Wage



GEDCO - AGREEMENTS STATUS REPORT

November 18, 2019

Name	Description	Start Date (Council Approved)	End Date	\$ Encumbered	\$ Expended
Radiation Detection Corporation	Grant for Qualified Expenditures and job creation related to the relocation of the corporate offices to Georgetown.	7/23/2013	12/31/2021	\$ 320,000	\$ 320,000
KJ Scientific (KJS)	Provide a grant of the equipment obtained in the TLCC brand acquisition to KJ Scientific (KJS) to retain the business in Georgetown. The retention equipment grant is for five years with KJS obligated to pay a pro-rated amount of \$10,000 per year should they relocate outside of the City.	2/27/2018	12/31/2022	\$ 50,000	\$ 50,000.00
Holt Caterpillar	GEDCO to provide up to \$360,000 infrastructure grant for fire suppression system pump house installation.	9/10/2019		\$ 360,000	
Georgetown Development I, LLC	Infrastructure reimbursement grant of \$500,000 for qualified expenditures related to the development of 90,000 SF of speculative business park space in Georgetown at the Westinghouse Business Center.	10/9/2018	6/1/2021	\$ 500,000	
WBW Development	Infrastructure reimbursement grant of \$200,000 for qualified expenditures and a \$120,000 job creation grant for the creation of 30 jobs over 6 years related to the development of their headquarters location in Downtown Georgetown.	2/12/2019	within 6 years of the certificate of occupancy date	\$ 320,000	
Confido III, LLC	Infrastructure reimbursement grant for \$600,00 to assist with construction of an access road and turn lane to maintain access to the Georgetown airport as area land development continues.	3/8/2019	3/31/2022	\$ 600,000.00	
Sedro Crossing	Infrastructure reimbursement grant of \$250,000 to assist with utilities and access points for construction of 170,000 square feet of new professional office space on Williams Dr.	3/26/2019	12/31/2023	\$ 250,000.00	

GEDCO - AGREEMENTS STATUS REPORT

November 18, 2019

Name	Description	Start Date (Council Approved)	End Date	\$ Encumbered	\$ Expended
Atmos Energy	Infrastructure reimbursement grant of \$148,499.36 for the installation of 776 feet gas main along 7th, 8th, and 9th streets.	4/6/2019		\$ 148,499.36	

City of Georgetown, Texas
Georgetown Economic Development Corporation
November 18, 2019

SUBJECT:

Action out of Executive Session

ITEM SUMMARY:

FINANCIAL IMPACT:

TBD

SUBMITTED BY:

Charlie McNabb, City Attorney

City of Georgetown, Texas
Georgetown Economic Development Corporation
November 18, 2019

SUBJECT:

Sec. 551.071: CONSULTATION WITH ATTORNEY

Consultation with attorney regarding legal issues related to agenda items and other matters in which (1) when the governmental body seeks the advice of its attorney about: (A) pending or contemplated litigation; or (B) a settlement offer; or (2) on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with this chapter - Charlie McNabb, City Attorney

ITEM SUMMARY:

FINANCIAL IMPACT:

N/A

SUBMITTED BY:

Charlie McNabb, City Attorney

City of Georgetown, Texas
Georgetown Economic Development Corporation
November 18, 2019

SUBJECT:

Section 551.072. DELIBERATION REGARDING REAL PROPERTY

Discussion and possible action to deliberate the purchase, exchange, lease or value of real property for purposes authorized by the Development Corporation Act which discussion in open session would have a detrimental effect on negotiations with third persons.

ITEM SUMMARY:

FINANCIAL IMPACT:

N/A

SUBMITTED BY:

Charlie McNabb, City Attorney

City of Georgetown, Texas
Georgetown Economic Development Corporation
November 18, 2019

SUBJECT:

**Section 551.087. DELIBERATION REGARDING ECONOMIC DEVELOPMENT
NEGOTIATIONS.**

Deliberation regarding commercial or financial information that the corporation has received from a business prospect that the Georgetown Economic Development Corporation seeks to have locate, stay, or expand in or near the territory of the City of Georgetown and with which the Corporation is conducting economic development negotiations; and/or deliberation regarding the offer of a financial or other incentive to a business prospect that the Corporation seeks to have locate, stay, or expand in or near the territory of the City of Georgetown.

-Project Antler

-Project Wafer

ITEM SUMMARY:

FINANCIAL IMPACT:

N/A

SUBMITTED BY:

Charlie McNabb, City Attorney

City of Georgetown, Texas
Georgetown Economic Development Corporation
November 18, 2019

SUBJECT:

Adjourn meeting

ITEM SUMMARY:

FINANCIAL IMPACT:

N/A

SUBMITTED BY:

Amy Mertink, Board Liaison