

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



AGENDA – January 12, 2022 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.

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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. 100th Anniversary – Bastrop Chamber Centennial Gala at the Convention Center on January 14th
 - 3B. MLK Jr. Holiday Commission Walk and Celebration on January 17th
 - 3C. Rollo Insurance Ribbon Cutting on January 18th
 - 3D. Advanced Pain Care's Ribbon Cutting & Grand Opening on January 24th
 - 3E. Farm Street Opry at the Convention Center on February 3rd
 - 3F. Crowns A Musical at the Bastrop Opera House February 4th-20th
 - 3G. First Friday Artwalk on February 4th
 - 3H. Art After Dark at the Lost Pines Art Center on February 5th

4. REPORTS

- 4A. Main Street Chair Report
- 4B. Main Street Manager Report
- 4C. Lost Pines Christmas Committee Report
- 4D. Business Retention Committee Report
- 4E. Table on Main Committee Report

5. PRESENTATIONS—NONE

6. WORKSHOP

- 6A. Discussion of Main Street Benches

7. ITEMS FOR INDIVIDUAL CONSIDERATION

- 7A. Consider action to approve meeting minutes from the November 10, 2021 meeting.

8. 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: Friday, January 7, 2022, at 9:30 a.m. and will remain posted for at least two hours after said meeting has convened.



Victoria Psencik, Deputy City Secretary



STAFF REPORT

MEETING DATE: January 12, 2022

AGENDA ITEM: 4B

TITLE:

Main Street Manager Report

AGENDA ITEM SUBMITTED BY:

Rebecca Gleason, Staff Liaison

UPDATES:

Please find the monthly Main Street Manager updates below:

New Main Street Businesses: During November and December, three Main Street Businesses received a Certificate of Occupancy from the City. Giggles Smoke Shop located at 904 Chestnut Street, BrainWell, LLC located at 909 Pecan Street, and Bastrop Real Estate Professionals located at 807 Main Street.

Updating Downtown Business Contacts: At the November MSAB meeting, board members were assigned addresses and contact sheets to get updated contact information for the businesses in the Main Street District. Please send that information to Candice Butts to compile into a Master Contact list- not only is it helpful in ensuring everyone is getting our Main Street communications, but it is necessary for our calculation of our vacancy rate so we would like to get it completed in time to include for this upcoming Quarterly Report.

Main Street Academy 2022 Plan: The plan for Main Street Academy is to gather a library of video resources and training for Main Street District Businesses that will be pushed out periodically through our emails and stored electronically on the Main Street Program's website for easy access.

Bastrop Economic Development Corporation Main Street Contract: The BEDC approved the Main Street contract for an additional two years of economic development support in the Main Street District. Based on advice from both the BEDC Attorney and City Attorney, the City Council has been working through creating a high-level economic development policy with a consultant to be reviewed at the second City Council meeting in January. Once that is adopted, staff will have the Council direction to move forward with the Main Street funding as well as the Downtown Lighting Project.

Annual Main Street Accreditation: We are working on Main Street Annual Accreditation that is due on January 21st. The Accreditation consists of the submission of work plans, self-assessment, organizational chart, design projects, and Committee Structure. Once completed, staff will attach a copy of the report to our next Main Street Manager Report.

Downtown Master Plan: Staff has been moving forward with the City's goal to do a Downtown Master Plan in Fiscal Year 2023. This plan would be the first of its kind for our Downtown and plan business development, the next corridors of growth, public infrastructure investment, frontage upgrades, parking, community spaces, gateways, and wayfinding for the next 10 years. Master Plans also include recommendations for funding sources to be rolled into CIP Plans. In order to prepare for that Master Plan, the Main Street Program will contract to have an updated Market Analysis completed as well as a Placemaking Audit. These items will allow us to shorten the length of time it will take to complete the Master Plan and can be helpful in attracting businesses along with small implementations this year and next as we work through the larger process. The Board will be kept apprised as we work through both those projects with two different companies.

