

**BASTROP ECONOMIC DEVELOPMENT CORPORATION
BOARD OF DIRECTORS
Minutes of Monthly Meeting, February 23, 2015
903 Main Street, Bastrop, Texas**

The Bastrop Economic Development Corporation (BEDC) met on Monday, February 23, 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, Gary Gutierrez, Dr. Neil Gurwitz, Pat Crawford, Mayor Ken Kesselus, and Mike Talbot (ex-officio). Willie DeLaRosa was absent.

Staff members present: Angela Ryan and JC Brown, BEDC Attorney.

Others in attendance: Anne Smarzik, Richard Smarzik, Merle Breiland, Anne Beck, Rachel Clampffer, Stan Ginsel, Bryan Bracewell, Becki Womble, Kelly Gilleland, Carlos Liriano, Bret Farris, Marc Conselman, Nancy Wood, Bonnie Coffey, Lee Harle, and Debbie Moore.

ANNOUNCEMENTS

1. Call to Order – Steve Mills, Chairman of the Board, called the meeting to order at 6:31 p.m.
2. Public Comments – Gary Gutierrez said he was resigning from the BEDC Board effective February 24.
3. Presentations – Rachel Clampffer, the Director of Planning, Economic Development and Tourism for Bastrop County, made a presentation about transportation planning in the county. Mrs. Clampffer said her office works with the Capital Area Metropolitan Planning Organization (CAMPO) and the Capital Area Regional Transportation Organization (CARTPO), which is part of the Capital Area Council of Governments (CAPCOG). CAMPO is a federally funded and required organization for urbanized areas over 50,000 in population. Since Bastrop County was invited to join in 2010, they have received \$52 million in transportation dollars. Mrs. Clampffer explained how projects are funded, the difference between federally funded projects and state funded projects, and the competition for those funds. Mrs. Clampffer explained that the reason the Hwy 71/Loop 150 overpass project will be started before the Hwy 71/95 project is because the project was “shovel-ready”, meaning all of the planning and environmental studies had already been completed. When extra federal funds were identified, they considered only those projects which were ready to go, and so Hwy 71/Loop 150 was funded. She said that Bastrop County is undertaking a comprehensive transportation plan funded through a grant. She said that good transportation planning and implementation is critical for economic development, and that she appreciates the strong partnership the County has with the City.
4. Announcements – None.

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

- A. Meetings, Events and Travel attended/upcoming:
 1. Meet & Greet for the new General Manager of the Hyatt Lost Pines, February 26
 2. Bastrop Job and Career Fair, May 8 and 9, Bastrop Convention Center
- B. Update on BEDC Projects and/or Business:
 1. Main Street Program Update (Nancy Wood) – Ms. Wood reported that there were 55 attendees at the Main Street planning workshop on February 7. Ms. Wood said that the building at 925 Main Street had just sold to Anne and Richard Smarzik after being vacant for seven years. They plan to relocate their store which is currently at The Crossing, and also set up some open vendor spaces.
 2. Update on the Bastrop EDC Business Park

- a) Project status update – Mr. Talbot reported he had spoken with a prospect referred to him by Clint Howard. The company does 3D printing. Mr. Talbot said Mr. Niece had called him a few weeks prior and he was still working on getting the final costs on his project.
- b) Review of the proposed Master Plan for the BEDC Business Park – Mr. Talbot said he and Mr. Mills were working on the scope of service. Mr. Talbot said he has scheduled a meeting with AT&T to discuss having adequate communications capability in the Park. He will also be meeting with Bluebonnet Electric to discuss laying out the utilities.
3. Update on Bastrop Area Housing Study – Mr. Mills said the committee had another conference call with RCLCO and had requested several changes. He would like the data to be drilled down to be more specific to Bastrop as opposed to the MSA. The next draft of the study should be received next week. Mr. Mills said if the committee is satisfied with those changes, they'll be ready to finalize the report. Mayor Kesselus suggested inviting input from community business members, and Mr. Mills agreed.
4. Update on Downtown Parking and Traffic Study – Mr. Talbot said the least expensive study would cost \$40,000, and he had decided to perform most of the work in-house. Main Street was re-striped last week, and there will be a camera installed in order to watch how parking is being utilized. The parking committee will be suggesting signs for Main Street to help prevent large vehicles from sticking out into the street.
 - a) Main Street Improvement Project – Mr. Talbot reported that the project is currently on hold, but they would continue to work toward obtaining all of the easements needed. He said at this time they have about 60% of them.
 - b) Alley D improvements (former Advertiser building) – Mr. Talbot reported the asbestos abatement had been completed the week before, and the City Council had agreed to donate the building to the VFW. The official action will be on the March 10 Council agenda, and Mr. Talbot was recommending that the VFW be given 60 days to remove the building. He said they would need to relocate some utilities and perform re-grading to make the parking lot more accessible. He would like to have a joint meeting between the City Council and BEDC at some point to discuss the project.
 - c) Parking lot at the southwest corner of Pine Street and Water Street – Mr. Talbot said they were working on signage to make people aware that it is a public parking lot.
5. Update on the City of Bastrop's water resources project(s) – Mr. Talbot reported he had a very productive meeting with Fish & Wildlife and is hopeful they will approve the mitigation plan for the Ingram site.
6. Update on BEDC's FY2014/2015 Façade/Mega Grant Program – Mrs. Ryan explained that if the Board approved all of the grants on the agenda, the total amount would be \$5,750 over the \$50,000 amount budgeted for this fiscal year, assuming that approval for the grant for 1008 Main would be expiring in March. She said at Karla Stovall's suggestion, she had requested a budget transfer to cover the difference, so that the Board could go ahead and approve all of the grants if they wanted to.
7. Update on construction projects in the City of Bastrop – The Board discussed the projects in various stages of completion. Mr. Coghlan is installing silt fencing, and Mr. Talbot explained they had worked it out so the excess dirt from his expansion project could be relocated within the Park for future use. Hobby Lobby is working on their site by Academy. Mr. Talbot reported the City had been able to process their application in under 30 days in order to meet their timeframe.

A. CONSENT AGENDA

A.1 Approval of meeting minutes of the Regular Board Meeting of January 12, 2015. Mr. Schiff made the motion to approve the minutes as submitted, Mrs. Crawford seconded, and the motion passed.

B. PUBLIC HEARINGS

C. OLD BUSINESS

C.1 Consideration, discussion and possible action on a request by Deborah Jones for final approval of a mega-grant in the amount of \$6,250, for renovations to the interior and exterior of the building at 713/717 Chestnut Street, with a total project cost estimate of \$25,000. The building at 713 Chestnut will be used as a mediation center and meeting space. The one at 717 Chestnut will be for a company who does photography, videography, and web design. Mr. Schiff made the motion to approve the final mega-grant in the amount of \$6,250, Mr. Gutierrez seconded, and the motion passed.

C.2 Consideration, discussion and possible action on approval of the proposed revisions to the BEDC Bylaws. After a brief discussion, Mr. Schiff made the motion to approve the Bylaws as presented in the Board packet, 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 January 31, 2015. Mr. Talbot reported that at 33% through the current fiscal year, revenues are at \$636,132, or 35.5%, and expenditures are at \$484,128, or 27%. Mr. Talbot said that the fund balance at the beginning of the fiscal year was \$2.3 million, and he thinks we can anticipate \$2.4 to \$2.5 by the end of this year. Mr. Talbot said that there is approximately \$660,000 left from the bond fund for the improvements in the Business Park, and between that and using some of the fund balance, there is a good level of potential funds for putting in another phase in the Business Park. He said the auditor was very complimentary of the Board for being in their current financial position. Mrs. Crawford made the motion to accept the financial report as submitted, Mr. Gutierrez seconded, and the motion passed.

D.2 Consideration, discussion and possible action on a request for the Bastrop Economic Development Corporation to sponsor the Bastrop Job and Career Fair scheduled for May 8 and 9 at the Bastrop Convention Center, in an amount up to \$5,000. Councilmember Gilleland handed out information about the Job Fair and explained it was a joint effort between the City, Chamber of Commerce, BEDC, and the Workforce Commission. The City had agreed to sponsor the event in-kind with the use of the Convention Center for the two day event. The Chamber was taking care of the website, registration forms, and payment processing. The Workforce Center was arranging for employers to attend. Councilmember Gilleland requested that the BEDC sponsor the event in an amount up to \$5,000 to help cover expenses such as marketing, food for the vendors, and the pre-event walkthrough, where she planned to have speakers talk about Bastrop. She said that so far they have verbal commitments from 55 companies. The focus of the event on May 8 will be for students, and May 9 will be adults. After discussion, Mr. Schiff made the motion to approve sponsoring the Job and Career Fair in an amount up to \$5,000, Mrs. Crawford seconded, and the motion passed.

D.3 Consideration, discussion and possible action on a request by Lee Harle, owner of the Bastrop River Company, for preliminary approval of a façade grant in the amount of \$3,000, for renovations to the building at 601 F Chestnut Street, with a total project cost estimate of \$6,000. Mr. Harle explained that he would be replacing the staircase and railing, doors and windows. He said the improvements were being made for both aesthetic and safety reasons. After a brief discussion, Mr. Gutierrez made the motion to give preliminary approval of the façade grant in the amount of \$3,000. Dr. Gurwitz seconded, and the motion passed.

D.4 Consideration, discussion and possible action on a request by Anne and Richard Smarzik for preliminary 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 \$112,892. Mrs. Wood explained that since the building had been empty for seven years, there were major improvements needed. Mr. Gutierrez made the motion to give preliminary approval of the mega-grant in the amount of \$25,000. Mr. Schiff seconded, and the motion passed.

D.5 Consideration, discussion and possible action on a request by Anne Beck and Stan Ginsel for the Bastrop EDC to fund a video about the Baron de Bastrop, in the amount of \$8,000. Stan Ginsel gave a presentation concerning a feature length documentary about the Baron de Bastrop that he would like to produce. Mr. Ginsel said it would be shown at the museum and it would be available online, and could be used as a promotional tool. He showed a short video about it. Mr. Ginsel said through his research, he came to realize that there is part of the Baron's story that has never been told. Mrs. Crawford made the motion to fund the video in the amount of \$8,000, Mayor Kesselus seconded, and the motion passed.

D.6 Consideration, discussion and possible action on a request by Mayor Kesselus for the Bastrop EDC to approve a resolution concerning the staggering of BEDC Board terms. Mayor Kesselus requested a resolution establishing a regular staggering of the board members. He suggested numbering the seats, with even number seats having even number term expiration dates, and odd number seats having odd dates. Mr. Gutierrez volunteered to make his seat expire in 2016, which would allow for three expiring terms in 2016 and four expiring terms in 2017. Ms. Brown said she would make those changes to the draft resolution in the Board packets. After discussion, Mr. Gutierrez made the motion to approve the resolution with the changes, Mr. Schiff seconded, and the motion passed.

D.7 Consideration, discussion and possible action on a request from the City of Bastrop to join the City in providing a second grant of funds to the Bastrop Fine Arts Guild Lost Pines Art Center Project, in the requested amount up to \$100,000, as authorized by the Economic Development Act, Section 505.152 (tourism, exhibition centers) and/or Section 501.103 (existing business infrastructure only), *et seq.*" (First BEDC Grant made in September 2010 for \$100,000.) Mayor Kesselus explained that the City Council had committed to exploring all avenues of funding opportunities to assist the Bastrop Fine Arts Guild in raising \$300,000. Mayor Kesselus asked the Board if they would consider contributing \$100,000 of that amount, in addition to the \$100,000 BEDC committed in 2010. The Board discussed the pros and cons at length. Mrs. Crawford said that although she agrees the art center is an important and viable project, she feels BEDC's initial contribution of \$100,000 was very substantial, and there are many other worthwhile organizations in Bastrop who could use financial assistance. Dr. Gurwitz and Mr. Gutierrez agreed with her assessment. Mr. Schiff made a motion to grant a \$100,000 transfer to the City to be designated as part of the City's overall \$300,000 contribution to the Bastrop Fine Arts Guild, and Mayor Kesselus seconded the motion. Mrs. Crawford, Dr. Gurwitz, and Mr. Gutierrez voted against it; Mr. Schiff and Mayor Kesselus voted in favor of it. The motion did not pass.

E. EXECUTIVE SESSION –

E.1 At 9:00 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 Copper' and/or potential sales, acquisitions, exchanges, leases, dispositions or values of real property: Purchase of real property by the BEDC, disposition of real property by the BEDC, and/or City use of BEDC property.
3. Section 551.087 - Deliberation regarding economic development negotiations: 'Project Copper' and/or 'Project AJ'.
4. Section 551.074 - Personnel Matters: BEDC staffing, hiring, and performance and/or employment of an Executive Director/CEO.

E.2 The Bastrop Economic Development Corporation Board of Directors reconvened from Executive Session at 10:24 p.m. The Board members thanked Mr. Gutierrez for his years of service on the BEDC Board and wished him well.

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 – Gary Schiff moved to adjourn and Gary Gutierrez seconded. The BEDC Board of Directors adjourned the meeting at 10:25 p.m.