

**BASTROP ECONOMIC DEVELOPMENT CORPORATION (BEDC)
BOARD OF DIRECTORS
Minutes of Monthly Meeting, May 21, 2018
Bastrop City Hall, 1311 Chestnut Street, Bastrop, Texas**

The Bastrop Economic Development Corporation (BEDC) met on Monday, May 21, 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, Ron Spencer, Sam Kier and Kevin Plunkett. Kathryn Nash and Connie Schroeder were not present. Staff members present: Angela Ryan and Kathy Merrifield. BEDC Attorney Cameron Cox was also in attendance.

1. **CALL TO ORDER** – Board Chair Camilo Chavez called the Board Meeting to order at 5:00 p.m.
2. **PUBLIC COMMENT(S)** – There were no public comments.

*Note: Item 4. "Executive Session" was taken after Item 2. "Public Comments" at the suggestion of the Board Chair. See Item 4 for Executive Session topics.

3. REGULAR BUSINESS & PRESENTATIONS

- 3.1. Approval of meeting minutes of the Bastrop EDC Regular Board Meeting of April 16, 2018, and the Special Meeting of May 8, 2018. Ms. Rogers made the motion to approve both sets of minutes as submitted, Mr. Spencer seconded, and the motion passed.
- 3.2. Acceptance of the Bastrop EDC's financial summary report for period ending April 30, 2018. City Finance Director Tracy Waldron presented the financials to the Board. Mr. Kier made the motion to accept the financials as submitted, Mr. Spencer seconded, and the motion passed.
- 3.3. Consider all matters incident and related to the issuance and sale of "Bastrop Economic Development Corporation Sales Tax Revenue Bonds, Series 2018", including the adoption of Resolution R-2018-0004 authorizing the issuance of such bonds. Jason Hughes, Financial Advisor at Hilltop Securities, presented the final details of the bond. Kristen Savant with Norton Rose Fulbright was present with the necessary resolution and accompanying documents for signature. Mr. Plunkett made the motion to approve Resolution R-2018-0004, Mr. Kier seconded, and the motion passed. The bond documents were signed by Board Chair Camilo Chavez and Board Treasurer Sam Kier after the meeting was adjourned.
- 3.4. Consideration, discussion and possible action regarding Resolution R-2018-0005 of the Bastrop Economic Development Corporation to allocate \$50,000 to FY 2018 Beautification Projects. Sarah O'Brien presented a brief overview of the project and was available for questions from the Board. Mr. Spencer and Ms. Rogers asked if the funds being approved would be spent in the current fiscal year. Ms. O'Brien stated the funds would all be spent prior to October 1, 2018. Ms. Rogers made the motion to approve Resolution R-2018-0005, Mr. Kier seconded, and the motion passed.
- 3.5. Consideration, discussion and possible action regarding updates from Tracy Bratton with Bowman Consulting on BEDC Projects: Agnes Street Extension, MLK/Technology Drive Extension, Business Park Detention Pond, and the Downtown Trail Expansion Project. Tracy Bratton provided updates to the Board for the aforementioned projects. No further action was required.
- 3.6. Consideration, discussion and possible action regarding authorization to Bowman Consulting to begin accepting bids and qualifications regarding BEDC's Agnes Street Extension Project,

and to provide said bids and qualifications to the BEDC for future consideration, discussion and possible action. Ms. Rogers made the motion to authorize Bowman Consulting to begin accepting bids and qualifications on the Agnes Street Extension Project, Mr. Plunkett seconded, and the motion passed.

- 3.7. Consideration, discussion and possible action regarding Resolution R-2018-0006 approving a change order with Bowman Consulting for the Downtown Trail Expansion Project for environmental permitting required by TxDOT to comply with grant funding requirements, not part of the original scope of work for the project, in an amount of \$6,000. Mr. Spencer asked why this fee was not included in the original scope of work previously approved by the Board. Mr. Bratton explained this is a fee associated with applying for grant funding. It was not anticipated that such funding would be available when they began planning the project, and the amount of grant funding to be received is far greater than the \$6,000. Mr. Kier made the motion to approve Resolution R-2018-0006, Mr. Spencer seconded, and the motion passed.

4. EXECUTIVE SESSION

- 4.1. At 5:04 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 551.071** – Consultation with Attorney: Update regarding the BEDC's contract with the Bastrop Fine Arts Guild; temporary office staffing needs
- (2) **Section 551.074** – Personnel Matters: Executive Director position; temporary office staffing needs

- 4.2. At 5:21 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 taken.

5. ADJOURNMENT – Board Chair Camilo Chavez adjourned the meeting at 5:49 p.m.

APPROVED:



Camilo Chavez, Board Chair

ATTEST:



Angela Ryan, Assistant Director