



## **AGENDA**

### **Regular Meeting**

#### **BEE CAVE DEVELOPMENT BOARD**

**Tuesday, July 25, 2023**

**4:30 PM, City Hall**

**4000 Galleria Parkway**

**Bee Cave, Texas 78738-3104**

THE CITY OF BEE CAVE DEVELOPMENT BOARD MEETINGS ARE AVAILABLE TO ALL PERSONS REGARDLESS OF DISABILITY. IF YOU REQUIRE SPECIAL ASSISTANCE, PLEASE CONTACT KAYLYNN HOLLOWAY AT (512) 767-6641 AT LEAST 48 HOURS IN ADVANCE OF THE MEETING. THANK YOU.

*A quorum of the Planning and Zoning Commission and/or City Council may be in attendance at the Meeting. No action will be taken by the Commission or Council.*

1. Call meeting to order
2. Roll Call
3. Consider approval of the minutes of the Regular Session conducted on May 23, 2023.
4. Discuss and consider action regarding the Development Board's current fiscal year 2022-2023 budget and proposed fiscal year 2023-2024 budget.
5. Discussion regarding future meeting times and dates.
6. Adjournment

**The Board may go into closed session at any time when permitted by Chapters 418 or 551, Texas Government Code, or Section 321.3022 of the Texas Tax Code. Before going into closed session a quorum of the Board must be present, the meeting must be convened as an open meeting pursuant to proper notice, and the presiding officer must announce that a closed session will be held and must identify the sections of Chapter 551 or 418, Texas Government Code, or Section 321.3022 of the Texas Tax Code authorizing the closed session.**

I certify that the above notice of meeting was posted at Bee Cave City Hall,  
4000 Galleria Parkway, Bee Cave, Texas, on the 21st day of July, 2023 at  
1:00 P.M. (Seal)



***Economic Development Board Meeting***

***7/25/2023***

***Agenda Item Transmittal***

**Agenda Item:** 3.

**Agenda Title:** Consider approval of the minutes of the Regular Session conducted on May 23, 2023.

**Board Action:** Approve

**Department:** City Secretary

**Staff Contact:** Kaylynn Holloway, City Secretary

**1. INTRODUCTION/PURPOSE**

**2. DESCRIPTION/JUSTIFICATION**

**a) Background**

**b) Issues and Analysis**

**3. FINANCIAL/BUDGET**

Amount Requested	Fund/Account No.
Cert. Obligation	GO Funds
Other source	Grant title
Addtl tracking info	

**4. TIMELINE CONSIDERATIONS**

**5. RECOMMENDATION**

**ATTACHMENTS:**

Description	Type
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MINUTES OF THE REGULAR MEETING OF THE  
BEE CAVE DEVELOPMENT BOARD  
CITY OF BEE CAVE  
May 23, 2023

STATE OF TEXAS       §  
COUNTY OF TRAVIS   §

**Present:**

Quinn Gormley, President  
Christian Alvarado, Vice President  
Christy Black, Director  
Kevin Hight, Director  
Andrew Rebber, Director  
Victoria Winburne, Director

**Absent:**

Tony Lockridge, Secretary

**City Staff:**

Clint Garza, City Manager  
Kaylynn Holloway, City Secretary  
Ryan Henry, City Attorney  
Dori Kelley, Communications  
Lanie Marcotte, Parks and Facilities Director  
Anna Jensen, Administrative Coordinator

**Call to Order and Announce a Quorum is Present**

With a quorum present, the regular meeting of the Bee Cave Development Board was called to order by President Gormley at 4:30 p.m. on Tuesday, May 23, 2023.

**Consider approval of the minutes of the Regular Session conducted on April 25, 2023.**

**MOTION:** A motion was made by Director Black, seconded by Director Hight, to approve the minutes of April 25, 2023.

The vote was taken on the motion with the following result:

Voting Aye:	President Gormley, Directors Alvarado, Black, Hight, Rebber and Winburne
Voting Nay:	None
Absent:	Director Lockridge

The motion carried 6-0.

**Discuss and consider action regarding setting an agenda for a future Board Workshop Session.**

The Board discussed items for a future Workshop Session.

An agenda planning meeting will be held with staff and President Gormley.

**Discussion regarding future meeting times and dates.**

No action was taken on this item.

**Adjournment**

**MOTION:** A motion was made by Director Hight, seconded by Director Black, to adjourn.

The vote was taken on the motion with the following result:

Voting Aye:	President Gormley, Directors Alvarado, Black, Hight, Rebber and Winburne
Voting Nay:	None
Absent:	Director Lockridge

The motion carried 6-0.

The Economic Development Board adjourned the meeting at 5:00 p.m.

PASSED AND APPROVED THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2023.

\_\_\_\_\_  
President

ATTEST:

\_\_\_\_\_  
Secretary/Treasurer



## ***Economic Development Board Meeting***

***7/25/2023***

### ***Agenda Item Transmittal***

**Agenda Item:** 4.

**Agenda Title:** Discuss and consider action regarding the Development Board's current fiscal year 2022-2023 budget and proposed fiscal year 2023-2024 budget.

**Board Action:** Discussion

**Department:** Finance

**Staff Contact:** Administration

#### **1. INTRODUCTION/PURPOSE**

The purpose of this agenda item is for the Board to discuss and consider action regarding the current fiscal year 2022-2023 budget and proposed fiscal year 2023-2024 budget.

#### **2. DESCRIPTION/JUSTIFICATION**

##### **a) Background**

The EDB is required to provide a budget recommendation to the City Council to consider appropriation for FY 2023-24. The City Council will consider preliminary budgets at their meeting on August 8th and we intend to recommend approval and appropriation at their regular meeting on August 22nd.

##### **b) Issues and Analysis**

Our current FY budget was extremely ambitious - particularly as it pertained to Central Park Maintenance and the anticipated expense for capital improvement projects. As often happens, there were unanticipated delays in a number of projects for a number of reasons. This year, while we still anticipate a robust amount of activity, we've backed off our enthusiasm and taken a more realistic approach with what we expect to occur over the next several months.

For revenue, we will be staying with \$14M overall sales tax forecast, \$2.625 of it designated for Economic Development. The need for required Use of Reserves has been reduced substantially. It is still significant though and may very well need to be adjusted mid-year depending on the pace of project activity. We also need to continue showing the expense reserved for TXDOT's future RR 620 project.

Salary and Benefits expenditures have increased as we will be transferring the entire expense of our Communications Specialist to the Corporation. Parks repairs and maintenance will be required, and the advertising line item has been increased to reflect the professional services under contract. The Capital Improvement Projects line item has been reduced. This is due to the reclassification of the anticipated expense

for the 380-agreement approved for ROW acquisition of the Willie Way extension. That expense will reimburse the General Fund as the agreement with the City Council dictates. That said, the CIP line item budgeted at just over \$3M is still very optimistic. We've included the attachment for projects that was prepared prior including the portions the Board will be providing funding.

We'll revise and update as the Board deems appropriate prior to recommending approval to the City Council.

### **3. FINANCIAL/BUDGET**

Amount Requested	Fund/Account No.
Cert. Obligation	GO Funds
Other source	Grant title
Addtl tracking info	

### **4. TIMELINE CONSIDERATIONS**

We plan to provide the EDB budget to the City Council for consideration and appropriation at their regular meeting scheduled for August 22nd, 2023.

### **5. RECOMMENDATION**

Discuss and consider action for recommending approval.

#### **ATTACHMENTS:**

Description	Type
<input type="checkbox"/> EDB Preliminary Budget	Cover Memo
<input type="checkbox"/> CIP Summary	Cover Memo

# Budget

Fund: 07 - ECO DEVELOP - 4B SALES TX

Beginning Fund Balance		\$6,485,196			
		Budget 9/30/2023	FYTD 9/30/2023	Percent Used	Budget 9/30/2024
Revenue	Item Description				
<a href="#">07-4000-12100</a>	4B EDC_SALES TAX	\$2,625,000	\$1,974,867	75.23%	\$2,625,000
<a href="#">07-4990-70000</a>	USE OF RESERVES	\$4,817,343	\$0	0.00%	\$2,786,238
Revenue Total:		\$7,442,343	\$1,974,867	26.54%	\$5,411,238
Expense					
<a href="#">07-5010-11100</a>	SALARY	\$265,004	\$226,651	85.53%	\$396,141
<a href="#">07-5010-12000</a>	FICA	\$0	\$311	0.00%	\$1,284
<a href="#">07-5010-12200</a>	MEDICARE @ 1.45%	\$3,843	\$3,239	84.28%	\$5,669
<a href="#">07-5010-12400</a>	RETIREMENT (TMRS)	\$25,997	\$21,450	82.51%	\$36,712
<a href="#">07-5010-12500</a>	VISION COVERAGE	\$0	\$426	0.00%	\$875
<a href="#">07-5010-12600</a>	HEALTH INSURANCE	\$0	\$28,397	0.00%	\$56,045
<a href="#">07-5010-12700</a>	DENTAL COVERAGE	\$0	\$1,831	0.00%	\$3,676
<a href="#">07-5010-12900</a>	LIFE INSURANCE	\$0	\$61	0.00%	\$111
<a href="#">07-5010-21200</a>	PRINTING	\$0	\$30	0.00%	\$100
<a href="#">07-5010-21500</a>	PARKS - REPAIRS AND MAINTENANCE	\$200,000	\$14,017	7.01%	\$125,000
<a href="#">07-5010-21900</a>	MISCELLANEOUS	\$0	\$275	0.00%	\$500
<a href="#">07-5010-22800</a>	ADVERTISING	\$130,000	\$3,355	2.58%	\$262,500
<a href="#">07-5010-22900</a>	LEGAL NOTICES	\$2,000	\$0	0.00%	\$0
<a href="#">07-5010-24300</a>	MEMBERSHIP FEES	\$125	\$0	0.00%	\$125
<a href="#">07-5010-25200</a>	SPECIAL EVENTS	\$5,000	\$7,618	152.36%	\$10,000
<a href="#">07-5010-51100</a>	LEGAL FEE	\$10,000	\$26,236	262.36%	\$42,000
<a href="#">07-5010-51500</a>	OTHER PROFESSIONAL FEES	\$150,000	\$89,232	59.49%	\$150,000
<a href="#">07-5010-71000</a>	CAPITAL IMPROVEMENT PROJECTS	\$6,670,500	\$0	0.00%	\$3,070,500
<a href="#">07-5800-62000</a>	KENT SPORTS TCHMALL 380 GRANT	\$0	\$0	0.00%	\$1,250,000
<a href="#">07-5900-96500</a>	RR 620 ROW TXDOT	\$0	\$0	0.00%	\$0
Expense Total:		\$7,462,469	\$423,129	5.67%	\$5,411,238
Fund: 07 - ECO DEVELOP - 4B SALES TX Surplus (Deficit):		(\$20,126)	\$1,551,738		\$0
Ending Fund Balance		\$6,465,070	\$8,036,934		\$0
TXDot RR620 Commitment		(\$2,500,000)	(\$2,500,000)		(\$2,500,000)
Ending Fund Balance		\$3,965,070	\$5,536,934		(\$2,500,000)

FY 22-23 Expenditures						
Public Road	Project ID	Project Name	(ADOPTED)	(UPDATED 7/2022)	City	EDB
			Total Cost (incl soft)	Total Cost (incl soft)		
Public Road	PR.RI.01	Innovative Intersection Improvements at Great Divide and SH 71	\$140,000	\$210,000		
	PR.TL.01	Great Divide Drive Right Turn Lane	\$120,000	\$180,000		
	PR.TL.02	Vail Divide/SH 71 New Right Turn Lane	\$115,000	\$172,500		Traffic analysis
	PR.TL.03	BCP/RR 620 Right Turn Lane (eastern leg of intersection)	\$1,300,000	\$1,950,000	\$25,000	
	PR.TS.01	Skaggs/SH 71 Signal	\$540,000	\$621,000		
	PR.TS.02	Tordera Blvd/Bee Cave Pkwy Signal	\$390,000	\$448,500		
	PR.TS.03	Willie Way Signal/Bee Cave Pkwy	\$350,000	\$400,000		
	PR.TS.04	Uplands Blvd Signal	\$460,000	\$529,000		
	PR.RW.01	TxDOT RR 620 Improvements	\$5,000,000	\$5,000,000		
	PR.RE.01	Skaggs Pkwy/Street A Extension	\$890,000	\$1,085,000		Engineering support costs
	PR.RE.02	Tordera Blvd Extension	\$525,000	\$630,000		Engineering support costs
	PR.RE.03	Hamilton Pool Rd Extension	\$120,000	\$225,000	\$175,000	
	PR.RE.04	Willie Way Construction	\$5,813,000	\$8,513,000	\$450,000	City portion of design, construction, ROW acquisition
	PR.MPB.01	Great Divide Drive Bridge	\$2,800,000	\$3,900,000		Bridge design costs
	PR.RB.01	BCP Median Beautification - Bee Cave Rd to SH 71	\$440,000	\$360,000		
	PR.RB.02	SH 71 Beautification - Bee Cave Rd to RR 620	\$175,000	\$240,000	\$20,000	Grant acquisition support
	PR.RB.03	City-wide City Identification Signage	\$300,000	\$0		
		PUBLIC ROADS SUBTOTAL		\$19,478,000	\$24,464,000	\$670,000
Trails/Connectivity	PT.SUP.01	SUP-BCR east and west of Intersection with BCP	\$210,000	\$241,500		Design/construction
	PT.SUP.02	SUP-BCP west of RR 620: Central Park to Tordera Drive	\$300,000	\$345,000		Design/construction
	PT.SUP.03	SUP-Town Center South N&S of LBC	\$400,000	\$460,000		Design/construction
	PT.SUP.04	SUP-Town Center South around Shops WQP	\$115,000	\$132,250		Design/construction
	PT.SUP.05	SUP-BCP east of RR 620: Galleria Circle to Lake Pointe	\$350,000	\$402,500		Design/construction
	PT.SUP.06	SUP-BCP east of 620 Market Street to Bee Cave Rd, Incl Int Impr	\$220,000	\$253,000		Design/construction
	PT.SUP.07	SUP N of 71, Vail Divide Comm thru Summit 56 lots to FHW wq ponds	\$550,000	\$632,500		Design/construction
	PT.SUP.08	SUP BCP w of 620 - Tordera to western edge of Skaggs property	\$195,000	\$224,250		Design/construction
	PT.SUP.09	SUP BCP w of 620 - N of BCP Tordera to Willie Way	\$200,000	\$230,000		Design/construction
	PT.SUP.10	Sculpture Park Trails	\$125,000	\$143,750		
	PT.SW.01	Ladera Blvd Sidewalk	\$50,000	\$57,500		Design/construction
	PT.PB.01	SH 71 HCG to Shops Ped Bridge & Old Backyard Trails	\$3,450,000	\$3,967,500		
PT.PB.02	Other Pedestrian Bridge/Tunnel - location TBD	\$4,400,000	\$5,060,000			
PT.PG.01	SH 71 Pedestrian Bridge Pocket Park	\$800,000	\$920,000			
	TRAILS/CONNECTIVITY SUBTOTAL		\$11,365,000	\$13,069,750	\$0	\$2,978,500
Buildings/Facilities	BF.BR.01	Brown Property Master Planning & Implementation	\$6,850,000	\$7,877,500	\$250,000	Master Plan
	BF.PD.01	Police Station Construction	\$12,100,000	\$13,915,000	\$1,250,000	Architecture/Site Design
	BF.CH.01	City Hall Relocation & Construction - pull	\$13,750,000	\$15,812,500	\$1,500,000	Architecture/Site Design
	BF.LIB.01	Library Property Acquisition, Relocation, & Construction	\$15,000,000	\$17,250,000	\$1,000,000	Architecture/Site Design
	BF.BCCP.01	Central Park Improvements: Phase 1 Infrastructure	\$3,655,000	\$4,203,250		Engineering, Landscape Architecture, and Proj Mgr support
	BF.BCCP.02	Central Park Improvements: Phase 2 Infrastructure	\$550,000	\$632,500		
	BF.BCCP.03	Central Park Improvements: Maintenance Building	\$775,000	\$891,250		Architecture/Site Design
	BF.BCCP.04	Central Park Improvements: Total Program Expenditures	\$13,875,000	\$15,956,250		
	BF.PA.01	Property Acquisition Earmark	\$7,000,000	\$8,050,000		
		BUILDINGS/FACILITIES SUBTOTAL		\$73,555,000	\$84,588,250	\$4,000,000
	TOTAL		\$104,398,000	\$122,122,000	\$4,670,000	\$6,670,500



***Economic Development Board Meeting***

***7/25/2023***

***Agenda Item Transmittal***