

# Bastrop Main Street Advisory Board Agenda

Bastrop City Hall City Council Chambers

1311 Chestnut Street

Bastrop, TX 78602

(512) 332-8800



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August 19, 2025

## Agenda - Main Street Advisory Board at 6:00 PM

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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 1311 Chestnut Street, 78602, or by calling through a T.D.D. (Telecommunication Device for the Deaf) to Relay Texas 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. Anyone in attendance wishing to address the Board/Commission must complete a citizen comment form and give the completed form to the Board/Commission Secretary prior to the start of the Board/Commission 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. Instead, the Board/Commission is limited to making a statement of specific factual information or a recitation of existing policy in response to the inquiry. Issues may be referred to the City Manager for research and possible future action. Profanity, physical or other threats are not allowed and may subject the speaker to loss of the time for comment, and if disruptive to the conduct of business, could result in removal of the speaker.*

**3. MINUTE APPROVAL**

3A. Consider and act on the approval of the July 15, 2025 Main Street Advisory Board Minutes.

**4. REPORTS**

4A. Manager Report

4B. Board Trainings/Meetings

- Small Business Training with Main Street - August 19th & 26th - 10 AM to 12 PM  
@ City Hall

- Texas Downtown Conference - November 3rd through 5th @ Waco, TX
- Board & Commission Banquet - November 13th @ Bastrop Convention Center

## **5. COMMITTEE UPDATES**

- 5A. Promotion
- 5B. Design
- 5C. Economic Vitality

## **6. ADJOURNMENT**

I, the undersigned authority, do hereby certify that this Notice of Meeting as 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 convenient and readily accessible to the general public, as well as to the City's website, [www.cityofbastrop.org](http://www.cityofbastrop.org) and said Notice was posted on the following date and time: August, 12th, 2025 at 5:00 p.m. and remained posted for at least two hours after said meeting was convened.

/s/Kaitlin de la Rosa  
Kaitlin de la Rosa, Main Street Program Coordinator

## MINUTES OF BASTROP MAIN STREET ADVISORY BOARD

### July 15, 2025

The Bastrop Main Street Advisory Board met in a regular meeting on Tuesday, July 15, 2025 at 6:00pm at Bastrop City Hall located at 131 Chestnut Street, Bastrop TX. Members present were: Jennifer Long, Heather Lyons, Rhonda Gannon, Christopher Higgins, and Lindsay Kana. Also present: Council Member Kevin Plunkett, City Staff Michaela Joyce and Kaitlin de la Rosa.

- I. **CALL TO ORDER:** 6:13pm by Jennifer Long
- II. **CITIZEN COMMENTS:** None
- III. **MINUTE APPROVAL:**
  - A. Motion to approve June 17, 2025 minutes made by Heather, seconded by Rhonda, and unanimously approved.
- IV. **REPORTS**
  - A. **Manager Report:** Bridge Restoration Kickoff is on 7/26 at 10am. There have been some internal changes. Kathy Danielson retired and Elisa is also gone. Things needed should go to Michaela in the interim.
  - B. **Board Trainings/Meetings:** Small Business training with Alysia Cook - 30 people registered for the morning session (customer service), and 11 people registered for the afternoon session (business succession planning). Virtual Texas Main Street Training - come to City Hall to watch on 8/19 and 8/26.
  - C. **Promotion Committee Update: Big Bang & Pet Parade** went well and had good feedback regarding the earlier start time, and only being on one side of Main Street. There were approx. 8700 visitors! Avg. time spent was 108 minutes. Games on N Main had low attendance; maybe move to a Spring time event. **Mardi Gras** will have its own committee. **Social Media** - Kaitlin will take this over. **Xmas in July** - on 7/25, 325 people registered. Restaurants will let us know if they will have alcohol in their lemonade samples. Check in is from 4-5pm (still need volunteers), event is from 5-8pm. **Boo Bash** - 10/31, Kaitlin will lead

this one. One change is we will not be using the library parking lot for the Trunk or Treat, we will use Spring to Farm Street (will be shut down).

- D. **Economic Vitality Committee Update: Parklet Program** - still in the works, quotes are coming in regarding the parking analysis in hopes to get a parking garage. **Reinvestment Grant** - Partner with EDC and ask to fund this grant.

**V. PRESENTATIONS**

- A. **Bastrop Live Proposal:** Different venues are submitting their schedules and musicians. There will be a combined calendar with all music and locations. The last weekend of September will be the largest push. Looking ahead to March/April for a new music festival.

- VI. **ADJOURNMENT:** 7:05pm by Jennifer Long