

## Bastrop Main Street Advisory Board

Bastrop City Hall City

Council Chambers

1311 Chestnut Street

Bastrop, TX 78602

(512) 332-8800



---

### AGENDA – July 10 2019, at 5:30 P.M.

---

*Bastrop Main Street Advisory Board meetings are available to all persons regardless of disability. If you require special assistance, please contact the City Secretary at (512) 332-8800, or write to 1311 Chestnut Street, Bastrop, TX 78602, or call Relay Texas through a T.D.D. (Telecommunication Device for the Deaf) at 1-800-735-2989 at least 48 hours in advance of the meeting.*

---

**1. CALL TO ORDER**

**2. CITIZEN COMMENTS**

*At this time, three (3) minute comments will be taken from the audience on any topic. To address the Board/Commission, please submit a fully completed request card to the Board/Commission Secretary prior to the meeting. In accordance with the Texas Open Meetings Act, if a citizen discusses any item not on the agenda, the Board/Commission cannot discuss issues raised or make any decision at this time. Issues may be referred to City Staff for research and possible future action.*

*To address the Board/Commission concerning any item on the agenda, please submit a fully completed request card to the Board/Commission Secretary prior to the meeting.*

**3. ANNOUNCEMENTS**

3A. Corvette Invasion- July 9<sup>th</sup> – July 21<sup>st</sup>

3B. Board & Commissions, Volunteer Fair- July 16, 6:30-8:30 pm

3C. Bastrop Homecoming & Rodeo- July 31<sup>st</sup> – August 3<sup>rd</sup>

**4. REPORTS**

4A. Receive Main Street Manager Report.

4B. Receive Volunteer Committee Report.

- 4C. Receive Business Retention Committee Report.
- 4D. Receive Design Committee Report.
- 4E. Receive Lost Pines Christmas Committee Report.
- 4F. Receive Table on Main Report.
- 4G. Receive Summer in the City Report.
- 4F. Receive Report on New Board Members.

**5. PRESENTATIONS**


- 5A. Presentation on Bastrop Quilt Show.
- 5B. Presentation on Budget.

**6. ITEMS FOR INDIVIDUAL CONSIDERATION**

- 6A. Consider action to approve revised Main Street Board Bylaws.
- 6B. Consider action to approve Main Street Board Duties and Expectations.
- 6C. Consider action to approve minutes from May 8, 2019 and June 19, 2019 Main Street Advisory Board regular meetings.

**7. ADJOURNMENT**

I, the undersigned authority, do hereby certify that this Notice of Meeting is posted in accordance with the regulations of the Texas Open Meetings Act on the bulletin board located at the entrance to the City of Bastrop City Hall, a place of convenience that is readily accessible to the public, as well as to the City's website, [www.cityofbastrop.org](http://www.cityofbastrop.org). Said Notice was posted on the following date and time: Friday, July 5, 2019, at 8:00 a.m. and will remain posted for at least two hours after said meeting has convened.

  
\_\_\_\_\_  
Ann Franklin, City Secretary

**MINUTES OF BASTROP MAIN STREET ADVISORY BOARD**  
**May 8, 2019**

The Bastrop Main Street Advisory Board met in a Regular Meeting on Wednesday, May 8, 2019 at 5:30 p.m. at Bastrop City Hall, located at 1311 Chestnut Street, Bastrop, Texas. Members present were Terry Moore, Jennifer Long, Shawn Pletsch, Candice McClendon and Sandra Grawunder. Also attending were Main Street Program Director Rebecca Gleason, Chief of Police James Altgelt and Drusilla Roger, City Council Liason.

1. **CALL TO ORDER:** At 5:31 p.m. and with quorum in attendance, Terry More called the meeting to order.

2. **CITIZEN COMMENTS:** None

3. **Announcements:**

3A: June meeting Date: The board meeting is moved to June 19, 2019

3B: Building Bastrop Pop-ups and Summer in the City: Event is scheduled for June 8, 2019 from 9:00-2:00. There will be many activities spanning 6 city blocks.

3C: Music Fest: The event went well. There should be data from Visit Bastrop soon

3D: You've Got Mail: Taking place from May 5-11, 2019. Partnering with the Bastrop Chamber to promote sending "Love" letters or videos to your favorite small business.

4. **Reports:**

4A: Promotions Committee: Table on Main was a success. 160 guest attended and we had 13 partnerships involved from different area restaurants, Bastrop Area Cruisers and the Farmer's Market

4B: Organization Committee: No report

4C: Economic Vitality: BIGs program is struggling to generate enough volunteers for the program

4D: Design Committee: Discussion about a Bastrop in Bloom program. The Master Gardners are interested

**5. Presentations:**

5A: MSAB Vision, Mission, Values: The Board discussed the current mission, vision and core values statements .and discussed changes to be presented for a vote at the next Board meeting

5B: MSAB duties and expectations: The Board was presented with a draft of Board member duties. Board members need to review and send comments to Board Member Candice McClendon

**6: ITEMS FOR INDIVIDUAL CONSIDERATION:**

- Approval of March 13, 2019 meeting minutes. Motion by Candice to approve followed by a 2<sup>nd</sup> from Shawn
- Approval of April 8, 2019 workshop minutes. Motion by Sandra to approve followed by a 2<sup>nd</sup> by Candice
- Approval April 10, 2019 meeting minutes. Motion by Candice to approve followed by a 2<sup>nd</sup> by Shawn

**6. ADJOURNMENT:** The meeting was adjourned at 7:12 p.m. without objection.

APPROVED:

\_\_\_\_\_  
Insert name and title of signer

ATTEST:

\_\_\_\_\_  
Insert name of person attesting

**MINUTES OF BASTROP MAIN STREET ADVISORY BOARD**  
**June 19, 2019**

The Bastrop Main Street Advisory Board met in a Regular Meeting on Wednesday, June 19, 2019 at 5:30 p.m. at City of Bastrop Police Station, located at 104 Grady Tuck Lane, Bastrop, Texas. Members present were Terry Moore, Jennifer Long, Shawn Pletsch, Candice McClendon. Also attending were Main Street Program Director Rebecca Gleason, Chief of Police James Altgelt and Drusilla Roger, City Council Liason.

**1. CALL TO ORDER:** At 5:34 p.m. and with quorum in attendance, Jennifer Long called the meeting to order.

**2. CITIZEN COMMENTS:** None

**3. Announcements:**

3A: Building Bastrop Pop-ups and Summer in the City: Event was well received by the community. It is estimated about 1500 people attended and 166 input cards were received. There will be a presentation to City Council in July.

3B: Boards & Commissions Volunteer Fair: The event will take place July 16<sup>th</sup> from 6:30-8:30

3C: Summer in The City and Table on Main: Reports to be presented in July. Waiting on 2 invoices from Table on Main

**4. Reports:**

4A: Main Street Manager Report: Rebecca reported her activity over the past month. She attended several community meetings, worked on BB Pop up and Summer in the City, is working on budgets, met with board members for mind mapping and will be presenting Main Street activity at the next City Council meeting. She shared there are several festivals and events upcoming she plans to attend.

4B: Volunteer Committee: No report

4C: Business Retention Committee: No report

4D: Design Committee: No report

4E: Lost Pines Christmas Committee: No Report

**5. Presentations:**

5A: MSAB Mind Map: The results of the mind mapping activity with each board member was discussed. Out of this activity the board will operate with new committee structure.

5B: Board & Commissions Volunteer Fair: The theme is Blast into Outer Space. Candice will take the lead in organizing the table and activity for the board

5C: Amending the Bylaws: A draft of proposed changes were discussed. It was requested for the changes to be made and presented at the next meeting.

5D: Resignations and New board members: An official resignation letter was received by Bonnie Coffee. Potential new boards members and committee members were discussed. Each board member would have discussion with members in the community about interest in becoming involved.

**6: ITEMS FOR INDIVIDUAL CONSIDERATION:**

6A: Approval of Main Street Board Mission Statement. Motion by Candice to approve followed by a 2<sup>nd</sup> from Shawn

6B: Approval of Main Street Core Beliefs. Motion by Shawn to approve followed by a 2<sup>nd</sup> by Candice

6C: Approval of Main Street Board Duties and Expectations. No action

**6. ADJOURNMENT:** The meeting was adjourned at 7:06 p.m. without objection.

APPROVED:

ATTEST:

\_\_\_\_\_  
Insert name and title of signer

\_\_\_\_\_  
Insert name of person attesting