

**BASTROP ECONOMIC DEVELOPMENT CORPORATION (BEDC)**  
**BOARD OF DIRECTORS**  
**Minutes of Special Monthly Meeting, April 24, 2017**  
**Bastrop City Hall, 1311 Chestnut Street, Bastrop, Texas**

The Bastrop Economic Development Corporation (BEDC) met on Monday, April 24, 2017, at 6:00 p.m. at Bastrop City Hall, 1311 Chestnut Street, for a Special Monthly Meeting.

Board members present were: Kristi Koch, Kevin Plunkett, Drusilla Rogers, Joe Beal and Cam Chavez. Board member Mayor Ken Kesselus was absent. Staff members present: Shawn Kirkpatrick, Angela Ryan and Jean Riemenschneider. The BEDC Attorney was not present.

**1. CALL TO ORDER** – Board Vice-Chair Kristi Koch called the Board Meeting to order at 6:06 p.m.

**2. PUBLIC COMMENT(S)** – There were no public comments.

**3. REGULAR BUSINESS & PRESENTATIONS**

3.1. Approval of meeting minutes of the Regular Board Meeting of March 20, 2017. Mr. Chavez made the motion to approve the minutes as submitted, Ms. Rogers seconded and the motion passed.

3.2. Acceptance of the Bastrop EDC's financial summary report for period ending March 31, 2017. Mr. Chavez made the motion to accept the financials as submitted, Mr. Beal seconded and the motion passed.

3.3. Consideration, discussion and possible action on a resolution approving the expenditure of 2013 Certificate of Obligation bond proceeds to fund the comprehensive drainage study for Pine Forest Unit 6. Mr. Beal made the motion to approve Resolution 2017-0007 to expend 2013 Certificate of Obligation bond proceeds to fund the comprehensive drainage study for Pine Forest Unit 6, in an amount not to exceed \$75,100. Ms. Rogers seconded and the motion passed.

3.4. Consideration, discussion and possible action on approving a Business Incentive Grant Agreement for the building(s) located at 903 and 905 Main Street (Maxine's Café & Bakery), owned by ZinTek Properties, in the amount of \$2,577.80. Ms. Rogers made the motion to approve a BEDC Business Incentive Grant Agreement (BIG #2017-003) for the building(s) located at 903 and 905 Main Street, owned by ZinTek Properties, for FY 2017, and authorize the Executive Director to execute the agreement on behalf of the EDC. Mr. Beal seconded and the motion passed.

3.5. Consideration, discussion and possible action on approving a Business Incentive Grant Agreement for the building located at 711 Spring Street (Bastrop Opera House), in the amount of \$10,000. Mr. Beal made the motion to approve a BEDC Business Incentive Grant Agreement (BIG #2017-004) for the Bastrop Opera House, located at 711 Spring Street, for FY 2017, and authorize the Executive Director to execute the agreement on behalf of the EDC. Mr. Chavez seconded and the motion passed.

3.6. Recognition of Jean Riemenschneider and Angela Ryan for their work on the 2017 Bastrop Youth Career Day. Mr. Kirkpatrick reported that the 2017 Youth Career Day was the best career day to date, with over 500 high school students and 50 vendors attending. On behalf of the Board, he presented Angela Ryan and Jean Riemenschneider each with a Certificate of Excellence for their outstanding work and a job well done. Ms. Riemenschneider added that participation doubled over last year and recognized Workforce Solutions for their tireless efforts to make this a beneficial opportunity for our

youth. She also recognized the guest speaker, Kevin Koym, who spoke to the students about entrepreneurship and finding their passion and pursuing it. She said they are considering inviting Kevin back to put on an entrepreneurial workshop for those students interested.

- 3.7. **Workshop Session:** The Bastrop EDC Board of Directors conducted a workshop session with Alysia Cook of Opportunity Strategies to set 3-5 year goals, metrics, and known performance indicators for the Bastrop EDC. Ms. Cook reviewed the key findings from her meetings with business leaders and stakeholders, and went through the 2013 Strategic Plan with the Board to prioritize goals and establish key performance indicators for each.
- 3.8. Video presentation from Mayor Ken Kesselus. No action was required.

#### **4. EXECUTIVE SESSION**

- 4.1. At 8:46 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 551.074** – Personnel Matters – Executive Director’s Review.
- 4.2. At 9:53 p.m., the Bastrop EDC Board of Directors reconvened into open session to discuss, consider and/or take possible action on the Executive Director’s annual performance review. Mr. Chavez said that based upon Mr. Kirkpatrick’s performance appraisal, he made the motion to increase his pay by a total of 5% (2% COLA and 3% merit), increase his auto allowance by \$3,000 annually, and extend his contract by 12 months, to expire in April 2019. Mr. Plunkett seconded and the motion passed.

5. **ADJOURNMENT** – Board Vice-Chair Kristi Koch adjourned the meeting at 9:54 p.m.