

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



AGENDA – October 10, 2018, 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. Welcome Guests.
- 3B. Welcome and Seat new MSAB members
- 3C. Recess for reception to thank retiring Board Members for their service.

4. ITEMS FOR INDIVIDUAL CONSIDERATION

- 4A. Consider action to approve meeting minutes from the September 12, 2018 Main Street Advisory Board regular meeting.
- 4B. Elect 2019 -2021 Leadership.

5. PRESENTATIONS

- 5A. Receive report on Lost Pines Christmas.
- 5B. Receive report on FY19 BMSP budget and staffing.
- 5C. Receive report Main Street Improvement Projects
- 5D. Receive report on Bridge Assessment

- 5E. Receive report on VB Downtown Branding
- 5F. Receive report on H&D Department Office locations.
- 5G. Receive report on MSAB Annual Planning Initiative.

6. 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: Wednesday, October 3, 2018 at 1:00 p.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 August 8, 2018

The Bastrop Main Street Advisory Board met in a Regular Meeting on Wednesday, September 12, 2018 at 5:30 p.m. at Bastrop City Hall, located at 1311 Chestnut Street, Bastrop, Texas. Members present were: Michelle Adams, Steve Bridges, Jeanette Condray, Jennifer Long, Terry Moore (leaving at 5:50) and Dick Smith. Member Naseem Khonsari was absent. Also attending were Main Street Program Director Sarah O'Brien and Convention Center Director Kathy Danielson.

1. **CALL TO ORDER:** At 5:30 p.m. and with quorum in attendance, Chair Dick Smith called the meeting to order.
2. **CITIZEN COMMENTS:** None
3. **ANNOUNCEMENTS:**
 - Sarah announced that a farewell reception will be held on September 21 for Visit Bastrop President/CEO Dale Lockett. The reception will run from 5 to 7 p.m. at The 602 on Main.
 - Sarah also announced that Susan Smith and Mike Kamerlander, new executive directors of Visit Bastrop and the Bastrop Economic Development Corporation, respectively, will be welcomed at a reception September 27, 5 to 7 p.m., at the Lost Pines Art Center.
4. **REPORTS:**
 - **Lost Pines Christmas calendar.** Smith reported that, thus far, the event line-up for this years' Lost Pines Christmas season included more than 90 public events of seasonal interest to the public. The season encompasses the first four weekends in December, with Small Business Saturday (November 24)—with Wassail Fest and downtown and River Walk lighting leading the way.
 - **Small Business Committee: downtown "guides".** The Committee is recruiting volunteers to welcome visitors and locals to downtown during major events and other times high activity times. Volunteers, identified as guides, will be positioned on Main Street to hand out maps, answers questions and make the public feel welcome.
 - **Downtown beautification.** Benches and trash cans have been ordered; high school vocational classes have been given plans for building planters and are expected to be completed by the spring. The City has purchased a Kubota utility vehicle for watering and otherwise facilitating maintenance of plantings.
 - **Historic medallions.** The brochure mapping and describing the series of bronze medallions along Chestnut Street has been update.
 - **Cultural Arts Master Plan.** Material describing the purpose and timeline for the master plan was provided to Board members. Dick encouraged all members to participate in the online survey (URL contained in the materials) to gather public input regarding enhancing local arts opportunities and the recognition of Bastrop as an arts community.
 - **Main Street Advisory Board nominations.** Dick reminded the Board that the Mayor's appointments to be considered by Council at its September 25 meeting, include three MSAB nominees for appointment to Board places 1, 6 and 8: Bonnie Coffey, Candice McClendon and Shawn Pletsch. If approved, the three members will be seated at the October 12 MSAB meeting.

- 5. PRESENTATION: FY 2019 Budget Update.** Sarah report that Council will consider adoption of the City’s proposed budget for FY19 at its September 25 meeting. Months of midnight oil have gone into an extensive revamping the budget document and its detailed explication. The result of that effort will be published in full in the Council agenda packet and, after Council adoption, will remain accessible on the City website throughout the budget year. Sarah noted that the budget contained several significant adjustments within her areas of responsibility—including funding a Main Street Program assistant director—and in areas where the Main Street Program has a keen interest—including Capital Improvement Funding for the Main Street Improvement Project) and funding a structural condition assessment of Bastrop’s historic 1924 “Parker Truss Bridge” across the Colorado.
- 6. ITEMS FOR INDIVIDUAL CONSIDERATION: August 8 MASB meeting minutes.** On a motion by Steve, seconded by Michelle, the Board approved without dissent the minutes of the August 8, 2018 MSAB meeting as presented.
- 7. ADJOURNMENT:** With no further business to come before the Board and without objection, Dick adjourned the meeting at 6:09 p.m.

APPROVED:

ATTEST:

Insert name and title of signer

Insert name of person attesting