

**BASTROP ECONOMIC DEVELOPMENT CORPORATION (BEDC)  
BOARD OF DIRECTORS**

**Minutes of Monthly Meeting, March 19, 2018  
Bastrop City Hall, 1311 Chestnut Street, Bastrop, Texas**

The Bastrop Economic Development Corporation (BEDC) met on Monday, March 19, 2018, at 5:00 p.m. at Bastrop City Hall, 1311 Chestnut Street, for a Monthly Meeting. Board members present were: Camilo Chavez, Drusilla Rogers, Kathryn Nash, Ron Spencer, Sam Kier, Kevin Plunkett and Connie Schroeder. Staff members present: Shawn Kirkpatrick, Angela Ryan, Jean Riemenschneider and Kathy Merrifield. BEDC Attorney Charlie Zech was also present.

1. **CALL TO ORDER** – Board Chair Camilo Chavez called the Board Meeting to order at 5:01 p.m.
2. **PUBLIC COMMENT(S)** – Deborah Johnson and Bonnie Coffey each submitted a public comment request for agenda item 3.5.
3. **REGULAR BUSINESS & PRESENTATIONS**
  - 3.1. Approval of meeting minutes of the Bastrop EDC Regular Board Meeting of February 26, 2018. Mr. Plunkett made the motion to approve the minutes as submitted, Ms. Rogers seconded and the motion passed.
  - 3.2. Acceptance of the Bastrop EDC's financial summary report for period ending February 28, 2018. Mr. Kier made the motion to accept the financials as submitted, Mr. Plunkett seconded and the motion passed.
  - 3.3. Consideration, discussion and possible action on the City of Bastrop's Comprehensive Annual Financial Report for FY2017. Finance Director Tracy Waldron presented the results of the audit. Ms. Rogers made the motion to accept the Comprehensive Annual Financial Report as submitted, Mr. Plunkett seconded and the motion passed.
  - 3.4. Update and possible action regarding the 921 Main Street 2017 Phase 1 Site Assessment and Conceptual Planning report and interim site remediation plan by KSA Engineers. Mr. Kirkpatrick reported that due to heavy rains on the site, there is a need for KSA Engineers to provide interim site remediation on it. Mr. Kirkpatrick explained it would require a budget amendment, and his recommendation was \$40,000. After a brief discussion, it was the Board's consensus that \$40,000 would be acceptable. Mr. Kirkpatrick will bring back a request for a budget amendment to the next Board meeting.
  - 3.5. Consideration, discussion and possible action regarding an agreement for a temporary art installation at 921 Main Street. Ms. Johnson stated the art piece was inappropriate for placement in a public space. Ms. Coffey expressed her concern regarding children climbing on and possibly damaging the piece. Ms. Schroeder spoke about the timing of construction beginning on 921 Main Street and the movement of heavy equipment in and out of the space around a piece of art. Mr. Kier made the motion not to allow the art piece to be installed at 921 Main Street, Ms. Rogers seconded and the motion passed.
  - 3.6. Presentation, update and possible action on the FY2018 Grant Program. Sarah O'Brien asked the Board to consider suspending the current Grant Program for FY2018. She also asked for 60 days to identify potential needs to utilize FY2018 funds and the chance to bring those needs back to the Board for consideration. Ms. O'Brien stated she does anticipate requesting grant funding in the FY2019 budget; however, it will not be in the form of a traditional grant program, but a refocused program to directly assist small business owners. Ms. Schroeder made the

motion to suspend the FY2018 Grant Program and direct City and EDC Staff to evaluate and report back to the Board regarding possible utilization of the budgeted funds to support small business. Ms. Nash seconded and the motion passed.

- 3.7. Consideration, discussion and possible action regarding proposed debt issuance for FY 2018 for the Agnes Street Extension Project and/or the Technology Drive/MLK Extension and Drainage Project. This item was postponed until the April Board meeting.
- 3.8. Consideration, discussion and possible action on Resolution R-2018-0001 approving a change order with Bowman Consulting for the Technology Drive/MLK Extension and Drainage Project for offsite surveying related to MLK rights-of-way, in an amount of \$13,500. Bowman Consulting has not been able to locate the survey data that would typically be located at the City's planning department, and they have requested a change order to their contract. The Board discussed if the cost should have been included in the original contract. After further discussion, Ms. Schroeder made the motion for the Board Chair to work with the Executive Director and legal counsel to investigate the contract and to come up with a reasonable solution, possibly a change order, not to exceed \$13,500. Ms. Rogers seconded, and the motion passed.
- 3.9. Presentation and update on the EDC's Programs, Events, and Projects: Review of the First Quarter Key Performance Indicators; 2018 Youth Career Day on April 20<sup>th</sup>; 2018 Launch! Small Business Workshops on March 20<sup>th</sup>; the Bastrop Business Bash, to celebrate Bastrop businesses, scheduled for May 1, 2018; SXSW Interactive Tradeshow (B.E.S.T. Economic Development Group); the Opportunity Austin Southern California Marketing Trip April 8<sup>th</sup> – 11<sup>th</sup>, and Seton Family of Hospitals. Mr. Kirkpatrick gave an update on BEDC events, programs, and projects. No action was required.

#### 4. EXECUTIVE SESSION

- 4.1. At 6:24 p.m., the Bastrop EDC Board of Directors met in a closed/executive session pursuant to the Texas Government Code, Chapter 551, to discuss the following:
  - (1) **Section 551.072** – Deliberation about the purchase, exchange, lease, or value of real property: 'Project Revolution'.
  - (2) **Section 551.074** (Personnel Matters) and **Section 551.071** (Attorney Client Consultation) – Personnel Matters: Review of responsibilities of Executive Director and discussion regarding employment agreement.
- 4.2. At 7:13 p.m., the Bastrop EDC Board of Directors reconvened into open session to discuss, consider and/or take any action necessary related to the executive sessions noted herein. No further action was required

#### 5. ADJOURNMENT – Board Chair Camilo Chavez adjourned the meeting at 7:14 p.m.

APPROVED: \_\_\_\_\_

Camilo Chavez, Board Chair

ATTEST: \_\_\_\_\_

Angela Ryan, Assistant Director