

Bastrop Main Street Advisory Board Agenda

Bastrop City Hall City Council Chambers

1311 Chestnut Street

Bastrop, TX 78602

(512) 332-8800



August 14, 2024

Agenda - Main Street Advisory Board at 6:00 PM

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.

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. Report on Texas Downtown Association Nominations

3B. Update on Committee Interest

3C. Advisory Board Individual Reports

4. WORKSHOP

- 4A. Veterans Day Car Show Kid Activity
- 4B. Boo Bash Booth
- 4C. Wassail Fest & Merry on Main
- 4D. Board Position Nominations

5. ITEMS FOR INDIVIDUAL CONSIDERATION

- 5A. Bastrop Music Fest
- 5B. First Saturday Market Days (Oct.-Dec.)
- 5C. Bylaws – Financial Liaison

6. MINUTE APPROVAL

- [6A.](#) Consider action to approve the July 10, 2024 meeting minutes

7. 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 and said Notice was posted on the following date and time: August 7th, 2024 at 5:00 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

**MINUTES OF BASTROP MAIN STREET ADVISORY
BOARD July 10, 2024**

The Bastrop Main Street Advisory Board met in a Regular Meeting on Wednesday, July 10th 2024 at 6:00 p.m. at Bastrop City Hall located at 1311 Chestnut Street, Bastrop, Texas. Members present were Jennifer Long, Shawn Pletsch, Rhonda Gannon, Judith Magana, and Kathryn Lang. Also present: Council Member, Cynthia Meyer, City Staff-Michaela Joyce and Elisa Puentes.

1. **CALL TO ORDER- by J. Long @ 6:09 p.m. with a quorum**
2. **CITIZEN COMMENTS** - None
3. **REPORTS**
 - 3A. Heritage Bench Update - Michaela mapped Downtown Benches & Sponsor Info & will get with Finance on Sponsors who have paid & not yet received the Bench Plaque. Spring & Water Street discussed as another phase. Idea given to Attach a Tag with who to call to sponsor the Bench.
 - 3B. Crosswalk Mural Update - Kayak mural will be placed in Fisherman's Park. Honeysuckle Mural will be place in Bob Bryant Park.
 - 3C. Boards & Commission Fair (July 22nd 4 - 6 pm) - Need 2 volunteers to represent at Council Chambers. Jennifer Long, Rhonda Gannon, and Shawn Pletsch can go.
4. **PRESENTATIONS**
 - 4A. Budget - Michaela went over Hand Out of General Fund and HOT Fund Budgets for FY25. No Downtown Master Plan Included for FY25. Discussed proposed Adjustments for Professional Services; leave annual Contracts, go to "as needed" Contracting. MainStreet Strategies discussed on Compiling Reports on what Citizens would like "Main Street" to be and look like. Shawn P. mentioned this has been done in years past. Terry noted changes in Boards, Management, etc changes the priorities of the Board and how those preferences and requests are handled. Plus the previous reports would be out dated.
5. **WORKSHOP**
 - 5A. Committee Selection - Go over Committee Positions & goals, passed around Committee Sign Up Sheet. Committees will meet once a month and will be open to "non-board" members. Pass the word to considerable potential members. Debbie Denny will be on Design Committee. Jennifer Long has a person to recommend, as well.
6. **ITEMS FOR INDIVIDUAL CONSIDERATION**
 - 6A. Veteran Car Show (November 8th & 9th) - Terry Moore requests road closure for cars to be on Main Street. MSAB discusses with Terry Moore how to get more "kid" friendly activities during car show. MSAB members will look into "Kid Friendly" Activity Vendors they may request to get involved. Rhonda Motions to approve Road Closure. Judith seconds. Motion carries.
 - 6B. Nominating Committee - Postpone filing MSAB Place 1 (formerly Kevin Mawby) and Place 2 (AnneMarie Schindler) until September 2024. Michaela asks who would like to be on Nominating Committee & Start outreach to other Main Street Businesses to Include Chestnut and other 300+ businesses in "Main Street" District.

6. **ITEMS FOR INDIVIDUAL CONSIDERATION continued...**

6C. Bylaws - Michaela went over Bylaws Questions and Changes.

- Article V: Organization - discussion to add in 75% attendance requirement for board members which is required by Main Street America (MSA) for accreditation. Rhonda Gannon made a motion to add attendance requirement, Kathy Lang second, motion carries.
- Article V: Organization - Change election of officers to October to better align with new board members coming on in September. Shawn Pletsch motions to adjust the election of officers to October, Rhonda Gannon second, motion carries.
- Article III: Board Membership -set three year term limits, already in place due to City Ordinance, no action needed.
- Residency requirement - residency requirement within the city limits/ETJ is already required by city ordinance, no action needed.
- Discussion on adding a Treasure position to the Advisory Board. Michaela suggests adding Treasurer position to Board, but will need to get with City Attorney for verbiage and job description. Michaela will bring to August Meeting for further discussion.

7. **MINUTE APPROVAL**

7A. Consider action to approve the June 12, 2024 meeting minutes. Rhonda Gannon motions to approve, Katherine Lang seconds. Motion carries.

8. **ADJOURNMENT** - meeting adjourned at 7:35 pm by Jennifer Long without objection.

APPROVED:

ATTEST:

Jennifer Long, Chair

Michaela Joyce, Main Street Manager

/s/ Elisa Puentes
Elisa Puentes, Executive Administrative Assistant