

**NOTICE OF REGULAR MEETING OF BOARD OF DIRECTORS OF
BASTROP ECONOMIC DEVELOPMENT CORPORATION (BEDC)
Minutes of Monthly Meeting, November 16, 2015
Bastrop City Hall, 1311 Chestnut Street, Bastrop, Texas**

The Bastrop Economic Development Corporation (BEDC) met on Monday, November 16, 2015, at 6:00 p.m. at Bastrop City Hall, 1311 Chestnut Street, for the Regular Monthly Meeting.

Board members present were: Steve Mills, Gary Schiff, Kristi Koch, Mayor Ken Kesselus, and Willie DeLaRosa. Board member Cam Chavez and Mike Talbot (ex-officio) were absent. Staff members present: Shawn Kirkpatrick, Angela Ryan, and JC Brown, BEDC Attorney.

1. **CALL TO ORDER** – BEDC Board Chair Steve Mills called the Board Meeting to order at 6:02 p.m.
2. **PUBLIC COMMENT(S)** – None.
3. **REGULAR BUSINESS**
 - 3.1. Oaths of Office for Board Members/Swearing in Ceremony and discussion of documents for providing bonds for Directors. Mr. Kirkpatrick asked that each Board member complete the Oath of Office form, the Statement of Elected/Appointed Officer form, and the CNA Surety bond form.
 - 3.2. Approval of meeting minutes of the Regular Board Meeting of September 21, 2015, and Joint Workshop Meeting of October 20, 2015. Mr. Schiff made the motion to approve both sets of minutes as submitted, Mr. DeLaRosa seconded, and the motion passed.
 - 3.3. Consideration, discussion and possible action on acceptance of the BEDC's financial summary report for period ending October 31, 2015. Mr. DeLaRosa made the motion to accept the financial report as submitted, Mr. Schiff seconded, and the motion passed.
4. **ACTION ITEMS**
 - 4.1. Consideration, discussion and possible action on approval of a proposed Internal Financial Control Policy #3 and Resolution for BEDC to Participate in Texas Class, related specifically to Public Fund Investment Act compliance, adoption of an investment policy, and investment through investment pools meeting the requirements of the Act and as recommended by the City Finance Department. After discussion, it was decided that additional information would be needed prior to taking action on the Internal Financial Control Policy and the Resolution. The item was tabled until the next Board meeting.
 - 4.2. Presentation and discussion on the development west of the Colorado River and retail development in Bastrop. Mr. Kirkpatrick gave a presentation about current developments in Bastrop and to the west, including commercial, residential, mixed-use, and the Highway 71 overpasses. He displayed a map that showed Bastrop's current Retail Trade Area (RTA), with the western boundary being in the area of Hwy 71 and 130. Mr. Kirkpatrick explained there is a 390 acre commercial mixed-use development being planned for the Hwy 71/130 area that will occur within the next three to five years. He said he has spoken with The Retail Coach, and they are in agreement that once that development is completed, it will become a retail trade hub which would inevitably pull shoppers from Bastrop's current RTA, moving the western trade line closer to the Cedar Creek area. Mr. Mills agreed that the 130 corridor will produce a lot of multi-use, retail, housing, etc., and Bastrop needs more sophisticated stores. Bastrop is currently the retail hub in the southeast submarket, but sharing shoppers with another RTA will definitely impact Bastrop. Mr. Kirkpatrick showed maps explaining how Bastrop's RTA was determined, which is currently approximately 180,000. He explained there are several ways to determine who shops in the area, including zip codes, credit cards, and license plates. (Mr. Kirkpatrick's presentation is available for download at this [link](#)).

Mr. Kirkpatrick reported he and Ms. Riemenschneider had attended the International Council of Shopping Centers (ICSC) tradeshow in Dallas the first week of November. They had met with four companies already looking at Bastrop for some type of future development, and at least a dozen more had visited the BEDC tradeshow booth. The contacts made at ICSC will be entered into the CRM database and followed up with; he is having a follow-up meeting with one of the companies next week. Mr. Kirkpatrick was asked what type of materials he hands out at these tradeshows, and he explained it consists of all types of media, including digital and print, which he will bring to the next meeting to show to the Board. Mr. Kirkpatrick said most of the developers he had spoken with requested additional information on available developable tracts of land, and he said we was working on putting together a database of those properties as well as assembling data for distribution.

Mr. Kirkpatrick was asked to explain the difference between commercial, retail, and industrial development. He explained that commercial is any development related to a business and includes retail, industrial, and office space, basically any development this is not residential. Mr. Kirkpatrick said he would not recommend the BEDC purchasing a tract of land west of the Colorado because that area is prime development land for private developers who are willing to develop it for a profit. However, there could be a possibility of partnering with a developer interested in an office campus or business park to help them overcome any hurdles and make their project successful. Mr. Kirkpatrick explained the BEDC's current business park fills the need for companies looking for shovel-ready sites that private developers are not going to deliver.

Mayor Kesselus requested that the Board discuss the possibility of annexing property on the west side of Bastrop. He would like the Board to make their recommendation on annexation from an economic development standpoint, to advise the City Council on exactly where annexation should take place. Ms. Brown pointed out that once an area is annexed, the City has three years to provide all municipal services to that area.

5. UPDATE(S), REPORT(S), AND/OR ANNOUNCEMENT(S) – The BEDC, City of Bastrop, and Main Street Program will provide written reports and be available to answer questions from the Board. (includes items for update, discussion, and possible action)

- 5.1. BEDC Projects and/or Business – Mr. Kirkpatrick's report was included in the Board packet.
- 5.2. Main Street Program Monthly Report – Ms. Wood's report was included in the packet.
- 5.3. City Manager's Report – A synopsis of Mr. Talbot's City Manager report was included in the packet.
- 5.4. City of Bastrop Comprehensive Plan – Ms. Koch gave a brief update on the comprehensive plan.
- 5.5. City of Bastrop Construction Projects – The list of construction updates was included in the packet.

6. EXECUTIVE SESSION

- 6.1. At 7:32 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 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: 'Project Bronze Star' and/or 'Project MT Star Wars'.
- (3) **Section 551.087** – Deliberation regarding economic development negotiations: 'Project Bronze Star', 'Project MT Star Wars', 'Project Jetblue', 'Project TC Williams' and/or 'Project Paul Bunyan'.
- (4) **Section 551.074** – Personnel Matters: Executive Director's Six Month "Interim Performance Review" and Update.

6.2. At 8:45, 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, or regular agenda items, noted above, and/or related items. There was no action taken.

7. BOARD INPUT ON FUTURE AGENDAS

7.1. 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. Mayor Kesselus requested that the Board discuss annexation, the ultimate use of the Business Park, and Mr. Liriano's request to discuss the committee structure of the BEDC Board. Mayor Kesselus said that filling Mr. Liriano's seat could also be placed on the next agenda, if it has not already been filled by then, and that Board members could make recommendations by sending an email to either him or the City Secretary.

8. **ADJOURNMENT** – Gary Schiff made the motion to adjourn and Willie DeLaRosa seconded. The BEDC Board of Directors adjourned the meeting at 8:53 p.m.