

BASTROP ECONOMIC DEVELOPMENT CORPORATION (BEDC)
BOARD OF DIRECTORS
Minutes of Monthly Meeting, August 15, 2016
Bastrop City Hall, 1311 Chestnut Street, Bastrop, Texas

The Bastrop Economic Development Corporation (BEDC) met on Monday, August 15, 2016, at 6:00 p.m. at Bastrop City Hall, 1311 Chestnut Street, for the Regular Monthly Meeting.

Board members present were: Steve Mills, Kristi Koch, Mayor Ken Kesselus, Kevin Plunkett, Cam Chavez and Drusilla Rogers. Board members Joe Beal and Marvin Townsend (*ex officio*) were absent. Staff members present: Shawn Kirkpatrick, Angela Ryan, Jean Riemenschneider, Kathy Merrifield and JC Brown, BEDC Attorney.

1. **CALL TO ORDER** – BEDC Board Chair Steve Mills called the Board Meeting to order at 6:00 p.m.
2. **PUBLIC COMMENT(S)** – Gary Schiff distributed an outline and spoke to the Board Members of his vision for the BEDC going forward. Debbie Moore asked to speak about 921 Main St. and Mr. Kirkpatrick informed her there would be an opportunity during Agenda Item 3.8.
3. **REGULAR BUSINESS & PRESENTATIONS**
 - 3.1. The Board welcomed new Board member Kevin Plunkett.
 - 3.2. Approval of meeting minutes of the Special Board Meeting of July 11, 2016, and the Regular Board Meeting of July 18, 2016. Ms. Koch made the motion to approve both sets of minutes as submitted, Mr. Chavez seconded and the motion passed.
 - 3.3. Consideration, discussion and possible action on acceptance of the BEDC's financial summary reports for periods ending June 30, 2016, and July 31, 2016. Mr. Kirkpatrick reviewed both sets of financials. Mr. Chavez made the motion to accept the financial reports as submitted, Ms. Koch seconded and the motion passed.
 - 3.4. Consideration, discussion and possible action on election of BEDC Board Secretary/Treasurer, a position previously held by former Board member Gary Schiff. Ms. Koch made the motion to nominate Mr. Chavez to fill the position, and Mr. Plunkett seconded. Mr. Chavez accepted and the motion passed.
 - 3.5. Consideration, discussion and possible action on an update from Terry Coghlan regarding The Coghlan Group's expansion project in the Bastrop Business and Industrial Park. Mr. Coghlan was present at the meeting and informed the Board the 60,000 sq. ft. expansion is complete and they are moved in. He thanked the EDC for all of their help and support. Mr. Kirkpatrick thanked him for being in Bastrop. No action was required.
 - 3.6. Consideration, discussion and possible action with respect to a Resolution requesting redemption of certain of the City's Combination Tax and Revenue Certificates of Obligation, Series 2008A. Mr. Kirkpatrick explained the resolution would allow the EDC to recommend to the City Council to defease the EDC portion of the 2008 bond, as previously discussed. Ms. Koch made the motion to adopt the resolution, Ms. Rogers seconded and the motion passed.
 - 3.7. Consideration, discussion and possible action on a presentation on FY 2016/2017 staff reporting/chain of communication, roles, duties, and responsibilities, proposed annual Economic Development Strategy, and overview of previous BEDC community development projects. Mr. Kirkpatrick made a presentation illustrating the roles and responsibilities of each BEDC staff member. He defined project types A-G and showed how the current 84 projects fit into the different types. Also included were before and after pictures of past EDC projects from 2000 to present. He concluded by stating there are two driving factors in attracting projects to

Bastrop: sites/buildings and workforce. Ms. Koch asked to see the new Retail and Hospitality & Leisure marketing materials and those were passed around. Ms. Rogers said the presentation was very informative and thanked Mr. Kirkpatrick. Mr. Mills reiterated the need for more housing to draw workforce from Austin. No action was required.

- 3.8. Consideration, discussion and possible action on approval of a Chapter 380 Economic Development Agreement with the City of Bastrop for the acquisition of a portion of the City-owned property located at 921 Main Street, (i.e., approximately 40 x 100 ft. slab portion of the tract that fronts Main Street). Mr. Kirkpatrick gave an update on the status of the lot. Debbie Moore asked about the status of the feasibility study and Sarah O'Brien responded it should be complete by August 22, 2016. Ms. Moore expressed her wish for 921 Main to be a gathering space and asked the Board to keep an open mind when making their decision. Mr. Kirkpatrick informed the Board the Interim City Manager wanted to make some changes to the 380 Agreement, and have the lot surveyed and re-platted first. Ms. Koch made the motion to approve the 380 agreement subject to the City of Bastrop comments, Ms. Rogers seconded and the motion passed.
- 3.9. 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 the slab portion of the City-owned property located at 921 Main Street to the BEDC. Ms. Koch made the motion to approve the resolution, Ms. Rogers seconded and the motion passed.
- 3.10. Consideration, discussion and possible action on engineering and architectural services, and other related services, for the portion of the City property located at 921 Main Street to be conveyed by the City to the BEDC, including but not limited to the possible engagement of KSA Engineers, Inc., and/or issuance of Request for Qualifications (RFQ). Mr. Kirkpatrick went over three options for 921 Main and the costs associated with each. Mr. Kirkpatrick said he feels it is important to provide the community all options for the site and related remediation costs: 1) gathering space without a roof, 2) infill without a roof, and 3) building façade with a roof. Mayor Kesselus asked that a fourth option be added, an open space with a roof. Ms. Koch made the motion to engage KSA Engineers for the 921 Main Street Project, with the addition of the fourth option, with the total estimated cost not to exceed \$35,000. Ms. Rogers seconded and the motion passed.
- 3.11. Consideration, discussion and possible action on engineering services, and other related services, for the proposed Loop 150 Trail Expansion Project, including but not limited to the possible engagement of the Bowman Consulting Group and/or issuance of Request for Qualifications (RFQ). Mr. Kirkpatrick explained the project is a multimodal trail running from Eskew Street down Loop 150 to Hwy 71, as shown in the City's draft Comprehensive Plan. He said the goal would be to turn the sidewalk east, and tie it in on the west side of the river. It would eventually provide a trail link to Fisherman's Park and a future park planned for the east side of Hwy 71. Mr. Chavez made the motion to engage Bowman Consulting for the Loop 150 Trail Expansion Project, Mr. Plunkett seconded and the motion passed.

4. PUBLIC HEARING(S)

- 4.1. At 7:20 p.m. Mr. Mills opened a PUBLIC HEARING to receive input from the general public on the Bastrop Economic Development Corporation's proposed budget for Fiscal Year 2016/2017. Carlos Liriano, owner of Lost Pines Toyota, addressed the Board requesting the BEDC to focus on creating jobs and building apartment units in Bastrop. He would like to see both of these as line items in the BEDC budget. Mr. Mills informed Mr. Liriano that these were

both discussed earlier in the meeting and these are issues the BEDC is working on. At 7:34 p.m., Mr. Mills closed the Public Hearing.

- 4.2. The Bastrop Economic Development Corporation Board of Directors will consider, discuss and take possible action concerning the above item 4.1, i.e., the Public Hearing on the BEDC's proposed budget for Fiscal Year 2016/2017, including but not limited to action to modify the proposed budget and/or to adopt the Fiscal Year 2016/2017 budget, as proposed or modified. Mayor Kesselus made the motion to adopt the proposed budget as presented, Ms. Rogers seconded, and the motion passed.

5. UPDATE(S), REPORT(S), AND/OR ANNOUNCEMENT(S) – The BEDC and City of Bastrop provided written reports (included items for update, discussion, and/or possible action by the Board of the BEDC).

- 5.1. BEDC Projects and/or Business Update – Mr. Kirkpatrick's report was included in the Board packet. He reported the office at 903 Main Street had been surveyed.
- 5.2. Main Street Program Monthly Report – Ms. O'Brien's report was included in the packet.

6. EXECUTIVE SESSION

- 6.1. At 7:52 p.m., Mr. Mills convened the BEDC 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 claims, causes, or litigation, and/or (2) matters upon which the Attorney has a duty and/or responsibility to advise or 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 the following real properties: 'Project Tissue' and/or property owned and/or considered for acquisition, use, lease or conveyance by the BEDC.
- (3) **Section 551.087** – Deliberation regarding economic development negotiations: 'Project Tissue', 'Project Valley Stays', and/or 'Project White Foam'.
- (4) **Section 551.074** – Personnel Matters.

- 6.2. At 8:24 p.m., the BEDC Board of Directors reconvened into open session to discuss, consider and/or take any action necessary related to the executive sessions noted herein above, and/or regular agenda items, noted above, and/or matters related to same. No action was taken.

7. BOARD INPUT ON FUTURE AGENDAS

- 7.1. Inviting input from the Board of Directors related (but not limited) to issues for possible inclusion on future agendas and/or concerning issues such as BEDC projects, property, economic development prospects, community events, and BEDC business or activities. Mr. Kirkpatrick shared his list for future agenda items. Mr. Kirkpatrick reviewed the list of items for upcoming meeting agendas, which included Industrial Park infrastructure, annexation, water, wastewater, BEDC Bylaws, and Houston Toad Habitat. Mayor Kesselus asked if the Board wanted to discuss the development process and culture. The consensus of the Board was that it would be best suited for a workshop, possibly with Planning & Zoning, or a "think tank".

8. ADJOURNMENT – Cam Chavez made the motion to adjourn and Kevin Plunkett seconded. The BEDC Board of Directors adjourned the meeting at 8:36 p.m.