

**BASTROP ECONOMIC DEVELOPMENT CORPORATION (BEDC)
BOARD OF DIRECTORS
Minutes of Monthly Meeting, March 27, 2023
Bastrop City Hall, 1311 Chestnut Street, Bastrop, Texas**

The Bastrop Economic Development Corporation (BEDC) met on Monday, March 27, 2023, at 4:00 p.m. for a Regular Board Meeting at Bastrop City Hall, 1311 Chestnut Street. Board members present: Ron Spencer, Charles Washington, Lyle Nelson, and Connie Schroeder. Staff members present: Sylvia Carrillo, Angela Ryan, Jean Riemenschneider, Drew Chance, and Ashley Allnutt. BEDC attorney Charles Zech was also in attendance.

- 1. CALL TO ORDER** – Board Chair Spencer called the meeting to order at 4:00 p.m.
- 2. PUBLIC COMMENT(S)** – There were no public comments.
- 3. REGULAR BUSINESS & PRESENTATIONS**
 - 3.1. Welcome Drew Chance, new Marketing and Business Development Manager for the BEDC. Mr. Chance introduced himself to the Board and gave a bit of his background.
 - 3.2. Approval of meeting minutes from the BEDC Regular Board Meeting of February 27, 2023, and Special Board Meeting of March 13, 2023. The minutes from the February meeting had one edit. Mr. Nelson made the motion to approve the meeting minutes, Mr. Washington seconded, and the motion passed.
 - 3.3. Receive financial report provided by City of Bastrop's Chief Financial Officer for the period ending February 2023 and comments. CFO Tracy Waldron reviewed the financial report with the Board.
 - 3.4. Receive presentation of the BEDC's portion of the Annual Comprehensive Financial Report for period ending September 30, 2022, presented by the City of Bastrop's Chief Financial Officer. CFO Waldron went over the results of the annual audit.
 - 3.5. Discussion and possible action regarding the appointment of an Interim Executive Director for the BEDC. After discussion, Mr. Nelson made the motion to appoint the City Manager as the Interim Executive Director, with a stipend of 25% of the BEDC director's salary, for a period of 90 days and to be reviewed at that time for the ongoing process. Ms. Schroeder seconded, and the motion passed.
 - 3.6. Discussion and possible action related to the contract and statement of work between the BEDC and Jorgenson Consulting, Inc. Chair Spencer stated that this item would be discussed in executive session.
 - 3.7. Discussion and possible action regarding an amended organizational chart for the BEDC. Ms. Carrillo went over the proposed organizational chart and explained the importance of having a designated staff member in a supervisory position for clear chain of command, particularly during periods without a director. She recommended that Operations Manager Angela Ryan be moved into a supervisory position over the Project Manager and the Small Business Retention, and increase her salary by 10%. After discussion, Mr. Nelson made the motion to approve the organizational chart, Mr. Washington seconded, and the motion passed.
- 4. WORKSHOP**
 - 4.1. The BEDC Board met in a workshop session to discuss the following items:


- 1) Discuss existing projects under consideration:
 - a. Existing projects
 - b. The Business and Industrial Park infrastructure and expansion plans
 - c. Capital Improvement Plans with the City
 - 2) Discuss the impact of the existing policy to current and future projects, and make any recommendations as necessary to BEDC operations.
 - 3) Discuss dates for a joint meeting with the City Council and set a regular occurring schedule for such joint meetings.
 - 4) Establish a communication cadence with the Board of Directors.
- 4.2. Discussion and possible action on any of the workshop items listed above. No action was taken.

5. EXECUTIVE SESSION

- 5.1. At 5:16 p.m., the BEDC Board of Directors will meet in a closed/executive session pursuant to the Texas Government Code, Chapter 551, to discuss the following:
- (1) **Section 551.087** Deliberation Regarding Economic Development Negotiations – Project Walk of Fame
 - (2) **Section 551.071** Consultation with Attorney – Jorgenson Consulting contract
- 5.2. At 5:54 p.m., the BEDC Board of Directors will reconvene into open session to discuss, consider, and take any action necessary related to the executive sessions noted herein. No action was taken.

6. **ADJOURNMENT** – Ms. Schroeder made the motion to adjourn the meeting, and Mr. Nelson seconded. The meeting was adjourned at 5:55 p.m.

APPROVED: 
Ron Spencer, Board Chair

ATTEST: 
Angela Ryan, Operations Manager