

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



AGENDA – December 11th, 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. Snow Day- 12/14/19 noon-5:00pm
- 3B. Downtown Open House- 12/14/19 noon-5:00pm
- 3C. Lighted Christmas Parade- 12/14/19 6:00pm

4. REPORTS

- 4A. Receive Main Street Manager Report.
- 4B. Receive Volunteer Committee Report.
- 4C. Receive Lost Pines Christmas Committee Report.
- 4D. Receive Design Committee Report.

5. PRESENTATIONS

- 5A. Presentation on Board Committee Obligations.

6. ITEMS FOR INDIVIDUAL CONSIDERATION

- 6A. Consider action to approve changes to the Main Street Advisory Board Bylaws as previously discussed.
- 6B. Consider action to approve minutes from October 9th, 2019 and November 13th, 2019.

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. Said Notice was posted on the following date and time: Thursday, December 5, 2019, at 4:30 pm and will remain posted for at least two hours after said meeting has convened.


Traci Chavez, Deputy City Secretary

MINUTES OF BASTROP MAIN STREET ADVISORY BOARD
October 9, 2019

The Bastrop Main Street Advisory Board met in a Work Session on Wednesday, October 9, 2019 at 5:30 p.m. at The 602 on Main located at 919 Main Street, Bastrop, Texas. Present were Jennifer Long, Candice McClendon, Steph Lewis, Melinda Ortega, Nancy Wood, Rhonda Potter, Shawn Pletsch and Ed Skarnulis. Also Main Street Program Director Rebecca Gleason and Chief Algelt were present.

1. **CALL TO ORDER:** At 5:58 p.m. and with quorum in attendance, Jennifer Long called the meeting to order.

2. **Announcements:**

- 3A: Downtown Market Days to be held on October 19, 2019
- 3B: Board & Commission Training will be conducted October 24, 2019
- 3C: TDA Conference is October 29-November 1, 2019
- 3D: Veteran's Day Car Show is happening November 8-9, 2019

3. **Work Session:**

3A: Main Street 101: Shelly Hargrove with the Texas Main St Association made a presentation

3B: Bastrop Main St Program: Rebecca Gleason presented about the Bastrop Program

3C: Main Street Committees: Rebecca covered the committee structure of the Main Street Program

3D: Dropbox: Rebecca discussed the dropbox setup for members to use for workplans and communication

4E: Next Step:

4. **Adjournment:**

APPROVED:

Insert name and title of signer

ATTEST:

Insert name of person attesting

MINUTES OF BASTROP MAIN STREET ADVISORY BOARD
November 13, 2019

The Bastrop Main Street Advisory Board met in a Regular Meeting on Wednesday, November 13, 2019 at 5:30 p.m. at the Bastrop Police Department located at 104 Grady Tuck Lane, Bastrop, Texas. Members present were Terry Moore, Steph Lewis, Melinda Ortega, Nancy Wood, Jennifer Long, Candice McClendon, Rhonda Potter and Shawn Pletsch. Also present: Main Street Program Director Rebecca Gleason, Council Liaison Druscilla Rogers and Chief Altgelt

1. **CALL TO ORDER:** At 5:35 p.m. and with quorum in attendance, Terry Moore called the meeting to order.

2. **CITIZEN COMMENTS:** None

3. **Announcements:**

3A: Texas Downtown Association Awards: Bastrop won 2 awards... Spring St Dental for their redevelopment project on Chestnut and Main Street for Best Promotional Event (Downtown Pop-up)

3B: Business Retention Committee will meet next on 11/19/19 at 8:30

3C: Volunteer Recruitment Committee will meet next on 12/3/19 at 5:30

4. **Reports:**

4A: Main Street Manager Report: Rebecca reported her activity over the past month. She attended several community meetings and is working on several projects.

4B: Volunteer Committee: Members attended both the Halloween Bash and the Veteran's Day Car show. Both were well attended and some potential new volunteers were met. An email was sent for volunteer needs for the upcoming Lost Pines Christmas activities

4C: Business Retention Committee: Members delivered the new open sign banners to businesses. The Fall Market day held in October was successful and the stores provided feedback that they experienced a good sales day. The Main St Program provided participating stores branded shopping bags to give out with purchases over \$25 and all 350 bags were given out. Next up is Small Business Saturday on November 30, 2019

4D: Lost Pines Christmas Committee: Everything is coming together for Lost Pines Christmas. Kickoff to the season is Saturday November 30th with Wassail Fest and the lighting of the Christmas tree in Fisherman's Park.

5. Presentations:

5A: Bylaws: The board discussed changing the language for Article V #3. Rebecca will present the changes at the December meeting for a vote.

5B: Dropbox Training: Becca Pentland held a training session with the board on how to use the dropbox account

6: ITEMS FOR INDIVIDUAL CONSIDERATION:

6A: Approval of Minutes for July, August and September meetings: Shawn made a motion to approve with a 2nd from Nancy

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

APPROVED:

Insert name and title of signer

ATTEST:

Insert name of person attesting