



College Station, TX

City Hall
1101 Texas Ave
College Station, TX 77840

Meeting Agenda - Final

City Council Regular

Monday, October 8, 2018

6:00 PM

City Hall Council Chambers

1. Call to Order, Pledge of Allegiance, Invocation, Consider Absence Request.

Presentations and Proclamations

- Proclamation for the "Imagine a Day Without Water" campaign.
- Proclamation honoring the retirement of Ken Bost from the Brazos County Health Department.
- Presentation by Mayor Karl Mooney to Mark Lord, Executive Director of the Texas Amateur Athletic Federation (TAAF) in acknowledgement of the Games of Texas.

Hear Visitors: During this time a citizen may address the City Council on any item which does not appear on the posted Agenda. Registration forms are available in the Office of the City Secretary. This form should be completed and returned to the office by 5:30 PM on the day of the Council meeting. Upon stepping to the podium the speaker must state their name and city of residence, including the state of residence if the city is located out of state. Speakers are encouraged to identify their College Station neighborhood or geographic location. Each speaker's remarks are limited to three minutes. A group of five or more may register at the Office of the City Secretary by 5:30 PM on the day of the meeting and designate an individual to speak for 10 minutes on their behalf. All signers must be in attendance when the speaker is introduced and may not speak individually during Hear Visitors. A speaker who wishes to include computer-based information while addressing the Council must provide the electronic file to the City Secretary by noon on the day of the Council meeting. During presentations a series of timer lights will change from green to yellow and an alarm will sound after two and one-half or nine and one-half minutes to signal thirty seconds remaining. When time expires the timer light will change to red, the final alarm will sound, and the speaker must conclude the remarks. The City Council will listen and receive the information presented by the speaker, ask staff to look into the matter, or place the issue on a future agenda. Topics of operational concerns shall be directed to the City Manager. Comments should not personally attack other speakers, Council or staff.

Consent Agenda

At the discretion of the Mayor, individuals may be allowed to speak on a Consent Agenda Item. Individuals who wish to address the City Council on a consent agenda item not posted as a public hearing shall register with the City Secretary prior to the Mayor's reading of the agenda item. Registration forms are available in the lobby and at the desk of the City Secretary.

2. Presentation, possible action, and discussion of consent agenda items which consists of ministerial or "housekeeping" items required by law. Items may be removed from the consent agenda by majority vote of the Council.

- 2a. [18-0668](#) Presentation, possible action, and discussion of minutes for:
- September 27, 2018 Workshop
 - September 27, 2018 Regular

Sponsors: Smith

Attachments: [RM092718 DRAFT Minutes](#)
[WKSHP092718 DRAFT Minutes.docx](#)

- 2b. [18-0615](#) Presentation, possible action, and discussion on approval of a resolution approving the City's investment policy; investment strategy, reviewing and recording changes to such policy and strategy; approving a collateral policy; and designating investment officers for fiscal year ending September 30, 2019.

Sponsors: Leonard

Attachments: [Investment Policy 2019](#)
[Resolution](#)

- 2c. [18-0633](#) Presentation, possible action, and discussion on a professional services contract (Contract No. 18300693) with Freese and Nichols, Inc. in the amount of \$581,300; for the preliminary design and route analysis services for the Carter Creek Lift Station and Force Main Project.

Sponsors: Harmon

- 2d. [18-0634](#) Presentation, possible action, and discussion on a professional services contract (Contract No. 18300620) with Binkley and Barfield, Inc. in the amount of \$893,795.30 for the professional engineering services related to the design of the Lincoln Avenue Rehabilitation Project.

Sponsors: Harmon

Attachments: [Location Map](#)

- 2e. [18-0648](#) Presentation, possible action, and discussion on a bid award for the annual purchase of athletic field maintenance materials to include fertilizers, chemicals, pesticides, herbicides, infield material, grass seed, and turf amendments to BWI Companies in the amount of \$97,498.87 and Helena Agri in the amount of \$90,862.08. The total estimated expenditure not to exceed \$188,180.95.

Sponsors: Schmitz

Attachments: [2019 Copy of Chemical Tabulation](#)

- 2f. [18-0652](#) Presentation, possible action, and discussion on approving the budget of the Arts Council of the Brazos Valley, and; presentation, possible action, and discussion on approving the agreement between the City of College Station and the Arts Council of the Brazos Valley for operations and maintenance FY19 totaling \$325,000.

Sponsors:

Leonard

Attachments:

[FY19 Arts Council Budget](#)

- 2g. [18-0653](#) Presentation, possible action, and discussion on approving the agreement between the City of College Station and the Arts Council of the Brazos Valley for FY19 in the amount of \$397,976 for affiliate funding and art and tourism marketing.

Sponsors:

Leonard

Attachments:

[Arts Council Affiliate Memorandum](#)

- 2h. [18-0654](#) Presentation, possible action, and discussion on approving the budget of the Bryan/College Station Chamber of Commerce; and presentation, possible action and discussion on a funding agreement between the City of College Station and the Bryan/College Station Chamber of Commerce for FY19 in the amount of \$25,000.

Sponsors:

Leonard

- 2i. [18-0655](#) Presentation, possible action, and discussion on approval of a funding agreement between the City of College Station and College Station Noon Lions Club for FY19 in the amount of \$15,000.

Sponsors:

Leonard

- 2j. [18-0657](#) Presentation, possible action, and discussion on approving the budget of Easterwood Airport; and presentation, possible action, and discussion on a funding agreement between the City of College Station and the Easterwood Airport for FY19 in the amount of \$114,376.

Sponsors:

Leonard

Attachments:

[Easterwood Airport Budget](#)

- 2k. [18-0658](#) Presentation, possible action, and discussion on approval of a funding agreement between the City of College Station and the Brazos Valley Economic Development Corporation (BVEDC) for FY19 in the amount of \$350,000.

Sponsors:

Leonard

- 2l. [18-0659](#) Presentation, possible action, and discussion on approving the budget of the Memorial for all Veterans of the Brazos Valley; and presentation, discussion and possible action on a funding agreement between the City of College Station and the Memorial for All Veterans of the Brazos

Valley for FY19 in the amount of \$25,000.

Sponsors:

Leonard

Attachments:

[Veterans Memorial Budget](#)

2m. [18-0660](#)

Presentation, possible action, and discussion approving a resolution authorizing expenditures to the Aggieland Humane Society, Inc. in the amount of \$273,196.

Sponsors:

Leonard

Attachments:

[Animal Shelter Resolution](#)

2n. [18-0661](#)

Presentation, possible action, and discussion on approving a funding agreement between the City of College Station and Keep Brazos Beautiful for FY19 in the amount of \$49,190.

Sponsors:

Leonard

2o. [18-0662](#)

Presentation, possible action, and discussion on approving a funding agreement between the City of College Station and Experience Bryan-College Station (EBCS) for FY19 in the amount of \$588,950 to administer the Experience Bryan College Station Grant Program.

Sponsors:

Leonard

2p. [18-0663](#)

Presentation, possible action, and discussion on approving the budget of the Experience Bryan-College Station (EBCS); and presentation, possible action, and discussion on a tri party funding agreement between the City of College Station, City of Bryan and the Experience Bryan-College Station for FY19 in the amount of \$2,450,239, with the College Station portion being \$1,911,186.62 and the Bryan portion being \$539,052.38.

Sponsors:

Leonard

Attachments:

[FY19 Budget - CVB REVISED.pdf](#)

[FY19 Funding - CVB REVISED.pdf](#)

Regular Agenda

Individuals who wish to address the City Council on an item posted as a Public Hearing shall register with the Office of the City Secretary. Registration forms are available in the Office of the City Secretary. This form should be completed and returned to the office by 5:30 PM on the day of the Council meeting. Upon stepping to the podium the speaker must state their name and city of residence, including the state of residence if the city is located out of state. Speakers are encouraged to identify their College Station neighborhood or geographic location. Each speaker's remarks are limited to three minutes. A group of five or more may register at the Office of the City Secretary by 5:30 PM on the day of the meeting and designate an individual to speak for 10 minutes on their behalf. All signers must be in attendance when the speaker is introduced and may not speak individually

during that Public Hearing. A speaker who wishes to include computer-based information while addressing the Council must provide the electronic file to the City Secretary by noon on the day of the Council meeting. During presentations a series of timer lights will change from green to yellow and an alarm will sound after two and one-half or nine and one-half minutes to signal thirty seconds remaining. When time expires the timer light will change to red, the final alarm will sound, and the speaker must conclude the remarks. If Council needs additional information from the general public after the Public Hearing is closed some limited comments may be allowed at the discretion of the Mayor. Comments should not personally attack other speakers, Council or staff.

1. [18-0644](#) Presentation, possible action, and discussion regarding approval of Amendment No. 1 to Contract No. 18-300367 accepting the Guaranteed Maximum Price (GMP) of \$24,833,300; as provided by J.T. Vaughn Construction, the approved Construction Manager at Risk (CMAR), for the construction of the new Police Headquarters.

Sponsors:

Wozniak

2. [18-0665](#) Presentation, possible action, and discussion regarding an appointment to Experience Bryan-College Station.

Sponsors:

Smith

3. Presentation, possible action, and discussion on future agenda items and review of standing list of Council generated agenda items: A Council Member may inquire about a subject for which notice has not been given. A statement of specific factual information or the recitation of existing policy may be given. Any deliberation shall be limited to a proposal to place the subject on an agenda for a subsequent meeting.

4. Adjourn.

The City Council may adjourn into Executive Session to consider any item listed on this agenda if a matter is raised that is appropriate for Executive Session discussion. An announcement will be made of the basis for the Executive Session discussion.

I certify that the above Notice of Meeting was posted at College Station City Hall, 1101 Texas Avenue, College Station, Texas, on October 4, 2018 at 5:00 p.m.


City Secretary

This building is wheelchair accessible. Persons with disabilities who plan to attend this meeting and who may need accommodations, auxiliary aids, or services such as interpreters, readers, or large print are asked to contact the City Secretary's Office at (979) 764-3541, TDD at 1-800-735-2989, or email adaassistance@cstx.gov at least two business days prior to the meeting so that appropriate arrangements can be made. If the City does not receive notification at least two business days prior to the meeting, the City will make a reasonable attempt to provide the necessary accommodations.

Penal Code § 30.07. Trespass by License Holder with an Openly Carried Handgun.

"Pursuant to Section 30.07, Penal Code (Trespass by License Holder with an Openly Carried Handgun) A Person Licensed under Subchapter H, Chapter 411, Government Code (Handgun Licensing Law), may not enter this Property with a Handgun that is Carried Openly."

Codigo Penal § 30.07. Traspasar Portando Armas de Mano al Aire Libre con Licencia.

"Conforme a la Seccion 30.07 del codigo penal (traspasar portando armas de mano al aire libre con licencia), personas con licencia bajo del Sub-Capitulo H, Capitulo 411, Codigo de Gobierno (Ley de licencias de arma de mano), no deben entrar a esta propiedad portando arma de mano al aire libre."



Legislation Details (With Text)

File #: 18-0668 **Version:** 1 **Name:** Minutes
Type: Minutes **Status:** Consent Agenda
File created: 9/27/2018 **In control:** City Council Regular
On agenda: 10/8/2018 **Final action:**
Title: Presentation, possible action, and discussion of minutes for:
• September 27, 2018 Workshop
• September 27, 2018 Regular
Sponsors: Tanya Smith
Indexes:
Code sections:
Attachments: [RM092718 DRAFT Minutes](#)
[WKSHP092718 DRAFT Minutes.pdf](#)

Date	Ver.	Action By	Action	Result
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Presentation, possible action, and discussion of minutes for:

- September 27, 2018 Workshop
- September 27, 2018 Regular

Relationship to Strategic Goals:

- Good Governance

Recommendation(s): Approval

Summary: N/A

Budget & Financial Summary: None

Attachments:

- September 27, 2018 Workshop
- September 27, 2018 Regular

MINUTES OF THE REGULAR CITY COUNCIL MEETING
CITY OF COLLEGE STATION
SEPTEMBER 27, 2018

STATE OF TEXAS §
 §
COUNTY OF BRAZOS §

Present:

Karl Mooney, Mayor

Council:

Bob Brick
Jerome Rektorik
Linda Harvell
Barry Moore
John Nichols
James Benham

City Staff:

Jeff Capps, Interim City Manager
Jeff Kersten, Assistant City Manager
Adam Falco, Assistant City Attorney
Tanya Smith, City Secretary
Ian Whittenton, Deputy City Secretary

Call to Order and Announce a Quorum is Present

With a quorum present, the Regular Meeting of the College Station City Council was called to order by Mayor Mooney at 6:46 p.m. on Thursday, September 27, 2018 in the Council Chambers of the City of College Station City Hall, 1101 Texas Avenue, College Station, Texas 77840.

1. Pledge of Allegiance, Invocation, consider absence request.

Proclamation for the College Station Firefighters "Fill the Boot" for the Muscular Dystrophy Association.

Mayor Mooney presented the College Station Fire Department with a proclamation proclaiming October 4th, 5th and 6th as College Station Fire Department "Fill the Boot" Days.

Hear Visitors Comments

James Benham, College Station, came before Council to honor the service and sacrifice of U.S. Marine Corporal Richard P. Waller-Strickland.

Justin Ikpo, College Station, came before Council regarding neighborhood concerns related to drugs and crime near his residence on Peyton Street. He is concerned about the safety of his family and neighbors, and would like to see more support from the City and police.

CONSENT AGENDA

2a. Presentation, possible action, and discussion of minutes for:

- September 5, 2018 Special Meeting
- September 13, 2018 Regular Meeting
- September 13, 2018 Workshop Meeting

2b. Presentation, possible action, and discussion on a BuyBoard Contract purchase for traffic signal cabinets from Paradigm Traffic Systems Inc. for \$138,750.

2c. Presentation, possible action, and discussion regarding renewing the Xpedient Mail contract for printing and mailing services in the amount of \$230,000.

2d. Presentation, possible action, and discussion to authorize expenditure of funds for FY 2019 for items exempt from competitive bidding as described more fully in Texas Local Government Code, Chapter 252.022 and other expenditures for interlocal contracts or fees mandated by state law that are greater than \$100,000; and to authorize the City Manager to approve contracts and expenditures that are on the exemption list.

2e. Presentation, possible action, and discussion on Resolution No. 09-27-18-2e adopting fees, rates and charges as provided by Chapter 2 "Administration", Article V "Finance" Division 2 "Fees, Rates and Charges" of the Code of Ordinances.

2f. Presentation, possible action, and discussion regarding City of College Station Excess Liability and Workers' Compensation Insurance, Property/Boiler & Machinery, Commercial Crime, EMT Liability, Auto Property Damage, Cyber Liability, Unmanned Aircraft liability and property; Special Events policies for Fiscal Year 2019. FY19 premiums for all lines of coverage are not to exceed \$512,000.

2g. Presentation, possible action, and discussion regarding increasing the FY 2018 expenditure limit for the purchase of Police uniforms, body armor and accessories from Miller Uniforms & Emblems by \$55,000 for a new FY 2018 expenditure limit of \$145,000.

2h. Presentation, possible action, and discussion on Ordinance No. 2018-4042 amending Chapter 38, "Traffic and Vehicles," Article II, "Stopping, Standing and Parking," Division I, "Generally," Section 38-42 by adding language for towing unlawfully parked vehicles.

2i. Presentation, possible action, and discussion on Ordinance No. 2018-4043 amending Chapter 8 "Business," Article V "Home Solicitation and Itinerant Vendors," Division 1 and 2 of the Code of Ordinances related to home solicitation.

2j. Presentation, possible action, and discussion on approving a contract for the grant of federal HOME Investment Partnership Program Grant (HOME) Community Housing Development Organization (CHDO) Set-Aside funds with Elder-Aid, Inc. in the amount of \$200,000 for acquisition and rehabilitation of two (2) existing dwelling units located at 3416-3418 Normand to be used as affordable rental housing for income-eligible elderly households.

2k. Presentation, possible action, and discussion on purchasing traffic signs, prefabricated signs and sign blanks from Vulcan Signs Inc. for \$54,224.50 and presentation, possible action and discussion on purchasing traffic sign hardware and posts from Dobie Supply for \$61,585 both totaling \$115,809.50.

2l. Presentation, possible action, and discussion on Resolution No. 09-27-18-2l an Advance Funding Agreement (AFA) between the City of College Station and the State of Texas, acting through the Texas Department of Transportation (TXDOT) for the Cain/Deacon project.

2m. Presentation, possible action, and discussion regarding the approval of six master agreements for Real Estate Appraisal Services: Duff & Phelps, LLC; JLL Valuation & Advisory Services, LLC; Lowery Property Advisors, LLC; Paul Hornsby & Company; S.T. Lovett & Associates; Valbridge Property Advisors. Approval of these agreements will authorize the City Manager or his delegate to approve service orders for each project within the terms of each master agreement.

2n. Presentation, possible action, and discussion on approval of an amendment to the funding agreement between the City of College Station and Experience Bryan College Station (formerly Brazos Valley Convention and Visitors Bureau) increasing the amount for FY18 by \$194,423 for a total of \$594,423 related to the CVB Grant Program.

2o. Presentation, possible action, and discussion on the second reading on a non-exclusive Pipeline Franchise Ordinance No. 2018-4044 for Oil or Gas operations with Hawkwood Energy Midstream, LLC to construct, operate, maintain, remove, replace and repair pipeline facilities, together with equipment and appurtenances thereto, for the transportation of petroleum products and byproducts.

2p. Presentation, possible action, and discussion on Ordinance No. 2018-4045 amending Chapter 12, "Emergency Management and Emergency Services," Article IV, "Alarm Systems," of the Code of Ordinances regarding false alarm fees.

2q. Presentation, possible action, and discussion on Ordinance No. 2018-4046 amending Chapter 2, "Administration," Article V, "Finance," Division 2 "Fees, Rates and Charges," Section 2-120 and Section 2-122 of the Code of Ordinances regarding Fire Department and Planning and Development Services afterhours inspection fees.

2r. Presentation, possible action, and discussion of proposed changes to the guidelines for the City's housing assistance program funded with grants from the U. S. Department of Housing and Urban Development.

MOTION: Upon a motion made by Councilmember Rektorik and a second by Councilmember Benham, the City Council voted seven (7) for and none (0) opposed, to approve the Consent Agenda with the exception on 2f. The motion carried unanimously.

(2f) MOTION: Upon a motion made by Councilmember Nichols and a second by Councilmember Rektorik, the City Council voted seven (7) for and none (0) opposed, to approve the Consent Item 2f with the amount not to exceed \$516,371. The motion carried unanimously.

REGULAR AGENDA

1. Public Hearing, presentation, possible action, and discussion on Ordinance No. 2018-4047 (Budget Amendment 3) amending Ordinance No. 2017-3936 which will amend the budget for the 2017-2018 Fiscal Year and authorizing amended expenditures as therein provided.

Mary Ellen Leonard, Finance Director, stated that the proposed budget amendment is to increase the FY18 budget appropriations by \$3,838,869. This amendment also includes an interfund transfer of \$1,116,000. The total amount of the revised FY 18 budget is \$376,747,538.

At approximately 7:08 p.m., Mayor Mooney opened the Public Hearing.

There being no comments, the Public Hearing was closed at 7:08 p.m.

MOTION: Upon a motion made by Councilmember Nichols and a second by Councilmember Rektorik, the City Council voted seven (7) for and none (0) opposed, to adopt Ordinance No. 2018-4047, to approve Budget Amendment #3 amending Ordinance No. 2017-3936 which will amend the budget for the 2017-2018 Fiscal Year in the amount of \$3,838,869; and authorizing amended expenditures on a contingency transfer totaling up to \$1,116,000. The motion carried unanimously.

2. Presentation, possible action, and discussion on Ordinance No. 2018-4048 adopting the City of College Station 2018-2019 Budget; and presentation, possible action and discussion ratifying the property tax revenue increase reflected in the budget.

Mary Ellen Leonard, Finance Director, briefed the Council on proposed budget revisions (Council initiated), and staff initiated recommendations. There was a reallocation from the SLA proposed for the Police Department in the amount of \$207,109 to the SLA proposed for the Fire Department. A revision to the Fiscal Policy, which relates to expenditure control, in regards to the Water and Wastewater Funds will allow the funds to be added together for the purpose of determining if the budget has been exceeded. Also, an adjustment to CIP calculations resulted in a \$549,551 decrease of the overall budget. Other minor wording and grammatical corrections as well as additional explanations and clarifications have been made. These changes result in a revised overall net budget of \$360,130,551.

Staff recommends approval of the ordinance adopting the FY2018-2019 budget, with any changes the Council may have, and to also ratify the property tax revenue increase.

MOTION: Upon a motion made by Councilmember Moore and a second by Councilmember Rektorik, the City Council voted seven (7) for and none (0) opposed, to approve Ordinance No. 2018-4048, the proposed FY19 Budget for the City of College Station including revisions of a decrease of \$549,551 for a total proposed budget with revisions of \$360,130,551. The motion carried unanimously.

MOTION: Upon a motion made by Councilmember Moore and a second by Councilmember Rektorik, the City Council voted seven (7) for and none (0) opposed, to approve ratifying the property tax revenue increase reflected in the FY19 Budget. The motion carried unanimously.

3. Presentation, possible action, and discussion on approval of Ordinance No. 2018-4049 adopting the City of College Station 2018-2019 ad valorem tax rate of \$0.505841 per \$100 assessed valuation, the debt service portion being \$0.220339 per \$100 assessed valuation and the operations and maintenance portion being \$0.285502 per \$100 assessed valuation.

Mary Ellen Leonard, Finance Director, reported that Council has held two public hearings on a tax rate of \$0.505841. The tax rate must be adopted as two separate components - one for Operations and Maintenance and one for Debt Service. The FY19 Budget reflects a .8341 cent per \$100 assessed valuation tax increase directly related to the 5% Homestead exemption to provide property tax relief to permanent city residents and to shift a small portion of the tax burden off of permanent residents to other taxpayers in the community.

MOTION: Upon a motion made by Councilmember Nichols and a second by Councilmember Brick, the City Council voted seven (7) for and none (0) opposed, to adopt Ordinance No. 2018-4049, that the property tax rate be increased by the adoption of a tax rate of 50.5841 cents per \$100 assessed valuation, which is effectively a 5.61 percent increase in the tax rate. It was also moved that the Maintenance and Operations rate be 28.5502 cents per \$100 assessed valuation; and the Debt Service rate be 22.0339 cents per \$100 assessed valuation. The motion carried unanimously.

4. Presentation, possible action, and discussion regarding an appointment to the Brazos Valley Solid Waste Management Agency, Inc. Board of Directors.

MOTION: Upon a motion made by Councilmember Rektorik and a second by Councilmember Harvell, the City Council voted seven (7) for and none (0) opposed, to re-appoint Mayor Karl Mooney to the Brazos Valley Solid Waste Management Agency, Inc. Board of Directors. The motion carried unanimously.

5. Presentation, possible action, and discussion on future agenda items and review of standing list of Council generated agenda items: A Council Member may inquire about a subject for which notice has not been given. A statement of specific factual information or the recitation of existing policy may be given. Any deliberation shall be limited to a proposal to place the subject on an agenda for a subsequent meeting.

Councilmember Harvell requested a future agenda item to discuss the naming two new baseball fields at Veterans Park.

Councilmember Rektorik requested expediting the return of the existing future agenda item on ways to simplify and improve the NCO process.

6. Adjournment.

There being no further business, Mayor Mooney adjourned the Regular Meeting of the City Council at 7:24 p.m. on Thursday, September 27, 2018.

Karl Mooney, Mayor

ATTEST:

Tanya Smith, City Secretary

MINUTES OF THE CITY COUNCIL WORKSHOP
CITY OF COLLEGE STATION
SEPTEMBER 27, 2018

STATE OF TEXAS §
 §
COUNTY OF BRAZOS §

Present:

Karl Mooney, Mayor

Council:

Bob Brick
Jerome Rektorik
Linda Harvell
Barry Moore
John Nichols
James Benham

City Staff:

Jeff Capps, Interim City Manager
Jeff Kersten, Assistant City Manager
Adam Falco, Assistant City Attorney
Tanya Smith, City Secretary
Ian Whittenton, Deputy City Secretary

1. Call to Order and Announce a Quorum is Present

With a quorum present, the Workshop of the College Station City Council was called to order by Mayor Mooney at 4:01 p.m. on Thursday, September 27, 2018 in the Council Chambers of the City of College Station City Hall, 1101 Texas Avenue, College Station, Texas 77840.

2. Executive Session

In accordance with the Texas Government Code §551.071-Consultation with Attorney, and §551.074-Personnel, the College Station City Council convened into Executive Session at 4:01 p.m. on Thursday, September 27, 2018 in order to continue discussing matters pertaining to:

A. Consultation with Attorney to seek advice regarding pending or contemplated litigation; to wit:

- Kathryn A. Stever-Harper as Executrix for the Estate of John Wesley Harper v. City of College Station and Judy Meeks; No. 15,977-PC in the County Court No. 1, Brazos County, Texas; and
- McCrory Investments II, LLC d/b/a Southwest Stor Mor v. City of College Station; Cause No. 17-000914-CV-361; In the 361st District Court, Brazos County, Texas
- City of College Station v. Gerry Saum, Individually, and as Independent Executrix of the Estate of Susan M. Wood, Deceased; Cause No. 17-002742-CV-361; In the 361st District Court, Brazos County, Texas
- Maura Juarez Garcia v. Andres Garcia and City of College Station; Cause No. 18-000419-CV-85; In the 85th District Court, Brazos County, Texas.

B. Deliberation on the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer; to wit:

- Council self-evaluation
- City Manager

The Executive Session recessed at 5:20 p.m.

3. Take action, if any, on Executive Session.

No action was required from Executive Session.

4. Presentation, possible action and discussion on items listed on the consent agenda.

Item 2h was pulled from Consent for clarification.

2h): *Debbie Eller*, Community Services Director, provided clarification on the designated passenger pick-up zone in Northgate. This zone operates from 9:00 p.m. to 3:00 a.m. and signs posted are in the area. This item will authorize the towing of vehicles parked in these zone after the posted time.

5. Presentation, possible action, and discussion regarding potential ordinance amendments related to open storage; vegetation; right of way maintenance; parking, standing, or storing of recreational vehicles, trailers, or truck; and shopping carts for consistent code enforcement.

Debbie Eller, Community Services Director, stated that the Code Enforcement staff has reviewed the Code of Ordinances to determine where there are inconsistencies in language between various ordinances and/or where language should be added to clarify the intent of the ordinance. These revisions and clarification will assist Code Enforcement Officers in their daily efforts to educate and enforce.

Mrs. Eller stated that there is not efficient way to address shopping carts abandoned throughout the City. Code Enforcement met with local store managers to determine language to be included in a new ordinance that will allow for the development of a process to fairly address abandoned shopping carts.

Council directed staff to move forward with the recommended changes, with a few additions.

Proposed changes Sec. 26-6: Open Storage

- Includes language that allows open storage of commodities and materials for **(remove) (sale, lease, inventor,)** or private use.
- Remove language that allows for open storage of commodities and materials for sale, lease, and inventory.
- Continue to include exemption for Rural or Estate zoning
- Ensure screening requirement

Proposed housekeeping changes to Sec. 30-24: Nuisance

- Add language that City Manager or his or her designee is hereby authorized to remove vegetation to be consistent with language contained in other sections.

Changes Sec. 34-65(b): Right-of-Way Use

- The improvement or facility will not create any hazardous condition **by permitting or allowing trees, shrubs, bushes, plants, grass, weeds, or any other vegetation growing or causing** an obstruction of vehicular or pedestrian travel upon the public street or **sidewalk from the right or left, and the City Manager or his or her designee is hereby authorized to remove the vegetation.**

Proposed changes Sec. 38-43: Parking, Standing, or Storing of Recreational Vehicle, Trailers or Trucks in Residential Areas:

- Not currently included:
 - No prohibition for drivers or vehicle owners of commercial vehicles from parking in residential areas
 - Prohibition for obstruction of a solid waste container is included in Sec. 40-389 – Residential Collection Generally
- Revision to Discuss and Consider:
 - Prohibition for parking, standing, or storing recreational vehicles on yards, lawns, or on unimproved surface, and add language to include trailers. Leaving the exemption for Rural and Estate
- Prohibition to Discuss and Consider:
 - Prohibition for drivers or vehicle owners of parking commercial vehicle from parking in residential areas
- Revision to Discuss and Consider:
 - (b) (1) It shall be unlawful for the owner, occupant or person in charge of property used for residential purposes to permit the parking, standing or storing of trucks, trailers, or truck-tractors as defined herein in residential areas for other than actual supervised loading or unloading of goods and passengers **or for vehicles providing a service to a property.**
- Revision to Discuss and Consider:
 - Remove exemption for E Estate zoned
- Revision to Discuss and Consider:
 - Move Obstruction of solid waste container from Sec. 40-389 (Residential collection generally) to Sec. 38-43

Proposed changes Sec. 30-25: Shopping Carts

- Proposed Ordinance Requirements:
 - Develop ordinance language that would require merchants with a shopping cart inventory to be required to:
 - Develop a mandatory plan that would prevent cart removal; require notice to customers through signage; conduct a search and recovery effort at least every 7 days within a designated 2 mile radius; and provide a local contact.

6. **Council Calendar**

Council reviewed the calendar.

7. Discussion, review and possible action regarding the following meetings: Animal Shelter Board, Annexation Task Force, Arts Council of Brazos Valley, Arts Council Sub-committee, Audit Committee, Bicycle, Pedestrian, and Greenways Advisory Board, Bio-Corridor Board of Adjustments, Blinn College Brazos Valley Advisory Committee, Brazos County Health Dept., Brazos Valley Council of Governments, Bryan/College Station Chamber of Commerce, Budget and Finance Committee, BVSWMA, BVWACS, Compensation and Benefits Committee, Experience Bryan-College Station, Design Review Board, Economic Development Committee, FBT/Texas Aggies Go to War, Gulf Coast Strategic Highway Coalition, Historic Preservation Committee, Interfaith Dialogue Association, Intergovernmental Committee, Joint Relief Funding Review Committee, Landmark Commission, Library Board, Metropolitan Planning Organization, Parks and Recreation Board, Planning and Zoning Commission, Research Valley Partnership, Research Valley Technology Council, Regional Transportation Committee for Council of Governments, Sister Cities Association, Transportation and Mobility Committee, TAMU Economic Development, TAMU Student Senate, Texas Municipal League, Twin City Endowment, Walk with the Mayor, YMCA, Youth Advisory Council, Zoning Board of Adjustments.

Councilmember Nichols reported on the Brazos County Health Department and the Inter-Governmental Committee.

Councilmember Rektorik reported on Brazos Valley Economic Development Corporation and Experience Bryan-College Station.

Mayor Mooney reported on Walk with the Mayor, TML, and the YMCA. Councilmember Benham expanded on the YMCA report.

8. Adjournment

There being no further business, Mayor Mooney adjourned the workshop of the College Station City Council at 6:38 p.m. on Thursday, September 27, 2018.

Karl Mooney, Mayor

ATTEST:

Tanya Smith, City Secretary



Legislation Details (With Text)

File #:	18-0615	Version:	1	Name:	Investment Policy and Strategy
Type:	Presentation	Status:		Status:	Consent Agenda
File created:	9/10/2018	In control:		In control:	City Council Regular
On agenda:	10/8/2018	Final action:		Final action:	
Title:	Presentation, possible action, and discussion on approval of a resolution approving the City's investment policy; investment strategy, reviewing and recording changes to such policy and strategy; approving a collateral policy; and designating investment officers for fiscal year ending September 30, 2019.				
Sponsors:	Mary Ellen Leonard				
Indexes:					
Code sections:					
Attachments:	Investment Policy 2019 Resolution				

Date	Ver.	Action By	Action	Result
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Presentation, possible action, and discussion on approval of a resolution approving the City's investment policy; investment strategy, reviewing and recording changes to such policy and strategy; approving a collateral policy; and designating investment officers for fiscal year ending September 30, 2019.

Recommendation(s): Staff recommends review and approval of the resolution.

Summary: The Public Funds Investment Act requires an annual review and approval of the City's investment policy and investment strategies. The Act further requires the following:

- (1) that the governing body adopt a written instrument by rule, order, ordinance, or resolution stating that it has reviewed the investment policy and investment strategies, and
- (2) that the written instrument so adopted records any changes to either the investment policy or investment strategies.

The City of College Station adopted an irrevocable OPEB trust on September 11, 2017, and added to the Investment Strategy is the investment guideline for this trust. To be noted, this trust does not fall under regulation of the Texas Public Funds Investment Act.

An annual review of the City's authorized broker/dealers was performed. One broker/dealer is being removed from the authorized list due to inactivity. This broker/dealer is Oppenheimer & Co. Inc. The City will maintain at least 3 authorized broker/dealers for the competitive bid requirement of the investment policy.

The proposed list of Broker/Dealers/Advisors for the City to business with are:

- o FTN Financial
- o Hilltop Securities, Inc.
- o Cantor Fitzgerald & Company
- o American Momentum (CD's only)

The proposed list of Depository Banks for the City to do business with are:

- Branch Banking & Trust (BB&T)
- JPMorgan Chase Bank, N.A.

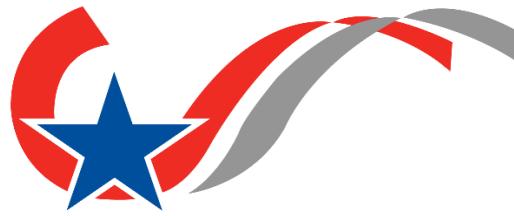
As part of the City's Investment Policy, Council is to review, approve and adopt any modifications to the list.

Budget & Financial Summary: None

Reviewed and Approved by Legal: Yes

Attachments:

1. Resolution
2. Investment Policy and Strategy



CITY OF COLLEGE STATION
Home of Texas A&M University®

Investment Strategy and Policy

2019

Approved by Council

October 8, 2018

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INVESTMENT STRATEGY

The City of College Station will pursue a passive investment strategy. Investments will be purchased with the intent of holding to maturity and will only be sold early under exceptional circumstances. In purchasing investments, the investment officer will attempt to follow a ladder strategy to ensure that the portfolio will have at least one investment maturing every month. Investment priorities are as follows:

1. **Suitability** - Any investment allowed under the Investment Policy is suitable.
2. **Preservation and Safety of Principal** - Investments of the City shall be undertaken in a manner that seeks to insure the preservation of capital in the overall portfolio.
3. **Liquidity** - The City's investment portfolio will remain sufficiently liquid to enable the City to meet all operational requirements that might reasonably be anticipated.
4. **Marketability** - Investments should have an active and efficient secondary market to enable the City to liquidate investments prior to the maturity if the need should arise.
5. **Diversification** - The Investment Officer will attempt to maintain a diversified portfolio with regard to security type, financial institution providing the security, and maturity.
6. **Yield** - The City's investment portfolio shall be designed with the objective of attaining the maximum rate of return throughout budgetary and economic cycles, taking into account the City's risk constraints and the cash flow characteristics of the portfolio.

The City of College Station also has an irrevocable trust relating to its OPEB obligations. The investment strategy for this trust will be dictated by the City's Investment Committee. This trust does not fall under the Texas Public Funds Investment Act. The current investment guideline is attached to this policy as Exhibit A.

CITY OF COLLEGE STATION

INVESTMENT POLICY

The Public Funds Investment Act, Chapter 2256, Texas Government Code, as Amended ("PFIA" herein), requires each city to adopt rules governing its investment practices and to define the authority of the investment officer. The following Investment Policy addresses the methods, procedures, and practices that must be exercised to ensure effective and judicious fiscal management of the City of College Station funds.

I. POLICY

It is the policy of the City of College Station, Texas ("City") to invest public funds in a manner, which will provide the highest investment return with the maximum security while meeting the daily cash flow demands of the City and conforming to all federal, state and local statutes governing the investment of public funds.

II. SCOPE

This investment policy applies to all the financial assets held by the City. These funds are defined in the City's Comprehensive Annual Financial Report (CAFR) and include:

General Fund	Special Revenue Funds
Debt Service Fund	Capital Projects Funds
Enterprise Funds	Internal Service Funds

Any new funds created by the City will be subject to this policy unless specifically exempted by the City Council. To maximize the effective investment of assets, all funds mentioned above will pool their cash balances for investment purposes. The income derived from investing activities will be distributed to the various funds based on calculation of their average balances.

III. INVESTMENT OBJECTIVES

The City of College Station shall manage and invest its cash with three primary objectives, listed in order of priority: **safety, liquidity and yield**. The safety of the principal invested always remains the primary objective.

Safety

Safety of Principal is the foremost objective of the City. Investments of the City shall be undertaken in a manner that seeks to insure the preservation of capital in the overall portfolio.

Liquidity

The City's investment portfolio will remain liquid to enable the City to meet all operational requirements that might reasonably be anticipated.

Yield

The City shall invest funds in investments that earn a competitive market yield consistent with stated objectives. For bond proceeds to which arbitrage restrictions apply, the primary objectives shall be to obtain a fair market yield and to minimize the costs associated with the investment of such funds within the constraints of the investment policy and applicable bond covenants.

IV. RESPONSIBILITY AND CONTROL

Delegation of Authority

The Assistant City Manager or his Designee is designated the City's Investment Officer. The Investment Officer shall be responsible for the investment of funds consistent with this Policy, and shall have the authority necessary to carry out such responsibilities. An investment committee consisting of the Investment Officer and at least two other staff members designated by the City Manager will also be formed. This committee will be responsible for selecting eligible broker/dealers, reviewing, and updating the investment policy annually. All participants in the investment process shall seek to act responsibly as custodians of the public trust.

The Investment Officer shall establish written procedures for the operation of the investment program consistent with this investment policy. No person may engage in an investment transaction except as provided under the terms of this policy and the procedures established by the Investment Officer. The Investment Officer shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of subordinate officials.

Cash Flow Analysis

Supplemental to the financial and budgetary systems, the Investment Officer will maintain a cash flow forecasting process designed to monitor and forecast cash positions for investment purposes. Cash flow analysis will include the historical researching and monitoring of specific cash flow items, payables and receivables as well as overall cash position and patterns.

Training Requirement

In order to ensure the quality and capability of investment management, the Assistant City Manager and the Investment Officer shall:

- attend at least one training session within 12 months of assuming duties *and* containing not less than 10 hours of instruction from an independent source approved by the governing board or a designated investment committee;
- receive training which includes education in investment controls, security risks, strategy risks, market risks, *diversification of the investment portfolio*, and compliance with the PFIA; and
- attend a training session not less than once each state fiscal biennium (beginning on the first day of the fiscal year and consisting of two consecutive fiscal years after that date) and receive not less than 8 hours of training from an independent source approved by the governing board or a designated investment committee.

Internal Controls

The Investment Officer shall establish an annual process of independent review by an external auditor. This review will provide internal control by assuring compliance with policies and procedures. Annually, the City's independent auditors will review quarterly reports for the fiscal year.

Prudence

Investments shall be made with the judgment and care which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived.

The standard of prudence to be used by investment officials shall be the "prudent person" standard and shall be applied in the context of managing an overall portfolio. Investment officers acting in accordance with written procedures and the investment policy and exercising due diligence shall be relieved of personal responsibility for an individual security's credit risk or market price changes provided deviations from expectations are reported in a timely fashion and appropriate action is taken to control adverse developments.

Ethics and Conflicts of Interest

Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with proper execution of the investment program, or which could impair their ability to make impartial investment decisions. Employees and investment officials shall disclose to the City Manager any material financial interest in financial institutions that conduct business within this jurisdiction, and they shall further disclose any large personal financial/investment positions that could be related to the performance of the City, particularly with regard to the time of purchases and sales. Employees and investment officials shall refrain from undertaking personal investment transactions with the same individual with which business is conducted on behalf of the City.

On an annual basis, the Investment officials shall sign a statement acknowledging that they are in compliance with Section 2256.005 (i) of the Public Funds Investment Act.

V. SUITABLE AND AUTHORIZED INVESTMENTS

Portfolio Management

The City currently has a “buy and hold” portfolio strategy. Maturity dates are matched with cash flow requirements and investments are purchased with the intent to be held until maturity.

Investments

Acceptable investments under this policy shall be limited to certain instruments as described by the Government Code; Chapter 2256, Sections 2256.009 through 2256.011 and Sections 2256.013 through 2256.016 of the Public Funds Investment Act. Investment of funds in any instrument or security not authorized for investment under the Act is prohibited.

- **Authorized**

1. Interest bearing bank deposits insured by the FDIC or the National Credit Union Share Insurance Fund.
2. Direct obligations of the United States government: U.S. Treasury Bills, U.S. Treasury Notes, and U.S. Treasury Bonds as well as Bonds or other interest bearing obligations for which the principal and interest are guaranteed by the full faith and credit of the United States government and rated not less than A or its equivalent by at least one nationally recognized investment rating firm.
3. Federal Agencies and Instrumentalities including but not limited to, discount notes, callables and debentures of the Federal National Mortgage Association (FNMA), the Federal Home Loan Bank (FHLB), the Federal Farm Credit Bank (FFCB), and the Federal Home Loan Mortgage Corporation (FHLMC).
4. Time Certificates of Deposit, insured by the Federal Deposit Insurance Corporation (FDIC) or its successor, or the National Credit Union Share Insurance Fund or its successor, in state or national banks. Any deposits exceeding FDIC insurance limits shall be collateralized at 102% of the face amount of the Certificate of Deposit by securities listed in 1 - 2 above and held by the City's custodial bank or the custodial bank of the institution the CD's are held. Bids for Certificates of Deposit may be solicited orally, in writing, electronically or using any combination of these methods.
5. Repurchase Agreements with a defined termination date of 90 days or less collateralized by a combination of cash and securities listed in 1 - 2 above. Collateral must have a minimum market value of 102% of the repurchase agreement, and must be held by the custodian bank or other independent third-party custodian contracted

by the City. Bond proceeds may be invested in flexible repurchase agreements with maturity dates not exceeding the expected final project expenditure if a formal bidding process is followed and properly documented for IRS purposes.

6. AAA-rated No-Load Money Market Mutual Funds registered with the Securities and Exchange Commission and comply with SEC Rule 2a-7 .
7. AAA-rated Investment Pools organized under the Texas Interlocal Cooperation Act that follow the requirements in the Public Funds Investment Act and which have been specifically approved by the City.

- **Not Authorized**

The following security types are not permitted:

1. Obligations whose payment represents the coupon payments of the underlying mortgage-backed security collateral and pays no principal (IO's);
2. Obligations whose payment represents the principle stream from the underlying mortgage-backed security collateral and bears no interest (PO's);
3. Collateralized Mortgage Obligations (CMO's) that have a stated final maturity date of greater than 10 years; and
4. Any security, the interest rate of which is determined by an index that adjusts opposite to the changes in the Market index (inverse floaters).

Exemption for Existing Investments

Any investment, which was authorized at the time of purchase, shall not be required to be liquidated.

Loss of Required Rating

If any security that requires a minimum investment rating is downgraded below that minimum rating subsequent to purchase, it will no longer be considered an authorized investment. As a result, the City shall take all prudent measures to liquidate the security in effort to preclude or reduce principle loss. The City will select a different approved broker/dealer each quarter to verify the ratings of securities held. Local Government Pools ratings will be verified quarterly by checking their websites.

VI. INVESTMENT PARAMETERS

Maximum Maturities

To the extent possible, the City will attempt to match its investments with anticipated cash flow requirements. Unless matched to a specific cash flow, the City will not directly invest in securities maturing more than five years from the date of purchase. Additionally, the City will maintain a dollar-weighted average maturity of two years or less.

Diversification

It is the intent of the City to diversify the investment instruments within the portfolio to avoid incurring unreasonable risks inherent in over-investing in specific instruments, individual financial institutions or maturities. The asset allocation in the portfolio should be flexible depending upon the outlook for the economy and the securities markets. If conditions warrant, the guidelines below may be exceeded by approval of the Investment Committee.

With the exception of U.S. Treasury securities, authorized pools, and the City's depository accounts, the City may not invest more than 30% of the City's investment portfolio with a single financial institution. In addition, the following maximum limits, by instrument, are established for the City's total portfolio:

1. U.S. Treasury Securities	100%
2. Agencies and Instrumentalities	70%
3. Certificates of Deposits	40%
4. Money Market Mutual Funds	30%
5. Repurchase Agreements	20%
7. Authorized Pools	70%

VII. FINANCIAL INSTITUTIONS AND DEALERS

Depository

At least every three to five years a Depository shall be selected through the City's banking services procurement process, which shall include a formal request for application (RFA). The selection of a depository will be determined by competitive bid and evaluation of bids will be based on the following selection criteria:

- The ability to qualify as a depository for public funds in accordance with state and local laws.

- The ability to provide requested information or financial statements for the period specified.
- The ability to meet all requirements in the banking RFA.
- Complete response to all required items on the bid form.
- Lowest net banking service cost, consistent with the ability to provide an appropriate level of service.
- The credit worthiness and financial stability of the bank.

The bank depository contract is subject to Council approval. During the term of the contract, additional accounts may be established. The City may open a cash money market account with its approved depository bank. Accounts held by the approved bank are to be collateralized at no less than 105%. Two authorized signers on the City's accounts must approve the establishment of new accounts.

Authorized Brokers/Dealers

The Investment Officer shall maintain a list of financial institutions authorized to provide investment services. In addition, a list will also be maintained of approved security broker/dealers selected by credit worthiness who are authorized to provide investment services in the State of Texas. These may include "primary" or regional dealers that qualify under SEC rule 15C3-1. No public deposit shall be made except in a qualified public depository as established by state laws.

All financial institutions and broker/dealers who desire to become qualified bidders for investment transactions must supply the Investment Officer with a completed Broker/Dealer Questionnaire and Certification, which shall include the following:

- An audited financial statement for the most recent period.
- Proof of certification by the Financial Industry Regulatory Authority (FINRA).
- Proof of current registration with the State Securities Commission.

Financial institutions eligible to transact investment business with the City shall be presented a written copy of this Investment Policy.

Additionally, the qualified representative of the business organization seeking to transact investment business shall execute a written instrument substantially to the effect that the qualified representative has received and reviewed this Investment Policy, and acknowledged that the organization has implemented reasonable procedures and controls in an effort to preclude imprudent investment activities with the City.

The City will not enter into an investment transaction with a Broker/Dealer prior to receiving the written agreement described above and current audited financial statements.

Annually, the Investment Committee shall review and revise the list as needed. The Committee will consider any new firms that have submitted the required documentation and review the performance of the previously approved firms. Any modifications to the list will be submitted to Council for their review, approval and adoption.

Competitive Bids

Securities will be purchased or sold after three (3) offers/bids are taken to verify that the City is receiving fair market value/price for the investment. Security transactions that may be purchased without competitive offers include: a) transactions with money market mutual funds b) local government investment pools and c) new securities still in syndicate and priced at par.

Delivery vs. Payment

All securities transaction, including collateral for repurchased agreements, shall be purchased using the delivery vs., payment method with the exception of investment pools and mutual funds. Funds will be released after notification that the purchased security has been received.

VIII. SAFEKEEPING OF SECURITIES

Safekeeping Agreement

The City shall contract with a bank or banks for the safekeeping of securities either owned by the City as part of its investment portfolio or held as collateral to secure demand or time deposits.

Safekeeping and Custody

Safekeeping and custody of securities and collateral shall be in accordance with state law. Securities and collateral will be held by a third party custodian designated by the Investment Officer and held in the City's name as evidenced by safekeeping receipts of the institution with which the securities are deposited. Original safekeeping receipts shall be obtained.

Collateralization

Consistent with the requirements of the Public Funds Collateral Act, it is the policy of the City to require full collateralization of all investments and funds on deposit with a depository bank, other than investments, which are obligations of the U.S. government, its agencies and instrumentalities, and government sponsored enterprises. In order to anticipate market changes and provide a level of security for all funds, the collateralization level will be 102% of market value of principal and accrued interest on deposits or investments less than an amount insured by the FDIC. The collateralization level of the City's depository accounts will be no less than 105%.

Collateral will always be held by an independent third party with whom the City has a current custodial agreement. A clearly marked evidence of ownership (safekeeping receipt) must be supplied to the City and retained.

The right of collateral substitution is granted.

IX. PERFORMANCE STANDARDS

Performance Standards

The investment portfolio shall be designed with the objective of obtaining a rate of return throughout budgetary and economic cycles, commensurate with the investment risk constraints and cash flow needs.

Performance Benchmark

Given the passive investment strategy of the City, the benchmark to be used by the Investment Officer to determine whether market yields are being achieved shall be the average closing yield during the reporting period comparable to the portfolios dollar-weighted average maturity in days.

X. REPORTING

Methods

Not less than quarterly and within a reasonable time after the end of the period reported, the Investment Officer should prepare and submit to the City Council a written report of the investment transactions for all funds of the City for the preceding reporting period. The report must:

- describe in detail the investment position of the City on the date of the report,
- be prepared jointly by all the Investment Officers if the City appoints more than one,
- be signed by all Investment Officials,
- contain a summary statement of each pooled fund group that states the beginning market value for the reporting period,
- state the book value and the market value of each separately invested asset at the end of the reporting period by the type of asset and fund type invested,
- state the maturity date of each separately invested asset that has a maturity date,
- state the fund for which each individual investment was acquired,
- state all accrued interest payable; and
- state the compliance of the investment portfolio as it relates to this Policy and Investment Act.

Marking to Market

The market values of the City's investments shall be obtained from a reliable outside source, which has access to investment market values. Marketing to Market will be done at least quarterly.

XI. INVESTMENT POLICY ADOPTION

The City's investment policy and investment strategies must be adopted annually by resolution of the City Council even if there are no changes. The City Council shall review the policy annually and they must approve any changes or modifications made thereto.

QUALIFIED BROKERS/DEALERS/ADVISORS

FTN Financial

Zach Brewer
920 Memorial City Way, 11th Floor
Houston, TX 77024
Phone: (713) 435-4351

Cantor Fitzgerald & Company

Gilbert Ramon
1700 Post Oak Boulevard
2 BLVD Place, Suite 250
Houston, TX 77056
Phone: (713) 599-5192

Hilltop Securities, Inc.

Linda Callaway
300 West 6th Street, Suite 1940
Austin, TX 78701
Phone: (512) 481-2041

American Momentum Bank (CD's only)

Frank Varisco
Five Momentum Blvd.
College Station, TX 77845
Phone: (979) 599-9349

INVESTMENT POOLS

TexPool

1001 Texas Ave., Suite 1400
Houston, TX 77002
Phone: (866)839-7665

TexSTAR

1201 Elm Street, Suite 3500
Dallas, TX 75270
Phone: (800)839-7827

TexPool Prime

1001 Texas Ave., Suite 1400
Houston, TX 77002
Phone: (866)839-7665

LOGIC

1201 Elm Street, Suite 3500
Dallas, TX 75270
Phone: (800)895-6442

DEPOSITORY BANKS

Branch Banking & Trust (BB&T)

2717 Texas Avenue South
College Station, Texas 77840
(979)260-1482

JPMorgan Chase Bank, NA.

One Chase Manhattan Plaza
New York, New York 10005-1401

GLOSSARY OF COMMON TREASURY TERMINOLOGY

Accrued Interest - The accumulated interest due on a bond as of the last interest payment made by the issuer.

Agency - A debt security issued by a federal or federally sponsored agency. Federal agencies are backed by the full faith and credit of the U.S. Government. Federally sponsored agencies (FSAs) are backed by each particular agency with a market perception that there is an implicit government guarantee. An example of federal agency is the Government National Mortgage Association (GNMA). An example of a FSA is the Federal National Mortgage Association (FNMA).

Amortization - The systematic reduction of the amount owed on a debt issue through periodic payments of principal.

Asked - The price at which securities are offered.

Average Life - The average length of time that an issue of serial bonds and/or term bonds with a mandatory sinking fund feature is expected to be outstanding.

Basis Point - A unit of measurement used in the valuation of fixed-income securities equal to 1/100 of 1 percent of yield, e.g., "1/4" of 1 percent is equal to 25 basis points.

Bid - The indicated price at which a buyer is willing to purchase a security or commodity.

Book Value - The value at which a security is carried on the inventory lists or other financial records of an investor. The book value may differ significantly from the security's current value in the market.

Broker - A broker brings buyers and sellers together for a commission paid by the initiator of the transaction or by both sides; he does not position. In the money market, brokers are active in markets in which banks buy and sell money and in interdealer markets.

Callable Bond - A bond issue in which all or part of its outstanding principal amount may be redeemed before maturity by the issuer under specified conditions.

Call Price - The price at which an issuer may redeem a bond prior to maturity. The price is usually at a slight premium to the bond's original issue price to compensate the holder for loss of income and ownership.

Call Risk - The risk to a bondholder that a bond may be redeemed prior to maturity.

Cash Sale/Purchase - A transaction that calls for delivery and payment of securities on the same day that the transaction is initiated.

Certificate of Deposit (CD) – A time deposit with a specific maturity evidenced by a certificate. Large-denomination CD's are typically negotiable.

Collateralization - Process by which a borrower pledges securities, property, or other deposits for the purpose of securing the repayment of a loan and/or security.

Commercial Paper - An unsecured short-term promissory note issued by corporations, with maturities ranging from 2 to 270 days.

Comprehensive Annual Financial Report (CAFR) – The official annual report for the City of College Station. It includes combined statements and basic financial statements for each individual fund and account group prepared in conformity with GAAP. It also includes supporting schedules necessary to demonstrate compliance with finance-related legal and contractual provision, extensive introductory material, and a detailed statistical section.

Coupon Rate - The annual rate of interest received by an investor from the issuer of certain types of fixed-income securities. It is also known as the interest rate.

Credit Quality - The measurement of the financial strength of a bond issuer. This measurement helps an investor to understand an issuer's ability to make timely interest payments and repay the loan principal upon maturity. Generally, the higher the credit quality of a bond issuer, the lower the interest rate paid by the issuer because the risk of default is lower. Credit quality ratings are provided by nationally recognized rating agencies.

Credit Risk - The risk to an investor that an issuer will default in the payment of interest and/or principal on a security.

Current Yield (Current Return) - A yield calculation determined by dividing the annual interest received on a security by the current market price of that security.

Dealer – A dealer, as opposed to a broker, acts as a principal in all transactions, buying and selling for his own account.

Delivery Versus Payment (DVP) - A type of securities transaction in which the purchaser pays for the securities when they are delivered either to the purchaser or his/her custodian.

Discount - The amount by which the par value of a security exceeds the price paid for the security.

Discount Security – Non-interest bearing money market instruments that are issued at a discount and redeemed at maturity for full face value, e.g. U.S. Treasury Bills.

Diversification - A process of investing assets among a range of security types by sector, maturity, and quality rating.

Duration - A measure of the timing of the cash flows, such as the interest payments and the principal repayment, to be received from a given fixed-income security. This calculation is based on three variables: term to maturity, coupon rate, and yield to maturity. The duration of a security is a useful indicator of its price volatility for given changes in interest rates.

Fair Value - The amount at which an investment could be exchanged in a current transaction between willing parties, other than in a forced or liquidation sale.

Federal Funds (Fed Funds) - Funds placed in Federal Reserve banks by depository institutions in excess of current reserve requirements. These depository institutions may lend fed funds to each other overnight or on a longer basis. They may also transfer funds among each other on a same-day basis through the Federal Reserve banking system. Fed funds are considered immediately available funds.

Federal Funds Rate - Interest rate charged by one institution lending federal funds to the other.

Federal Credit Agencies – Agencies of the Federal Government set up to supply credit to various classes of institutions and individuals, e.g. S&L's small business firms, students, farmers, farm cooperatives, and exporters.

Federal Deposit Insurance Corporation (FDIC) – A federal agency that insures bank deposits, currently up to \$250,000 per depository account through December 31, 2013. On January 1, 2014, the standard insurance amount will return to \$100,000.

Federal Home Loan banks (FHLB) – The institutions that regulate and lend to savings and loan associations. The Federal Home Loan Banks play a role similar to that played by the Federal Reserve Bank versus member commercial banks.

Federal National Mortgage Association (FNMA) – A government –sponsored enterprise (GSE) that was created in 1938 to expand the flow of mortgage money by creating a secondary mortgage market. Fannie Mae is a publicly traded company which operates under a congressional charter that directs Fannie Mae to channel its efforts into increasing the availability and affordability of homeownership for low-, moderate-, and middle-income Americans.

Federal Open Market Committee (FOMC) – Consists of seven members of the Federal Reserve Board and five of the twelve Federal Reserve Bank Presidents. The President of the New York Federal Reserve Bank is a permanent member while the other Presidents serve on a rotating basis. The Committee periodically meets to set Federal Reserve guidelines regarding purchases and sales of Government Securities in the open market as a means of influencing the volume of bank credit and money.

Federal Reserve System – The central bank of the United States created by Congress and consisting of a seven member Board of Governors in Washington, D.C., 12 regional banks and about 5,700 commercial banks that are members of the system.

Financial Industry Regulatory Authority (FINRA) - A self-regulatory organization (SRO) of brokers and dealers in the over-the-counter securities business. Its regulatory mandate includes authority over firms that distribute mutual fund shares as well as other securities.

Government Securities - An obligation of the U.S. government, backed by the full faith and credit of the government. These securities are regarded as the highest quality of investment securities available in the U.S. securities market. See "Treasury Bills, Notes, and Bonds."

Interest Rate - See "Coupon Rate."

Interest Rate Risk - The risk associated with declines or rises in interest rates which cause an investment in a fixed-income security to increase or decrease in value.

Internal Controls - An internal control structure designed to ensure that the assets of the entity are protected from loss, theft, or misuse. The internal control structure is designed to provide reasonable assurance that these objectives are met. The concept of reasonable assurance recognizes that 1) the cost of a control should not exceed the benefits likely to be derived and 2) the valuation of costs and benefits requires estimates and judgments by management. Internal controls should address the following points:

- **Control of collusion** - Collusion is a situation where two or more employees are working in conjunction to defraud their employer.
- **Separation of transaction authority from accounting and record keeping** - By separating the person who authorizes or performs the transaction from the people who record or otherwise account for the transaction, a separation of duties is achieved.
- **Custodial safekeeping** - Securities purchased from any bank or dealer including appropriate collateral (as defined by state law) shall be placed with an independent third party for custodial safekeeping.

Inverted Yield Curve - A chart formation that illustrates long-term securities having lower yields than short-term securities. This configuration usually occurs during periods of high inflation coupled with low levels of confidence in the economy and a restrictive monetary policy.

Investment Policy - A concise and clear statement of the objectives and parameters formulated by an investor or investment manager for a portfolio of investment securities.

Liquidity - An asset that can be converted easily and quickly into cash.

Local Government Investment Pool (LGIP) - An investment by local governments in which their money is pooled as a method for managing local funds.

Mark-to-market - The process whereby the book value or collateral value of a security is adjusted to reflect its current market value.

Market Risk - The risk that the value of a security will rise or decline as a result of changes in market conditions.

Market Value - Current market price of a security.

Maturity - The date on which payment of a financial obligation is due. The final stated maturity is the date on which the issuer must retire a bond and pay the face value to the bondholder. See "Weighted Average Maturity."

Money Market – The market in which short-term debt instruments (bills, commercial paper, bankers' acceptances, etc.) are issued and traded.

Money Market Mutual Fund - Mutual funds that invest solely in money market instruments (short-term debt instruments, such as Treasury bills, commercial paper, bankers' acceptances, repos and federal funds).

Mutual Fund - An investment company that pools money and can invest in a variety of securities, including fixed-income securities and money market instruments. Mutual funds are regulated by the Investment Company Act of 1940.

Net Asset Value - The market value of one share of an investment company, such as a mutual fund. This figure is calculated by totaling a fund's assets that includes securities, cash, and any accrued earnings, subtracting this from the fund's liabilities and dividing this total by the number of shares outstanding. This is calculated once a day based on the closing price for each security in the fund's portfolio. (See below.) $[(\text{Total assets}) - (\text{Liabilities})] / (\text{Number of shares outstanding})$

Nominal Yield - The stated rate of interest that a bond pays its current owner, based on par value of the security. It is also known as the "coupon," "coupon rate," or "interest rate."

Offer - An indicated price at which market participants are willing to sell a security or commodity. Also referred to as the "Ask price."

Par - Face value or principal value of a bond, typically \$1,000 per bond.

Portfolio – Collection of securities held by an investor.

Positive Yield Curve - A chart formation that illustrates short-term securities having lower yields than long-term securities.

Premium - The amount by which the price paid for a security exceeds the security's par value.

Prime Rate - A preferred interest rate charged by commercial banks to their most creditworthy customers. Many interest rates are keyed to this rate.

Principal - The face value or par value of a debt instrument. Also may refer to the amount of capital invested in a given security.

Prospectus - A legal document that must be provided to any prospective purchaser of a new securities offering registered with the SEC. This can include information on the issuer, the issuer's business, the proposed use of proceeds, the experience of the issuer's management, and certain certified financial statements.

Prudent Person Rule - An investment standard outlining the fiduciary responsibilities of public funds investors relating to investment practices.

Rate of Return – The yield obtainable on a security based on its purchase price or its current market price. This may be the amortized yield to maturity on a bond or the current income return.

Reinvestment Risk - The risk that a fixed-income investor will be unable to reinvest income proceeds from a security holding at the same rate of return currently generated by that holding.

Repurchase Agreement (repo or RP) - An agreement of one party to sell securities at a specified price to a second party and a simultaneous agreement of the first party to repurchase the securities at a specified price or at a specified later date.

Reverse Repurchase Agreement (Reverse Repo) - An agreement of one party to purchase securities at a specified price from a second party and a simultaneous agreement by the first party to resell the securities at a specified price to the second party on demand or at a specified date.

Rule 2a-7 of the Investment Company Act - Applies to all money market mutual funds and mandates such funds to maintain certain standards, including a 13- month maturity limit and a 90-day average maturity on investments, to help maintain a constant net asset value of one dollar (\$1.00).

Safekeeping - Holding of assets (e.g., securities) by a financial institution.

Secondary Market – A market made for the purchase and sale of outstanding issues following the initial distribution.

Securities & Exchange Commission – Agency created by Congress to protect investors in securities transactions by administering securities legislation.

Serial Bond - A bond issue, usually of a municipality, with various maturity dates scheduled at regular intervals until the entire issue is retired.

Sinking Fund - Money accumulated on a regular basis in a separate custodial account that is used to redeem debt securities or preferred stock issues.

Swap - Trading one asset for another.

Term Bond - Bonds comprising a large part or all of a particular issue which come due in a single maturity. The issuer usually agrees to make periodic payments into a sinking fund for mandatory redemption of term bonds before maturity.

Total Return - The sum of all investment income plus changes in the capital value of the portfolio. For mutual funds, return on an investment is composed of share price appreciation plus any realized dividends or capital gains. This is calculated by taking the following components during a certain time period. (Price Appreciation) + (Dividends paid) + (Capital gains) = Total Return

Treasury Bills - Short-term U.S. government non-interest bearing debt securities with maturities of no longer than one year and issued in minimum denominations of \$10,000. Auctions of three- and six-month bills are weekly, while auctions of one-year bills are monthly. The yields on these bills are monitored closely in the money markets for signs of interest rate trends.

Treasury Bonds – Marketable, fixed-interest U.S. government debt securities with maturities of more than ten years and issued in minimum denominations of \$1,000. Treasury bonds make interest payments semi-annually and the income that holders received is only taxed at the federal level.

Treasury Notes - Marketable U.S. government debt securities with fixed interest rates and maturities between 1 to 10 years. Treasury notes can be bought either directly from the U.S. government or through banks.

Uniform Net Capital Rule - SEC Rule 15C3-1 – Securities and Exchange Commission requirement that member firms as well as nonmember broker-dealers in securities maintain a maximum ratio of indebtedness to liquid capital of 15 to 1: also called net capital rule and net capital ratio. Indebtedness covers all money owed to a firm, including margin loans and commitments to purchase securities. This is one reason new public issues are spread among members of underwriting syndicates. Liquid capital includes cash and assets easily converted into cash.

Volatility - A degree of fluctuation in the price and valuation of securities.

Volatility Risk Rating - A rating system to clearly indicate the level of volatility and other non-credit risks associated with securities and certain bond funds. The ratings for bond funds range from those that have extremely low sensitivity to changing market conditions and offer the greatest stability of the returns ("aaa" by S&P; "V-1" by Fitch) to those that are highly sensitive with currently identifiable market volatility risk ("ccc-" by S&P, "V-10" by Fitch).

Weighted Average Maturity (WAM) - The average maturity of all the securities that comprise a portfolio. According to SEC rule 2a-7, the WAM for SEC registered money market mutual funds may not exceed 90 days and no one security may have a maturity that exceeds 397 days.

Yield - The current rate of return on an investment security generally expressed as a percentage of the security's current price.

Yield-to-call (YTC) - The rate of return an investor earns from a bond assuming the bond is redeemed (called) prior to its nominal maturity date. **Yield Curve** - A graphic representation that depicts the relationship at a given point in time between yields and maturity for bonds that are identical in every way except maturity. A normal yield curve may be alternatively referred to as a positive yield curve.

Yield-to-maturity - The rate of return yielded by a debt security held to maturity when both interest payments and the investor's potential capital gain or loss are included in the calculation of return.

Zero-coupon Securities - Security that is issued at a discount and makes no periodic interest payments. The rate of return consists of a gradual accretion of the principal of the security and is payable at par upon maturity.

**EXHIBIT A
PARS OBEB TRUST
INVESTMENT GUIDELINE**

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COLLEGE STATION, TEXAS, APPROVING THE CITY'S INVESTMENT POLICY; THE CITY'S INVESTMENT STRATEGY; REVIEWING AND RECORDING CHANGES TO SUCH POLICY AND STRATEGY; APPROVING A COLLATERAL POLICY; AND DESIGNATING INVESTMENT OFFICERS FOR FISCAL YEAR ENDING SEPTEMBER 30, 2019; AND CONTAINING OTHER PROVISIONS RELATED TO THE SUBJECT MATTER.

WHEREAS, it is a paramount goal of the City of College Station, Texas ("City") to ensure the financial integrity of the City and to meet all legal requirements associated with the safekeeping and investing of its funds; and

WHEREAS, in accordance with the Public Funds Investment Act, Chapter 2256, Texas Government Code, the City council must adopt an investment policy and investment strategies; and

WHEREAS, Section 2256.005, Texas Government Code requires the City Council to review the investment policies and investment strategies not less than annually and to adopt a resolution or order stating the review has been completed and recording any changes made to either the investment policies or investment strategies; and

WHEREAS, the Investment Policy for Fiscal Year 2019 designates the Assistant City Manager or his Designee(s) as the Investment Officer of the City and authorizes the Investment Officer to carry out the responsibilities of investing the City's funds; and

WHEREAS, the Investment Policy for Fiscal Year 2019 contains the City's Collateral Policy which is required pursuant to Chapter 2257, Texas Government Code; now therefore

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF COLLEGE STATION, TEXAS:

- PART 1:** That the facts and recitations set forth in the preamble of this Resolution are hereby declared true and correct.
- PART 2:** That the City Council hereby approves the City's Investment Policy, the City's Collateral Policy, the City's Broker/Dealer List and the City's Investment Strategy for Fiscal year 2019, all of which is attached hereto as Exhibit "A" and made a part hereof.
- PART 3:** That the City Council of the City has completed its review of the investment policy and investment strategies, and any changes made to either the investment policy or investment strategy are recorded in Exhibit "A" hereto.
- PART 4:** That the City Council hereby approves the designation of the Assistant City Manager or his Designee(s) as the Investment Officer of the City and authorizes the Investment Officer to carry out the responsibilities of investing the City's funds consistent with the City's Investment Policy.

PART 5: That this Resolution shall take effect immediately from and after its passage.

ADOPTED this _____ day of _____, A.D. 2018.

ATTEST:

APPROVED:

Tanya Smith, City Secretary

Karl Mooney, Mayor

APPROVED:

City Attorney

**Exhibit “A-1”
Investment Strategy and Policy 2019**



Investment Strategy and Policy

2019

Approved by Council

October 8, 2018

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INVESTMENT STRATEGY

The City of College Station will pursue a passive investment strategy. Investments will be purchased with the intent of holding to maturity and will only be sold early under exceptional circumstances. In purchasing investments, the investment officer will attempt to follow a ladder strategy to ensure that the portfolio will have at least one investment maturing every month. Investment priorities are as follows:

1. **Suitability** - Any investment allowed under the Investment Policy is suitable.
2. **Preservation and Safety of Principal** - Investments of the City shall be undertaken in a manner that seeks to insure the preservation of capital in the overall portfolio.
3. **Liquidity** - The City's investment portfolio will remain sufficiently liquid to enable the City to meet all operational requirements that might reasonably be anticipated.
4. **Marketability** - Investments should have an active and efficient secondary market to enable the City to liquidate investments prior to the maturity if the need should arise.
5. **Diversification** - The Investment Officer will attempt to maintain a diversified portfolio with regard to security type, financial institution providing the security, and maturity.
6. **Yield** - The City's investment portfolio shall be designed with the objective of attaining the maximum rate of return throughout budgetary and economic cycles, taking into account the City's risk constraints and the cash flow characteristics of the portfolio.

The City of College Station also has an irrevocable trust relating to its OPEB obligations. The investment strategy for this trust will be dictated by the City's Investment Committee. This trust does not fall under the Texas Public Funds Investment Act. The current investment guideline is attached to this policy as Exhibit A.

CITY OF COLLEGE STATION INVESTMENT POLICY

The Public Funds Investment Act, Chapter 2256, Texas Government Code, as Amended ("PFIA" herein), requires each city to adopt rules governing its investment practices and to define the authority of the investment officer. The following Investment Policy addresses the methods, procedures, and practices that must be exercised to ensure effective and judicious fiscal management of the City of College Station funds.

I. POLICY

It is the policy of the City of College Station, Texas ("City") to invest public funds in a manner, which will provide the highest investment return with the maximum security while meeting the daily cash flow demands of the City and conforming to all federal, state and local statutes governing the investment of public funds.

II. SCOPE

This investment policy applies to all the financial assets held by the City. These funds are defined in the City's Comprehensive Annual Financial Report (CAFR) and include:

General Fund	Special Revenue Funds
Debt Service Fund	Capital Projects Funds
Enterprise Funds	Internal Service Funds

Any new funds created by the City will be subject to this policy unless specifically exempted by the City Council. To maximize the effective investment of assets, all funds mentioned above will pool their cash balances for investment purposes. The income derived from investing activities will be distributed to the various funds based on calculation of their average balances.

III. INVESTMENT OBJECTIVES

The City of College Station shall manage and invest its cash with three primary objectives, listed in order of priority: **safety, liquidity and yield**. The safety of the principal invested always remains the primary objective.

Safety

Safety of Principal is the foremost objective of the City. Investments of the City shall be undertaken in a manner that seeks to insure the preservation of capital in the overall portfolio.

Liquidity

The City's investment portfolio will remain liquid to enable the City to meet all operational requirements that might reasonably be anticipated.

Yield

The City shall invest funds in investments that earn a competitive market yield consistent with stated objectives. For bond proceeds to which arbitrage restrictions apply, the primary objectives shall be to obtain a fair market yield and to minimize the costs associated with the investment of such funds within the constraints of the investment policy and applicable bond covenants.

IV. RESPONSIBILITY AND CONTROL**Delegation of Authority**

The Assistant City Manager or his Designee is designated the City's Investment Officer. The Investment Officer shall be responsible for the investment of funds consistent with this Policy, and shall have the authority necessary to carry out such responsibilities. An investment committee consisting of the Investment Officer and at least two other staff members designated by the City Manager will also be formed. This committee will be responsible for selecting eligible broker/dealers, reviewing, and updating the investment policy annually. All participants in the investment process shall seek to act responsibly as custodians of the public trust.

The Investment Officer shall establish written procedures for the operation of the investment program consistent with this investment policy. No person may engage in an investment transaction except as provided under the terms of this policy and the procedures established by the Investment Officer. The Investment Officer shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of subordinate officials.

Cash Flow Analysis

Supplemental to the financial and budgetary systems, the Investment Officer will maintain a cash flow forecasting process designed to monitor and forecast cash positions for investment purposes. Cash flow analysis will include the historical researching and monitoring of specific cash flow items, payables and receivables as well as overall cash position and patterns.

Training Requirement

In order to ensure the quality and capability of investment management, the Assistant City Manager and the Investment Officer shall:

- attend at least one training session within 12 months of assuming duties *and* containing not less than 10 hours of instruction from an independent source approved by the governing board or a designated investment committee;
- receive training which includes education in investment controls, security risks, strategy risks, market risks, *diversification of the investment portfolio*, and compliance with the PFIA; and
- attend a training session not less than once each state fiscal biennium (beginning on the first day of the fiscal year and consisting of two consecutive fiscal years after that date) and receive not less than 8 hours of training from an independent source approved by the governing board or a designated investment committee.

Internal Controls

The Investment Officer shall establish an annual process of independent review by an external auditor. This review will provide internal control by assuring compliance with policies and procedures. Annually, the City's independent auditors will review quarterly reports for the fiscal year.

Prudence

Investments shall be made with the judgment and care which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived.

The standard of prudence to be used by investment officials shall be the "prudent person" standard and shall be applied in the context of managing an overall portfolio. Investment officers acting in accordance with written procedures and the investment policy and exercising due diligence shall be relieved of personal responsibility for an individual security's credit risk or market price changes provided deviations from expectations are reported in a timely fashion and appropriate action is taken to control adverse developments.

Ethics and Conflicts of Interest

Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with proper execution of the investment program, or which could impair their ability to make impartial investment decisions. Employees and investment officials shall disclose to the City Manager any material financial interest in financial institutions that conduct business within this jurisdiction, and they shall further disclose any large personal financial/investment positions that could be related to the performance of the City, particularly with regard to the time of purchases and sales. Employees and investment officials shall refrain from undertaking personal investment transactions with the same individual with which business is conducted on behalf of the City.

On an annual basis, the Investment officials shall sign a statement acknowledging that they are in compliance with Section 2256.005 (i) of the Public Funds Investment Act.

V. SUITABLE AND AUTHORIZED INVESTMENTS

Portfolio Management

The City currently has a “buy and hold” portfolio strategy. Maturity dates are matched with cash flow requirements and investments are purchased with the intent to be held until maturity.

Investments

Acceptable investments under this policy shall be limited to certain instruments as described by the Government Code; Chapter 2256, Sections 2256.009 through 2256.011 and Sections 2256.013 through 2256.016 of the Public Funds Investment Act. Investment of funds in any instrument or security not authorized for investment under the Act is prohibited.

• **Authorized**

1. Interest bearing bank deposits insured by the FDIC or the National Credit Union Share Insurance Fund.
2. Direct obligations of the United States government: U.S. Treasury Bills, U.S. Treasury Notes, and U.S. Treasury Bonds as well as Bonds or other interest bearing obligations for which the principal and interest are guaranteed by the full faith and credit of the United States government and rated not less than A or its equivalent by at least one nationally recognized investment rating firm.
3. Federal Agencies and Instrumentalities including but not limited to, discount notes, callables and debentures of the Federal National Mortgage Association (FNMA), the Federal Home Loan Bank (FHLB), the Federal Farm Credit Bank (FFCB), and the Federal Home Loan Mortgage Corporation (FHLMC).
4. Time Certificates of Deposit, insured by the Federal Deposit Insurance Corporation (FDIC) or its successor, or the National Credit Union Share Insurance Fund or its successor, in state or national banks. Any deposits exceeding FDIC insurance limits shall be collateralized at 102% of the face amount of the Certificate of Deposit by securities listed in 1 - 2 above and held by the City's custodial bank or the custodial bank of the institution the CD's are held. Bids for Certificates of Deposit may be solicited orally, in writing, electronically or using any combination of these methods.
5. Repurchase Agreements with a defined termination date of 90 days or less collateralized by a combination of cash and securities listed in 1 - 2 above. Collateral must have a minimum market value of 102% of the repurchase agreement, and must be held by the custodian bank or other independent third-party custodian contracted

by the City. Bond proceeds may be invested in flexible repurchase agreements with maturity dates not exceeding the expected final project expenditure if a formal bidding process is followed and properly documented for IRS purposes.

6. AAA-rated No-Load Money Market Mutual Funds registered with the Securities and Exchange Commission and comply with SEC Rule 2a-7 .
7. AAA-rated Investment Pools organized under the Texas Interlocal Cooperation Act that follow the requirements in the Public Funds Investment Act and which have been specifically approved by the City.

- **Not Authorized**

The following security types are not permitted:

1. Obligations whose payment represents the coupon payments of the underlying mortgage-backed security collateral and pays no principal (IO's);
2. Obligations whose payment represents the principle stream from the underlying mortgage-backed security collateral and bears no interest (PO's);
3. Collateralized Mortgage Obligations (CMO's) that have a stated final maturity date of greater than 10 years; and
4. Any security, the interest rate of which is determined by an index that adjusts opposite to the changes in the Market index (inverse floaters).

Exemption for Existing Investments

Any investment, which was authorized at the time of purchase, shall not be required to be liquidated.

Loss of Required Rating

If any security that requires a minimum investment rating is downgraded below that minimum rating subsequent to purchase, it will no longer be considered an authorized investment. As a result, the City shall take all prudent measures to liquidate the security in effort to preclude or reduce principle loss. The City will select a different approved broker/dealer each quarter to verify the ratings of securities held. Local Government Pools ratings will be verified quarterly by checking their websites.

VI. INVESTMENT PARAMETERS

Maximum Maturities

To the extent possible, the City will attempt to match its investments with anticipated cash flow requirements. Unless matched to a specific cash flow, the City will not directly invest in securities maturing more than five years from the date of purchase. Additionally, the City will maintain a dollar-weighted average maturity of two years or less.

Diversification

It is the intent of the City to diversify the investment instruments within the portfolio to avoid incurring unreasonable risks inherent in over-investing in specific instruments, individual financial institutions or maturities. The asset allocation in the portfolio should be flexible depending upon the outlook for the economy and the securities markets. If conditions warrant, the guidelines below may be exceeded by approval of the Investment Committee.

With the exception of U.S. Treasury securities, authorized pools, and the City's depository accounts, the City may not invest more than 30% of the City's investment portfolio with a single financial institution. In addition, the following maximum limits, by instrument, are established for the City's total portfolio:

1. U.S. Treasury Securities	100%
2. Agencies and Instrumentalities	70%
3. Certificates of Deposits	40%
4. Money Market Mutual Funds	30%
5. Repurchase Agreements	20%
7. Authorized Pools	70%

VII. FINANCIAL INSTITUTIONS AND DEALERS

Depository

At least every three to five years a Depository shall be selected through the City's banking services procurement process, which shall include a formal request for application (RFA). The selection of a depository will be determined by competitive bid and evaluation of bids will be based on the following selection criteria:

- The ability to qualify as a depository for public funds in accordance with state and local laws.

- The ability to provide requested information or financial statements for the period specified.
- The ability to meet all requirements in the banking RFA.
- Complete response to all required items on the bid form.
- Lowest net banking service cost, consistent with the ability to provide an appropriate level of service.
- The credit worthiness and financial stability of the bank.

The bank depository contract is subject to Council approval. During the term of the contract, additional accounts may be established. The City may open a cash money market account with its approved depository bank. Accounts held by the approved bank are to be collateralized at no less than 105%. Two authorized signers on the City's accounts must approve the establishment of new accounts.

Authorized Brokers/Dealers

The Investment Officer shall maintain a list of financial institutions authorized to provide investment services. In addition, a list will also be maintained of approved security broker/dealers selected by credit worthiness who are authorized to provide investment services in the State of Texas. These may include "primary" or regional dealers that qualify under SEC rule 15C3-1. No public deposit shall be made except in a qualified public depository as established by state laws.

All financial institutions and broker/dealers who desire to become qualified bidders for investment transactions must supply the Investment Officer with a completed Broker/Dealer Questionnaire and Certification, which shall include the following:

- An audited financial statement for the most recent period.
- Proof of certification by the Financial Industry Regulatory Authority (FINRA).
- Proof of current registration with the State Securities Commission.

Financial institutions eligible to transact investment business with the City shall be presented a written copy of this Investment Policy.

Additionally, the qualified representative of the business organization seeking to transact investment business shall execute a written instrument substantially to the effect that the qualified representative has received and reviewed this Investment Policy, and acknowledged that the organization has implemented reasonable procedures and controls in an effort to preclude imprudent investment activities with the City.

The City will not enter into an investment transaction with a Broker/Dealer prior to receiving the written agreement described above and current audited financial statements.

Annually, the Investment Committee shall review and revise the list as needed. The Committee will consider any new firms that have submitted the required documentation and review the performance of the previously approved firms. Any modifications to the list will be submitted to Council for their review, approval and adoption.

Competitive Bids

Securities will be purchased or sold after three (3) offers/bids are taken to verify that the City is receiving fair market value/price for the investment. Security transactions that may be purchased without competitive offers include: a) transactions with money market mutual funds b) local government investment pools and c) new securities still in syndicate and priced at par.

Delivery vs. Payment

All securities transaction, including collateral for repurchased agreements, shall be purchased using the delivery vs., payment method with the exception of investment pools and mutual funds. Funds will be released after notification that the purchased security has been received.

VIII. SAFEKEEPING OF SECURITIES**Safekeeping Agreement**

The City shall contract with a bank or banks for the safekeeping of securities either owned by the City as part of its investment portfolio or held as collateral to secure demand or time deposits.

Safekeeping and Custody

Safekeeping and custody of securities and collateral shall be in accordance with state law. Securities and collateral will be held by a third party custodian designated by the Investment Officer and held in the City's name as evidenced by safekeeping receipts of the institution with which the securities are deposited. Original safekeeping receipts shall be obtained.

Collateralization

Consistent with the requirements of the Public Funds Collateral Act, it is the policy of the City to require full collateralization of all investments and funds on deposit with a depository bank, other than investments, which are obligations of the U.S. government, its agencies and instrumentalities, and government sponsored enterprises. In order to anticipate market changes and provide a level of security for all funds, the collateralization level will be 102% of market value of principal and accrued interest on deposits or investments less than an amount insured by the FDIC. The collateralization level of the City's depository accounts will be no less than 105%.

Collateral will always be held by an independent third party with whom the City has a current custodial agreement. A clearly marked evidence of ownership (safekeeping receipt) must be supplied to the City and retained.

The right of collateral substitution is granted.

IX. PERFORMANCE STANDARDS

Performance Standards

The investment portfolio shall be designed with the objective of obtaining a rate of return throughout budgetary and economic cycles, commensurate with the investment risk constraints and cash flow needs.

Performance Benchmark

Given the passive investment strategy of the City, the benchmark to be used by the Investment Officer to determine whether market yields are being achieved shall be the average closing yield during the reporting period comparable to the portfolios dollar-weighted average maturity in days.

X. REPORTING

Methods

Not less than quarterly and within a reasonable time after the end of the period reported, the Investment Officer should prepare and submit to the City Council a written report of the investment transactions for all funds of the City for the preceding reporting period. The report must:

- describe in detail the investment position of the City on the date of the report,
- be prepared jointly by all the Investment Officers if the City appoints more than one,
- be signed by all Investment Officials,
- contain a summary statement of each pooled fund group that states the beginning market value for the reporting period,
- state the book value and the market value of each separately invested asset at the end of the reporting period by the type of asset and fund type invested,
- state the maturity date of each separately invested asset that has a maturity date,
- state the fund for which each individual investment was acquired,
- state all accrued interest payable; and
- state the compliance of the investment portfolio as it relates to this Policy and Investment Act.

Marking to Market

The market values of the City's investments shall be obtained from a reliable outside source, which has access to investment market values. Marking to Market will be done at least quarterly.

XI. INVESTMENT POLICY ADOPTION

The City's investment policy and investment strategies must be adopted annually by resolution of the City Council even if there are no changes. The City Council shall review the policy annually and they must approve any changes or modifications made thereto.

QUALIFIED BROKERS/DEALERS/ADVISORS

FTN Financial

Zach Brewer
920 Memorial City Way, 11th Floor
Houston, TX 77024
Phone: (713) 435-4351

Cantor Fitzgerald & Company

Gilbert Ramon
1700 Post Oak Boulevard
2 BLVD Place, Suite 250
Houston, TX 77056
Phone: (713) 599-5192

Hilltop Securities, Inc.

Linda Callaway
300 West 6th Street, Suite 1940
Austin, TX 78701
Phone: (512) 481-2041

American Momentum Bank (CD's only)

Frank Varisco
Five Momentum Blvd.
College Station, TX 77845
Phone: (979) 599-9349

INVESTMENT POOLS

TexPool

1001 Texas Ave., Suite 1400
Houston, TX 77002
Phone: (866)839-7665

TexSTAR

1201 Elm Street, Suite 3500
Dallas, TX 75270
Phone: (800)839-7827

TexPool Prime

1001 Texas Ave., Suite 1400
Houston, TX 77002
Phone: (866)839-7665

LOGIC

1201 Elm Street, Suite 3500
Dallas, TX 75270
Phone: (800)895-6442

DEPOSITORY BANKS

Branch Banking & Trust (BB&T)

2717 Texas Avenue South
College Station, Texas 77840
(979)260-1482

JPMorgan Chase Bank, NA.

One Chase Manhattan Plaza
New York, New York 10005-1401

GLOSSARY OF COMMON TREASURY TERMINOLOGY

Accrued Interest - The accumulated interest due on a bond as of the last interest payment made by the issuer.

Agency - A debt security issued by a federal or federally sponsored agency. Federal agencies are backed by the full faith and credit of the U.S. Government. Federally sponsored agencies (FSAs) are backed by each particular agency with a market perception that there is an implicit government guarantee. An example of federal agency is the Government National Mortgage Association (GNMA). An example of a FSA is the Federal National Mortgage Association (FNMA).

Amortization - The systematic reduction of the amount owed on a debt issue through periodic payments of principal.

Asked - The price at which securities are offered.

Average Life - The average length of time that an issue of serial bonds and/or term bonds with a mandatory sinking fund feature is expected to be outstanding.

Basis Point - A unit of measurement used in the valuation of fixed-income securities equal to 1/100 of 1 percent of yield, e.g., "1/4" of 1 percent is equal to 25 basis points.

Bid - The indicated price at which a buyer is willing to purchase a security or commodity.

Book Value - The value at which a security is carried on the inventory lists or other financial records of an investor. The book value may differ significantly from the security's current value in the market.

Broker - A broker brings buyers and sellers together for a commission paid by the initiator of the transaction or by both sides; he does not position. In the money market, brokers are active in markets in which banks buy and sell money and in interdealer markets.

Callable Bond - A bond issue in which all or part of its outstanding principal amount may be redeemed before maturity by the issuer under specified conditions.

Call Price - The price at which an issuer may redeem a bond prior to maturity. The price is usually at a slight premium to the bond's original issue price to compensate the holder for loss of income and ownership.

Call Risk - The risk to a bondholder that a bond may be redeemed prior to maturity.

Cash Sale/Purchase - A transaction that calls for delivery and payment of securities on the same day that the transaction is initiated.

Certificate of Deposit (CD) - A time deposit with a specific maturity evidenced by a certificate. Large-denomination CD's are typically negotiable.

Collateralization - Process by which a borrower pledges securities, property, or other deposits for the purpose of securing the repayment of a loan and/or security.

Commercial Paper - An unsecured short-term promissory note issued by corporations, with maturities ranging from 2 to 270 days.

Comprehensive Annual Financial Report (CAFR) – The official annual report for the City of College Station. It includes combined statements and basic financial statements for each individual fund and account group prepared in conformity with GAAP. It also includes supporting schedules necessary to demonstrate compliance with finance-related legal and contractual provision, extensive introductory material, and a detailed statistical section.

Coupon Rate - The annual rate of interest received by an investor from the issuer of certain types of fixed-income securities. It is also known as the interest rate.

Credit Quality - The measurement of the financial strength of a bond issuer. This measurement helps an investor to understand an issuer's ability to make timely interest payments and repay the loan principal upon maturity. Generally, the higher the credit quality of a bond issuer, the lower the interest rate paid by the issuer because the risk of default is lower. Credit quality ratings are provided by nationally recognized rating agencies.

Credit Risk - The risk to an investor that an issuer will default in the payment of interest and/or principal on a security.

Current Yield (Current Return) - A yield calculation determined by dividing the annual interest received on a security by the current market price of that security.

Dealer – A dealer, as opposed to a broker, acts as a principal in all transactions, buying and selling for his own account.

Delivery Versus Payment (DVP) - A type of securities transaction in which the purchaser pays for the securities when they are delivered either to the purchaser or his/her custodian.

Discount - The amount by which the par value of a security exceeds the price paid for the security.

Discount Security – Non-interest bearing money market instruments that are issued at a discount and redeemed at maturity for full face value, e.g. U.S. Treasury Bills.

Diversification - A process of investing assets among a range of security types by sector, maturity, and quality rating.

Duration - A measure of the timing of the cash flows, such as the interest payments and the principal repayment, to be received from a given fixed-income security. This calculation is based on three variables: term to maturity, coupon rate, and yield to maturity. The duration of a security is a useful indicator of its price volatility for given changes in interest rates.

Fair Value - The amount at which an investment could be exchanged in a current transaction between willing parties, other than in a forced or liquidation sale.

Federal Funds (Fed Funds) - Funds placed in Federal Reserve banks by depository institutions in excess of current reserve requirements. These depository institutions may lend fed funds to each other overnight or on a longer basis. They may also transfer funds among each other on a same-day basis through the Federal Reserve banking system. Fed funds are considered immediately available funds.

Federal Funds Rate - Interest rate charged by one institution lending federal funds to the other.

Federal Credit Agencies – Agencies of the Federal Government set up to supply credit to various classes of institutions and individuals, e.g. S&L's small business firms, students, farmers, farm cooperatives, and exporters.

Federal Deposit Insurance Corporation (FDIC) – A federal agency that insures bank deposits, currently up to \$250,000 per depository account through December 31, 2013. On January 1, 2014, the standard insurance amount will return to \$100,000.

Federal Home Loan banks (FHLB) – The institutions that regulate and lend to savings and loan associations. The Federal Home Loan Banks play a role similar to that played by the Federal Reserve Bank versus member commercial banks.

Federal National Mortgage Association (FNMA) – A government –sponsored enterprise (GSE) that was created in 1938 to expand the flow of mortgage money by creating a secondary mortgage market. Fannie Mae is a publicly traded company which operates under a congressional charter that directs Fannie Mae to channel its efforts into increasing the availability and affordability of homeownership for low-, moderate-, and middle-income Americans.

Federal Open Market Committee (FOMC) – Consists of seven members of the Federal Reserve Board and five of the twelve Federal Reserve Bank Presidents. The President of the New York Federal Reserve Bank is a permanent member while the other Presidents serve on a rotating basis. The Committee periodically meets to set Federal Reserve guidelines regarding purchases and sales of Government Securities in the open market as a means of influencing the volume of bank credit and money.

Federal Reserve System – The central bank of the United States created by Congress and consisting of a seven member Board of Governors in Washington, D.C., 12 regional banks and about 5,700 commercial banks that are members of the system.

Financial Industry Regulatory Authority (FINRA) - A self-regulatory organization (SRO) of brokers and dealers in the over-the-counter securities business. Its regulatory mandate includes authority over firms that distribute mutual fund shares as well as other securities.

Government Securities - An obligation of the U.S. government, backed by the full faith and credit of the government. These securities are regarded as the highest quality of investment securities available in the U.S. securities market. See "Treasury Bills, Notes, and Bonds."

Interest Rate - See "Coupon Rate."

Interest Rate Risk - The risk associated with declines or rises in interest rates which cause an investment in a fixed-income security to increase or decrease in value.

Internal Controls - An internal control structure designed to ensure that the assets of the entity are protected from loss, theft, or misuse. The internal control structure is designed to provide reasonable assurance that these objectives are met. The concept of reasonable assurance recognizes that 1) the cost of a control should not exceed the benefits likely to be derived and 2) the valuation of costs and benefits requires estimates and judgments by management. Internal controls should address the following points:

- **Control of collusion** - Collusion is a situation where two or more employees are working in conjunction to defraud their employer.
- **Separation of transaction authority from accounting and record keeping** - By separating the person who authorizes or performs the transaction from the people who record or otherwise account for the transaction, a separation of duties is achieved.
- **Custodial safekeeping** - Securities purchased from any bank or dealer including appropriate collateral (as defined by state law) shall be placed with an independent third party for custodial safekeeping.

Inverted Yield Curve - A chart formation that illustrates long-term securities having lower yields than short-term securities. This configuration usually occurs during periods of high inflation coupled with low levels of confidence in the economy and a restrictive monetary policy.

Investment Policy - A concise and clear statement of the objectives and parameters formulated by an investor or investment manager for a portfolio of investment securities.

Liquidity - An asset that can be converted easily and quickly into cash.

Local Government Investment Pool (LGIP) - An investment by local governments in which their money is pooled as a method for managing local funds.

Mark-to-market - The process whereby the book value or collateral value of a security is adjusted to reflect its current market value.

Market Risk - The risk that the value of a security will rise or decline as a result of changes in market conditions.

Market Value - Current market price of a security.

Maturity - The date on which payment of a financial obligation is due. The final stated maturity is the date on which the issuer must retire a bond and pay the face value to the bondholder. See "Weighted Average Maturity."

Money Market - The market in which short-term debt instruments (bills, commercial paper, bankers' acceptances, etc.) are issued and traded.

Money Market Mutual Fund - Mutual funds that invest solely in money market instruments (short-term debt instruments, such as Treasury bills, commercial paper, bankers' acceptances, repos and federal funds).

Mutual Fund - An investment company that pools money and can invest in a variety of securities, including fixed-income securities and money market instruments. Mutual funds are regulated by the Investment Company Act of 1940.

Net Asset Value - The market value of one share of an investment company, such as a mutual fund. This figure is calculated by totaling a fund's assets that includes securities, cash, and any accrued earnings, subtracting this from the fund's liabilities and dividing this total by the number of shares outstanding. This is calculated once a day based on the closing price for each security in the fund's portfolio. (See below.) $[(\text{Total assets}) - (\text{Liabilities})] / (\text{Number of shares outstanding})$

Nominal Yield - The stated rate of interest that a bond pays its current owner, based on par value of the security. It is also known as the "coupon," "coupon rate," or "interest rate."

Offer - An indicated price at which market participants are willing to sell a security or commodity. Also referred to as the "Ask price."

Par - Face value or principal value of a bond, typically \$1,000 per bond.

Portfolio – Collection of securities held by an investor.

Positive Yield Curve - A chart formation that illustrates short-term securities having lower yields than long-term securities.

Premium - The amount by which the price paid for a security exceeds the security's par value.

Prime Rate - A preferred interest rate charged by commercial banks to their most creditworthy customers. Many interest rates are keyed to this rate.

Principal - The face value or par value of a debt instrument. Also may refer to the amount of capital invested in a given security.

Prospectus - A legal document that must be provided to any prospective purchaser of a new securities offering registered with the SEC. This can include information on the issuer, the issuer's business, the proposed use of proceeds, the experience of the issuer's management, and certain certified financial statements.

Prudent Person Rule - An investment standard outlining the fiduciary responsibilities of public funds investors relating to investment practices.

Rate of Return – The yield obtainable on a security based on its purchases price or its current market price. This may be the amortized yield to maturity on a bond or the current income return.

Reinvestment Risk - The risk that a fixed-income investor will be unable to reinvest income proceeds from a security holding at the same rate of return currently generated by that holding.

Repurchase Agreement (repo or RP) - An agreement of one party to sell securities at a specified price to a second party and a simultaneous agreement of the first party to repurchase the securities at a specified price or at a specified later date.

Reverse Repurchase Agreement (Reverse Repo) - An agreement of one party to purchase securities at a specified price from a second party and a simultaneous agreement by the first party to resell the securities at a specified price to the second party on demand or at a specified date.

Rule 2a-7 of the Investment Company Act - Applies to all money market mutual funds and mandates such funds to maintain certain standards, including a 13- month maturity limit and a 90-day average maturity on investments, to help maintain a constant net asset value of one dollar (\$1.00).

Safekeeping - Holding of assets (e.g., securities) by a financial institution.

Secondary Market – A market made for the purchase and sale of outstanding issues following the initial distribution.

Securities & Exchange Commission – Agency created by Congress to protect investors in securities transactions by administering securities legislation.

Serial Bond - A bond issue, usually of a municipality, with various maturity dates scheduled at regular intervals until the entire issue is retired.

Sinking Fund - Money accumulated on a regular basis in a separate custodial account that is used to redeem debt securities or preferred stock issues.

Swap - Trading one asset for another.

Term Bond - Bonds comprising a large part or all of a particular issue which come due in a single maturity. The issuer usually agrees to make periodic payments into a sinking fund for mandatory redemption of term bonds before maturity.

Total Return - The sum of all investment income plus changes in the capital value of the portfolio. For mutual funds, return on an investment is composed of share price appreciation plus any realized dividends or capital gains. This is calculated by taking the following components during a certain time period. (Price Appreciation) + (Dividends paid) + (Capital gains) = Total Return

Treasury Bills - Short-term U.S. government non-interest bearing debt securities with maturities of no longer than one year and issued in minimum denominations of \$10,000. Auctions of three- and six-month bills are weekly, while auctions of one-year bills are monthly. The yields on these bills are monitored closely in the money markets for signs of interest rate trends.

Treasury Bonds – Marketable, fixed-interest U.S. government debt securities with maturities of more than ten years and issued in minimum denominations of \$1,000. Treasury bonds make interest payments semi-annually and the income that holders received is only taxed at the federal level.

Treasury Notes - Marketable U.S. government debt securities with fixed interest rates and maturities between 1 to 10 years. Treasury notes can be bought either directly from the U.S. government or through banks.

Uniform Net Capital Rule - SEC Rule 15C3-1 – Securities and Exchange Commission requirement that member firms as well as nonmember broker-dealers in securities maintain a maximum ratio of indebtedness to liquid capital of 15 to 1; also called net capital rule and net capital ratio. Indebtedness covers all money owed to a firm, including margin loans and commitments to purchase securities. This is one reason new public issues are spread among members of underwriting syndicates. Liquid capital includes cash and assets easily converted into cash.

Volatility - A degree of fluctuation in the price and valuation of securities.

Volatility Risk Rating - A rating system to clearly indicate the level of volatility and other non-credit risks associated with securities and certain bond funds. The ratings for bond funds range from those that have extremely low sensitivity to changing market conditions and offer the greatest stability of the returns ("aaa" by S&P; "V-1" by Fitch) to those that are highly sensitive with currently identifiable market volatility risk ("ccc-" by S&P, "V-10" by Fitch).

Weighted Average Maturity (WAM) - The average maturity of all the securities that comprise a portfolio. According to SEC rule 2a-7, the WAM for SEC registered money market mutual funds may not exceed 90 days and no one security may have a maturity that exceeds 397 days.

Yield - The current rate of return on an investment security generally expressed as a percentage of the security's current price.

Yield-to-call (YTC) - The rate of return an investor earns from a bond assuming the bond is redeemed (called) prior to its nominal maturity date. **Yield Curve** - A graphic representation that depicts the relationship at a given point in time between yields and maturity for bonds that are identical in every way except maturity. A normal yield curve may be alternatively referred to as a positive yield curve.

Yield-to-maturity - The rate of return yielded by a debt security held to maturity when both interest payments and the investor's potential capital gain or loss are included in the calculation of return.

Zero-coupon Securities - Security that is issued at a discount and makes no periodic interest payments. The rate of return consists of a gradual accretion of the principal of the security and is payable at par upon maturity.

RESOLUTION NO. _____

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**EXHIBIT A
PARS OBEB TRUST
INVESTMENT GUIDELINE**

Exhibit “A-2”
Recorded changes to Investment Policy and/or Investment Strategy

- Section V. Suitable and Authorized Investments-
 - Investments-Authorized
 1. Interest bearing bank deposits insured by the FDIC or the National Credit Union Share Insurance Fund.

. . . .
 6. AAA-rated No-Load Money Market Mutual Funds registered with the Securities and Exchange Commission and comply with SEC Rule 2a-7 .



Legislation Details (With Text)

File #:	18-0633	Version:	1	Name:	CCWWTP Diversion Lift Station and Force Main Design Contract
Type:	Contract	Status:			Consent Agenda
File created:	9/18/2018	In control:			City Council Regular
On agenda:	10/8/2018	Final action:			
Title:	Presentation, possible action, and discussion on a professional services contract (Contract No. 18300693) with Freese and Nichols, Inc. in the amount of \$581,300; for the preliminary design and route analysis services for the Carter Creek Lift Station and Force Main Project.				
Sponsors:	Donald Harmon				
Indexes:					
Code sections:					
Attachments:					

Date	Ver.	Action By	Action	Result
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Presentation, possible action, and discussion on a professional services contract (Contract No. 18300693) with Freese and Nichols, Inc. in the amount of \$581,300; for the preliminary design and route analysis services for the Carter Creek Lift Station and Force Main Project.

Relationship to Strategic Goals:

- Core Services and Infrastructure

Recommendation(s): Staff recommends approval of the professional services contract.

Summary: The scope of this contract includes the preliminary design of an 8 MGD lift station and a route analysis of approximately 19,000 linear feet of force main which will extend from the Carter Creek WWTP to approximately Rock Prairie Road. The project will divert flow from the Carter Creek plant to the Lick Creek WWTP and was identified in the Wastewater Master Plan as a necessity to decrease the demand at the Carter Creek WWTP. The lift station will be designed with the expectation of expansion in the future as flows to the Carter Creek plant increase. The scope also includes survey, geotechnical analysis, subsurface utility engineering investigation services, and environmental services.

Budget & Financial Summary: A budget of \$15,030,000 is included for this project in the Wastewater Capital Improvements Projects Fund. Funds in the amount of \$6,054 have been expended or encumbered to date, leaving a balance of \$15,023,946 for this contract, final design, construction, and related expenses.

Attachments:

1. Contract - On file in the City Secretary's Office



Legislation Details (With Text)

File #:	18-0634	Version:	1	Name:	Lincoln Avenue Rehabilitation Design Contract
Type:	Contract	Status:		Status:	Consent Agenda
File created:	9/18/2018	In control:		In control:	City Council Regular
On agenda:	10/8/2018	Final action:		Final action:	
Title:	Presentation, possible action, and discussion on a professional services contract (Contract No. 18300620) with Binkley and Barfield, Inc. in the amount of \$893,795.30 for the professional engineering services related to the design of the Lincoln Avenue Rehabilitation Project.				
Sponsors:	Donald Harmon				
Indexes:					
Code sections:					
Attachments:	Location Map				

Date	Ver.	Action By	Action	Result
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Presentation, possible action, and discussion on a professional services contract (Contract No. 18300620) with Binkley and Barfield, Inc. in the amount of \$893,795.30 for the professional engineering services related to the design of the Lincoln Avenue Rehabilitation Project.

Relationship to Strategic Goals:

- Core Services and Infrastructure
- Improving Mobility

Recommendation(s): Staff recommends approval of the professional services contract.

Summary: The Lincoln Avenue Rehabilitation Project will rehabilitate Lincoln Avenue from Texas Avenue to University Drive, approximately 5,800 linear feet. The improvements will include a new concrete pavement section, sidewalks, and the rehabilitation of storm sewer, water, and wastewater lines. A section of underground duct bank for future electrical use will also be installed with the project. The project will also add a dedicated right turn lane at University Drive as well as modifications to the traffic signal.

Budget & Financial Summary: A project budget of \$6,106,881 is included for this project in the Streets Capital Improvement Projects Fund, Water Capital Improvement Projects Fund and the Wastewater Capital Improvement Projects Fund. Funds in the amount of \$6,090 have been expended or encumbered to date, leaving a balance of \$6,100,791 for design, construction, and related expenses.

Attachments:

1. Contract on file in the City Secretary's Office
2. Project Map



University Drive

Lincoln Avenue

Munson Avenue

Francis Drive

Texas Avenue

Legislation Details (With Text)

File #:	18-0648	Version:	1	Name:	Annual Purchase of Field Maintenance Materials
Type:	Presentation	Status:		Status:	Consent Agenda
File created:	9/24/2018	In control:		In control:	City Council Regular
On agenda:	10/8/2018	Final action:		Final action:	
Title:	Presentation, possible action, and discussion on a bid award for the annual purchase of athletic field maintenance materials to include fertilizers, chemicals, pesticides, herbicides, infield material, grass seed, and turf amendments to BWI Companies in the amount of \$97,498.87 and Helena Agri in the amount of \$90,862.08. The total estimated expenditure not to exceed \$188,180.95.				
Sponsors:	David Schmitz				
Indexes:					
Code sections:					
Attachments:	2019 Copy of Chemical Tabulation				

Date	Ver.	Action By	Action	Result
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Presentation, possible action, and discussion on a bid award for the annual purchase of athletic field maintenance materials to include fertilizers, chemicals, pesticides, herbicides, infield material, grass seed, and turf amendments to BWI Companies in the amount of \$97,498.87 and Helena Agri in the amount of \$90,862.08. The total estimated expenditure not to exceed \$188,180.95.

Relationship to Strategic Goals:

1. Financially Sustainable City
2. Diverse Growing Economy
3. Sustainable City

Recommendation(s): Staff recommends approval of the award for the annual blanket orders with BWI Companies \$97,498.87 and Helena Agri \$90,862.08. These estimates are based on the past year's history for athletic field maintenance materials.

Summary: Staff issued a Request for Proposal, #18-110, for the various materials required for athletic field maintenance. Working with the Purchasing Department, a list of materials was consolidated (fertilizers, chemicals, pesticides, herbicides, infield material, grass seed and turf amendments) and bid out.

Five (5) sealed, competitive bids were received and opened for staff review. The bid summary is attached. Upon Council approval of this renewal, staff will issue blanket orders to be used by all City departments throughout the year. This is the first of two possible one year renewal terms.

Budget & Financial Summary: Funds are available and budgeted through the General Fund.

Reviewed and Approved by Legal: N/A

Attachments:

- 1) Bid Tabulation #18-110



City of College Station - Purchasing Division
Bid Tabulation for #18-110
"Annual Purchase of Field Maintenance Materials"
Open Date: August 16, 2018 @2:00 p.m.

				BW1			Helena Agri-Enterprises, LLC		
FERTILIZERS (P-Primary, A-Alternate)									
ITEM	QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED PRICE	EXCEPTIONS/NOTES	UNIT PRICE	EXTENDED PRICE	EXCEPTIONS/NOTES
1P	480	50 LB. BAG	24-6-12 w/ 50% Neutralene (granular) or Equivalent:	\$21.74	\$10,435.20		\$15.00	\$7,200.00	
			Product Name:	24-6-12 50% Nut			Promate 25-5-11 w/ 50% PCSCU w/2% Fe		
			Manufacturer:	Bonus Crop			Helena		
			Item/Order #:	FTF24612N			PROMAT 287		
1A	475	50 LB. BAG	24-6-12w 50% Scu Fairway Green Fertilizer-Slow release or Equivalent	\$18.44	\$8,759.00		\$15.00	\$7,125.00	
			Product Name:	24-6-12 50% XCN			25-5-11 w/50% PCSCU 2% Fe		
			Manufacturer:	Bonus Crop			Helena		
			Item/Order #:	FTF24612S			PROMAT287		
2P	440	50 LB. BAG	19-0-19 (granular)	\$9.62	\$4,232.80		\$12.20	\$5,368.00	
			Product Name:	19-0-19			20-0-10 w/25% PCSCU 2% Fe		
			Manufacturer:	APF			Helena		
			Item/Order #:	ZZFTF19019			PROMATE 752		
2A1	500	50 LB. BAG	15-5-10 with 2% FE (granular)	\$9.62	\$4,810.00		\$12.20	\$6,100.00	
			Product Name:	15-5-10 ZFE			20-0-10 w/25% PCSCU 2% Fe		
			Manufacturer:	Bumper Crop			Helena		
			Item/Order #:	RI795			PROMATE 752		
2A2	425	50 LB. BAG	28-3-10 50% SCU (granular)	\$15.63	\$6,642.75		\$15.50	\$6,587.50	
			Product Name:				28-3-10 w/50% Uflex 3% Fe		
			Manufacturer:	Bonus Crop			Helena		
			Item/Order #:				PROMAT 490		
3P	320	50 LB. BAG	21-0-0 Ammonia Sulfate(granular)	\$7.50	\$2,400.00		\$7.60	\$2,432.00	
			Product Name:	21-0-0			210-0 M-Pac		
			Manufacturer:	APF			APF		
			Item/Order #:	RI890			F210013		
4P	360	50 LB. BAG	20-5-10w 50% Scu Fairway Green Fertilizer-Slow release or Equivalent	\$20.88	\$7,516.80		\$15.00	\$5,400.00	
			Product Name:	20-5-10 50%			25-5-11 50% PCSCU 2% Fe		
			Manufacturer:	Andersons			Helena		
			Item/Order #:	ANFBW12010FES			PROMAT 287		
5P	100	50 LB. BAG	0-0-7 .22% Dimension Plus Fertilizer	\$20.74	\$2,074.00		\$23.00	\$2,300.00	
			Product Name:	0-0-7 .22			15-0-15 0.22% Dimen		
			Manufacturer:	Bonus Crop			Helena		
			Item/Order #:	FTP007Dim			F1501567		
6P	2	30 gal. Drum	Ferremec AC 15-0-0-6% Fe	\$241.75	\$483.50		\$240.00	\$480.00	\$8.00/gal
			Product Name:	Ferromec 15-0-0 6%FE			EIE-Max Turf Nectar 15-0-0 w/6% Fe		
			Manufacturer:	PBI Gordon			Helena		
			Item/Order #:				ELEMAX378		
7P	160	50 LB. BAG	Earthworks Renovate/Plus Recover	\$38.00	\$6,080.00		\$22.00	\$3,520.00	
			Product Name:	Rerovate Plus			Sigm 6-2-6 Large		
			Manufacturer:	Earthworks			SignBio		
			Item/Order #:	SORenovate50			SIGMA002		
8P	160	50 LB. BAG	Earthworks Replenish 8-2-2	\$22.00	\$3,520.00		\$18.25	\$2,920.00	
			Product Name:	Replenish 8-2-2			Sigma 4-4-4 Fina		
			Manufacturer:	Earthworks			Sigma Bio		
			Item/Order #:	SO822RePlen			SIGMA004		
9P	160	50 LB. BAG	15-5-10 w/40%PCSU & 1% Ronstar	\$40.00	\$6,400.00		\$33.00	\$5,280.00	
			Product Name:	Andersons 15-5-10 1% Ronst 40%			15-5-10 w/40% PCSCA 1%Ronster		
			Manufacturer:	Anderors			Helena		
			Item/Order #:	ANPAGC86842			F1551094		
10P	3	250 gal. Tote	CoRon 28-0-0	\$1,617.00	\$4,851.00	275 gal	\$2,437.50	\$7,312.50	
			Product Name:	Nitro 28 28-0-0			Corona 28-0-0 70% CRN(Bulk)		
			Manufacturer:	Growth Products			Helena		
			Item/Order #:				CORON258		
11P	112	2.5 Gal.	Nucleus 0-0-21	\$38.00	\$4,256.00		\$30.00	\$3,360.00	\$12.00/gal
			Product Name:	0-0-25			Nucleua 0-0-21		
			Manufacturer:	Growth Products			Helena		
			Item/Order #:	FTS20600			NUCLEUS041		
12P	152	5 LB. BAG	Ferrilene	\$48.00	\$7,296.00		\$65.00	\$9,880.00	\$13.00/pound
			Product Name:	Sprint 330 10%			Ferrilene		
			Manufacturer:	BASF			Helena/Valagro		
			Item/Order #:	BCS3306			FERRILE6		



City of College Station - Purchasing Division
Bid Tabulation for #18-110
"Annual Purchase of Field Maintenance Materials"
Open Date: August 16, 2018 @2:00 p.m.

				BWI			Helena Agri-Enterprises, LLC		
13P	10	2.5 Gal.	Ele Max Turf Nectar AC 15-0-0, 6% Fe	\$27.50	\$275.00		\$35.00	\$350.00	\$14.00/gal
			Product Name:	Iron Max 6% 15-0-0			same		
			Manufacturer:	Growth Products			Helena		
			Item/Order #:	FTS 41120H			ELEMEX 377		
14P	10	2.5 Gal.	Ele Max Calcium F1		\$0.00		\$45.00	\$450.00	9.00/LB
			Product Name:				Brexil Ca 15% (5lb)		
			Manufacturer:				Valagro		
			Item/Order #:				BREXIL20		
15P	10	2.5 Gal.	Ele Max Turf Mag 10-0-0		\$0.00		\$35.00	\$350.00	\$14.00/gal
			Product Name:				same		
			Manufacturer:				Helena		
			Item/Order #:				ELEMEX 443		
16P	200	50Lb Bag	21-7-14 25% Sulfur Coated Urea	\$13.13	\$2,626.00		\$12.20	\$2,440.00	
			Product Name:	21-7-14			20-0-10 w/25% PCU 2% Fe		
			Manufacturer:	APF			Helena		
			Item/Order #:	RB915			PROMAT 752		
17P	120	50 LB. BAG	Milorganite 6-2-0	\$14.50	\$1,740.00		\$18.25	\$2,190.00	
			Product Name:	Milorganite 6-2-0			Sigma 4-4-4		
			Manufacturer:	Milorganite			SigmaBio		
			Item/Order #:	HE620457			Sigma004		
TOTAL (Items 1P-17P)				\$37,077.00			\$45,890.00		
CHEMICALS									
ITEM	QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED PRICE	EXCEPTIONS/NOTES	UNIT PRICE	EXTENDED PRICE	EXCEPTIONS/NOTES
1	4	1 LB	Fore Fungicide or Equivalent	\$47.50	\$190.00	6lb = 1 unit x 1.5 lb unit	\$9.27	\$37.08	
			Product Name:	Fore Fungicide			Fore 80WP		
			Manufacturer:	DOW			DOW		
			Item/Order #:	BP862			Fore 177		
2	1	2.5 Gal.	Spray Dye Indicator	\$90.85	\$90.85		\$75.00	\$75.00	
3	2	30 Gal.	Dispatch	\$2,527.20	\$5,054.40			\$0.00	
4	2	250 Gal.	Hydra Hume		\$0.00		\$3,000.00	\$6,000.00	
5	60	2.5 Gal.	Firm Up Soil Conditioner		\$0.00		\$110.00	\$6,600.00	
TOTAL (Items 1-5)				\$5,054.40			\$12,712.08		
PESTICIDES									
ITEM	QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED PRICE	EXCEPTIONS/NOTES	UNIT PRICE	EXTENDED PRICE	EXCEPTIONS/NOTES
1	30	12 LB Bag	Advion	\$255.00	\$7,650.00	25lb bag - 12lb discontinued	\$295.18	\$4,427.70	25lb/gal x 15 bags
2	30	50 LB Bag	Top Choice	\$137.50	\$4,125.00	Order of 20 + is \$125/bag	\$125.00	\$3,750.00	
3	20	20 LB. Bag	Award	\$261.00	\$5,220.00		\$300.00	\$4,800.00	AwardIII 25lb x 16 bags
4	20	25LB.	Talstar XTRA Granular Insecticide	\$25.38	\$507.60		\$30.00	\$600.00	
5	5	2 LB	Dupont Advion	\$30.60	\$153.00		\$40.00	\$200.00	
TOTAL (Items 1-5)				\$17,655.60					
HERBICIDES									
ITEM	QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED PRICE	EXCEPTIONS/NOTES	UNIT PRICE	EXTENDED PRICE	EXCEPTIONS/NOTES
1	5	6.8 LB	Roundup QuikPro	\$79.00	\$395.00		\$89.00	\$445.00	
2	5	1 Gal.	Trimec Classic	\$40.00	\$200.00		\$38.00	\$190.00	Endrum (Helena)
3	10	1.3 oz	Sedge Hammer	\$70.25	\$702.50		\$77.00	\$770.00	(Empeno) ganaric 1.3oz
4	10	2.5 Gal.	Ranger Pro	\$34.00	\$340.00		\$35.00	\$350.00	
5	1	2.5 Gal.	MSMA-6 Plus	\$68.00	\$68.00		\$80.00	\$80.00	
6	1	4/1Qt	Revolver	\$227.00	\$227.00		\$255.00	\$255.00	
7	10	6/6oz.	Tribute	\$345.75	\$3,457.50		\$345.75	\$3,457.50	
8	1	2.4 LB	Insignia	\$425.17	\$425.17		\$425.17	\$425.17	
9	4	1 Pt.	Dismiss South	\$156.00	\$624.00		\$170.00	\$680.00	
10	4	1 Gal.	Barricade 4FL Herbicide	\$143.00	\$572.00		\$143.00	\$572.00	
11	6	1.25oz.	Certainty	\$78.70	\$472.20		\$86.00	\$516.00	
12	10	10 oz.	Celcius	\$100.00	\$1,000.00		\$100.00	\$1,000.00	
13	3	2.5 Gal.	Pre M 3.3 EC	\$67.00	\$201.00		\$72.00	\$216.00	
14	3	Gal.	Primo Growth Reg. or Equivalent	\$123.00	\$369.00		\$185.00	\$555.00	
			Product Name:	Podium			Podium		
			Manufacturer:	Syngenta			Syngenta		
			Item/Order #:	SY34062			Podium 001		
15	3	15 gal drum	Pendulum Aqua Cap	\$735.30	\$2,205.90		\$735.30	\$2,205.90	
16	8	1.125 Gal.	Specicle Total	\$56.50	\$452.00		\$68.00	\$544.00	
TOTAL (Items 1-17)				\$11,711.27					



City of College Station - Purchasing Division
Bid Tabulation for #18-110
"Annual Purchase of Field Maintenance Materials"
Open Date: August 16, 2018 @2:00 p.m.

				BW1			Helena Agri-Enterprises, LLC				
ADJUVANT											
ITEM	QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED PRICE	EXCEPTIONS/NOTES	UNIT PRICE	EXTENDED PRICE	EXCEPTIONS/NOTES		
1	10	Qt.	Tank Cleaner/Neutralizer or Ecuivalent	\$11.25	\$112.50	2lb	\$16.00	\$160.00			
			Product Name:	Neutralize 2lb			Wipe Out Tank Cleaner				
			Manufacturer:	BASF			Helena				
			Item/Order #:	BC NTC			WIPEOUT655				
2	10	Gal.	Defoamer or Equivalent	\$13.65	\$136.50	1 Qt	\$35.00	\$350.00			
			Product Name:	Shake Down			Foam Buster				
			Manufacturer:	BASF			Helena				
			Item/Order #:				FoamBus153				
TOTAL (Items 1-2)				\$249.00							
INFIELD MATERIAL											
ITEM	QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED PRICE	EXCEPTIONS/NOTES	UNIT PRICE	EXTENDED PRICE	EXCEPTIONS/NOTES		
1	400	50 Lb. Bag	Plus 5 Athletic Field Marker (chalk) or Equivalent	\$6.16	\$2,464.00		\$5.50	\$2,200.00			
			Product Name:	Plus 5			Marking Dust				
			Manufacturer:	Garick LLC			Diamond Pro				
			Item/Order #:	GO3			MarkDus1				
2	800	50 Lb. Bag	Turfage Quick Dry	\$10.15	\$8,120.00		\$10.00	\$8,000.00	Diamond Pro Drying Agent		
3	80	50 Lb. Bag	Pro's Choice Mound Clay		\$0.00		\$10.00	\$800.00	Mar Mound		
4	240	50 Lb. Bag	Diamond Pro Infield Conditioner (red)	\$8.15	\$1,956.00		\$9.00	\$2,160.00			
5A	120	50 Lb. Bag	Diamond Pro Mound Clay	\$9.05	\$1,086.00		\$9.50	\$1,140.00			
6	1	10 Ton	Diamond Pro	\$2,117.00	\$2,117.00		\$2,100.00	\$2,100.00			
7	2	15 Ton	Diamond Pro	\$2,649.00	\$5,298.00		\$2,650.00	\$5,300.00			
8	3	24 Ton	Diamond Pro	\$3,529.00	\$10,587.00		\$3,500.00	\$10,500.00			
9	240	50 Lb. Bag	Turfage MVP	\$9.75	\$2,340.00		\$10.50	\$2,520.00	Diamond Pro Calcined Prof		
10	400	50 Lb. Bag	Turfage Pro League Red	\$13.00	\$5,200.00			\$0.00			
11	160	50 Lb. Bag	Turfage Professional Mound Clay Red		\$0.00			\$0.00			
TOTAL (Items 1-11)				\$10,582.00			\$28,900.00				
GRASS SEED											
ITEM	QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED PRICE	EXCEPTIONS/NOTES	UNIT PRICE	EXTENDED PRICE	EXCEPTIONS/NOTES		
1	10	50 Lb. Bag	Hulled Bermuda Seed	\$375.00	\$3,750.00	Price based on market today	\$270.00	\$2,700.00			
			Product Name:	Market Price			Bermuda grass hulled				
			Manufacturer:	Bermuda Hulled			Johnston Seed				
			Item/Order #:				GRASS229				
2	10	25 Lb. Bag	Riviera Bermudagrass Seed	\$295.00	\$2,950.00		\$405.00	\$4,050.00			
			Product Name:	Riviera			Riviera Cert-Coated				
			Manufacturer:	Johnston Seed			Johnston Seed				
			Item/Order #:	FS Riviera25			GRASSR11				
TOTAL (Item 1&2)				\$6,700.00							
TURF AMENDMENTS											
ITEM	QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED PRICE	EXCEPTIONS/NOTES	UNIT PRICE	EXTENDED PRICE	EXCEPTIONS/NOTES		
1	160	50 Lb. Bag	Disper-Sul Sulfur Granulars	\$14.06	\$2,249.60			\$0.00			
			Product Name:	DisperSol							
			Manufacturer:	Martin Resources							
			Item/Order #:	BH Disp Sul							
2	360	50 Lb. Bag	Cal-Sul Gypsum Fairway	\$7.50	\$2,700.00		\$7.00	\$2,520.00			
			Product Name:	Cal-Sul Gypsum			Crown-MK Fwy Gypsum				
			Manufacturer:	MK Minerals			MK Minerals				
			Item/Order #:	APT01X			GYPSUM062				
3	160	50 Lb. Bag	Vertical Gypsum	\$22.00	\$3,520.00		\$22.00	\$3,520.00			
			Product Name:	Verde Cal G Coarse			Verd-Cal G				
			Manufacturer:	Aqua Aid			Aqua-Aid				
			Item/Order #:	FTVerdeCal			Gypsum056				
4	240	50 Lb. Bag	K-Mag		\$0.00		14	\$3,360.00			
TOTAL (Items 1-4)				\$8,469.60			\$3,360.00				
SUMMARY OF BID TOTALS											
FERTILIZERS				\$37,077.00			\$45,890.00				
CHEMICALS				\$5,054.40			\$12,712.08				
PESTICIDES				\$17,655.60			\$0.00				
HERBICIDES				\$11,711.27			\$0.00				
ADJUVANT				\$249.00			\$0.00				
INFIELD MATERIAL				\$10,582.00			\$28,900.00				
GRASS SEED				\$6,700.00			\$0.00				
TURF AMENDMENTS				\$8,469.60			\$3,360.00				
GRAND TOTAL				\$97,498.87			\$90,862.08				
Bid Certification				Y			Y				
Delivery				7-10 Days			Mon-Fri (365)				
Overall Exceptions/Notes											



City of College Station - Purchasing Division
Bid Tabulation for #18-110
"Annual Purchase of Field Maintenance Materials"
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				Ewing Irrigation			Rentokil dba Target Specialty Products			Justin Seed Co.		
FERTILIZERS (P-Primary, A-Alternate)												
ITEM	QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED PRICE	EXCEPTIONS/NOTES	UNIT PRICE	EXTENDED PRICE	EXCEPTIONS/NOTES	UNIT PRICE	EXTENDED PRICE	EXCEPTIONS/NOTES
1P	480	50 LB. BAG	24-6-12 w/ 50% Neutralene (granular) or Equivalent:	\$19.505	\$9,362.40		\$22.00	\$10,560.00		\$25.825	\$12,396.00	
			Product Name:	28-3-10 50% UFLEXXSFE						Dr. Grow		
			Manufacturer:	BCF			Bonus Crop			Justin Seed Co.		
			Item/Order #:	51092900						F240612w/NUT		
1A	475	50 LB. BAG	24-6-12w 50% Scu Fairway Green Fertilizer-Slow release or Equivalent		\$0.00			\$0.00			\$0.00	
			Product Name:									
			Manufacturer:									
			Item/Order #:									
2P	440	50 LB. BAG	19-0-19 (granular)	\$16.704	\$7,349.76		\$15.00	\$6,600.00		\$13.75	\$6,050.00	
			Product Name:	14-0-14 SOP Amsulfate						Dr. Grow		
			Manufacturer:	BCF			Bonus Crop			Justin Seed Co.		
			Item/Order #:	57990031						f90019		
2A1	500	50 LB. BAG	15-5-10 with 2% FE (granular)	\$14.359	\$7,179.50		\$15.75	\$7,875.00		\$13.175	\$6,587.50	
			Product Name:	17-5-10 w/trace pkg						Dr. Grow		
			Manufacturer:	BCF			Bonus Crop			Justin Seed Co.		
			Item/Order #:	51093110						f50510w/Fe		
2A2	425	50 LB. BAG	28-3-10 50% SCU (granular)	\$19.505	\$8,289.63		\$20.00	\$8,500.00		\$19.175	\$8,149.375	
			Product Name:	28-3-10 50% UFLEXXSFE						Dr. Grow		
			Manufacturer:	BCF			Bonus Crop			Justin Seed Co.		
			Item/Order #:	51092900						f280310w/scu		
3P	320	50 LB. BAG	21-0-0 Ammonia Sulfate(granular)	\$8.949	\$2,863.68		\$15.00	\$4,800.00		\$16.51	\$5,283.20	
			Product Name:	21-0-0 Amsulfate nrich						Dr. Grow		
			Manufacturer:	APF			Bonus Crop			Justin Seed Co.		
			Item/Order #:	51092340						f210000b		
4P	360	50 LB. BAG	20-5-10w 50% Scu Fairway Green Fertilizer-Slow release or Equivalent	\$18.158	\$6,536.88			\$0.00			\$0.00	
			Product Name:	24-0-10 50% UFLEXX 452FE								
			Manufacturer:	BCF								
			Item/Order #:	51093000								
5P	100	50 LB. BAG	0-0-7 .22% Dimension Plus Fertilizer	\$13.366	\$1,336.60		\$22.45	\$2,245.00			\$0.00	
			Product Name:	0-0-7 w/.37 Prodiamine								
			Manufacturer:	BCF			Bonus Crop					
			Item/Order #:	51290395								
6P	2	30 gal. Drum	Ferremec AC 15-0-0-6% Fe	\$557.064	\$1,114.13	55 GAL	\$285.00	\$570.00	A		\$0.00	
			Product Name:	PBI 55 GAL Ferromec			Blade Iron					
			Manufacturer:	PBI Gordon			Turf Fuel					
			Item/Order #:	51592500			6062006					
7P	160	50 LB. BAG	Earthworks Renovate/Plus Recover		\$0.00			\$0.00			\$0.00	
			Product Name:									
			Manufacturer:									
			Item/Order #:									
8P	160	50 LB. BAG	Earthworks Replenish 8-2-2		\$0.00			\$0.00			\$0.00	
			Product Name:									
			Manufacturer:									
			Item/Order #:									
9P	160	50 LB. BAG	15-5-10 w/40%PCSU & 1% Ronstar		\$0.00		\$38.45	\$6,152.00			\$0.00	
			Product Name:									
			Manufacturer:									
			Item/Order #:									
10P	3	250 gal. Tote	CoRon 28-0-0	\$7.808	\$23.42	275 gal	\$2,000.00	\$6,000.00	A		\$0.00	
			Product Name:	Holganix 30-0-0 275 gal			TGPro 25-0-0 W 40% SRN					
			Manufacturer:	Holganix			Turf Fuel					
			Item/Order #:	51596880			CA401-Tote 250					
11P	112	2.5 Gal.	Nucleus 0-0-21		\$0.00		\$55.00	\$6,160.00	A		\$0.00	
			Product Name:				TG Pro 0-0-29					
			Manufacturer:				Turf Fuel					
			Item/Order #:				6141371					
12P	152	5 LB. BAG	Ferrilene		\$0.00		\$111.00	\$16,872.00	A		\$0.00	
			Product Name:				Sequester 13.2%					
			Manufacturer:				Brandt					
			Item/Order #:				2704125					



City of College Station - Purchasing Division
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				Ewing Irrigation			Rentokil dba Target Speciality Products			Justin Seed Co.		
13P	10	2.5 Gal.	Ele Max Turf Nectar AC 15-0-0, 6% Fe	\$34.414	\$344.14		\$25.45	\$254.50	A		\$0.00	
			Product Name:	PBI 2.5 gal Ferrone Ac LQ			Blade Iron					
			Manufacturer:	PBI Gordon			Turf Fuel					
			Item/Order #:	51592600			606 2005					
14P	10	2.5 Gal.	Ele Max Calcium FI	\$68.747	\$687.47		\$79.00	\$790.00	A		\$0.00	
			Product Name:	AMP 2.5GL Mega Cal			Respo Fuel					
			Manufacturer:	Wedhworths Inc			Turf Fuel					
			Item/Order #:	51593630			6060002					
15P	10	2.5 Gal.	Ele Max Turf Mag 10-0-0		\$0.00		\$44.28	\$442.80			\$0.00	
			Product Name:				Photo Fuel					
			Manufacturer:				Turf Fuel					
			Item/Order #:				605 7002					
16P	200	50Lb Bag	21-7-14 25% Sulfur Coated Urea	\$18.158	\$3,631.60		\$17.75	\$3,550.00		\$17.00	\$3,400.00	
			Product Name:	24-0-10 50% UFLEXX 452FE			Bonus Crop					
			Manufacturer:	BCG								
			Item/Order #:	51093000			f210711w/scu					
17P	120	50 LB. BAG	Milorganite 6-2-0	\$8.792	\$1,055.04		\$10.85	\$1,302.00		\$13.85	\$1,662.00	
			Product Name:	6-3-0 FWY Hou Actinite			Houactinite					
			Manufacturer:	BCF			Bonus Crop					
			Item/Order #:	51491200			f060300b					
TOTAL (Items 1P-17P)												
CHEMICALS												
ITEM	QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED PRICE	EXCEPTIONS/NOTES	UNIT PRICE	EXTENDED PRICE	EXCEPTIONS/NOTES	UNIT PRICE	EXTENDED PRICE	EXCEPTIONS/NOTES
1	4	1 LB	Fore Fungicide or Equivalent	\$23.36	\$23.36	4 lb	\$55.29	\$221.16			\$0.00	
			Product Name:	Penncozek 75DF 4lbs			Fore					
			Manufacturer:	United Phosphorus Inc			Dow					
			Item/Order #:	52415008			2460107					
2	1	2.5 Gal.	Spray Dye Indicator	\$84.90	\$84.90	Turf Mark Blue Dye	\$64.55	\$64.55	Bigfoot		\$0.00	
3	2	30 Gal.	Dispatch	\$542.528	\$1,085.06	20 Gal Duplex Inject	\$1,160.00	\$2,320.00			\$0.00	
4	2	250 Gal.	Hydra Hume		\$0.00		\$4,772.00	\$9,544.00	Turf Fuel Xchange		\$0.00	
5	60	2.5 Gal.	Firm Up Soil Conditioner	\$77.294	\$4,637.64	Duplex Inject	\$189.00	\$11,340.00	Turf Furl Cleanse		\$0.00	
TOTAL (Items 1-5)												
PESTICIDES												
ITEM	QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED PRICE	EXCEPTIONS/NOTES	UNIT PRICE	EXTENDED PRICE	EXCEPTIONS/NOTES	UNIT PRICE	EXTENDED PRICE	EXCEPTIONS/NOTES
1	30	12 LB Bag	Advion	\$88.00	\$2,640.00	25lb Advion	\$314.76	\$9,442.80			\$0.00	
2	30	50 LB Bag	Top Choice	\$58.936	\$1,768.08	QPEipronil .01436 30lb	\$137.50	\$4,125.00	Order of 20+ = \$125.00/bag		\$0.00	
3	20	20 LB. Bag	Award	\$13.226	\$264.52	H5E 25lb Bifen .2%	\$229.75	\$4,595.00	Extinguish Plus 25 pound		\$0.00	
4	20	25LB.	Talstar XTRA Granular Insecticide	\$33.619	\$672.38	FMC Talstar XTRAVerg	\$25.00	\$500.00			\$0.00	
5	5	2 LB	Dupont Advion	\$46.88	\$234.40		\$33.11	\$165.55			\$0.00	
TOTAL (Items 1-5)												
HERBICIDES												
ITEM	QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED PRICE	EXCEPTIONS/NOTES	UNIT PRICE	EXTENDED PRICE	EXCEPTIONS/NOTES	UNIT PRICE	EXTENDED PRICE	EXCEPTIONS/NOTES
1	5	6.8 LB	Roundup QuikPro	\$87.831	\$439.16		\$70.00	\$350.00			\$0.00	
2	5	1 Gal.	Trimec Classic	\$47.394	\$236.97		\$39.00	\$195.00			\$0.00	
3	10	1.3 oz	Sedge Hammer	\$74.272	\$742.72		\$65.55	\$655.50			\$0.00	
4	10	2.5 Gal.	Ranger Pro	\$39.534	\$395.34		\$42.96	\$429.60			\$0.00	
5	1	2.5 Gal.	MSMA-6 Plus		\$0.00		\$86.00	\$86.00			\$0.00	
6	1	4/1Qt	Revolver		\$0.00		\$244.52	\$244.52			\$0.00	
7	10	6/6oz.	Tribute		\$0.00		\$345.75	\$3,457.50	Agency		\$0.00	
8	1	2.4 LB	Insignia		\$0.00		\$425.17	\$425.17	Agency		\$0.00	
9	4	1 Pt.	Dismiss South	\$179.200	\$716.80		\$175.00	\$700.00			\$0.00	
10	4	1 Gal.	Barricade 4FL Herbicide	\$206.634	\$826.54	Prodlanine 4L 2.5gal	\$143.00	\$572.00	Agency		\$0.00	
11	6	1.25oz.	Certainty	\$85.982	\$515.89		\$81.21	\$487.26			\$0.00	
12	10	10 oz.	Celcius		\$0.00		\$100.00	\$1,000.00	Agency		\$0.00	
13	3	2.5 Gal.	Pre M 3.3 EC	\$79.840	\$239.52		\$88.28	\$264.84	Pendulum 3.3Ec		\$0.00	
14	3	Gal.	Primo Growth Reg. or Equivalent	\$136.384	\$409.15		\$290.00	\$870.00	Agency		\$0.00	
			Product Name:	QP GAL T-Nex laq			Primo Max					
			Manufacturer:	QualiPro			Syngenta					
			Item/Order #:	52601502			4695101					
15	3	15 gal drum	Pendulum Aqua Cap	\$735.300	\$2,205.90		290	\$870.00			\$0.00	
16	8	1.125 Gal.	Speckle Total		\$0.00		735.3	\$5,882.40			\$0.00	
TOTAL (Items 1-17)												



City of College Station - Purchasing Division
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				Ewing Irrigation			Rentokil dba Target Speciality Products			Justin Seed Co.		
ADJUVANT												
ITEM	QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED PRICE	EXCEPTIONS/NOTES	UNIT PRICE	EXTENDED PRICE	EXCEPTIONS/NOTES	UNIT PRICE	EXTENDED PRICE	EXCEPTIONS/NOTES
1	10	Qt.	Tank Cleaner/Neutralizer or Ecuivalent	\$8.928	\$89.28		\$9.03	\$90.30	2 pound		\$0.00	
			Product Name:	CMR Pest Equip Cleaner			Nutra Sol					
			Manufacturer:	Brandt Consolidated			2 pound					
			Item/Order #:	52506001			4020002					
2	10	Gal.	Defoamer or Equivalent	\$16.00	\$160.00		\$12.55	\$125.50	quart		\$0.00	
			Product Name:	No Foam B Spreader			Defoamer/QT					
			Manufacturer:	Brandt Consolidated			Brewer					
			Item/Order #:	52502102			509451					
TOTAL (Items 1-2)												
INFIELD MATERIAL												
ITEM	QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED PRICE	EXCEPTIONS/NOTES	UNIT PRICE	EXTENDED PRICE	EXCEPTIONS/NOTES	UNIT PRICE	EXTENDED PRICE	EXCEPTIONS/NOTES
1	400	50 Lb. Bag	Plus 5 Athletic Field Marker (chalk) or Equivalent	\$6.25	\$2,500.00			\$0.00			\$0.00	
			Product Name:	Turface Pro-Line Chalk T/2								
			Manufacturer:	Turface Pro-Line Chalk T/2								
			Item/Order #:	55054810								
2	800	50 Lb. Bag	Turface Quick Dry	\$11.33	\$9,064.00	Pro's Choice Rapid Dry		\$0.00			\$0.00	
3	80	50 Lb. Bag	Pro's Choice Mound Clay	\$18.764	\$1,501.12			\$0.00			\$0.00	
4	240	50 Lb. Bag	Diamond Pro Infield Conditioner (red)		\$0.00			\$0.00			\$0.00	
5A	120	50 Lb. Bag	Diamond Pro Mound Clay		\$0.00			\$0.00			\$0.00	
6	1	10 Ton	Diamond Pro		\$0.00			\$0.00			\$0.00	
7	2	15 Ton	Diamond Pro		\$0.00			\$0.00			\$0.00	
8	3	24 Ton	Diamond Pro		\$0.00			\$0.00			\$0.00	
9	240	50 Lb. Bag	Turface MVP	\$9.974	\$2,393.76			\$0.00			\$0.00	
10	400	50 Lb. Bag	Turface Pro League Red	\$14.000	\$5,600.00			\$0.00			\$0.00	
11	160	50 Lb. Bag	Turface Professional Mound Clay Red	\$16.452	\$2,632.32			\$0.00			\$0.00	
TOTAL (Items 1-11)												
GRASS SEED												
ITEM	QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED PRICE	EXCEPTIONS/NOTES	UNIT PRICE	EXTENDED PRICE	EXCEPTIONS/NOTES	UNIT PRICE	EXTENDED PRICE	EXCEPTIONS/NOTES
1	10	50 Lb. Bag	Hulled Bermuda Seed	\$226.56	\$2,265.60			\$0.00		\$469.00	\$4,690.00	
			Product Name:	Hulled Coated Bermuda			Hulled Bermudagrass					
			Manufacturer:	Allied Seed			Justin Seed Co.					
			Item/Order #:	53005307			BERHF1B					
2	10	25 Lb. Bag	Riviera Bermudagrass Seed	\$409.70	\$4,097.00			\$0.00		\$438.50	\$4,385.00	ALT Princess Bermudagrass
			Product Name:	Riviera Bermuda Seed			Princess Bermuda Grass					
			Manufacturer:	Desert Sun Marketing			Justin Seed Co.					
			Item/Order #:	53005026			BERPRIN					
TOTAL (Item 1&2)												
TURF AMENDMENTS												
ITEM	QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED PRICE	EXCEPTIONS/NOTES	UNIT PRICE	EXTENDED PRICE	EXCEPTIONS/NOTES	UNIT PRICE	EXTENDED PRICE	EXCEPTIONS/NOTES
1	160	50 Lb. Bag	Disper-Sul Sulfur Granulars	\$18.176	\$2,908.16		\$21.25	\$3,400.00			\$0.00	
			Product Name:	Soil Sulfur 90% Pastil			Bonus Crop					
			Manufacturer:	Martin Resources								
			Item/Order #:	51794550								
2	360	50 Lb. Bag	Cal-Sul Gypsum Fairway	\$15.318	\$5,514.48		\$19.25	\$6,930.00			\$0.00	
			Product Name:	BCF Gypsum			Bonus Crop					
			Manufacturer:	Bonus Crop Fertilizer								
			Item/Order #:	51990130								
3	160	50 Lb. Bag	Vertical Gypsum	\$12.133	\$1,941.28			\$0.00			\$0.00	
			Product Name:	CP Supercal								
			Manufacturer:	Calcium Products								
			Item/Order #:	51799010								
4	240	50 Lb. Bag	K-Mag	18.81	\$4,514.40		17	\$4,080.00	Bonus Crop		\$0.00	
TOTAL (Items 1-4)												
SUMMARY OF BID TOTALS												
FERTILIZERS				\$0.00			\$0.00			\$0.00		
CHEMICALS				\$0.00			\$0.00			\$0.00		
PESTICIDES				\$0.00			\$0.00			\$0.00		
HERBICIDES				\$0.00			\$0.00			\$0.00		
ADJUVANT				\$0.00			\$0.00			\$0.00		
INFIELD MATERIAL				\$0.00			\$0.00			\$0.00		
GRASS SEED				\$0.00			\$0.00			\$0.00		
TURF AMENDMENTS				\$0.00			\$0.00			\$0.00		
GRAND TOTAL				\$0.00			\$0.00			\$0.00		
Bid Certification				Y			Y			Y		
Delivery				(not listed)			7-10 days			3-4 days		
Overall Exceptions/Notes				No Category Totals Provided						Bid does not include price to unload product from truck		



Legislation Details (With Text)

File #:	18-0652	Version:	1	Name:	FY19 Funding Arts Council of BV - O&M
Type:	Presentation	Status:		Status:	Consent Agenda
File created:	9/25/2018	In control:		In control:	City Council Regular
On agenda:	10/8/2018	Final action:		Final action:	
Title:	Presentation, possible action, and discussion on approving the budget of the Arts Council of the Brazos Valley, and; presentation, possible action, and discussion on approving the agreement between the City of College Station and the Arts Council of the Brazos Valley for operations and maintenance FY19 totaling \$325,000.				
Sponsors:	Mary Ellen Leonard				
Indexes:					
Code sections:					
Attachments:	FY19 Arts Council Budget				

Date	Ver.	Action By	Action	Result
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Presentation, possible action, and discussion on approving the budget of the Arts Council of the Brazos Valley, and; presentation, possible action, and discussion on approving the agreement between the City of College Station and the Arts Council of the Brazos Valley for operations and maintenance FY19 totaling \$325,000.

Recommendation(s): Staff recommends approval of the Arts Council budget and funding agreements for FY19.

Summary: As part of the 2018-2019 budget process the City Council approved operations and maintenance funding for the Arts Council of Brazos Valley in the amount of \$35,000 from the General Fund and \$290,000 from the Hotel Tax Fund.

The Arts Council maintains a longstanding role to evaluate and administrate arts, culture and heritage grant proposals that originate in Bryan/College Station. Arts Council is also focused on making the arts more visible in our community, making more funding available for the arts, attracting more visitors to the Brazos Valley, and increasing the economic impact of the arts.

Budget & Financial Summary: The funds for this agreement are budgeted and available in the 2018-2019 General Fund budget and Hotel Tax Fund. A total of \$100,000 will be paid for operations and maintenance. A total of \$225,000 shall be paid by reimbursement for purchase of the new Arts and Visitor Facility. Agency shall submit an invoice to the City requesting payment with receipts attached for reimbursement.

State law requires that the City Council adopt the budget of any organization that is to be funded through Hotel Tax revenue.

Attachments:

1. Arts Council of the Brazos Valley Budget
2. Arts Council of the Brazos Valley General Fund Funding Agreement (available in City Secretary's

Office)

3. Arts Council of the Brazos Valley Hotel Tax Fund Funding Agreement (available in City Secretary's Office)

The Arts Council

FY19 Profit & Loss Budget Overview

09/19/2018

October 2018 through September 2019

	Oct '18 - Sep 19
Ordinary Income/Expense	
Income	
430 · Contributed Income	
430.2 · Northgate Sculpture Fund	99,999.96
431 · Membership Dues	
431.1 · Individual Membership	9,768.00
431.2 · Affiliates Membership	4,000.00
431.3 · Business Membership	20,269.00
Total 431 · Membership Dues	34,037.00
432 · Fundraising Events	
4324 · Celebrating the Arts	140,000.00
4325 · Boots & BBQ	15,000.00
4326 · Empty Bowls, Jr	13,000.00
4327 · CTA Scholarship	20,000.00
Total 432 · Fundraising Events	188,000.00
433 · Government Grants	
4331 · College Station (Gen Fund)	35,000.00
4332 · College Station HOT	687,976.00
4333 · Bryan HOT	180,000.00
4334 · Brazos County	8,000.00
4335 · TCA	19,200.00
4336 · Navasota HOT	28,800.00
Total 433 · Government Grants	958,976.00
434 · Foundation & Trust Grants	5,500.00
430 · Contributed Income - Other	200,000.00
Total 430 · Contributed Income	1,486,512.96
4332-1 · COCS HOT Reimbursements	6,000.00
440 · Program Service Revenue	
440.1 · Red Wasp	4,400.00
440.2 · Classes	2,000.00
440.3 · Camps	8,500.00
440.4 · Community Festival	4,000.00
440.6 · Artist Call for Entry	1,700.00
440 · Program Service Revenue - Other	200.00
Total 440 · Program Service Revenue	20,800.00
450 · Other Revenue	
450.1 · Miscellaneous Revenue	50.00
450.2 · Investments	2,000.00
450.3 · Rentals	27,336.00

	Oct '18 - Sep 19
Total 450 · Other Revenue	29,386.00
46000 · Merchandise Sales	12,000.00
Total Income	1,554,698.96
Gross Profit	1,554,698.96
Expense	
600 · Awards and Grants	
601 · Awards & Grants-Organizations	
601-1 · Returned Grants	6,000.00
601 · Awards & Grants-Organization	467,976.00
Total 601 · Awards & Grants-Organizat	473,976.00
602 · Awards & Grants-Individuals	20,000.00
Total 600 · Awards and Grants	493,976.00
610 · Salaries and Related Expenses	
611 · Salaries & Wages	229,616.70
612 · IRA Employer Contributions	7,018.14
613 · Employee Benefits-not pension	4,320.00
614 · Payroll taxes & fees	19,427.92
615 · Sales Commission	1,800.00
Total 610 · Salaries and Related Expenses	262,182.76
620 · Fees for Services	
621 · Accounting Fees	26,890.00
622 · Legal Fees	10,000.00
624 · Marketing Intern Fees	10,500.00
Total 620 · Fees for Services	47,390.00
630 · Advertising, Printing, Promo.	61,250.00
631 · Programs	
6311 · Reflections	1,000.00
6312 · ART for Life	13,450.00
6313 · Texas Gallery	12,000.00
6314 · Camps	5,100.00
6315 · Community Festivals	400.00
6316 · Public Art	103,996.00
6317 · Classes	1,490.00
6319 · Red Wasp	2,400.00
6320 · Artist Connect	4,000.00
6325 · Programs-Other	1,500.00
6327 · Empty Bowls Jr	7,100.00
6328 · Artist in Residence	4,600.00
Total 631 · Programs	157,036.00
632 · Fundraising	
6324 · Celebrating the Arts	45,000.00
6329 · Boots & BBQ	3,000.00
6330 · Fundraising - Other	5,500.00

	Oct '18 - Sep 19
Total 632 · Fundraising	53,500.00
640 · Office Expenses	
641 · Postage, Mailing Service	700.00
640 · Office Expenses - Other	2,500.00
Total 640 · Office Expenses	3,200.00
650 · Information Technology	5,700.00
660 · Occupancy	
662 · Security Monitoring	720.00
663 · Janitorial	2,700.00
6635 · Repairs & Maintenance	2,700.00
664 · Pest Control	1,400.00
665 · Utilities	24,000.00
667 · Mortgage Interest	48,000.00
Total 660 · Occupancy	79,520.00
661 · Facilities & Equipment Rental	1,980.00
669 · Property Purchase	280,800.00
670 · Mileage	
671 · Travel & In-Region Mileage	1,800.00
Total 670 · Mileage	1,800.00
680 · Insurance	8,095.99
690 · Other expenses	
691 · Bank Charges	2,496.00
6911 · Investment Losses	600.00
694 · Memberships and Dues	1,400.00
695 · Training & Development	4,500.00
697 · Artist Commission	8,400.00
699 · Other Costs	1,340.00
Total 690 · Other expenses	18,736.00
Total Expense	1,475,166.75
Net Ordinary Income	79,532.21
Net Income	79,532.21



Legislation Details (With Text)

File #:	18-0653	Version:	1	Name:	FY19 Funding Arts Council of BV -Affiliate
Type:	Presentation	Status:		Status:	Consent Agenda
File created:	9/25/2018	In control:		In control:	City Council Regular
On agenda:	10/8/2018	Final action:		Final action:	
Title:	Presentation, possible action, and discussion on approving the agreement between the City of College Station and the Arts Council of the Brazos Valley for FY19 in the amount of \$397,976 for affiliate funding and art and tourism marketing.				
Sponsors:	Mary Ellen Leonard				
Indexes:					
Code sections:					
Attachments:	Arts Council Affiliate Memorandum				

Date	Ver.	Action By	Action	Result
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Presentation, possible action, and discussion on approving the agreement between the City of College Station and the Arts Council of the Brazos Valley for FY19 in the amount of \$397,976 for affiliate funding and art and tourism marketing.

Recommendation(s): Staff recommends approval of the Arts Council Affiliate funding, marketing and public arts support funding agreement for FY19.

Summary: As part of the 2018-2019 budget process, the City Council approved funding for the Arts Council of the Brazos Valley from the Hotel Tax Fund in the amount of \$362,476 to be used for Affiliate funding, and \$35,500 for Arts Tourism Marketing.

As part of the 2018-2019 budget process, the City Council also approved \$35,000 from the General Fund and \$290,000 from Hotel Tax Fund for operations and maintenance of the Arts Council.

Budget & Financial Summary: The funds for this agreement are budgeted and available in the 2018-2019 Hotel Tax Fund Budget in the amount of \$397,976. State law requires that the City Council adopt the budget of any organization that is to be funded through Hotel Tax revenue. Arts Council budget was presented for approval with the operations and maintenance funding agreement consent agenda item.

Attachments:

1. Arts Council of the Brazos Valley Affiliate and Annual Program and Marketing Funding Agreement
2. Arts Council Affiliate Funding Memorandum



To: Jeff Capps, Interim City Manager
From: Mary Ellen Leonard, Finance Director
Date: October 8, 2018
Subject: FY19 Arts Council Affiliate Funding

As part of the FY19 Budget Process, Council approved funding in the amount of \$362,476 from the Hotel Tax Fund for Arts Council of Brazos Valley (ACBV) Affiliates. These funds are distributed by the Arts Council through a process set in place by its Annual Program and Marketing Grant Selection Committee which meets during the month of August. The ACSV grant program is designed to provide its Affiliate organizations with financial support for projects that make a significant contribution toward the promotion of arts and culture in the Brazos Valley and directly enhance and promote tourism and the convention & hotel industry. For FY19 a total of 19 Affiliates submitted grant applications, requesting a total of \$542,994 in funding. These grant applications were reviewed by a Grant Review Panel that consisted of ACSV Staff, City of College Station citizens at large, Hotel & Convention industry professionals, and City of College Station staff.

Each affiliate grant application was scored by the Grant Review panel based upon the Hotel Impact, Artistic and Program Merit, Capability & Fiscal Health, and Support of the Mission of the Arts Council demonstrated by the application. Upon reviewing and scoring the applications, the Grant Review Panel made funding recommendations for each application and submitted those recommendations to the Arts Council Board of Directors for approval and recommendation to the City of College Station. On September 4, 2018 the ACSV Board approved the recommendations that total the budgeted \$362,476 in approved funding from the City of College Station.

The following is a brief overview of each Affiliate and the grant amount recommended for funding through this process for FY19.

Academy for the Visual and Performing Arts – FY19 Grant Amount \$5,500; FY18 Grant Amount - No Application or Award

The AVPA increases resources to existing Texas A&M University performing and visual arts departments; supplements existing campus arts offerings by producing diverse, innovative, and prominent performing and visual artists; and facilitates coordination between the TAMU campus, arts organizations at peer and aspirant peer universities, and within a larger community of artist/scholars, especially those in the region. On March 7-11, 2019, TAMU and AVAP will host the American College Dance Association's South-Central regional conference, which will bring over 500 students and faculty from over 30 universities/colleges, who will come to Texas A&M University to celebrate dance. The conference will consist of about 30 classes a day for four days, 3 informal concerts, a guest performance by Koresh Dance Company and a gala performance of selected works from the adjudicated concerts.

Ballet Brazos – FY19 Grant Amount \$18,000; FY18 Grant Amount \$14,442

Ballet Brazos began in 2012 as collaborative effort between multiple dance studios to produce The Nutcracker Ballet. Over a period of 3 years, a small cadre of volunteers and dance instructors worked to create this annual performance. The mission of Ballet Brazos is to instruct, educate and enrich young people and their audiences through the art of dance, and provide quality classical ballet performances for the community. These performances provide an opportunity to showcase local talent, cultivate an appreciation for the arts, and inspire the next generation of dancers.

Brazos Bluebonnet Quilt Guild – FY19 Grant Amount \$2,920; FY18 Grant Amount - No Application or Award

The mission of the Brazos Bluebonnet Quilt Guild is to educate members and the public about quilts and quilting, and to support deserving charities. The Guild plans to bring Debbie Jones, renowned fabric artist to Bryan/College Station for a series of workshops in June 2019. The free lecture followed by multiple full-day workshops is expected to bring in participants from around the state.

Brazos Educational Radio (KEOS FM) – FY19 Grant Amount \$1,260; FY18 Grant Amount \$1,260

KEOS is a listener-sponsored, commercial-free, nonprofit all volunteer community radio station for the Brazos Valley. KEOS provides musical, cultural and information programming and events that celebrates and expresses the diversity of the community. Funding will be used to pay the performing artists and promote the Lone Star Music Series concert to a tourism audience outside the Bryan/College Station area. The concert is scheduled to take place between March and August of 2019.

Brazos Valley African American Museum – FY19 Grant Amount \$5,450; FY18 Grant Amount \$5,450

The Brazos Valley African American Museum hosts events and exhibits that provide opportunities to learn more about African American culture and history. Funding will be used to sponsor the African American Museum appreciation banquet at the Hilton in College Station.

Brazos Valley Chorale – FY19 Grant Amount \$15,528; FY18 Grant Amount \$14,576

The Brazos Valley Chorale hosts a series of unique choral experiences with various concerts scheduled for 2018-2019. Funding will be used for marketing to targeted audiences in Waco, Houston, and across the state, as well as artistic fees and program services for four concerts.

Brazos Valley Museum of Natural History – FY19 Grant Amount \$6,000; FY18 Grant Amount \$9,000

The Brazos Valley Museum of Natural History promotes natural and cultural history through the presentation of exhibits, educational programs, and preserving cultural artifact and natural specimen collections. Funding will be used for marketing and programming support for Boonville Days, the Chuck Wagon Cook-off, and their annual exhibitions.

Brazos Valley Symphony Orchestra – FY19 Grant Amount \$55,000; FY18 Grant Amount \$52,268

The Brazos Valley Symphony Society maintains a symphony of high artistic standards and promotes the musical arts for cultural and educational purposes. The Symphony Society will host eight (8) funded programs and events in FY19, impacting approximately 30,000 people. Included is the Premiere Market event at the Brazos County Expo, support of annual concert programs, and a performance at the Noon Lions Club's Independence Day Celebration at the George Bush Presidential Library. Marketing for all programs is also included.

Brazos Valley WorldFest – FY19 Grant Amount \$12,500; FY18 Grant Amount \$10,400

Brazos Valley WorldFest is a two-day festival celebrating international awareness by offering cultural displays, demonstrations, international cuisine, performances, children's crafts, educational competitions and many other activities. Funds will be used for venue rental for their international film series, as well as acquiring performers for the event, event insurance, and equipment rental.

Friends of Chamber Music – FY19 Grant Amount \$6,000; FY18 Grant Amount \$6,000

The Friends of Chamber Music will provide six (6) free concerts and presentations of traditional and contemporary chamber music. Live performances are attended by approximately 2,400 people and many performances are rebroadcast by KAMU. Funds will be used for artistic fees for the artists participating in all concerts.

George Bush Presidential Library and Museum – FY19 Grant Amount \$79,701; FY18 Grant Amount \$77,541

Funding will be used for advertising and promoting the library and its rotating exhibits. Advertisements will be placed in several media markets to target general Texas tourism as well as new visitors affiliated with SEC schools and presidential library tourism.

Mic Check Poetry – FY19 Grant Amount \$5,375; FY18 Grant Amount \$7,730

Mic Check is a charitable arts group that helps connect an active community of readers, writers, and critics of contemporary, experimental, avant-garde, and neglected poetry to the general public. Funding will be used to market and host the 2018 Texas Grand Slam Poetry Festival in October, whose participants and attendees are anticipated to stay in College Station area hotels.

MSC OPAS – FY19 Grant Amount \$50,000; FY18 Grant Amount \$50,000

MSC OPAS focuses on bringing high-quality arts and entertainment performances to Bryan/College Station. Funding will be used to market the 2018-2019 season statewide, through avenues including Texas Highways and TourTexas.com, targeting audiences in Houston, Waco, and across Texas.

Museum of the American GI – FY19 Grant Amount \$35,480; FY18 Grant Amount \$35,267

The Museum of the American G.I. endeavors to preserve the memories of the American servicemen and women through a collection of historical uniforms and equipment and educational events. Funding is for FY19 museum programming including annual living history events, GI Immersion camps, and exhibit build-outs, as well as marketing to tourism audiences.

StageCenter Theatre – FY19 Grant Amount \$15,762; FY18 Grant Amount \$10,000

StageCenter enriches the cultural base of the Brazos Valley by providing professional-quality live theatre. Approximately 3,200 patrons are expected for performances in FY19, with approximately 15% visiting from outside of the College Station area. Funds will be used to secure licensing rights and promote six (6) unique shows to potential patrons outside of the Brazos Valley.

Texas A&M University (DBA Wright Gallery) – FY19 Grant Amount \$15,000; FY18 Grant Amount \$15,000

The Visualization Lab's in the Department of Architecture mission has three components: teaching, research and outreach. To better achieve the outreach component grant funds are focused on marketing the Wright Gallery exhibitions and annual Viz-a-Gogo event, which attract visitors from outside of the Bryan/College Station region. The Wright Gallery provides a venue for emerging and established artists, architects and designers of local, regional, national and international acclaim. Featured are the works of women artists and artists from other underrepresented groups, artists whose works promote dialogue on topics of social and cultural importance, and artists whose work challenges conventional art practice. The Wright Gallery serves as a center for campus and community visual arts engagement, education and enjoyment.

The Theatre Company – FY19 Grant Amount \$33,000; FY18 Grant Amount \$32,267

The Theatre Company presents high-quality musical productions that are suitable for family audiences and is the only community theater devoted exclusively to presenting Broadway musicals with a volunteer cast and crew, and a professional orchestra. Funds will be used to support and market The Theatre Company's year-round season of six (6) performances.



Legislation Details (With Text)

File #:	18-0654	Version:	1	Name:	FY19 Funding BCS Chamber of Commerce
Type:	Presentation	Status:		Status:	Consent Agenda
File created:	9/25/2018	In control:		In control:	City Council Regular
On agenda:	10/8/2018	Final action:		Final action:	
Title:	Presentation, possible action, and discussion on approving the budget of the Bryan/College Station Chamber of Commerce; and presentation, possible action and discussion on a funding agreement between the City of College Station and the Bryan/College Station Chamber of Commerce for FY19 in the amount of \$25,000.				
Sponsors:	Mary Ellen Leonard				
Indexes:					
Code sections:					
Attachments:					

Date	Ver.	Action By	Action	Result
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Presentation, possible action, and discussion on approving the budget of the Bryan/College Station Chamber of Commerce; and presentation, possible action and discussion on a funding agreement between the City of College Station and the Bryan/College Station Chamber of Commerce for FY19 in the amount of \$25,000.

Recommendation(s): Staff recommends approval of the Bryan/College Station Chamber of Commerce budget and the funding agreement for FY19.

Summary: As part of the 2018-2019 budget process the City Council approved funding for the Bryan/College Station Chamber of Commerce in the amount of \$25,000 from the Hotel Occupancy Tax Fund.

The Chamber of Commerce continues to promote, advocate and refer the City of College Station as tourism, sporting event and meeting place destination through numerous media sources, radio, television and print. Chamber staff also travels to other areas of the state to promote College Station and the many meetings, activities and events held annually within the community.

Budget & Financial Summary: The funds for this agreement are budgeted and available in the 2018-2019 Hotel Tax Fund budget. A total of \$25,000 is to be used for offset a portion of the costs of the annual Economic Outlook Conference, and the Annual Chamber of Commerce banquet which are held at a local hotel and conference center.

State law requires that the City Council adopt the budget of any organization that is to be funded through the Hotel Occupancy Tax funds.

Attachments:

1. Bryan/College Station Chamber of Commerce Budget
2. Bryan/College Station Chamber of Commerce Funding Agreement (available in City Secretary's Office)



Legislation Details (With Text)

File #:	18-0655	Version:	1	Name:	FY19 Funding CS Noon Lions Club
Type:	Presentation	Status:		Status:	Consent Agenda
File created:	9/25/2018	In control:		In control:	City Council Regular
On agenda:	10/8/2018	Final action:		Final action:	
Title:	Presentation, possible action, and discussion on approval of a funding agreement between the City of College Station and College Station Noon Lions Club for FY19 in the amount of \$15,000.				
Sponsors:	Mary Ellen Leonard				
Indexes:					
Code sections:					
Attachments:					

Date	Ver.	Action By	Action	Result
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Presentation, possible action, and discussion on approval of a funding agreement between the City of College Station and College Station Noon Lions Club for FY19 in the amount of \$15,000.

Recommendation(s): Staff recommends approval of the funding agreement.

Summary: As part of the 2018-2019 budget process the City Council approved funding for College Station Noon Lions Club in the amount of \$15,000.

Budget & Financial Summary: The funds for this agreement are budgeted and available in the 2018-2019 General Fund for the total amount of \$15,000. The appropriated funds shall be used to provide the "I Love America" Fourth of July Celebration at the George Bush Presidential Library and Museum.

Attachments:

1. College Station Noon Lions Club Funding Agreement (Available in City Secretary's Office)



Legislation Details (With Text)

File #:	18-0657	Version:	1	Name:	FY19 Funding Easterwood Airport
Type:	Presentation	Status:		Status:	Consent Agenda
File created:	9/25/2018	In control:		In control:	City Council Regular
On agenda:	10/8/2018	Final action:		Final action:	
Title:	Presentation, possible action, and discussion on approving the budget of Easterwood Airport; and presentation, possible action, and discussion on a funding agreement between the City of College Station and the Easterwood Airport for FY19 in the amount of \$114,376.				
Sponsors:	Mary Ellen Leonard				
Indexes:					
Code sections:					
Attachments:	Easterwood Airport Budget				

Date	Ver.	Action By	Action	Result
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Presentation, possible action, and discussion on approving the budget of Easterwood Airport; and presentation, possible action, and discussion on a funding agreement between the City of College Station and the Easterwood Airport for FY19 in the amount of \$114,376.

Recommendation(s): Staff recommends approval of the Easterwood Airport budget and the funding agreement for FY19.

Summary: As part of the 2018-2019 budget process the City Council approved funding for Easterwood Airport from the Hotel Occupancy Tax Fund.

The mission of Easterwood Airport is to provide a gateway to the world for the students, faculty, and the staff of Texas A&M University, and the citizens of the Research Valley. Easterwood Airport fulfills this mission by operating commercial and general aviation terminals and airfield to the highest standards of the University, the Federal Aviation Administration and the Transportation Security Administration. The budget for Easterwood Airport would function as payment to the Airport in recognition of expenses it incurs in its ongoing efforts to support tourism in the City of College Station.

Budget & Financial Summary: The funds for this agreement are budgeted and available in the 2018-2019 Hotel Tax Fund budget. A total of \$114,376 is to be used for athletic events marketing, advanced targeting networks, marketing, digital development/online presence, and media production.

State law requires that the City Council adopt the budget of any organization that is to be funded through the Hotel Occupancy Tax funds.

Attachments:

1. Easterwood Airport Budget
2. Easterwood Airport Funding Agreement (available in City Secretary's Office)

**EASTERWOOD AIRPORT LLC
HOTEL TAX FUNDED BUDGET
FISCAL YEAR 2019**

REVENUE:

City of College Station Hotel Tax	
Funding	\$ 114,376
TOTAL REVENUE	\$ 114,376

EXPENSES:

Athletic Event Marketing	22,822
Advance Targeting Networks	33,075
Marketing	29,879
Digital Development/Online Presence	13,600
Media Production	15,000
TOTAL EXPENSES	\$ 114,376



Legislation Details (With Text)

File #:	18-0658	Version:	1	Name:	FY19 Funding Agreement BVEDC
Type:	Presentation	Status:		Status:	Consent Agenda
File created:	9/25/2018	In control:		In control:	City Council Regular
On agenda:	10/8/2018	Final action:		Final action:	
Title:	Presentation, possible action, and discussion on approval of a funding agreement between the City of College Station and the Brazos Valley Economic Development Corporation (BVEDC) for FY19 in the amount of \$350,000.				
Sponsors:	Mary Ellen Leonard				
Indexes:					
Code sections:					
Attachments:					

Date	Ver.	Action By	Action	Result
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Presentation, possible action, and discussion on approval of a funding agreement between the City of College Station and the Brazos Valley Economic Development Corporation (BVEDC) for FY19 in the amount of \$350,000.

Recommendation(s): Staff recommends approval of the BVEDC funding agreement.

Summary: As part of the 2018-2019 budget process the City Council approved funding for the Brazos Valley Economic Development Corporation in the amount of \$350,000. This funding is for the provision of economic development services for the area.

Budget & Financial Summary: The funds for this agreement are budgeted and available in the 2018-2019 General Fund in the total amount of \$350,000. These funds are for the operations and maintenance of the Brazos Valley Economic Development Corporation in FY19.

Attachments:

1. Brazos Valley Economic Development Corporation Funding Agreement (available in City Secretary's Office)



Legislation Details (With Text)

File #:	18-0659	Version:	1	Name:	FY19 Funding Veterans Memorial of BV
Type:	Presentation	Status:		Status:	Consent Agenda
File created:	9/25/2018	In control:		In control:	City Council Regular
On agenda:	10/8/2018	Final action:		Final action:	
Title:	Presentation, possible action, and discussion on approving the budget of the Memorial for all Veterans of the Brazos Valley; and presentation, discussion and possible action on a funding agreement between the City of College Station and the Memorial for All Veterans of the Brazos Valley for FY19 in the amount of \$25,000.				
Sponsors:	Mary Ellen Leonard				
Indexes:					
Code sections:					
Attachments:	Veterans Memorial Budget				

Date	Ver.	Action By	Action	Result
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Presentation, possible action, and discussion on approving the budget of the Memorial for all Veterans of the Brazos Valley; and presentation, discussion and possible action on a funding agreement between the City of College Station and the Memorial for All Veterans of the Brazos Valley for FY19 in the amount of \$25,000.

Recommendation(s): Staff recommends approval of the Memorial for All Veterans of the Brazos Valley budget and the funding agreement for FY19.

Summary: As part of the 2018-2019 budget process City Council approved funding for the Memorial for All Veterans of the Brazos Valley in the amount of \$25,000 for the funding and design of the Spanish American War & Philippine Insurrection Memorials along the Lynn Stuart Pathway at Veterans Park.

Budget & Financial Summary: The funds for this agreement are budgeted and available in the 2018-2019 Hotel Tax Fund budget. State law requires that the City Council approve the budget of any organization that is to be funded through the Hotel Tax.

Attachments:

1. The Memorial for All Veterans of the Brazos Valley Budget
2. The Memorial for All Veterans of the Brazos Valley Funding Agreement (Available in City Secretary's Office)

**MEMORIAL FOR VETERANS OF THE BRAZOS VALLEY
HOTEL TAX FUNDED BUDGET
FISCAL YEAR 2019**

REVENUE:

City of College Station	\$	25,000
City of Bryan		25,000
Brazos County		25,000
TOTAL REVENUE	\$	75,000

EXPENSES:

Spanish American War Memorial	\$	35,000
Philippine Insurrection Memorial	\$	40,000
TOTAL EXPENSES	\$	75,000



Legislation Details (With Text)

File #:	18-0660	Version:	1	Name:	FY19 Funding Aggieland Humane Society
Type:	Presentation	Status:		Status:	Consent Agenda
File created:	9/25/2018	In control:		In control:	City Council Regular
On agenda:	10/8/2018	Final action:		Final action:	
Title:	Presentation, possible action, and discussion approving a resolution authorizing expenditures to the Aggieland Humane Society, Inc. in the amount of \$273,196.				
Sponsors:	Mary Ellen Leonard				
Indexes:					
Code sections:					
Attachments:	Animal Shelter Resolution				

Date	Ver.	Action By	Action	Result
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Presentation, possible action, and discussion approving a resolution authorizing expenditures to the Aggieland Humane Society, Inc. in the amount of \$273,196.

Relationship to Strategic Goals: (Select all that apply)

1. Core Services and Infrastructure

Recommendation(s): Staff recommends approval of the resolution funding in the amount of \$273,196 to the Aggieland Humane Society, Inc.

Summary: On September 27, 2018 Council approved the FY19 budget, which included funding for the Aggieland Humane Society, Inc. An Animal Shelter Services Agreement, contract number 14-011, for services provided by the Aggieland Humane Society, Inc. was approved on September 26, 2013.

The FY19 funding level is based on the animal shelter determination of the estimated cost to the City of College Station for providing the contracted services.

Budget & Financial Summary: Funds are available and budgeted in the General Fund for this agreement. Payments are made in 11 equal installments of \$22,766.33 and a twelfth installment of \$22,766.37.

Attachments:

1. Resolution

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COLLEGE STATION, TEXAS AUTHORIZING ANNUAL EXPENDITURE TO THE AGGIELAND HUMANE SOCIETY, INC. FOR ANIMAL SHELTER SERVICES PROVIDED TO THE CITY OF COLLEGE STATION BY THE AGGIELAND HUMANE SOCIETY, INC.

WHEREAS the City of College Station entered into an Agreement for Animal Shelter Services with the Aggieland Humane Society, Inc. on September 26, 2013.

WHEREAS Article 5 of the Agreement says the City shall pay a fee for Animal Shelter Services to be established annually by separate resolution; now, therefore,

BE IT RESOLVED by the City Council of the City of College Station, Texas:

Part 1: That the City Council of the City of College Station authorize the expenditure for Fiscal Year 2018-2019 in the amount of \$273,196.00, to be payable in 11 equal installments of \$22,766.33 and a twelfth installment of \$22,766.37.

Part 2: That funds are budgeted and available in the Fiscal Year 2018-2019 Approved Budget in the General Fund.

Part 3: That this resolution is to be effective for the 2018-2019 Fiscal Year from October 1, 2018 – September 30, 2019.

Part 4: That this resolution shall take effect immediately from and after its passage.

ADOPTED this _____ day of _____, A.D. 2018.

ATTEST:

APPROVED:

City Secretary

Mayor

APPROVED:

City Attorney



Legislation Details (With Text)

File #:	18-0661	Version:	1	Name:	FY19 Funding Keep Brazos Beautiful
Type:	Presentation	Status:		Status:	Consent Agenda
File created:	9/25/2018	In control:		In control:	City Council Regular
On agenda:	10/8/2018	Final action:		Final action:	
Title:	Presentation, possible action, and discussion on approving a funding agreement between the City of College Station and Keep Brazos Beautiful for FY19 in the amount of \$49,190.				
Sponsors:	Mary Ellen Leonard				
Indexes:					
Code sections:					
Attachments:					

Date	Ver.	Action By	Action	Result
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Presentation, possible action, and discussion on approving a funding agreement between the City of College Station and Keep Brazos Beautiful for FY19 in the amount of \$49,190.

Recommendation(s): Staff recommends approval of the funding agreement.

Summary: As part of the 2018-2019 budget process the City Council approved funding for Keep Brazos Beautiful in the amount of \$49,190.

Budget & Financial Summary: The funds for this agreement are budgeted and available in the 2018-2019 Solid Waste Fund: \$37,450 is to be used for the operations and maintenance, and \$11,740 is to be used for reimbursable expenses for community enhancement projects, events administered by Keep Brazos Beautiful, such as their Annual Awards Gala, Texas Trash-Off and other public landscape and litter-abatement projects.

Attachments:

1. Keep Brazos Beautiful Funding Agreement (Available in City Secretary's Office)



Legislation Details (With Text)

File #:	18-0662	Version:	1	Name:	FY19 Funding Experience BCS
Type:	Presentation	Status:		Status:	Consent Agenda
File created:	9/25/2018	In control:		In control:	City Council Regular
On agenda:	10/8/2018	Final action:		Final action:	
Title:	Presentation, possible action, and discussion on approving a funding agreement between the City of College Station and Experience Bryan-College Station (EBCS) for FY19 in the amount of \$588,950 to administer the Experience Bryan College Station Grant Program.				
Sponsors:	Mary Ellen Leonard				
Indexes:					
Code sections:					
Attachments:					

Date	Ver.	Action By	Action	Result
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Presentation, possible action, and discussion on approving a funding agreement between the City of College Station and Experience Bryan-College Station (EBCS) for FY19 in the amount of \$588,950 to administer the Experience Bryan College Station Grant Program.

Recommendation(s): Staff recommends approval of the Experience Bryan College Station Grant Program funding agreement for FY19.

Summary: As part of the 2018-2019 budget process the City Council approved funding for Experience Bryan College Station in the amount of \$588,950. This agreement will allow the agency to effectively and efficiently administer the grant program to sub-recipients.

Budget & Financial Summary: The funds for this agreement are budgeted and available in the 2018-2019 Hotel Tax Fund budget. A total of \$588,950 is to be used to fund event grants that will promote tourism and the hotel industry in College Station.

State law requires that the City Council adopt the budget of any organization that is to be funded through the Hotel Occupancy Tax funds. The EBCS budget was presented for approval with the Experience Bryan College Station funding agreement consent agenda item.

Attachments:

1. Experience Bryan College Station Grant Funding Agreement (available in City Secretary's Office)



Legislation Details (With Text)

File #:	18-0663	Version:	1	Name:	FY19 Experience BCS - Tri Party Funding Agreement
Type:	Presentation	Status:		Status:	Consent Agenda
File created:	9/25/2018	In control:		In control:	City Council Regular
On agenda:	10/8/2018	Final action:		Final action:	
Title:	Presentation, possible action, and discussion on approving the budget of the Experience Bryan-College Station (EBCS); and presentation, possible action, and discussion on a tri party funding agreement between the City of College Station, City of Bryan and the Experience Bryan-College Station for FY19 in the amount of \$2,450,239, with the College Station portion being \$1,911,186.62 and the Bryan portion being \$539,052.38.				
Sponsors:	Mary Ellen Leonard				
Indexes:					
Code sections:					
Attachments:	FY19 Budget - CVB REVISED.pdf FY19 Funding - CVB REVISED.pdf				

Date	Ver.	Action By	Action	Result
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Presentation, possible action, and discussion on approving the budget of the Experience Bryan-College Station (EBCS); and presentation, possible action, and discussion on a tri party funding agreement between the City of College Station, City of Bryan and the Experience Bryan-College Station for FY19 in the amount of \$2,450,239, with the College Station portion being \$1,911,186.62 and the Bryan portion being \$539,052.38.

Recommendation(s): Staff recommends approval of the Experience Bryan College Station budget and the tri-party funding agreement for FY19.

Summary: A tri party funding agreement between the Cities of Bryan and College Station and EBCS has been prepared for FY 2019. This agreement outlines the funding levels between the 2 cities and what the funds will be used for in FY 19.

As part of the 2018-2019 budget process the City Council approved funding for Experience Bryan College Station in the amount of \$1,911,186.62. This is for marketing and operational activities directly associated with the promotion of tourism and the hotel industry in College Station by EBCS.

Budget & Financial Summary: The funds for this agreement are budgeted and available in the 2018-2019 Hotel Tax Fund budget.

State law requires that the City Council adopt the budget of any organization that is to be funded through the Hotel Occupancy Tax funds.

Attachments:

1. Experience Bryan College Station Budget
2. Experience Bryan College Station Grant Funding Agreement (available in City Secretary's

Office)

Experience Bryan College Station

Profit & Loss Budget Overview

October 2018 through September 2019

	<u>Oct '18 - Sep 19</u>
Ordinary Income/Expense	
Income	
Booking Commissions	2,800.00
Brazos County Funding	25,000.00
Bryan Funding	
Bryan Marketing	124,434.00
Bryan Funding - Other	384,918.38
Bryan Maj. Impact Bid/Sponsorship	29,700.00
Total Bryan Funding	539,052.38
College Station Funding	
College Station Marketing	441,176.00
College Station Funding - Other	1,364,710.62
CS Maj. Impact Bid/Sponsorship	105,300.00
Total College Station Funding	1,911,186.62
Entry Fees	18,000.00
Industry Participation	17,600.00
Tickets	45,500.00
Total Income	2,559,139.00
Gross Profit	2,559,139.00
Expense	
Adminstrative/Operations	
Audit/Legal/Professional Serv.	15,000.00
Bank Charges	900.00
Board/Staff/Committee Expense	2,800.00
Building Repairs & Maintenance	14,850.50
Electrical/Water/Gas Svc Exp	18,400.00
Liability Insurance	14,490.00
Merchant Charges	1,250.00
Office Supplies	10,816.20
Property Tax	3,000.00
Sympathy/Recognition	3,460.00
Technical Support	9,600.00
Telephone	21,055.68
Vehicle Gas & Maintenance	7,400.00
Total Adminstrative/Operations	123,022.38
Capital	
Equipment	
Lease	16,017.60
Equipment - Other	0.00
Total Equipment	16,017.60
Office Rent	92,635.68
Total Capital	108,653.28
Marketing/Sales/Promotion	
Advertising	

Experience Bryan College Station

Profit & Loss Budget Overview

October 2018 through September 2019

	Oct '18 - Sep 19
Consumer/Leisure	114,500.00
Local/Event Advertising	47,950.00
Meeting/Group Business	120,000.00
Professional Fees	54,000.00
Sport Events	112,450.00
Advertising - Other	0.00
Total Advertising	448,900.00
Bid Fees	6,000.00
Major Impact Bid Fee	25,000.00
Client Relations	19,840.00
Community Luncheons/Events	3,650.00
Event Personnel	78,050.00
Facility Rental	14,530.00
Gift Baskets	3,550.00
Luncheons/Banquet	23,133.33
Memberships/Subscriptions	22,418.00
Postage/Freight	8,405.00
Printing	8,229.00
Professional Development	20,177.00
Promotional	
Group Servicing	15,050.00
Mobile Vistor Center	16,800.00
Prior Commitment Hosted Events	0.00
Sales Calls/Site Visits	13,440.00
Sports Servicing	35,842.00
Trade Shows	15,600.00
Volunteers/Event Staff	1,000.00
Promotional - Other	0.00
Total Promotional	97,732.00
Research	0.00
Sales/Marketing Leads	18,230.00
Sales/Marketing/Registration	1,150.00
Site Visits/FAM Tours	
FAM Tours	17,000.00
Site Visits	18,500.00
Site Visits/FAM Tours - Other	0.00
Total Site Visits/FAM Tours	35,500.00
Sponsorships	
Major Impact Sponsorships	110,000.00
Generating New Events	18,000.00
Group Servicing	7,000.00
Prior Commitment Hosted Events	11,250.00
Sports Servicing	38,750.00
Texas Events	2,590.00

Experience Bryan College Station

Profit & Loss Budget Overview

October 2018 through September 2019

	Oct '18 - Sep 19
Trade Shows	23,775.00
Sponsorships - Other	0.00
Total Sponsorships	211,365.00
Trade Show/Booth	35,045.00
Travel	
Air	24,850.00
Ground	8,280.00
Hotel	39,833.52
Meals	6,735.00
Misc.	530.00
Total Travel	80,228.52
Website	
Advertising	66,000.00
Development	57,850.00
Total Website	123,850.00
Total Marketing/Sales/Promotion	1,284,982.85
Wayfinding	1,000.00
6560 - Payroll Expenses	1,041,480.62
Total Expense	2,559,139.13
Net Ordinary Income	-0.13
Other Income/Expense	
Other Expense	
Misc. Pass Through	0.00
Pass Through	0.00
Total Other Expense	0.00
Net Other Income	0.00
Net Income	-0.13

CONVENTION & VISITORS BUREAU			
OPERATIONS & MAINTENANCE FUNDING SUMMARY			
FISCAL YEAR 2019			
Reimbursement Basis	Bryan (22%)	College Station (78%)	Total
Major Impact Bid Fee	\$ 5,500.00	\$ 19,500.00	\$ 25,000.00
Major Impact Sponsorship	24,200.00	85,800.00	110,000.00
Marketing and Advertising	124,434.00	441,176.00	565,610.00
Employee performance pay	23,028.50	81,646.50	104,675.00
Total Reimbursement Basis	\$ 177,162.50	\$ 628,122.50	\$ 805,285.00
Operations & Maintenance	Bryan (22%)	College Station (78%)	Total
Base O&M - monthly	\$ 361,889.88	\$ 1,283,064.12	\$ 1,644,954.00
Total Operations & Maintenance	\$ 361,889.88	\$ 1,283,064.12	\$ 1,644,954.00
TOTAL CONTRACT APPROPRIATIONS	Bryan (22%)	College Station (78%)	Total
GRAND TOTAL	\$ 539,052.38	\$ 1,911,186.62	\$ 2,450,239.00
O&M Schedule for Contract			
	City of Bryan	City of College Station	Total
October, 2018	\$ 30,157.49	\$ 106,922.01	\$ 137,079.50
November, 2018	\$ 30,157.49	\$ 106,922.01	\$ 137,079.50
December, 2018	\$ 30,157.49	\$ 106,922.01	\$ 137,079.50
January, 2019	\$ 30,157.49	\$ 106,922.01	\$ 137,079.50
February, 2019	\$ 30,157.49	\$ 106,922.01	\$ 137,079.50
March, 2019	\$ 30,157.49	\$ 106,922.01	\$ 137,079.50
April, 2019	\$ 30,157.49	\$ 106,922.01	\$ 137,079.50
May, 2019	\$ 30,157.49	\$ 106,922.01	\$ 137,079.50
June, 2019	\$ 30,157.49	\$ 106,922.01	\$ 137,079.50
July, 2019	\$ 30,157.49	\$ 106,922.01	\$ 137,079.50
August, 2019	\$ 30,157.49	\$ 106,922.01	\$ 137,079.50
September, 2019	\$ 30,157.49	\$ 106,922.01	\$ 137,079.50
Total Base O&M - monthly	\$ 361,889.88	\$ 1,283,064.12	\$ 1,644,954.00



Legislation Details (With Text)

File #:	18-0644	Version:	1	Name:	Approved GMP for Police Headquarters
Type:	Contract	Status:		Status:	Agenda Ready
File created:	9/21/2018	In control:		In control:	City Council Regular
On agenda:	10/8/2018	Final action:		Final action:	
Title:	Presentation, possible action, and discussion regarding approval of Amendment No. 1 to Contract No. 18-300367 accepting the Guaranteed Maximum Price (GMP) of \$24,833,300; as provided by J.T. Vaughn Construction, the approved Construction Manager at Risk (CMAR), for the construction of the new Police Headquarters.				
Sponsors:	Erica Wozniak				
Indexes:					
Code sections:					
Attachments:					

Date	Ver.	Action By	Action	Result
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Presentation, possible action, and discussion regarding approval of Amendment No. 1 to Contract No. 18-300367 accepting the Guaranteed Maximum Price (GMP) of \$24,833,300; as provided by J.T. Vaughn Construction, the approved Construction Manager at Risk (CMAR), for the construction of the new Police Headquarters.

Relationship to Strategic Goals: (Select all that apply)

- Core Services and Infrastructure

Recommendation(s):

It is the recommendation of City Staff to approve Amendment No. 1 to Contract No. 18-300367 accepting the Guaranteed Maximum Price (GMP) of \$24,833,300.00, as provided by J.T. Vaughn Construction, the approved Construction Manager at Risk (CMAR), for the construction of the new Police Headquarters.

Summary:

The design documents for the new Police Headquarters have been developed to a point that J.T. Vaughn Construction has provided City Staff with a Guaranteed Maximum Price (GMP) as required through the CMAR process. As stated during the Request For Proposals, \$25,000,000.00 was available for construction, and the project has been designed to meet this budget. J.T. Vaughn has provided the GMP of \$24,833,300.00 to City Staff, which will cover the costs associated with the construction portion of the project. This GMP price does not include other Owner related costs associated with the project. The total project budget is \$29,500,000.00. Groundbreaking is scheduled for November, 16, 2018. The anticipated date of Substantial Completion, as established by this Amendment, is February 28, 2020. Upon approval of this item Amendment No. 1 will be incorporated into Contract No. 18-300367.

Budget & Financial Summary:

At the time of Request For Proposals, it was stated that \$25,000,000.00 was available for the construction of the new Police Headquarters building. J.T. Vaughn Construction has provided the GMP of \$24,833,300.00 based on the design documents. The delta of \$166,700 will be used to fund other Owner related costs associated with the project. The total project budget is \$29,500,000.00.

Attachments:

The GMP Amendment is on file with the City Secretary's Office.



Legislation Details (With Text)

File #:	18-0665	Version:	1	Name:	Experience Bryan-College Station Appointment
Type:	Appointment	Status:		Status:	Agenda Ready
File created:	9/26/2018	In control:		In control:	City Council Regular
On agenda:	10/8/2018	Final action:		Final action:	
Title:	Presentation, possible action, and discussion regarding an appointment to Experience Bryan-College Station.				
Sponsors:	Tanya Smith				
Indexes:					
Code sections:					
Attachments:					

Date	Ver.	Action By	Action	Result
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Presentation, possible action, and discussion regarding an appointment to Experience Bryan-College Station.

Relationship to Strategic Goals:

- Good Governance

Recommendation(s): None

Summary: Mayor Karl Mooney, Steve Miller and Robert Holzweiss currently serves on the Experience Bryan-College Station as College Station Appointees. Their terms expire in October, 2018. There are no term limits if the Council chooses to re-appoint.

Budget & Financial Summary: None

Attachments: None