

Bastrop Economic Development Corporation
Board of Directors – Meeting Minutes
November 13, 2023



The Bastrop Economic Development Corporation (BEDC) met on Monday, November 13, 2023, at 6:00 p.m. for a Regular Board Meeting at Bastrop City Hall, 1311 Chestnut Street. Board members present: Ron Spencer, Connie Schroeder, Cheryl Lee, John Kirkland, Frank Urbanek, Amberley Palmer, and Lyle Nelson. Staff members present: Interim Executive Director Sylvia Carrillo and Angela Ryan. BEDC attorney Cynthia Trevino was also in attendance.

- 1. CALL TO ORDER** – Board Chair Spencer called the meeting to order at 6:00 p.m.
- 2. PUBLIC COMMENT(S)** – There were no public comments.
- 3. REGULAR BUSINESS & PRESENTATIONS**
 - 3.A. Welcome new board members Amberley Palmer and Frank Urbanek. Chair Spencer welcomed the new members to the Board.
 - 3.B. Receive training from City Secretary. Ann Franklin gave the Board a presentation about agenda preparation, attendance, rules of procedure, etc.
 - 3.C. Presentation from Roscoe Bank for the donation of funds to the BEDC in the amount of \$20,000. Mr. Spencer clarified that the total amount of the grant was \$100,000 over five years. Rick Womble, Branch President of Roscoe Bank in Bastrop, presented a \$20,000 check to the Board and thanked them for their ongoing commitment to Bastrop as well as the micro-loan program that the BEDC has started.
 - 3.D. Consideration, discussion, and possible action on election of FY 2023/2024 BEDC Officers: Chair, Vice Chair, Secretary/Treasurer. Ms. Schroeder made the motion for Mr. Spencer to remain as Board Chair for FY2024, Ms. Palmer seconded, and the motion passed. Mr. Spencer made the motion for Ms. Schroeder to continue as Vice Chair, and also to nominate Mr. Urbanek as Secretary/Treasurer. Mr. Nelson seconded, and the motion passed.
 - 3.E. Consideration, discussion and possible action on schedule for upcoming board meetings, including date and time of meetings. The Board reviewed the schedule for the upcoming year and made no changes. Ms. Schroeder commented that she will be out of town for the June meeting.
 - 3.F. Approval of meeting minutes from the Regular BEDC Board Meeting of September 25, 2023. Ms. Lee made the motion to approve the minutes as submitted, Ms. Palmer seconded, and the motion passed.
 - 3.G. Presentation, discussion and possible action regarding the fiscal year 2024 BEDC budget and plan of work, including small business development and workforce development. Interim Director Carrillo explained that with the passage of the street maintenance tax, the BEDC's budget will be reduced from half a cent to an eighth cent, which would have

significant implications on the budget. Ms. Carrillo presented the budget as it was passed, as well as what it will now be with the passage of the new street tax. The FY25 budget was also presented. She then went over BEDC's budget commitments, reminding the Board that there are some projects which have not yet been added to the list of funding commitments, which total approximately \$1.4 million. Ms. Carrillo requested that the Board review the budget and determine what programs they want to focus on, such as small business development and workforce development. Chair Spencer appointed Ms. Schroeder, Mr. Urbanek, and himself to an ad hoc committee to begin having conversations about priorities for a future board workshop.

- 3.H. Update on BEDC funding commitments. Ms. Carrillo reviewed the list of projects that the BEDC is committed to funding. Tracy Bratton with Doucet & Associates gave an update on the property being sold to Acutronic and how there is an easement that could possibly be included as part of their site. Chair Spencer asked that legal counsel review the agreement with Moca Ventures and how their property could be affected. He also requested that Ms. Carrillo have that discussion with the legal team prior to contacting Acutronic and Moca.
 - 3.I. Discussion and possible action on a proposal by Bluebonnet Electric for the installation of electrical services to build out the remainder of the Bastrop Business and Industrial Park, at an estimated cost of \$667,000. Mr. Spencer suggested that this item be included during budget discussions. Ms. Lee made a motion to table the item for discussion at a future meeting. Ms. Palmer seconded, and the motion passed.
 - 3.J. Discussion and possible action on Resolution R-2023-0014 approving the expenditure of BEDC funds in the amount of \$164,000 for the Downtown Lighting Project. Ms. Carrillo explained how the scope of work on the project has changed. After discussion, Ms. Schroeder made the motion to approve Resolution R-2023-0014, Ms. Lee seconded, and the motion passed.
 - 3.K. Discussion and possible action on the Purchase Agreement executed on January 8, 2018, to sell a 9.525-acre parcel of property located at 108 South Jackson Street in the Bastrop Business Park to Bastrop County. Mr. Spencer updated the Board about the status of the property and requested Board approval for him to send a letter to Bastrop County notifying them about the termination of the agreement. After discussion, Ms. Palmer made the motion to approve Resolution R-2023-0015, Ms. Schroeder seconded, and the motion passed.
4. **ADJOURNMENT** – Ms. Lee made the motion to adjourn the meeting and Ms. Schroeder seconded. The meeting was adjourned at 7:08 p.m.

APPROVED: _____
Ron Spencer, Board Chair

ATTEST: _____
Angela Ryan, Operations Manager