

**Bastrop Cultural Arts Commission Agenda**  
Bastrop City Hall City Council Chambers  
1311 Chestnut Street  
Bastrop, TX 78602  
(512) 332-8800



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**July 09, 2024**

**Agenda - Cultural Arts Commission at 1:00 PM**

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***Bastrop Cultural Arts Commission 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 City Manager for research and possible future action.*

*It is not the intention of the City of Bastrop to provide a public forum for the embarrassment or demeaning of any individual or group. Neither is it the intention of the Board/Commission to allow a member of the public to slur the performance, honesty and/or integrity of the Board/Commission, as a body, or any member or members of the Board/Commission individually or collectively, or members of the City's staff. Accordingly, profane, insulting or threatening language directed toward the Board/Commission and/or any person in the Board/Commission's presence will not be tolerated.*

**3. REPORTS**

**3A.** Receive report on Bastrop Bird Junction Phase 2

**3B.** Receive report on Bingo Project

**3C.** Receive report on Minerva Delgado Park Mural Reveal

- 3D. Receive Report on Mini Grant Recipient
- 3E. Receive report on First Sculpture - Pileated Woodpecker at Convention Center
- 3F. Receive report on cross commission partnerships/collaborations
- 3G. Receive report on Lights, Camera, Bastrop
- 3H. Chico Portillo Retirement from BISD
- 3I. Dance Party
- 3J. TX Commission on the Arts Grant Application Submitted

**4. WORKSHOP**

- 4A. Align and revise Mini grant Application, Scoring Sheet, and Final Review

**5. ITEMS FOR INDIVIDUAL CONSIDERATION**

- 5A. Consider action to approve artist for juried entries for the Red Tailed Hawk Sculpture

- 5B. Consider action to approve the Cultural Arts Commission meeting minutes from May 7th, 2024

**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 of 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: July 3rd, 2024 at 4:00 p.m. and remained posted for at least two hours after said meeting was convened.

/s/ Elisa Puentes

Elisa Puentes, Executive Administrative Assistant

Community Engagement

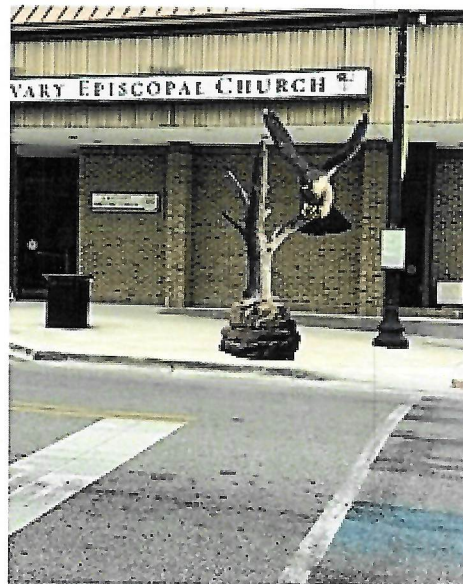
# Bastrop Bird Junction project Phase 2 Sculptures

Location 7 900 blk	Painted Bunting	CAC rendering \$25K
Location 8 1000 blk	Peregrin Falcon	CAC rendering \$25K
Location 9 library	King Fisher	CAC rendering 50K

#7



#8



#9



# MINI GRANT APPLICATION

Cultural Arts Commission  
1311 Chestnut Street  
Bastrop TX 78602  
512-332-8800 | chloe@lostpinesartcenter.org



Date Day   Month   Year

## APPLICANT INFORMATION

Applicant's Full Name

Phone Number  Email

Mailing Address

City  State  Zip Code

Name of Organization

EIN (Employer Identification Number, if Applicable)

Organization's Mailing Address

City  State  Zip Code

Website  Social Media

Have you or your organization received funds from the Arts Commission before?  Yes  No

If yes, please provide the project name, amount of funding received, and date:

**Awarded Amounts: Minimum \$5000/ Maximum \$15,000**

## PROJECT INFORMATION

Title of Event or Project

Dates

Location of Event or Project

Total Budget

Advertising Budget (Must be at least 10% of your total request)

Anticipated number of event participants (if applicable)

Provide a detailed description of project or event.

Explain how your program supports and/or promotes arts in the local community.

What impact does your organization have on individuals in our community as a whole.

## FINAL CHECKLIST, SIGNATURES, AND SUBMISSION INSTRUCTIONS

Thank you for applying for the Cultural Arts Commission’s Mini Grant Program. Please ensure you have reviewed the Cultural Arts Commission’s Mini Grant Criteria and include the following items

(if applicable) to your application:

- Completed application
- Project budget included
- Resume of project lead
- IRS letter of determination (if applicable)
- Final report from previous year’s event (if applicable)
- Examples of past publicity (if applicable)
- Any other supporting materials

All Mini Grant applications will be submitted electronically by emailing this application and supporting documents to the Bastrop Cultural Arts Commission at [chloe@lostpinesartcenter.org](mailto:chloe@lostpinesartcenter.org) by May 3rd, 2024 at 5pm. By signing below, you have reviewed the application checklist, reviewed the Cultural Arts Com-mission’s Mini Grant Criteria, and acknowledge that incomplete applications will not be reviewed.

Applicant Signature  Date

Title (Optional)

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### INTERNAL USE ONLY

Application Received Date  Review Date

Placemaking Opportunity (30 points max)

Community Support (20 points max)

Outcomes Criteria (15 points max)

Submission Total Score (0-65)

Awarded Funding Amount (if awarded)

Staff Signature

Title

Notes

Date

# Bastrop Cultural Arts Commission Grants



**Background/Context:** The City of Bastrop Cultural Arts Master Plan, adopted by City Council in January 2021, recognizes, and encourages individuals, groups and organizations that enrich Bastrop life and its increasingly widespread reputation and vibrancy as an arts destination. The Plan affirms that arts and cultural offerings are fundamental to the quality-of-life residents enjoy, at the heart of Bastrop’s appeal to visitors and underscore Bastrop’s designation as a Texas Commission for the Arts “Cultural District.” In April 2022 the CAC launched a “Mini Grants” program aligned with our core themes, values and priorities, specifically, Diversity & Inclusion, Partnerships and Collaborations, and Political, Social and Economic Stability of the Arts. The mini-grant program will help grow and strengthen our local arts community and creative economy by contributing support to arts and culture events and activities that enhance our community.

**Program Basics:** The grant application period will open March 6th, 2024 and close **May 3rd, 2024** with announcements of awards occurring May 8th, 2024. All grant projects must be **completed by August 31st, 2024** and reported on by September 30th, 2024.

**Eligibility:** Non-profit organizations (not receiving City of Bastrop Hotel Occupancy Tax allocations), schools, informal arts groups and cultural organizations will be eligible for project-based grants. Grants also may be awarded to jump-start initiatives mounted by individuals to enhance the art and cultural landscape of Bastrop. *Grants will be awarded only for projects that attract tourism and benefit hotels or the Bastrop Convention Center, through direct impacts or by Creative Placemaking.*

Programming, projects, and/or events celebrating arts and culture must be open to the public and within the City of Bastrop limits and needs to directly enhance tourism through creative placemaking. Creative placemaking refers to the process in which partners strategically shape the physical and social character of a city around arts and cultural activities. Unless otherwise approved by the Commission, grants will apply only to projects that are completed August 31st, 2024.

Ineligible costs shall include food, scholarships, rental of hotels, resale items, gifts, awards, transportation costs, payment to applicants, or political activity. The grant project may not contain obscene, sexually explicit, or vulgar material of a violent or political nature. Please note that 10% of the grant amount must be used on advertising outside the City limits which may include but is not limited to: radio or newspaper ads, direct mail, or sponsored social media posts.

**Application:** Applications will be reviewed the Bastrop Cultural Arts Commission and scored by the group on the basis of the following criteria:

- The extent to which the project promotes cultural arts tourism and preserves and enriches the cultural resources of the community
- The project’s artistic merit, creativity and innovation as perceived by the review panel and is not duplicative of other local efforts

- The project’s artistic vision, its responsiveness to community arts and cultural needs and its furtherance of CAC’s stated goals
- The project reflects innovation in programming to reach new and special audiences
- The project reflects collaborative engagement and/or partnerships with other arts and cultural interests in the community
- The project’s ability to inform and inspire arts and culture understanding and appreciation among its audiences
- That have arts/cultural tourism impact (e.g., attracting others attending other arts and culture venues or events through creative placemaking, stay overnight, shop or dine in Bastrop) or by the use of the Bastrop Convention Center.

Special consideration will be given applications for events, projects, other programming:

- For which admission/participation is free or nominal.
- That includes outreach to populations that are traditionally underrepresented
- That reflects cross-the-arts collaboration and partnerships
- That reflects the goals of the CAC. (see <https://www.cityofbastrop.org/page/city.culturalarts>)

**Scoring: Submissions must obtain a minimum of 50 points to be considered.**

Calculations of the total score will be determined based on the placemaking opportunity (30 points maximum), community support (20 points maximum), and outcomes criteria (15 points maximum).

Excellent (55-65 points)	Average (50-65 points)	Needs Improvement (0-50 points)
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**Awards:** Grants are anticipated to range from \$5000 to \$15,000 each. Recipients will be selected from applicants by a panel of application reviews whose recommendations will be subject to the approval of the City of Bastrop Cultural Arts Commission. Decisions of the Commission are considered final.

**Grant Proposal Content:**

- Contact information for someone who will be readily available during the grant application review period to answer questions about the application
- Purpose and description of the event or project
- Amount being requested and total budget, including other anticipated funding (e.g., donations, sponsorships, ticket sales if applicable, other grants)
- Date, location, admission charge (if applicable), anticipated attendance
- Anticipated demographic of audience, participants
- Description on how the grant will help fulfill the mission of the Bastrop Cultural Arts Commission and goals of the Cultural Arts Master Plan
- Assurance that the City of Bastrop Cultural Arts Commission will be recognized in advertising the programs through use of the Commission logo
- Examples of past work



**Funding Grants:** Each grant will be funded at the time the grantee completes a contract of performance required by the City of Bastrop. Grants will help fund programs, placemaking, activities and events of a short-term nature.

**Final Report:** Each grantee will receive a final report form and must turn it in within 30 days of completion of the event, project, or programming but no later than September 30th 2024. The report must describe how grant funds have been expended and accompanied by receipts, what benefits have been accrued, as well as copies of event promotion materials, participant counts, and other relevant information.

**For Further Information:** Please email Chloe Brevelle at [chloe@lostpinesartcenter.org](mailto:chloe@lostpinesartcenter.org)



**Cultural Arts Commission**  
Evaluation for Mini Grants

Applicant Name or Entity:

\_\_\_\_\_

For Grant Period: \_\_\_\_\_

Rubric: **0= Does Not Meet Standards, 1= Needs Much Improvement, 2= Needs Some Improvement, 3= Excellent**

- 1. Project’s Relevance to the CAC’s Goals: 0 1 2 3
- 2. Artistic Merit with Innovative and Engaging Programming: 0 1 2 3
- 3. Reach and Accessibility to a Wide Range of Audiences: 0 1 2 3
- 4. Arts/Cultural Tourism Impact in Attracting Visitors/Creative Place Making:  
0 1 2 3
- 5. Collaborations/Partnerships with other Arts Organizations: 0 1 2 3
- 6. Realistic Project Goal with Awarded Funding & Prior Experience of  
Applicant: 0 1 2 3

MINUTES OF BASTROP CULTURAL ARTS COMMISSION  
 May 7, 2024  
 City Hall, Bastrop, Texas

The Bastrop Cultural Arts Commission met in a regular meeting on Tuesday, May 7, 2024 at 1:00 p.m. at Bastrop City Hall located at 1311 Chestnut Street, Bastrop, Texas. Individuals present were Montoya Stayton, Lisa Holcomb, Nicole DeGuzman, Chloe Breville, Yvonne Keyrouz, Chico Portillo, Mike Kiddoo, Kathy Danielson, Michelle Limas, Sylvia Carrillo, John Kirland, Priscilla Ruiz, Jimmie Sanders, Mark Anthony Baca, Carol Spencer, Monica Carson, Carl Rees

1. **CALL TO ORDER:** 1:00 p.m. and with quorum in attendance, Maria called the meeting to order.

2. **CITIZENS COMMENTS:** None

3. **REPORTS:**

3A. **Receive report on Festival del la Cultural Debrief:** Approximately 5,000 attendees. Attendance was lower due to weather.

3B. **Receive report on Bastrop Bird Junction Process:** Chloe reported on the process and how the artist call works. Currently there is one that is almost completed and two under contract. Maria stated that the subcommittee is in place and will work on the plans for the playscape.

3C. **Receive report on hardcopy media, working with hotels: Bing:** Nicole reported on meeting with TJ. They will come up with a Bingo card. Currently looking for pics of birds that aren't copywritten. They will get the hotels involved in the planning.

3D. **Receive report on Mural Reveal at Minerva Delgado Park:** Saturday May, 18, 9:45-12:00 pm. Various activities will be taking place along with the reveal.

3E. **Report on the Opera House plans for growth:** Lisa reported on the purchase and renovation of the building process.

4. **PRESENTATIONS:**

4A. **Receive presentation on Lights, Camera, Bastrop! Stunt Show:** Mark Baca from Extreme Force reported on film meet and his plans for future film meets and a stunt show in Bastrop. He explained it would be multiple days. Dates would be Nov 1-2. He enquired about electricity at Mayfest fair ground. Different events would happen at different venues. There would be no charge except VIP tickets. It's determined that there would be a need to fundraise approximately \$150,000. Maria will put in for special permit for Nov 1-2.

**5: ITEMS FOR INDIVIDUAL CONSIDERATION:**

**5A. Consider action to review and approve the mini grant applications:** First to be reviewed was Robert Kraft. It was stated that there was no data from his last event that was funded. John suggested to pay in segments as band artist were booked. The committee would like further information.

Second to be reviewed was Janice Bergman-Carton and Doris Williams. The committee would like to have more info on hotel effect and what the computer is for.

Third to be reviewed was Patrick Perez. The committee discussed that he qualifies for hot funds for the event.

Maria asked for the current budget in the mini grants. Kathy said she would get that for us.

Motion to approve Patrick Perez for full funding made by Nicole (provided funding available) Chloe seconded the motion. Motion was approved.

**5B. Consider action to approve minutes from April 2 meeting:** Chloe made a motion to approve, Nicole seconded the motion. The motion passed.

**7. ADJOURNMENT:** Motion was made to adjourn the meeting by Chico and Yvonne seconded the motion. Meeting adjourned at 2:45 p.m.