

**BASTROP ECONOMIC DEVELOPMENT CORPORATION
BOARD OF DIRECTORS
Minutes of Monthly Meeting, June 15, 2015
Bastrop City Hall, 1311 Chestnut Street, Bastrop, Texas**

The Bastrop Economic Development Corporation (BEDC) met on Monday, June 15, 2015, at 6:30 p.m. at Bastrop City Hall, 1311 Chestnut Street, for the Regular Monthly Meeting.

Board members present were: Steve Mills, Gary Schiff, Cam Chavez, Kristi Koch, Carlos Liriano, Willie DeLaRosa, Mayor Ken Kesselus, and Mike Talbot (ex-officio).

Staff members present: Shawn Kirkpatrick, Angela Ryan, Jean Riemenschneider, and JC Brown, BEDC Attorney.

1. **CALL TO ORDER** – BEDC Board Chair Steve Mills called the Board Meeting to order at 6:31 p.m.
2. **PUBLIC COMMENT(S)** – None.
3. **PRESENTATION(S)** – None.
4. **ANNOUNCEMENT(S)** – Mr. Mills welcomed new Board members Cam Chavez and Kristi Koch.
5. **UPDATE(S)/REPORT(S)** from Executive Director, City of Bastrop, and Community Partners (includes items for update, discussion, and possible action). Each Board member was given a copy of the 8th Amended Bylaws, the Restrictive Covenants for the Business Park, the TEDC Primer on Economic Development, and a brochure from the Comptroller's Office about Economic Development Sales Tax.

Mr. Kirkpatrick went over his updates included in the Board packets.

- A. 1. Update on the Bastrop EDC Business Park
 - a) Project status update
 - b) Update on master plan for the BEDC Business Park
 - c) Update on Land Use Study
2. Update on Housing and Multi-family Studies
3. Update on BEDC office repairs
- B. Update from the City of Bastrop
 1. City Manager's update
 - a) Water development update – Mr. Talbot reported the pre-hearing for the city's permit request for 2,000 acre feet of water was held the week before.
 - b) Comprehensive Plan – The City Council approved contracting with Halff Associates to develop a new Comprehensive Plan, which should take about 12 months to complete. The City had received additional funding from TxDOT for transportation planning and will be able to tie in their work with Bastrop County.
 2. City of Bastrop Update on Construction Projects – Mr. Talbot gave a brief update on City construction projects, which included the parking lot in Alley D. Rubberized emulsion is currently being laid down, but long-term it will be a concrete parking lot. The Board discussed the lack of mowing that TxDOT has been doing and concurred that Mr. Kirkpatrick work with Mr. Talbot to determine if the BEDC should participate in some way to ensure that the grass is being kept cut along Hwy 71.
 3. Update on approval of BEDC's 8th Amended Bylaws – The amended bylaws have had two City Council readings and have been executed.

C. Update(s) from Community Partners

1. Bastrop Main Street Program – Mrs. Head presented her update on the Main Street Program to the Board. She reported on some business changes downtown. The Entrepreneur Readiness Team is working on a suite of brochures for entrepreneurship, and the Main Street Program is working on obtaining their 501(c)(3). Mrs. Head will be giving a guest lecture at Texas State University on tourism marketing. She reminded the Board that Mrs. Ryan is the current BEDC representative for the Main Street Board, but if the Board wished to appoint a different ex-officio to the Main Street Board it could be discussed.

6. MEETING MINUTES

- 6.1 Approval of meeting minutes of the Regular Board Meeting of May 18, 2015. Mr. Schiff made the motion to approve the minutes as submitted, Mr. DeLaRosa seconded, and the motion passed.

7. FINANCIAL REPORT(S)

- 7.1 Consideration, discussion and possible action on acceptance of the Bastrop Economic Development Corporation's financial summary report for period ending May 31, 2015. Mr. Kirkpatrick went over the financial summary in the Board packets and answered any questions from the Board. Mr. DeLaRosa made the motion to accept the financial summary report as submitted, Mr. Schiff seconded, and the motion passed.

8. ACTIONS ITEMS

- 8.1 Consideration, discussion and possible action on election of 2015/2016 BEDC Officers: Chair, Vice-Chair, Secretary/Treasurer, and Assistant Secretary and Assistant Treasurer. Mr. Kirkpatrick explained the reason for appointing an Assistant Secretary and Assistant Treasurer is to give Staff the authorization to do the work of the Secretary and the Treasurer. Mr. Liriano made the motion for Steve Mills to be re-elected as Board Chair, Mr. DeLaRosa seconded, and the motion passed. Mr. DeLaRosa made the motion to elect Carlos Liriano as Vice-Chair, Ms. Koch seconded, and the motion passed. Mr. DeLaRosa made the motion to elect Gary Schiff as Secretary/Treasurer, Mr. Liriano seconded, and the motion passed. Angela Ryan was appointed Assistant Secretary and Shawn Kirkpatrick was appointed Assistant Treasurer.

- 8.2 Consideration, discussion, and possible action on 2015/2016 BEDC regular meeting times and locations and 2015/2016 BEDC Board training, budget workshop(s) and special meeting(s). Mr. Kirkpatrick explained the memo included in the Board packet that listed proposed Board meeting dates. After discussion, Mayor Kesselus made the motion for the Board to continue to hold regular Board meetings in the City Council Chambers at 6:30 p.m. on the third Monday of each month, except for January and February due to holidays, in which case the meetings will be held on the fourth Monday. Ms. Koch seconded, and the motion passed. Mr. Kirkpatrick asked the Board for dates they would be available to have a budget workshop, and they decided upon June 24 at 6:00 p.m.

- 8.3 Consideration, discussion, and possible action regarding Bastrop Business & Industrial Park development, infrastructure, and 2015/2016 debt issuance. The Board discussed the options for expanding the infrastructure in the Business Park, the associated costs of each, the amount of bond debt required to complete the project, and the effect it would have on BEDC's fund balance. The Board requested to see additional information. No action was taken.

- 8.4 Consideration, discussion, and possible action regarding BEDC offices (e.g., water damage, repair, relocation, potential identification/lease of temporary space, etc.). Mr. Kirkpatrick explained that at Ms. Brown's suggestion, he had contacted a local real estate agent to represent the BEDC in the search for

office space. The 1,900 square foot space available at the Bastrop Wellness Center was the most suitable location. Mr. Schiff made the motion to authorize Mr. Kirkpatrick, Ms. Brown, and Mr. Mills to negotiate and execute the lease for the new BEDC office space at the Bastrop Wellness Center, 301 Hwy. 71 West, Suite 214. Mr. Liriano seconded, and the motion passed, with Mr. DeLaRosa opposed.

8.5 Consideration, discussion, and possible action on a request by Dr. Frederic Taylor, owner of Taylor Family Chiropractic, for preliminary approval of a façade grant in the amount of \$2,950, for renovations to the building at 909 Main Street, with a total project cost estimate of \$5,900. Mr. DeLaRosa made the motion to approve the preliminary façade grant in the amount of \$2,950 with the stipulation that this would be the last grant approved for the current budget year. Mr. Chavez seconded, and the motion passed.

9. WORKSHOP SESSION – The Board did not have a workshop session.

10. EXECUTIVE SESSION

10.1 At 9:45 p.m., Mr. Mills convened the Bastrop Economic Development Corporation Board of Directors into a closed/executive session pursuant to the Texas Government Code, Chapter 551, to discuss the following:

(1) **Section 551.071(1)(A) and Section 551.071(2)** – Consultations with Attorney: (1) threatened and/or contemplated litigation, and (2) matters upon which the Attorney has a duty and/or responsibility to report to the governmental body.

(2) **Section 551.072** – Deliberation about real property: including, but not limited to, ‘Project Blue Star,’ and/or potential sales, acquisitions, exchanges, leases, dispositions or values of real property.

(3) **Section 551.087** – Deliberation regarding economic development negotiations: ‘Project Blue Star’.

10.2 The Bastrop Economic Development Corporation Board of Directors reconvened from Executive Session at 9:56 p.m.

Mr. Chavez made the motion to authorize Board Chair Steve Mills to execute the performance agreement with Elliott Electric Supply (aka Project Blue Star) for Lot 3A in the Bastrop Business Park. Mr. DeLaRosa seconded, and the motion passed.

11. BOARD INPUT ON FUTURE AGENDAS

Inviting input from the Board of Directors related to issues for possible inclusion on future agendas, related to (but not limited to) issues such as BEDC projects, property, economic development prospects, community events, and BEDC business. There were no suggestions.

12. ADJOURNMENT – Gary Schiff made the motion to adjourn and Willie DeLaRosa seconded. The BEDC Board of Directors adjourned the meeting at 9:58 p.m.