

**BASTROP ECONOMIC DEVELOPMENT CORPORATION (BEDC)**  
**BOARD OF DIRECTORS**  
**Minutes of Monthly Meeting, July 20, 2015**  
**Bastrop City Hall, 1311 Chestnut Street, Bastrop, Texas**

The Bastrop Economic Development Corporation (BEDC) met on Monday, July 20, 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, and Mayor Ken Kesselus. Board Member Willie DeLaRosa and Mike Talbot (ex-officio) were absent.

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)** – Mr. Kirkpatrick presented Pat Crawford and Dr. Neil Gurwitz each with an award for their years of service to the BEDC. Gary Gutierrez was not present to receive his.
- 4. ANNOUNCEMENT(S)** – None.
- 5. UPDATE(S)/REPORT(S)** from Executive Director, City of Bastrop, and Community Partners (includes items for update, discussion, and possible action). Mr. Kirkpatrick went over his updates included in the Board packets.
  - A. Update on BEDC Projects and/or Business:
    1. Update on the Bastrop EDC Business Park
      - a) Update on master plan for the BEDC Business Park
      - b) Update on Land Use Study
    2. Project status update
    3. Update on housing and multi-family studies
    4. Update on BEDC office repairs
    5. Update on BEDC Strategic Plan
  - B. Update from the City of Bastrop – Mr. Talbot was not present to submit his report. Mr. Kirkpatrick answered any questions pertaining to the City Manager's updates.
    1. City Manager's update
      - a) Water development update – The SOAH hearing is scheduled for November.
      - b) Comprehensive Plan update – The comprehensive plan meetings are ongoing.
      - c) Main Street Improvement Project update – The Main Street Program has met with Mr. Talbot and they have four different options on the project.
    2. City of Bastrop Update on Construction Projects
  - 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 she conducted about 25 surveys with the downtown businesses regarding the parallel parking test on Main Street, and a majority of them seem to be in favor of it, but some citizens had complaints. Mrs. Head said the Design Committee is looking at revamping the grant process. They have taken a look at potential projects and are recommending five façade grants and two mega grants at a total of \$75,000 for the next budget year, with three businesses already showing interest. Mrs. Head gave an update on the current grant projects. She said they were considering ways to better document and showcase the successes of the grant program.

## **6. FINANCIAL REPORT(S)**

6.1 Consideration, discussion and possible action on acceptance of the Bastrop Economic Development Corporation's financial summary report for period ending June 30, 2015. Mr. Kirkpatrick went over the financial summary in the Board packets and answered any questions from the Board. At Mr. DeLaRosa's request, he added a line showing the 25% or 90 day reserve fund that must be kept by statute, which is currently \$841,890. Mr. Schiff made the motion to accept the financial summary report as submitted, Ms. Koch seconded, and the motion passed.

## **7. ACTIONS ITEMS**

7.1 Consideration, discussion and possible action on a resolution by the Bastrop Economic Development Corporation authorizing BEDC Board Chair Steve Mills and/or Executive Director Shawn Kirkpatrick to execute all necessary contracts and related documentation necessary to finalize the conveyance of 3.008 acres of land in the Bastrop Business and Industrial Park to Elliott Electric Supply, Inc. Mr. Schiff made the motion to approve the resolution, Mr. Chavez seconded, and the motion passed.

7.2 Consideration, discussion and possible action on adoption of statutory findings related to the Elliott Electric Supply Project, which if adopted will negate the need for a public hearing on same, pursuant to State law. Mr. Chavez read the following statement into the minutes: In consideration of the information presented to the Board by the Staff and the applicant, Elliott Electric Supply, and because the Board finds that the expenditure of funds by the BEDC for the Elliott Electric Supply Project, related to the development of a retail/wholesale electric supply facility in the Bastrop Business and Industrial Park, would: (1) create or retain primary jobs, and (2) has been found by the board of directors of the BEDC to be an industrial merchant wholesaler project, and (3) is therefore, an 'authorized project' pursuant to Section 501.101 of the Local Government Code, I move that the Board approve the expenditure for the Elliott Electric Supply Project, under the authority granted by Section 505.159(b) of the Local Government Code, and direct the staff to move forward immediately to seek Council approval of the Project. Mr. Schiff seconded, and the motion passed.

7.3 Consideration, discussion and possible action on the proposed land use study completed by Bowman Consulting Group for the western 80 acres of the Bastrop Business and Industrial Park. Mr. Kirkpatrick explained that this was the area of the Park that the Parks Department had requested be used for disc golf, which necessitated the need for a land use study on the area to determine the property's highest and best use. Mr. Kirkpatrick presented the findings of the study, explaining that a portion was terrain favorable to an industrial type project and was removed from the scope of the study. Mr. Bowman had recommended that the north portion would be best used for townhome development, and the middle section for medium density multi-family or townhomes. Because of the terrain of the southern portion, some type of high density apartments or office park would be the best use. Mr. Kirkpatrick recommended moving forward with the necessary steps to divest the asset. Mr. Schiff made the motion for Staff to move forward with the development of the tract as per the schematic layout as presented by Bowman Consulting, and to make a recommendation as to the rezoning of the property at a future Board meeting. Mr. Chavez seconded, and the motion passed.

7.4 Consideration, discussion and possible action on approval of amending the Bastrop Economic Development Corporation's Fiscal Year 2014/2015 budget in the amount of \$231,700 for the costs of: (1) disposition of real property owned by the BEDC, (2) repairs to the BEDC office at 903 Main Street, and (3) an increase in the budgeted amount for the façade/mega grant program. Mr. Kirkpatrick went over the information supplied in the Board packet. Mr. Schiff made the motion to approve the budget amendment, Mr. Chavez seconded, and the motion passed.

7.5 Consideration, discussion, and possible action on the BEDC's Board of Directors voting procedures. There was no action taken.

7.6 Consideration, discussion, and possible action regarding: (1) Bastrop Business and Industrial Park masterplan, including development, infrastructure, and 2015/2016 debt issuance, and (2) a “Resolution Expressing Official Intent to Reimburse Certain Expenditures of the Bastrop Economic Development Corporation.” Mr. Kirkpatrick reported he had spoken with BEFCO and the plans for the infrastructure expansion of South Technology previously discussed would provide the most usable acreage and options for developable tracts, or 40 acres. Ms. Koch suggested cutting the loop shorter and not making the road as long. Mr. Kirkpatrick explained that most of the prospects seeking shovel-ready sites are looking for 5 to 20 acres sites. They want utilities to the curb, and having additional sites ready to go would allow for greater opportunities. Mr. Kirkpatrick said the approximate cost of this extension would be \$2.5 million, and the future expansion would be \$2 million. The Board discussed the potential ROI on that much investment, and Mr. Schiff pointed out that without the utilities and roads in place, JAMCo, who opened with 90 employees, would probably not have located in Bastrop. He said he understands the property at the Townsend tract is a great piece of flat, developable property, but without a development agreement BEDC can’t do anything with it. He said BEDC already owns the property in the Business Park and has made a big investment there.

Mr. Schiff said the BEDC Board needs to determine how to provide the facilities for businesses to come to Bastrop and make it more cost-effective to build here than somewhere else. Mr. Mills agreed that a 380 agreement would be the appropriate way to incentivize infrastructure on the Townsend tract, saying the BEDC cannot simply put in roads and utilities on land we do not own. Mr. Liriano said he wants to see a marketing plan to make use of the investment. Mr. Kirkpatrick explained we need to be bringing shovel-ready sites online at the same time we are recruiting, because we don’t know when a company is going to come by looking for a site. Prospects usually want an existing building, and that’s why some EDCs are building spec buildings. Ms. Koch wanted to see other options. Mr. Schiff replied that many different layouts had been considered and the map has been changed many times, and this one gives the most usable acreage. Mr. Mills reminded the Board about the Bluebonnet Economic Development Conference where the speaker had stressed the importance of ready-to-go sites. Mr. Schiff said that prospects will not typically wait for the infrastructure to be put in, and by waiting to do it, we will be missing out on opportunities. Mr. Kirkpatrick explained the breakdown of the \$2.5 million: \$622,000 left over from the 2013 bond, a 2015 bond issuance of \$1 million, and \$957,000 in BEDC cash. Mr. Schiff made the motion to move forward with the bond for use on the infrastructure expansion project in the Business Park, to use the existing funds left over from the last bond, and to pass the reimbursement resolution. Mr. Chavez seconded, and the motion passed, with Ms. Koch opposed.

7.7 Discussion regarding the role of the Bastrop Economic Development Corporation in the City of Bastrop’s development of a Destination Marketing Organization and/or Convention and Visitors Bureau. Mr. Schiff asked if the BEDC should have an involvement with the development of a DMO/CVB, and if there was interest in the BEDC participating with the Bastrop Marketing Corporation in marketing Bastrop. The Board concurred that the BEDC Staff be engaged in the discussions and report back to the Board if any action is needed.

**8. WORKSHOP SESSION** – At 9:27 p.m., the Bastrop Economic Development Corporation convened into a Workshop Session to discuss:

8.1 2015/2016 Budget – A review and discussion regarding Fiscal Year 2015/2016 Budget for the Bastrop Economic Development Corporation, including the FY15/16 BEDC budget, the BEDC’s Strategic Plan and FY2015/2016 program/scope of work, and consideration and discussion on a request by the Bastrop County Historical Society for a contribution by the BEDC to their campaign to complete the exhibits in the Bastrop County Museum. Mr. Kirkpatrick reviewed the proposed changes to the Program of Work and the Strategic Plan with the Board. Some of the items discussed were: taking a more city-wide approach to marketing Bastrop, not just the downtown area; focusing more on workforce development; and breaking down the Strategic Plan so that it’s easier to implement. Dan Hays-Clark spoke on behalf of the Bastrop County Museum, explaining that they were offering exhibit sponsorships to help them raise the funds to finish the project.

8.2 At 11:09, the Bastrop Economic Development Corporation adjourned the Workshop Session and reconvened into the regular session to take any necessary action(s) pertaining to the workshop items. No action was taken.

## 9. EXECUTIVE SESSION

9.1 At 11:10 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, potential sales, acquisitions, exchanges, leases, dispositions or values of real property.
- (3) **Section 551.087** – Deliberation regarding economic development negotiations.

9.2 The Bastrop Economic Development Corporation Board of Directors reconvened from Executive Session at 11:12 p.m. There was no action taken.

## 10. 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.

11. **ADJOURNMENT** – Gary Schiff made the motion to adjourn and Cam Chavez seconded. The BEDC Board of Directors adjourned the meeting at 11:13 p.m.