

**BASTROP ECONOMIC DEVELOPMENT CORPORATION  
BOARD OF DIRECTORS  
Minutes of Monthly Meeting, May 18, 2015  
903 Main Street, Bastrop, Texas**

The Bastrop Economic Development Corporation (BEDC) met on Monday, May 18, 2015, at 6:30 p.m. in the BEDC Boardroom at 903 Main Street for the Regular Monthly Meeting.

Board members present were: Steve Mills, Gary Schiff, Pat Crawford, Carlos Liriano, Dr. Neil Gurwitz, Mayor Ken Kesselus, Willie DeLaRosa and Mike Talbot (ex-officio).

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

Others in attendance: Steve Murray, Les Hudson, Paul Grabowski, Bill Szelag, Bruce Mungiguerra, Debbie Moore, Bonnie Coffey, Bill Weddle, Andy Sevilla, Lee Harle, Merle Breiland, Nancy Wood, and Kayli Head.

**ANNOUNCEMENTS**

1. Call to Order – Steve Mills, Chair of the BEDC Board, called the meeting to order at 6:30 p.m.
2. Public Comments – None.
3. Presentations – None.
4. Announcements – None.

**EXECUTIVE DIRECTOR'S INFORMATIONAL UPDATE REPORT - Items for update, discussion and possible action:**

- A. Update on BEDC Projects and/or Business
  1. Update on the Bastrop EDC Business Park.
    - a) Project status update – Mr. Kirkpatrick reported that Mr. Coghlan has submitted his construction plans to the City for his expansion project and they are under review. Mr. Kirkpatrick spoke with Good Soul Brewing Company and their plans are still under development. Ms. Brown has the draft agreement with Project Blue Star.
    - b) Update on master plan for the BEDC Business Park – Discussed under D4.
    - c) Update on Land Use Study – Mr. Kirkpatrick said he reviewed the draft of the land use study with Tracy Bratton that morning and he expects to submit the final plan to the Board some time during the summer months.
  2. Bastrop Opera House – Mr. Kirkpatrick explained that the EDC was asked at the last Council meeting to take a look at the Bastrop Opera House and he, Mrs. Head, and Mr. Talbot will meet about it next week to determine the best course of action to help them address their roof issues.
  3. FY 2015/2016 Budget Preparation – Mr. Kirkpatrick explained he prefers to break down the budget by categories to make the numbers easier to work with. These categories include administration, operations, marketing & advertising, professional services, city projects and support, BEDC projects and grants, and debt service. Mr. Kirkpatrick asked that the Board members take a look at the budget preview and let him know if they want to make any changes.
  4. 2015 Bastrop Career and Job Fair – Mrs. Ryan reported that the event went really well, with about 1,000 high school students on Friday and over 300 adult jobseekers on Saturday. She said many attendees had commented that it should become an annual event. Mr. Kirkpatrick thanked everyone involved for the success of the event.

5. Update on BEDC office roof leak – Mr. Kirkpatrick said he had received one quote for the roof repair and was awaiting two more. He said he, Mr. Schiff and Mr. Mills would then choose the contractor and the work could begin.
  6. Update on BEDC Board appointments – Mr. Kirkpatrick reported that the City Council had not made the BEDC Board appointments at their last meeting.
- B. Update from the City of Bastrop
1. City Manager's update
    - a) Water development update – Mr. Talbot showed a PowerPoint presentation about the City of Bastrop's request for a groundwater permit.
    - b) Comprehensive Plan – No update.
  2. City of Bastrop Update on Construction Projects – A list of projects in various stages of completion was included in the Board packets.
- C. Update from Community Partners
1. Update from Bastrop Main Street Program – Kayli Head, the new program director, reported she had met with the Entrepreneurship Readiness Team and also attended an entrepreneurship class at Cedar Creek High School. The students did a comprehensive marketing plan and business strategy for Neighbor's Kitchen and Yard. Mrs. Head said she is looking into partnering with Texas University marketing classes to start an online presence report card for businesses. She is also putting together an inventory of available buildings in the downtown area.
  2. Paul Grabowski, Chairman of Vocational Services of the Bastrop Rotary Club – Mr. Grabowski thanked the BEDC for their assistance in establishing the Job Fair. He explained that the Rotary Club seeks to improve business relations, and had recently been told by several businesses they were having difficulty hiring qualified candidates and that there was a need for training courses. Mr. Grabowski said based on those requests, his committee took on the responsibility of working with the community to identify solutions, sponsor vocational training, and to improve career opportunities for students after graduation.
  3. BISD – Bastrop ISD's superintendent Steve Murray gave an update about the school district. He said their college readiness is higher than it has ever been. The early college high school program is in its first year and has been the most successful program of its kind in Central Texas, with over 90% of the freshman class currently taking college coursework, allowing them to earn up to 60 college credit hours and the opportunity to graduate high school with an associate degree. He said they have also discussed with ACC the possibility of offering vocational training for BISD students. Mr. Murray thanked the members of the task force who helped the automotive shop become NATEF certified. Les Hudson pointed out that there are not many of them in Texas. Mr. Hudson explained that 8<sup>th</sup> grade students now have a Personal Graduation Plan (PGP) that put them on a path for specific courses for certifications, including medical billing/coding and construction.

## **A. CONSENT AGENDA**

A.1 Approval of meeting minutes of the Regular Board Meeting of April 20, 2015. Mrs. Crawford made the motion to approve the minutes as submitted, Mr. DeLaRosa seconded, and the motion passed.

## **B. PUBLIC HEARINGS**

None

### **C. OLD BUSINESS**

None

### **D. NEW BUSINESS**

D.1 Consideration, discussion and possible action on acceptance of the Bastrop Economic Development Corporation's financial summary report for period ending April 30, 2015. Mr. Kirkpatrick reported that at seven months through the current fiscal year, revenues are at 62.63% collected, or approximately \$1.1 million. Expenses are at 47.15%, or \$844,226. Mr. DeLaRosa made the motion to accept the financial report as submitted. Mr. Liriano seconded, and the motion passed.

D.2 Consideration, discussion and possible action regarding governance of the Bastrop Economic Development Corporation and the role of the Board of Directors, related to BEDC's 7th Amended Bylaws pertaining to the selection/election of the Officers of the Board of Directors, and approval of a process for development of agendas for the BEDC Board meetings. Mrs. Crawford explained that while the BEDC works in concert with the City Council, she feels it important to maintain an arms-length relationship and not be seen as an extension of the Council. Dr. Gurwitz said he agreed, that in the past they had heard complaints that the BEDC was too close to the City, and it is important to be viewed as two separate entities. After further discussion, Mrs. Crawford made a motion to amend the BEDC Bylaws to state that the Mayor may not serve as either Chair or Vice-Chair of the BEDC Board. Mr. Schiff seconded, and the motion passed, with Mayor Kesselus abstaining.

D.3 Consideration, discussion, and possible action regarding Education and Workforce Development in Bastrop, Texas, and role of the Bastrop Economic Development Corporation. Mr. Liriano requested this be added to the agenda with a brief presentation about the BEDC's role in education and workforce development. Mr. Kirkpatrick's presentation included information about how House Bill 5 has changed the structure of high school courses, how skilled labor is often the number one factor in the site selection process, and how the educational attainment in Bastrop County compares to other counties in Central Texas. Mr. Liriano commented that there are a number of groups working on education and workforce independently of one another, and he would like the BEDC to take a leadership role in bringing together the entities and parties needed to establish partnerships and move forward together, to help fill the gap between high school and business. It was the consensus of the Board that the BEDC would continue to develop their role in education and workforce development.

D.4 Consideration, discussion, and possible action regarding Bastrop Business Park development and infrastructure. Mr. Kirkpatrick showed the Board several different proposed layouts for extending the infrastructure in the Business Park. It was discussed as to whether or not the Board wished to finish out the Park completely, at a cost of approximately \$6 million, or concentrate on the southern portion, at a lesser cost. Mr. Kirkpatrick explained that the project costs could be split between the remaining \$622,000 in bond funds from the last infrastructure project, issuing additional bond debt, and fund balance. The Board discussed the importance of having shovel-ready sites. After a lengthy discussion, the Board consensus was for Mr. Kirkpatrick to gather additional information about the cost of each proposed phase and financing options.

### **E. EXECUTIVE SESSION –**

E.1 At 8:52 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: 'Project Crystal Tupperware', 'Project Blue Star', 'Project Artic Sea' and/or potential sales, acquisitions, exchanges, leases, dispositions or values of real property.
3. Section 551.087 - Deliberation regarding economic development negotiations: 'Crystal Tupperware', 'Project AJ', 'Project Foot Loose', and/or 'Project Blue Star'.

E.2 The Bastrop Economic Development Corporation Board of Directors reconvened from Executive Session at 8:59 p.m. There was no action taken. The Board members thanked Mrs. Crawford and Dr. Gurwitz for their years of service on the Board. Dr. Gurwitz said he had found an article from 1996 that talked about the City of Bastrop and EDC and sales tax revenues, and he said it reminded him just how far Bastrop has come in 20 years. Mr. DeLaRosa said that both Board members had played an important role in doing work through the BEDC for the betterment of the community. Mr. Liriano thanked them for helping to lay the foundation for what Bastrop is today.

#### **F. 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.

**G. ADJOURNMENT** – Willie DeLaRosa made the motion to adjourn and Gary Schiff seconded. The BEDC Board of Directors adjourned the meeting at 9:10 p.m.