

**BASTROP ECONOMIC DEVELOPMENT CORPORATION
BOARD OF DIRECTORS**
Minutes of Monthly Meeting, April 20, 2015
903 Main Street, Bastrop, Texas

The Bastrop Economic Development Corporation (BEDC) met on Monday, April 20, 2015, at 6:30 p.m. in the BEDC Boardroom at 903 Main Street for the Regular Monthly Meeting.

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

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

Others in attendance: John Landwehr, Les Hudson, Becki Womble, Martha Granger, Merle Breiland, Bret Farris, Jennifer Long, Anne Smarzik, Richard Smarzik, Kayli Head, Nancy Wood, Johnny Sanders, and Brent Golemon.

ANNOUNCEMENTS

1. Call to Order – Pat Crawford, Secretary/Treasurer of the Board, called the meeting to order at 6:31 p.m.
2. Public Comments – None.
3. Presentations – None.
4. Announcements – Mr. Kirkpatrick introduced himself as the new Executive Director of the BEDC, and reminded the Board that the Bastrop County Museum, Chamber of Commerce, and BEDC were sponsoring a Meet & Greet for him on April 23 at the museum. Mrs. Ryan welcomed the new part-time assistant, Jean Riemenschneider, and Mr. Kirkpatrick welcomed the new director of the Main Street Program, Kayli Head.

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

- A. Update on BEDC Projects and/or Business:
 1. Executive Director's monthly report – Mr. Kirkpatrick explained that he included a memo in the board packet regarding his meetings and travel. He will be attending the IAMC Spring Forum and OU EDI in the coming weeks.
 2. Update on the Bastrop EDC Business Park
 - a) Project status update – Mr. Kirkpatrick reported he will be meeting with Mr. Kruppa and Mr. Talbot to discuss engineering in the Park and the next phase of infrastructure.
 - b) Review of the proposed master plan for the BEDC Business Park – Mr. Kirkpatrick reported that the draft land use study is expected on April 24th, and he will be meeting with the consultant after he returns from OU EDI.
 3. Update on Bastrop Area Housing Study – Mr. Kirkpatrick said he anticipates bringing the study to the Board for acceptance at the June meeting. He reported that the draft report had been sent to about 10 business leaders for their input, and he had received comments from three of those. Mr. Kirkpatrick explained that he was going to work with the consultant to provide additional information on one particular area of the study.
 4. FY 2015/2016 Budget Preparation – Mr. Kirkpatrick handed out a tentative schedule for budget planning, and said he would be presenting a budget preview at the May Board meeting if time permits so that the Board can provide feedback about next year's budget. Mr. Kirkpatrick said he is planning to do Board training in conjunction

with budget workshops in June and July. Mr. Kirkpatrick reported he was obtaining quotes for a CRM database to be used to track projects.

- B. Update from the City of Bastrop
 - 1. City Manager's update
 - a) Alley D improvements (former Advertiser building) – Mr. Talbot reported that the building has been moved and the slab will probably have to be removed because of the difference in grade. He has asked Public Works to look into the drainage issues in the rear of the buildings in that area.
 - 2. City of Bastrop Update on Construction Projects – Mr. Talbot reported that he had met with TxDOT about the Hwy 71 construction project, and the City would need to relocate a water line. Mr. Talbot said they would be making a recommendation at the next City Council meeting on a firm to conduct the City's Comprehensive Plan. Mr. Talbot encouraged the Board to attend the Lost Pines Groundwater District public hearing on April 29th.
- C. Update from Community Partners
 - 1. Update from Bastrop Main Street Program – Ms. Wood said that they reported a total investment in downtown revitalization since 2007 of \$24 million, with 66 new business starts and 179 jobs.
 - 2. Update from Bastrop Chamber of Commerce – Becki Womble, the President of the Bastrop Chamber, said that they continue to partner with the BEDC, BISD, and the City of Bastrop for the betterment of the business community. She said one example of that was the Bastrop Career and Job Fair on May 8 and 9. Friday's focus would be high school students, and Saturday was for jobseekers. Mrs. Womble said the B.E.S.T. County mixer would be on May 14th at the Bastrop State Park refectory. She said the Bastrop Chamber has been asked to make a presentation to the Texas Association of School Boards about the We Believe in BISD campaign. Mrs. Womble reported that the Chamber's membership continues to grow, with 651 members currently.
 - 3. Update from Bastrop Independent School District – Les Hudson, the Director of Career and Technology for Bastrop ISD, said that enrollment in their program has increased over 59% over the last year. He said BISD is working on providing programs that would prepare students for the workforce after high school. The automotive technology program has been working with their advisory board to obtain NATEF certification. Mr. Hudson said that some of their future plans include certifications in phlebotomy, pharmacy technician, and medical billing and coding. Some of BISD's current programs include agriculture, construction, hospitality, STEM, and culinary arts.

A. CONSENT AGENDA

- A.1 Approval of meeting minutes of the Special Board Meetings of February 23, 2015, and March 4, 2015, and the Regular Board Meeting of March 16, 2015. Mrs. Ryan said she needed to make a correction in the adjournment time of the minutes from the special meeting of February 17, 2015. Mayor Kesselus made the motion to approve the minutes as amended, Mr. DeLaRosa seconded, and the motion passed.

B. PUBLIC HEARINGS

None

C. OLD BUSINESS

C.1 Consideration, discussion and possible action on a request by Donald Bennet for **final approval** of a **mega-grant** in the amount of **\$25,000**, for renovations to interior and exterior of the building at 711 Chestnut Street, with a total project cost estimate of \$107,307. Ms. Wood said that Mr. Bennet plans to have three businesses downstairs with 11 employees.

C.2 Consideration, discussion and possible action on a request by Lee Harle, owner of the Bastrop River Company, for **final approval** of a **façade grant** in the amount of **\$3,261**, for renovations to the building at 601 F Chestnut Street, with a total project cost estimate of \$6,522.

C.3 Consideration, discussion and possible action on a request by Anne and Richard Smarzik for **final approval** of a **mega-grant** in the amount of **\$25,000** for renovations to the building at 925 Main Street, with a total project cost estimate of \$111,287.

Mr. Kirkpatrick explained that with these three grants receiving final approval and the two preliminary grants pre-approval, we would be \$20,750 over the amount budgeted in the façade/mega grant line item. He said that amount could be transferred from the contingency line item to cover the grants if all reimbursements were requested this fiscal year, and he could bring a formal request for a budget amendment to the City Council. Ms. Wood pointed out that the grant program has not been utilized very much over the last few years, with a total of \$19,400 in rebates made during fiscal years 2013 and 2014. It was agreed that Mr. Kirkpatrick would discuss the program funding with Mr. Talbot and decide how best to approach it. After discussion, Mr. DeLaRosa made the motion to approve all three grants as submitted, Dr. Gurwitz seconded, and the motion passed.

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 March 31, 2015. Mr. Kirkpatrick reported that at 50% through the budget year, revenues are at \$984,496, or about 55%, and expenses are at \$767,428, or 42.86%. He said we continue to track along the same sales tax revenues as previous years. Mr. DeLaRosa made the motion to accept the financial summary report as submitted, Mr. Liriano seconded, and the motion passed.

D.2 Consideration, discussion and possible action on resolution of the Bastrop Economic Development Corporation, authorizing an increase in the authority of the Executive Director to make purchases and execute contracts; and providing for an effective date. Mr. Kirkpatrick and Mr. Talbot explained that the resolution would bring the authority of the BEDC director into alignment with the other City directors. Mayor Kesselus made the motion to approve the resolution, Mr. DeLaRosa seconded, and the motion passed.

D.3 Consideration, discussion and possible action on a request by Laurie Schneider, owner of the Best Lil' Hair House, for **preliminary approval** of a **façade grant** in the amount of **\$5,000**, for renovations to the building at 1005 Chestnut Street, with a total project cost estimate of \$12,000. Ms. Wood said that the owner is working with the design committee on the color scheme of the building, and it will be a great enhancement to that area of Chestnut.

D.4 Consideration, discussion and possible action on a request by Becki Womble of the Bastrop Chamber of Commerce for **preliminary approval** of a **mega-grant** in the amount of **\$15,000**, for renovations to the building at 927 Main Street, with a total project cost estimate of \$60,000. Ms. Wood explained the roof of the Chamber building needs to be replaced, and the inside of the

building had sustained damage, as well. They are also planning to do some work on the front of the building and the awning.

After discussion, Mayor Kesselus made the motion to approve both preliminary grant applications as submitted, pending City Council approval. Mr. DeLaRosa seconded, and the motion passed.

D.5 Consideration, discussion and possible action authorizing the Executive Director and/or Board Chair to take any action necessary to repair and/or replace the roof of the BEDC building and/or any other additional repairs related to water damage. After discussion, Mayor Kesselus made the motion to authorize Mr. Kirkpatrick to take any action necessary to repair the roof and related damage, with the approval of the BEDC chair and vice-chair, Mr. DeLaRosa seconded, and the motion passed.

E. EXECUTIVE SESSION –

E.1 At 7:47 p.m., Mrs. Crawford 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 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 AJ', 'Project Foot Loose', and/or 'Project Blue Star'.

E.2 The Bastrop Economic Development Corporation Board of Directors reconvened from Executive Session at 9:00 p.m.

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. Mr. Liriano and Dr. Gurwitz requested education and workforce development be included on a future agenda. Mr. Liriano asked that the Board have a discussion regarding infrastructure, and Mr. Talbot commented that the Comprehensive Plan would be addressing some of those issues.

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