

**Bastrop Main Street Advisory Board**  
Bastrop City Hall City  
Council Chamber  
1311 Chestnut Street  
Bastrop, TX 78602  
(512) 332-8800



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## **AGENDA – May 8<sup>th</sup> 2019, at 5:30 P.M.**

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***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.***

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**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. June Meeting Date- June 12<sup>th</sup>, 2019

3B. BB Pop-up and Summer in the City- June 8, 2019

3C. Music Fest- May 16-19, 2019

3D. You've Got Mail- May 5-11, 2019

**4. REPORTS**

- 4A. Receive report from Promotions Committee.
- 4B. Receive report from Organizations Committee.
- 4C. Receive report from Economic Vitality Committee.
- 4D. Receive report from Design Committee.

**5. PRESENTATIONS**

- 5A. MSAB Vision, Mission, Values
- 5B. MSAB duties and expectations

**6. ITEMS FOR INDIVIDUAL CONSIDERATION**

- 6A. Consider action to approve meeting minutes from the Main Street Advisory Board, March 13, 2019, regular meeting; April 8, 2019, workshop meeting; and April 10, 2019, regular meeting.

**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: Thursday, May 2, 2019, at 10:00 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**  
**March 13, 2019**

The Bastrop Main Street Advisory Board met in a Regular Meeting on Wednesday, March 13, 2019 at 5:30 p.m. at Bastrop City Hall, located at 1311 Chestnut Street, Bastrop, Texas. Members present were Terry Moore, Jennifer Long, Bonnie Coffey, Candice McClandon, Sandra Grawunder and Shawn Pletsch. Also attending were Main Street Program Director Rebecca Gleason and City Council Liason Druscilla Rogers.

1. **CALL TO ORDER:** At 5:30 p.m. and with quorum in attendance, Terry More called the meeting to order.

2. **CITIZEN COMMENTS:** None

3. **Announcements:**

3A: Main St 101:

Training will need to be rescheduled. Rebecca will send out new date as soon as she has one.

3B: LCRA Steps Forward Day:

15 LCRA employees will spend the day here doing cleanup/beautification projects on Main St. We need to provide an additional 9. They will paint all of the trash cans so they are a uniform color.

3C: BIGs:

Bonnie is still recruiting volunteers for the program and she is working with the historical society for training at the Visitor Center.

3D: Table on Main:

Rebecca met with Design committee. There is a possibility of adding a photo booth and flower stand at the event. Need a subcommittee to work on getting additional sponsors.

4. **Reports:**

4A: Sip, Shop and Swirl

Overall the event was well received. This event is meant to create an experience and exposure to what our town has to offer for shopping, dining, entertaining, etc..

4B: Promotions Committee: no report

4C: Organization Committee: no report

4D: Economic Vitality:

Hoping to launch April 6<sup>th</sup>. Have volunteers on the street working in shifts.

4E: Design Committee: no report

**5. Presentations:**

5A: Visit Bastrop:

- Mission is to create awareness about Bastrop and bring meetings, events and tourism to the area
- Recently launched a new brand and they have seen an increase of inbound calls
- They have data that shows an increase in economic impact to the community
- 2 new billboards are going up soon on Hwy 71
- Their target markets for advertising are San Antonio, Houston, Austin and Dallas

5B: Summer Event Series:

There was a discussion with a group of individuals about having a Saturday event downtown during the summer months. Family oriented and during the day. The advisory board also discussed the possibility of holding it seasonal.

**6: ITEMS FOR INDIVIDUAL CONSIDERATION:**

6A: Board Nametags: Bonnie made a motion with a 2<sup>nd</sup> from Candace

6B: Summer Event: Bonnie made a motion to support an event in downtown, no 2<sup>nd</sup> from the floor.

6C: January 9<sup>th</sup> minutes: Candace made a motion to approve with a 2<sup>nd</sup> from Shawn

6D: February 13<sup>th</sup> minutes: Candace made a motion to approve with a 2<sup>nd</sup> from Shawn

**7. ADJOURNMENT:** Bonnie made a motion we adjourn with a 2<sup>nd</sup> from Candace

APPROVED:

ATTEST:

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Insert name and title of signer

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Insert name of person attesting

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

The Bastrop Main Street Advisory Board met in a Workshop on Monday, April 8, 2019 at 5:00 p.m. at the Police Department, located at 104 Grady Tuck Ln, Bastrop, Texas. Members present were Terry Moore, Jennifer Long, Bonnie Coffey, Candice McClandon, Sandra Grawunder and Shawn Pletsch. Also attending were Main Street Program Director Rebecca Gleason and Chief of Police James Altgelt.

**1. CALL TO ORDER:** At 5:09 p.m. and with quorum in attendance, Terry More called the meeting to order.

**2. Work Session**

**3. ADJOURNMENT:** Workshop adjourn d at 8:29

APPROVED:

ATTEST:

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

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

**MINUTES OF BASTROP MAIN STREET ADVISORY BOARD**  
**April `10, 2019**

The Bastrop Main Street Advisory Board met in a Regular Meeting on Wednesday, April 10, 2019 at 5:30 p.m. at Bastrop City Hall, located at 1311 Chestnut Street, Bastrop, Texas. Members present were Terry Moore, Jennifer Long, Bonnie Coffey, Candice McCclandon and Sandra Grawunder. Also attending were Main Street Program Director Rebecca Gleason..

1. **CALL TO ORDER:** At 5:33 p.m. and with quorum in attendance, Terry More called the meeting to order.

2. **CITIZEN COMMENTS:** None

3. **Announcements:**

3A: Table on Main:

We have 17 business participants. Many are partnering with the 1832 Farmers Market for food supply.

Bastrop Area Cruisers is providing a truck and Bastrop Florist is decorating the bed.

96 tickets have been sold to date.

4. **Reports:**

4A: LCRA Steps Forward:

22 Volunteers came from LCRA, 3 City employees and 2 board members participated in the days activity. A lot was accomplished.

4B: Promotions Committee:

Rebecca joined Destination Downtown and watched some training videos on Activating vs Events

4C: Organization Committee: The attendance policy was discussed

4D: Economic Vitality:

BIG training has been postponed. Currently have 4 volunteers ready to participate in the program

4E: Design Committee: no report

5. **Presentations:** None

**6: ITEMS FOR INDIVIDUAL CONSIDERATION:** None

**7. ADJOURNMENT:** Bonnie made a motion we adjourn with a 2<sup>nd</sup> from Candace

APPROVED:

ATTEST:

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Insert name and title of signer

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Insert name of person attesting