

**Bastrop Economic Development Corporation**  
**Board of Directors – Meeting Minutes**  
June 16, 2025



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The Bastrop Economic Development Corporation (BEDC) met on Monday, June 16, 2025, at 5:00 p.m. for a Regular Board Meeting at Bastrop City Hall, 1311 Chestnut Street. Board members present: Ron Spencer, Gary Blake, Frank Urbanek, and Chris McCool. Board member John Kirkland was absent. Staff members present: Interim Executive Director Sylvia Carrillo-Trevino, Angela Ryan and Dori Kelley. BEDC attorney Charles Zech was also in attendance.

**1. CALL TO ORDER** – Board Chair Spencer called the meeting to order at 5:00 p.m.

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

**3. PRESENTATIONS**

3.A. Receive presentation from Workforce Solutions Rural Capital Area. Rachel Genzer with Workforce Solutions Rural Capital Area made a presentation to the Board about the programs they offer.

3.B. Receive quarterly retail update provided by The Retail Coach and HdI Companies. Ms. Kelley presented an update to the Board provided by The Retail Coach and HdI Companies.

3.C. Presentation by BEDC Staff - Update on BEDC goals identified at the workshop on January 13, 2025. Ms. Carrillo gave the Board an update on the plan of work that was produced at the board planning session in January 2025.

3.D. Discuss and provide direction to Staff on the draft Fiscal Year 2025/2026 BEDC budget and Plan of Work. Ms. Carrillo presented the draft budget to the Board.

3.E. Presentation and discussion on a Tax Increment Reinvestment Zone (TIRZ). Ms. Carrillo discussed the process of establishing a TIRZ and showed a map of what the area would include.

**4. REGULAR BUSINESS**

4.A. Approval of meeting minutes from the Joint Meeting with City Council and the Regular Board Meeting of April 21, 2025. Mr. Blake made the motion to approved both sets of minutes as presented. Mr. Urbanek seconded, and the motion passed.

4.B. Receive monthly financial report for April 2025. Assistant Finance Director Laura Allen presented the April 2025 financial report to the Board and answered questions.

- 4.C. Consider and act on authorizing the Bastrop Economic Development Corporation to utilize the City of Bastrop IDIQ engineering services list for the U.S. Economic Development Administration Economic Adjustment Assistance Programs, Planning and Local Technical Assistance Programs, Disaster Recovery Programs, and American Relief Act of 2025. Ms. Kelley explained that this item would allow the BEDC to utilize the City's IDIQ list for grant writing services. The consensus of the Board was to authorize Ms. Carrillo and Ms. Kelley to move forward with utilizing the City of Bastrop IDIQ engineering services list for the engagement of a grant writing professional.
- 4.D. Consider and discuss Resolution R-2025-0010 approving an amended agreement for professional services with The Retail Coach in an amount not to exceed \$22,000. This item was postponed at the request of Ms. Carrillo.
- 4.E. Consider and act on the purchase of a vehicle for use by the Bastrop EDC staff, board, and prospects, in an amount not to exceed \$75,000. Ms. Kelley explained the necessity of having transportation for her traveling for business attraction as well as taking prospects on tours when they visit Bastrop. After discussion, Mr. McCool made the motion for staff to look into the possibility of purchasing or leasing a BEDC vehicle in an amount not to exceed \$75,000. Mr. Urbanek seconded, and the motion passed.

## 5. EXECUTIVE SESSION

- 5.A At 6:00 p.m., the Bastrop EDC Board of Directors meet in a closed/executive session pursuant to the Texas Government Code, Chapter 551, to discuss the following:

551.071 - Consultation with attorney - Board of Directors' ethics obligations.

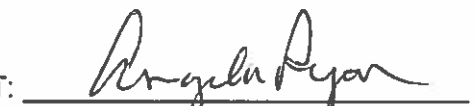
- 5.B At 6:14 p.m., the Bastrop EDC Board of Directors reconvened into open session to discuss, consider and/or take any action necessary related to the executive sessions noted herein. No action was taken.

6. **ADJOURNMENT** – Mr. McCool made the motion to adjourn the meeting and Mr. Urbanek seconded. The meeting was adjourned at 6:15 p.m.

APPROVED:

  
Ron Spencer, Board Chair

ATTEST:

  
Angela Ryan, Operations Manager