NOTICE OF REGULAR MEETING OF BOARD OF DIRECTORS OF
BASTROP ECONOMIC DEVELOPMENT CORPORATION
Monday, April 20, 2015 – 6:30 P.M.
903 Main Street, Bastrop, Texas

ANNOUNCEMENTS

1. Call to Order
2. Public Comment(s)
3. Presentation(s)
4. Announcement(s)

EXECUTIVE DIRECTOR’S INFORMATIONAL UPDATE REPORT: Items for update, discussion and possible action: presented by Shawn Kirkpatrick and/or Angela Ryan.

A. Update on BEDC Projects and/or Business:
   1. Executive Director’s monthly report
   2. Update on the Bastrop EDC Business Park
      a) Project status update
      b) Review of the proposed master plan for the BEDC Business Park
   3. Update on Bastrop Area Housing Study
   4. FY 2015/2016 Budget Preparation

B. Update from the City of Bastrop
   1. City Manager’s update
      a) Alley D improvements (former Advertiser building)
   2. City of Bastrop Update on Construction Projects

C. Update from Community Partners
   1. Update from Bastrop Main Street Program
   2. Update from Bastrop Chamber of Commerce
   3. Update from Bastrop Independent School District

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The BEDC Board reserves the right to convene into Executive Session at any time during the meeting regarding any agenda item. In compliance with the Open Meetings Act, Chapter 551 Government Code, Vernon’s Texas Code, Annotated, the item below will be discussion in closed session:

1. Section 551.071 – Consultations with Attorney – duty to advise on legal matters.
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A. CONSENT AGENDA

All of the following items on the Consent Agenda are considered to be self-explanatory by the Bastrop Economic Development Corporation Board of Directors and will be enacted with one motion. There will be no separate discussion, or separate action, on these items unless a Board Member so requests.

A.1 Approval of meeting minutes of the Special Board Meetings of February 23, 2015, and March 4, 2015, and the Regular Board Meeting of March 16, 2015.

B. PUBLIC HEARINGS

C. OLD BUSINESS

BEDC Board Meeting Agenda 04/20/2015
C.1 Consideration, discussion and possible action on a request by Donald Bennet for **final approval** of a **mega-grant** in the amount of **$25,000** for renovations to interior and exterior of the building at 711 Chestnut Street, with a total project cost estimate of $107,307.

C.2 Consideration, discussion and possible action on a request by Lee Harle, owner of the Bastrop River Company, for **final approval** of a **façade grant** in the amount of **$3,261**, for renovations to the building at 601 F Chestnut Street, with a total project cost estimate of $6,522.

C.3 Consideration, discussion and possible action on a request by Anne and Richard Smarzik for **final approval** of a **mega-grant** in the amount of **$25,000** for renovations to the building at 925 Main Street, with a total project cost estimate of $111,287.

D. **NEW BUSINESS**

D.1 Consideration, discussion and possible action on acceptance of the Bastrop Economic Development Corporation’s financial summary report for period ending March 31, 2015.

D.2 Consideration, discussion and possible action on resolution of the Bastrop Economic Development Corporation, authorizing an increase in the authority of the Executive Director to make purchases and execute contracts; and providing for an effective date.

D.3 Consideration, discussion and possible action on a request by Laurie Schneider, owner of the Best Li’ Hair House, for **preliminary approval** of a **façade grant** in the amount of **$5,000**, for renovations to the building at 1005 Chestnut Street, with a total project cost estimate of $12,000.

D.4 Consideration, discussion and possible action on a request by Becki Womble of the Bastrop Chamber of Commerce for **preliminary approval** of a **mega-grant** in the amount of **$15,000**, for renovations to the building at 927 Main Street, with a total project cost estimate $60,000.

D.5 Consideration, discussion and possible action authorizing the Executive Director and/or Board Chair to take any action necessary to repair and/or replace the roof of the BEDC building and/or any other additional repairs related to water damage.

E. **EXECUTIVE SESSION**

E.1 The Bastrop Economic Development Corporation Board of Directors will meet in a closed/executive session pursuant to the Texas Government Code, Chapter 551, to discuss the following:

1. Section 551.071(1)(A) and Section 551.071(2) - Consultations with Attorney: (1) threatened and/or contemplated litigation, and (2) matters upon which the Attorney has a duty and/or responsibility to report to the governmental body.
2. Section 551.072 - Deliberation about real property: ‘Project Blue Star’ and/or potential sales, acquisitions, exchanges, leases, dispositions or values of real property.

E.2 The Bastrop Economic Development Corporation Board of Directors will reconvene into open session to discuss, consider and/or take any action necessary related to the executive sessions noted herein, or regular agenda items, noted above, and/or related items.

F. **BOARD INPUT ON FUTURE AGENDAS**
Inviting input from the Board of Directors related to issues for possible inclusion on future agendas, related to (but not limited to) issues such as BEDC projects, property, economic development prospects, community events, and BEDC business.

G. ADJOURNMENT

CERTIFICATE

I, Angela Ryan, Executive Assistant to the Bastrop Economic Development Corporation, certify that this Notice of Meeting was posted on the front window of the Bastrop Economic Development Corporation offices, 903 Main Street, at the Bastrop City Hall, 1311 Chestnut Street, and on the Bastrop Economic Development Corporation website on this the 17th day of April 2015 at 5:00 p.m. Copies of this agenda have been provided to those members of the media requesting such information.

Angela Ryan
Angela Ryan, BEDC Executive Assistant

THE BASTROP ECONOMIC DEVELOPMENT CORPORATION IS COMMITTED TO COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT. REASONABLE MODIFICATIONS AND EQUAL ACCESS WILL BE PROVIDED UPON REQUEST. PLEASE CALL 512-303-9700.
April 16, 2015

Memorandum

To: BEDC Board of Directors

From: Shawn A. Kirkpatrick, Executive Director

Subject: BEDC April 2015 update

Bastrop Business Park. Meeting is scheduled with the City and Engineering to discuss the next phase of infrastructure development. The land use study draft is due Friday, April 24th and an input meeting with Staff is scheduled.

Bastrop Area Housing Study. Staff has reviewed the latest draft and is working on developing the necessary data related to multi-family development. In addition, Staff is in the beginning stages of developing an implementation plan once the final study is accepted by the Board.

FY 2015-2016 Budget Preparation. Staff has begun formulating the initial budget and prioritizing projects. As part of the budget process, Staff will be developing a program of work for the Board to review. Staff will be developing a budget calendar and needs input from the Board on the option of holding budget workshops separate from the regular meeting. At this time, Staff will present a budget preview at the May 2015 Regular BEDC Board meeting.

Project Management/CRM Database: Staff will start exploring the available commercial options for economic development.
**BEDC Meetings and Upcoming Travel**

**Tuesday, April 7th**
First day in the office  
Meeting: CoBastrop Staff Meeting

**Wednesday, April 8th**
Event: Team Texas Site Selectors  
Guild Forum (Austin, TX)

**Thursday, April 9th**
Meeting: City of Bastrop Planning Department (Melissa and Wesley)  
Meeting: Main Street (Nancy Wood)

**Friday, April 10th**
Meeting: Mayor Kesselus  
Event: Lost Pines Toyota Friday  
Gumbo Lunch

**Monday, April 13th**
Conference Call: Project Blue Star  
Meeting: LCRA (Karen Rankin)  
Meeting: Mike Talbot and Steve Mills

**Tuesday, April 14th**
Meeting: CoBastrop Staff Meeting  
Meeting: Pecan Park Developers  
Meeting: Bastrop City Council

**Wednesday, April 15th**
Meeting: Mike Talbot  
Meeting: Bastrop Chamber of Commerce Board  
Meeting: Carlos Liriano  
Meeting: Lee Tilford Agency  
Meeting: SB Project

**Thursday, April 16th**
Meeting: Dan Hays-Clark

**Monday, April 20th**
Ground Breaking: Pecan Park  
Meeting: Rachel Clampffer  
**Meeting: BEDC Board Meeting**

**Tuesday, April 21st**
Meeting: CoBastrop Staff Meeting  
Event/Presentation: Job Fair Pre-event Walk-through  
Meeting: RECA  
Meeting: TX EDT/Opportunity Austin

**Thursday, April 23rd**
Event: ED Meet and Greet

**Friday, April 24th**
Meeting: County Breakfast

**Sunday April 26th – Wednesday, April 29th**
IAMC Spring Forum

**Friday, May 1st – Sunday May 3rd**
OU EDI CEcD Review Course

**Friday, May 8th – Saturday, May 9th**
Bastrop Job Fair

**Monday, May 18th**
**Meeting: BEDC Board Meeting**

**Wednesday, June 3rd-Friday, June 5th**
TEDC Mid-year Conference
City of Bastrop Update on Construction Projects as of 04/14/15

Major Construction Projects in Process:

- Hunter’s Crossing Retail Center FM 304 – 99% complete; exterior (fence) still pending
  *Ted met with owner who states fence installation to begin first of next week
- Coghlans Group – site work 50% complete, NO building construction started
- HEB – 99.9% complete; cleaning up exterior; permanent CO pending  *some changes have occurred, still incomplete
- Burleson Crossing:
  - Five Below & Ulta: slab poured, 90% of tilt walls are up
  - Hobby Lobby site work for pad preparation 50% complete
  - Building J - site work: ground is flat; prepping for slab (next to TSO, Subway)

Engineer Report:

- Bastrop Station Site Dev – Site dev plans revised per owner; resubmittal under review.
- Murphy Oil (west of Wal-Mart) – site development staff comments issued 3/6/2015
- 2014 Water/Wastewater Improvements (Klotz Assoc.)
- Hunters Crossing 7B - Maintenance Bond – Phase 1 repairs complete, coordinating final seal coat. Bond remains in effect.
- Buttonwood Administrative Plat two residential lots - accepted; waiting on Mylar – owner may apply for variance to subdivision regs in order not to dedicate ROW
- SH 71 Improvements (Tahitian Drive) - attended progress meeting 4/1/15; no lane closures planned for next week
- Wastewater Master Plan – awaiting update from Befco
- RFP – Comprehensive Plan – final consultant selection underway; CC agenda 4/28/15 to award
- XS Ranch Road – Final plat - resubmittal received 3/27/15; under review
- Colony MUD – Replat – comments issued 4/2/15; resubmittal received 4/8/15
- Colony MUD – Preliminary plat, 57 residential lots – comments issued 3/24/15
  - Colony MUD – Preliminary plat, 42 residential lots – comments issued 3/24/15
- Colony MUD 1E, Phase A – Preliminary plat, 33 residential lots – comments issued 3/24/15
- Colony MUD 1E, Phase B – Preliminary plat, 59 residential lots – comments issued 3/24/15
- Colony MUD 1E, Phase A & B utility construction plans – comments issued 3/24/15
- Colony MUD 1E – offsite imp plans for force main – received 2/27/2015 – in review
- 969 Final Plat – 4/9/15 all comments have been addressed; to CC on 4/28/15
- Piney Ridge Administrative Plat – comments issued 4/2/15
- Wal-Mart Replat for Murphy Oil – in review process
1. Agenda Item: Approval of meeting minutes of the Special Board Meetings of February 23, 2015, and March 4, 2015, and the Regular Board Meeting of March 16, 2015.

2. Party Making Request: Angela Ryan, BEDC Executive Assistant

3. Nature of Request: (Brief Overview) Attachments: Yes X No

Attached for approval are the minutes from the 02/23/15 and 03/04/15 BEDC Special Board Meetings and 03/16/15 BEDC Regular Board Meeting.

4. Policy Implication: 

5. Budgeted: _______Yes _______No _______X____ N/A
   Bid Amount: _____________
   Under Budget: _____________
   Over Budget: _____________
   Amount Remaining: _____________

6. Alternate Option/Costs: 

7. Routing: NAME/TITLE INITIAL DATE CONCURRENCE
   a) ____________________________________________________________
   b) ____________________________________________________________
   c) ____________________________________________________________

8. Staff Recommendation:

9. Advisory Board: _______Approved _______Disapproved _______None

10. Manager’s Recommendation: _______Approved _______Disapproved _______None

11. Action Taken: _____________________________________________

The Bastrop Economic Development Corporation (BEDC) met on Tuesday, February 17, 2015, at 8:30 a.m. in the City Council Chambers at Bastrop City Hall, 1311 Chestnut Street, for a Special Meeting.

Board members present were Chair Steve Mills, Secretary/Treasurer Pat Crawford, Mayor Ken Kesselus, Dr. Neil Gurwitz, and Mike Talbot (ex-officio).

Staff members present: Angela Ryan, Tanya Cantrell, and JC Brown, BEDC Attorney.

1. Call to Order – Steve Mills, Chair of the BEDC Board, called the special meeting to order at 8:45 a.m.

2. EXECUTIVE SESSION – At 8:46 a.m. Mr. Mills convened the Bastrop Economic Development Corporation Board of Directors into closed/executive session pursuant to the Texas Government Code, Chapter 551, Section 551.074 - Personnel Matters - to deliberate about the potential employment of an officer of the BEDC, i.e., employment of an Executive Director, specifically including deliberations with and regarding applications of candidates.

3. The Bastrop Economic Development Corporation Board of Directors reconvened into open session at 4:56 p.m. to discuss, consider and/or take any necessary action(s) or direct and/or provide input to the staff and Interim Director for additional work regarding the interview and selection process for applicants interviewed or sought to be contacted for interviews and/or fill the position of Executive Director for the BEDC.

4. Discussion, consideration and possible action regarding negotiations on an offer and/or contract of employment with candidate(s) for the position of Executive Director of the BEDC.

5. Discussion, consideration and possible action regarding any other BEDC activity necessary for moving forward with the selection and retention of an Executive Director for the BEDC, including discussion to identify dates and set additional Board meetings to continue work, if necessary. It was the consensus of the Board to have a second round of interviews after the reporting relationship had been discussed with the City Council.

6. Adjournment – Pat Crawford moved to adjourn and Mayor Kesselus seconded. The BEDC Board of Directors adjourned the special meeting at 3:44 p.m.
The Bastrop Economic Development Corporation (BEDC) met on Wednesday, March 4, 2015, at 8:30 a.m. in the City Council Chambers at Bastrop City Hall, 1311 Chestnut Street, for a Special Meeting.

Board members present were Chair Steve Mills, Vice-Chair Gary Schiff, Secretary/Treasurer Pat Crawford, Mayor Ken Kesselus, Dr. Neil Gurwitz, and Mike Talbot (ex-officio).

Staff members present: Angela Ryan, Tanya Cantrell, and JC Brown, BEDC Attorney.

Others in attendance: Jennifer Long, Reid Sharp, and Carlos Liriano were also present at the request of the Board of Directors.

1. Call to Order – Steve Mills, Chair of the BEDC Board, called the special meeting to order at 8:34 a.m.

2. EXECUTIVE SESSION – At 8:35 a.m. Mr. Mills convened the Bastrop Economic Development Corporation Board of Directors into closed/executive session pursuant to the Texas Government Code, Chapter 551, Section 551.074 - Personnel Matters - to deliberate about the potential employment of an officer of the BEDC, i.e., employment of an Executive Director, specifically including deliberations with and regarding applications of candidates.

3. The Bastrop Economic Development Corporation Board of Directors reconvened into open session at 1:10 p.m. to discuss, consider and/or take any necessary action(s) or direct and/or provide input to the staff and Interim Director for additional work regarding the interview and selection process for applicants interviewed or sought to be contacted for interviews and/or fill the position of Executive Director for the BEDC.

4. Discussion, consideration and possible action regarding negotiations on an offer and/or contract of employment with candidate(s) for the position of Executive Director of the BEDC. Mayor Kesselus made the motion for Ms. Brown to poll the Board and vote for which candidate they wanted to hire. Mrs. Crawford seconded the motion. Ms. Brown polled the Board and Mr. Schiff, Mr. Mills, Mrs. Crawford and Dr. Gurwitz were in favor of offering Shawn Kirkpatrick the position of BEDC Executive Director. Mayor Kesselus voted for another candidate, who had requested that his/her identity not be disclosed.

5. Discussion, consideration and possible action regarding any other BEDC activity necessary for moving forward with the selection and retention of an Executive Director for the BEDC, including discussion to identify dates and set additional Board meetings to continue work, if necessary. Ms. Brown said she would gather all of the information needed related to details such as a moving allowance, car allowance, the City’s benefits package, etc., and Mr. Mills would contact Mr. Kirkpatrick to make the initial job offer.

6. Adjournment – Gary Schiff moved to adjourn and Pat Crawford seconded. The BEDC Board of Directors adjourned the special meeting at 1:18 p.m.
The Bastrop Economic Development Corporation (BEDC) met on Monday, March 16, 2015, at 6:30 p.m. in the BEDC Boardroom at 903 Main Street for the Regular Monthly Meeting. Board members present were: Steve Mills, Gary Schiff, Carlos Liriano, Dr. Neil Gurwitz, Pat Crawford, Mayor Ken Kesselus, Willie DeLaRosa and Mike Talbot (ex-officio). Staff members present: Angela Ryan and JC Brown, BEDC Attorney. Others in attendance: Merle Breiland, Terry Moore, Nancy Wood, Johnny Sanders, Terry Hagerty, and Debbie Moore.

ANNOUNCEMENTS

1. Call to Order – Steve Mills, Chair of the Board, called the meeting to order at 6:30 p.m.
2. Public Comments – The Board members welcomed Carlos Liriano to the BEDC Board.
3. Presentations – None.
4. Announcements – None.

EXECUTIVE DIRECTOR'S INFORMATIONAL UPDATE REPORT - Items for update, discussion and possible action:

A. Meetings, Events and Travel attended/upcoming:
   1. Bastrop EDC hosting the BEST County Breakfast, 7:30 a.m. March 27 at Southside Market – Mrs. Ryan said she had posted a quorum notice in case several Board members wished to attend.

B. Update on BEDC Projects and/or Business:
   1. Main Street Program Update (Nancy Wood) – Ms. Wood reported the final applications for the three grants that had received preliminary approval would be on the April agenda.
   2. Update on the BEDC Executive Director position – Mr. Mills reported a contract had been sent and the details were being worked out. Mayor Kesselus made the motion that the officers of the Board would approve the contract, in consultation with Mr. Talbot and Ms. Brown. Mr. DeLaRosa seconded, and the motion passed.
   3. Update on the Bastrop EDC Business Park
      a) Project status update – Mr. Talbot reported he was working with Judy Langford on a potential prospect in the Business Park. He has been working with BEFCO on possible layouts for the project. Mr. Talbot reported he had been working with Bluebonnet Electric on the southern portion of the Park. He said he had also spoken with AT&T about upgrading the fiber in the Park.
      b) Review of the proposed Master Plan for the BEDC Business Park – Mr. Talbot said Tracy Bratton was working on it and he should have an update by the next Board meeting.
   4. Update on Bastrop Area Housing Study – Mr. Mills said he feels it is time for the entire Board to review the report. Mr. Mills said it has been difficult to quantify the pent-up demand for apartments and rental housing. Mayor Kesselus suggested inviting input from community business members, and Mr. Mills agreed.
   5. Update on Downtown Parking and Traffic Study – Mr. Talbot reported they were testing the parking on Pine Street and filming it so they could review the footage. Mr. Talbot said he had not received any complaints about the new striping and signage on Main Street intended to prevent large vehicles from sticking out into the street.
a) Alley D improvements (former Advertiser building) – Mr. Talbot reported the City Council signed over the building to the VFW and agreed to give them 90 days to remove it. Mr. Talbot said as soon as the removal is complete, the City will perform re-grading.
b) Parking lot at the southwest corner of Pine Street and Water Street – Mr. Talbot said he would take care of signage letting people know that the parking lot is for public use.

6. Update on BEDC Board member terms – Ms. Brown had been asked to clarify how the staggered terms resolution passed at the last Board meeting fit in with the terms expiring this year. Ms. Brown explained that they have assigned places, or seats, each with a two year term. Seat #1 runs from 2015 to 2017, seat #2 from 2014 to 2016, and so on, with odd numbered seats expiring in odd numbered years. In order to maintain a staggered schedule, the next appointment for seat #2 (currently held by Councilmember DeLaRosa) and seat #6 (currently held by Carlos Liriano) will be for only one year. After that, each seat will be a two year term. She said that because the Bylaws stipulate that the Board appointments of City Councilmembers will run concurrently with their Council seats, it becomes complicated because Councilmembers typically serve for three years and EDC Board terms can only be two years per state law. When the Councilmember’s term ends, they have to either resign their Board seat or be reappointed as a Public Member.

7. Update on construction projects in the City of Bastrop – The Board discussed the projects in various stages of completion.

A. CONSENT AGENDA

A.1 Approval of meeting minutes of the Regular Board Meeting of February 23, 2015. Mrs. Ryan said she wanted to correct a spelling in the minutes, and explained she needed to consult with Ms. Brown about the minutes from the two special meetings. Mr. Schiff made the motion to approve the minutes as submitted, Mrs. Crawford seconded, and the motion passed.

B. PUBLIC HEARINGS

None

C. OLD BUSINESS

None

D. NEW BUSINESS

D.1 Consideration, discussion and possible action on acceptance of the Bastrop Economic Development Corporation’s financial summary report for period ending February 28, 2015. Mr. Talbot reported that at 42% through the current fiscal year, the BEDC is at 46.82% revenues and 32.37% expenses. Mr. DeLaRosa made the motion to accept the financial report as submitted, Mrs. Crawford seconded, and the motion passed.

D.2 Consideration, discussion and possible action on the BEDC advertising in the 2015 Texas Wide Open for Business Magazine, a publication of the Governor’s Office. After discussion, Mr. Schiff made the motion to take the steps necessary to ensure that a full page ad for the BEDC would be submitted to the publication by the deadline. Mayor Kesselus seconded the motion. The motion passed, with Mr. DeLaRosa voting against it.

E. EXECUTIVE SESSION –
E.1 At 7:41 p.m., Mr. Mills convened the Bastrop Economic Development Corporation Board of Directors into a closed/executive session pursuant to the Texas Government Code, Chapter 551, to discuss the following:

1. Section 551.071(1)(A) and Section 551.071(2) - Consultations with Attorney: (1) threatened and/or contemplated litigation, and (2) matters upon which the Attorney has a duty and/or responsibility to report to the governmental body.
2. Section 551.072 - Deliberation about real property: Potential sales, acquisitions, exchanges, leases, disposions or values of real property: Purchase of real property by the BEDC, disposition of real property by the BEDC, and/or City use of BEDC property.
4. Section 551.074 - Personnel Matters: BEDC staffing, hiring, and performance and/or employment of an Executive Director/CEO.

E.2 The Bastrop Economic Development Corporation Board of Directors reconvened from Executive Session at 7:48 p.m.

F. BOARD INPUT ON FUTURE AGENDAS

Inviting input from the Board of Directors related to issues for possible inclusion on future agendas, related to (but not limited to) issues such as BEDC projects, property, economic development prospects, community events, and BEDC business.

G. ADJOURNMENT – Gary Schiff moved to adjourn and Willie DeLaRosa seconded. The BEDC Board of Directors adjourned the meeting at 7:49 p.m.
**STANDARDIZED AGENDA RECOMMENDATION FORM**

BEDC

**DATE SUBMITTED:** 4/14/2015

**MEETING DATE:** 4/20/2015

1. **Agenda Item:** *Final approval for project to renovate interior and exterior of 711 Chestnut Street; estimate is $107,307 with Mega Grant to reimburse $25,000; pre-approval for project given at 1/12/2015 BEDC Board meeting.*

2. **Party Making Request:** Nancy Wood

3. **Nature of Request:** (Brief Overview) Attachments: Yes _X_ No _____

   New owner of the building, Donald (Todd) Bennet, interior walls (non-load bearing) will be demolished and plaster removed from interior brick walls; stairwell will be repaired; will level and brace first and second floor beams, put in seven new windows (in historic mode), add all new electrical, add all new and upgraded plumbing for both upstairs and downstairs spaces, add two new heating and AC systems, make roof repairs, sheetrock and paint new interior divider walls. Owner submits all estimates with this final application.

4. **Policy Implication:** 

5. **Budgeted:** _______Yes _______No _______N/A

   **Bid Amount:** ________________  **Budgeted Amount:** ________________

   **Under Budget:** ________________  **Over Budget:** ________________

   **Amount Remaining:** ________________

6. **Alternate Option/Costs:**

7. **Routing:**

   **NAME/TITLE**

   **INITIAL**

   **DATE**

   **CONCURRENCE**

   a) __________________________________________

   b) __________________________________________

   c) __________________________________________

8. **Staff Recommendation:** Yes to application; Design Committee: Yes to application and scored 4/14/15

9. **Advisory Board:** _______Approved _______Disapproved _______None

10. **Manager’s Recommendation:** _______Approved _______Disapproved _______None

11. **Action Taken:** __________________________________________

   __________________________________________

   __________________________________________

   __________________________________________
BASTROP ECONOMIC DEVELOPMENT CORPORATION/MAIN STREET REVITALIZATION GRANT PROGRAM

GRANT APPLICATION

APPLICANT [OWNER(S)/REPRESENTATIVE] (Note: If Applicant is not the building or property owner(s), the building and property owner(s) must sign the Application or submit a notarized 'letter of authorization' with this Application). If the property/building is owned by more than one individual or entity, then all co-owners must personally sign the Application.

Name DONALD BENNETT

Address 711 CHESTNUT ST. City BASTROP State TX Zip 78602

Telephone (Work) 512-660-1916 (Home/Cell)____________

PROJECT/BUILDING OR PROPERTY

Project/Building Name 711 CHESTNUT ST.

Project/Building Address (including legal description) ______________

Project/Building Owner DONALD BENNETT

Address 711 CHESTNUT ST.

Building Age ______________ Date of Original Construction ______________

Architect/Builder (if known) ______________

Brief History of Building (Bastrop County Historical Museum and/or Library and/or County Courthouse are resources) ______________

See attached

Is this property a City of Bastrop Significant Landmark? (X) No ( ) Yes
Date established as a Significant Landmark ______________, 20__

Is this property a City of Bastrop Historic Landmark? (X) No ( ) Yes
Date established as a Historic Landmark ______________, 20__

Note: If the structure involved is designated by the City as a Historic Landmark, then Applicant must also make Application for a Certificate of Appropriateness with the City of
Bastrop, so that the Project may be reviewed and approved by the City of Bastrop’s Historic Landmark Commission.

Is this property on the National Register of Historic Places or a Recorded Texas Historic Landmark? ( ) No ( ) Yes-Explain which

DESCRIPTION OF PROJECT/WORK PROPOSED

Exterior __________________________________________________________________________

__________________________________________________________________________________

Interior __________________________________________________________________________

__________________________________________________________________________________

Windows __________________________________________________________________________

__________________________________________________________________________________

Roof ______________________________________________________________________________

__________________________________________________________________________________

Façade (Storefront/Doors) __________________________________________________________________________

__________________________________________________________________________________

Painting __________________________________________________________________________

__________________________________________________________________________________

Awning __________________________________________________________________________

__________________________________________________________________________________

Other __________________________________________________________________________

__________________________________________________________________________________

Total Estimate $107,307.60

Qualified Bids and/or cost estimates must be obtained and submitted with Application in order to substantiate cost of improvement(s)

Requested Grant amount:

Façade Grant (up to $5,000 matching, as 50%/50%) ( ) $________________________

Mega-Grant (up to $25,000 as 25%/75%) ( ) $25,000

Project Architect/Designer Donald Bennett Phone: 512-660-1916

Project Contractor/Coordinator Donald Bennett Phone: 512-660-1916

Are you planning to apply for a Tax Credit for rehabilitation of historic structures? ( ) Yes ( ) No
CRITICAL TIMING AND COMPLETION REQUIREMENTS:

1. Construction must not have begun on any part of the proposed grant related Project prior to submission of the BEDC Pre-Application form.

2. For Façade Grant Projects - Construction on Façade Grant improvements must begin within 60 days of Project Application Approval. To be eligible for reimbursement through the Grant Program, Façade Grant Projects must be completed on or before 6 months after Final Approval by BEDC.

3. For Mega-Grant Projects – Construction on Mega-Grant improvements must begin within 6 months of Project Application Approval. To be eligible for reimbursement through the Grant Program, Mega-Grants Projects must be completed within 18 months from Final Approval by BEDC.

4. A one-time 6 month extension to these deadlines may be considered by BEDC, upon written request and acceptable documentation force majeure type justification for the delay of initiation of work or completion.

If the above deadlines are not met, or extensions are not approved by the BEDC Board, the funding for the Project will be denied.

When do you expect to begin Project work? **February**, 2015

[Note: Work may begin after Pre-Application submission and before Final Approval of the Board; however, Applicants undertake this work at their sole risk, acknowledging that BEDC may – at its sole discretion – ultimately determine not to fund the Project.]

What is the anticipated completion date? **May**, 2015
OWNER'S/APPLICANT'S AGREEMENT:

I have met with the Bastrop Main Street Program Manager and I acknowledge that I have received, reviewed and fully understand the criteria, standards, rules and procedures established by the BEDC and the Main Street Program pertaining to the Project Grant Program and, further, that my request to be considered for Grant funds and agreement to abide by the Mains Street Program/BEDC criteria, standards, rules and procedures is binding and contractual in nature, in the event that the proposed Project is funded by the BEDC.

I understand that, if I am awarded a Façade Grant or a Mega-Grant by the BEDC, any deviation from the Project detail approved by the Board and/or deviation from this Agreement will result in the withdrawal of the Final Approval for the Grant and loss of Grant funds for my proposed Project.

All Owner(s)/Representative(s) who are signatories to the Pre-Application/Application affirm and represent that neither they, nor any representative or contractor associated with the Project whom will participate in the Project on behalf of the Owner, have any common law or Statutory conflict of interest with respect to this Grant and/or the resulting funding that may be provided by the BEDC.

Signed ____________________________ Date 4/15/15
Owner/Applicant

Signed ____________________________ Date __________
Co-Owner/Co Applicant

Signed ____________________________ Date 4/13/2015
Bastrop Main Street Program Manager

Signed ____________________________ Date 4/15/15
Representative of Applicable Reviewing Entity
[Historic Landmark Commission or
Main Street Design Committee]

Signed ____________________________ Date __________
Bastrop Economic Development Corporation

BEDC/Main Street Program Documents -- Effective 11/15/10; BEDC Info updated 11/20/12
### Scoring Criteria for the Bastrop Economic Development Corporation and Historic Restoration Grants in the Main Street Program Area

#### Property Location
- **☑** Within the Main Street Program Area
- **☑** Within the Central Business District
- **☐** Other Property Location – Please Describe general location and why this property should be considered:

#### Property Legal Description

#### Criteria

<table>
<thead>
<tr>
<th>Criteria</th>
<th>Score</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>1. Identified with site survey, by staff, as</strong></td>
<td></td>
</tr>
<tr>
<td>Existing Property currently Contributing, or approved proposed infill will be contributing to the overall neighborhood or area</td>
<td>5</td>
</tr>
<tr>
<td>Existing Property currently Non-Contributing, but approved work performed or proposed approved restoration work will make the property contributing.</td>
<td>4</td>
</tr>
<tr>
<td>Proposed project deemed as Non-Contributing</td>
<td>0</td>
</tr>
<tr>
<td><strong>2. Available to public, encouraging Tourism</strong></td>
<td></td>
</tr>
<tr>
<td>Commercial Property open to the public - retail, public museum, restaurant, bed and breakfast, etc.</td>
<td>5</td>
</tr>
<tr>
<td>Non retail Professional Property open to the public - Non sales tax generating – law offices, realtors, etc.</td>
<td>4</td>
</tr>
<tr>
<td>Not open to the public</td>
<td>2</td>
</tr>
<tr>
<td><strong>3. Use of Structure</strong></td>
<td></td>
</tr>
</tbody>
</table>
Application is part of a project that will allow reoccupation of a structure or property that is currently vacant and has been for:

- Five or more years: 5
- Two to five years: 4
- Less than two years: 3
- Currently occupied: 2

4. **Previous Funding**

Applicant has not applied for nor received funding from this program in the past 3 years: 5

Applicant has applied before and satisfactorily completed the proposed project to receive funding: 4

Applicant has applied before but has not been selected to receive funding: 3

Applicant has applied before and did not satisfactorily complete project to receive funding: -1

5. **Jobs Created**

Application is part of a proposed project that will allow the creation of full time or part time salaried positions that did not exist prior to completion of this project:

- Greater than 10 new jobs created: 5
- 5 – 10 new jobs created: 4
- 3 – 5 new jobs created: 3
- 1 – 2 new jobs created: 2
- No new jobs created: 0

**IF APPLICATION IS FOR PROPOSED INFILL STOP SCORING PROCESS HERE. CONTINUE IF APPLICATION IS FOR EXISTING STRUCTURE**

6. **Danger of Structure (determined by staff)**

Currently threatened or likely to be threatened within 1 year: 5

Severe deterioration evident; roof damage or severe structural damage threatens loss of entire property.
Moderately threatened or likely to be within 1 to 5 years. Deterioration has begun, but does not pose immediate threat of collapse.

In potential danger with localized minor damage to structure or limited damage to major features.

Not in danger. Project is cosmetic.

7. National / Texas Historic Register Status

Listed on both the National and Texas Register

Listed on either the National or Texas Register

Application submitted for registration, pending approval

Not eligible but approved work performed or proposed restoration work will make the property eligible.

Not Eligible.

8. Designated as City of Bastrop Significant or Historic Landmark

Designated Landmark

Application submitted, pending approval

Eligible, but not Designated

Not eligible but approved work performed or proposed restoration work will make the property eligible.

Not Eligible.

Signed __________________________
Bastrop Main Street Program Manager

Signed __________________________
Historic Landmark Commission and/or Main Street Design Committee

Signed __________________________
Bastrop Economic Development Corporation

Date _______4-14-15_______
711 CHESTNUT ST RENOVATIONS

A SUSURRUS LLC PROJECT
PHOTOS

EXTERIOR

FRONT

REAR
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10. Cost Breakdowns
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BRIEF HISTORY

711 Chestnut St. is a building located in the Historic District of downtown Bastrop, Texas. The original building was constructed in the early 1900’s, it is a two story brick building, 25 feet wide and 40 long with a total combined space of two thousand square feet. In the 1950’s a metal, one story building was constructed on the back side of the original structure. This building is twenty five feet wide and forty feet long making it a thousand square feet. Combined all three spaces total three thousand square feet.

The original structure was internally contiguous with the adjacent building to its west. At some time the building was partitioned off and had its own internal stairwell built to service what is now a residence upstairs. The building had no original plumbing until the metal building was constructed, at this point a bathroom and a kitchen were constructed upstairs with all of the plumbing was placed on the exterior rear wall of the building then tying in with the sewer through the roof in the new metal building.
SCOPE OF WORK

The purpose of the work is to ensure that when completed, this building is a safe and efficient structure, meeting all Federal and County building codes. **NO** work will be done on the structure that will change its historic character.

The building will serve spatially as it has a residence upstairs and a business downstairs.

Prior to construction demolition has to take place. All walls (non-load bearing), floors, ceilings; bathrooms etc., not incorporated into the new design will be removed. All brick walls will be stripped of plaster and sealed. All demolished wood that can be culled, will be, and then repurposed.

Preliminary inspections determined that the foundation and structure were sound.

Deficiencies listed below will be repaired or replaced by licensed contractors as required.

The roof to be repaired.

The ceiling on the second floor to be insulated.

The wood flooring on the first floor to be repaired and refinished.

The stairwell to be repaired.

Seven windows (brick structure) to be replaced by period appropriate, high efficiency windows.

Two Heating and Air Conditioning systems to be installed. One each for the residence and business. Efficient self-contained gas heating units will be used, suspended from the ceilings with exposed ducting. The A/C units to be placed on the roof of the metal building.

All existing plumbing to be demolished and replaced with rerouted updated plumbing. A new gas line to be added so that a new gas meter can be placed in order for the residence and business to be billed separately.

All existing electric wiring to be demolished and replaced with rerouted updated wiring. One electrical service to be upgraded (line extension) in order to upgrade a 125 amp breaker panel to a 200 amp breaker panel. This needs to be done to ensure electrical capacity for a small business.
Framing, sheet rocking and painting upstairs to create a bedroom, office, kitchen, bathroom, and living space on the second floor. Framing downstairs to separate the residence from the business, and create larger entry downstairs for the residence and add storage room to the business. Also frame out small kitchen.
FLOOR PLAN

BRICK BUILDING 1ST FLOOR – EXISTING

BRICK BUILDING 1ST FLOOR – PROPOSED
COST BREAKDOWNS

DEMOLITION
Structural Demolition - 160 Hours @ $22 / Hr. 3,250.00
Plaster Removal - 120 Hours @ $22 / Hr. 2,640.00
Dump Fees 300.00
Total 6190.00

ROOF REPAIR
Repair valley leaks, parapet caps, old/new building junctures on the Brick Building. Remove and replace all screws and repair gutter on the Metal Building
Materials/Labor 5050.00
Total 5050.00

INSULATION
Materials 1000.00
Labor 10 Hours @ $22/Hr. 220.00
Total 1220.00

FLOOR REPAIR
Floors to be sanded and finished to n.w.f.a. standards using one coat sealant and two coats of water borne finish
Materials/Labor 3,500.00
Total 3,500.00
### WINDOWS
- Windows: 7,631.00
- Materials/Labor: 4,816.00
- Total: 12,447.00

### PLUMBING (Water, Sanitary Sewer, and Gas (Upstairs and Downstairs))
- Materials*/Labor: 9,600.00
- Total: 9,600.00

*Faucets, Fixtures, Bathtub, and Water Heater provided by Owner*

### PLUMBING UPSTAIRS
- Toilets, Sinks, Water Heater, Faucets, Tub, Dishwasher, Garbage Disposal, Misc.: 3200.00
- Total: 3200.00

### PLUMBING DOWNSTAIRS
- Toilets, Sinks, Exhaust Fans, Faucets, Urinal, Misc.: 1000.00
- Total: 1000.00

### ELECTRIC
- Materials*/Labor: 25,000.00
- Line Extension: 3,500.00
- Bury New Service: 1,500.00
- Total: 30,000.00

* Fixtures provided by Owner
HEATING AND A/C
Install Two Split Systems using sealed combustion gas furnaces rated @ 95% efficiency. Downstairs unit will be a Rheem five ton system rated at 13 SEER, the Upstairs unit will be a Rheem three ton system rated at 13 SEER.
Materials/Labor 16,000.00
Total 16,000.00

FRAMING
Framing
Labor - 10 Days @ 625.00/day 6,250.00
Materials 500.00
Sheetrocking
Labor (Hang/Tape and Float) 2 Days @ 625.00/day 1,250.00
Materials 600.00
Total 8,600.00

CABINETS - KITCHEN
Cabinets, sink, faucet, counter tops, Misc. 4,000.00
Total 4,000.00

LIGHTING – UPSTAIRS
Material 750.00
Total 750.00

LIGHTING – DOWNSTAIRS
Material 750.00
Total 750.00
### PAINT
- Materials: 1000.00
- Labor: 3000.00
- Total: **4,000.00**

### FLOORING
- Materials: 500.00
- Labor: 500.00
- Total: **1,000.00**

**GRAND TOTAL**: **107,307.00**
ROOFING BID

PROPOSAL FOR: ___________________________  
NAME: ____________________________________  
Job Address: _______________________________  
City, State, Zip: ____________________________  
Phone: ____________________________________  
Mailing Address: ___________________________  
Email Address: ______________________________  
☐ Tear Off  
and leaves are open or closed.  
☐ Inspect Decking: Discoloration existing decking replaced at cost of _______ per sq. ft.  
Homeowner will be notified if any damaged wood is found during tear off  
☐ Install  
☐ Install drip edge  
☐ Color  
☐ Install underlayment  
☐ Color  
☐ Recover roof with  
☐ Color  
☐ Style  
☐ Color  
☐ Manufacturers warranty  
☐ Replace roof vents  
☐ Install edge style  
☐ Install pipe jacks  
☐ Lead jacks  
☐ Vents  
☐ Stop Flash side walls  
☐ Stop Flash chimney  
☐ Stop Flash Skyline  
☐ Revolutionary Roofing & Restoration will provide general liability insurance of at least $1,000,000  
☐ Clean up and haul roofing debris  
☐ Clean out gutters  
☐ Magnetic sweep of surrounding areas  
☐ Clean around landscaping  
☐ All required permits furnished by Revolutionary Roofing & Restoration  
☐ to be maintained by insurance company  
☐ Revolutionary Roofing & Restoration two year warranty on labor  
☐ Current ventilation  
☐ Recommended  
☐ Decline recommendation on ventilation  

Date of Acceptance  

Revolutionary Roofing & Restoration  

Property Owner is _______ is not _______ Intending to make payment from the proceeds of property and casualty insurance policy. If so, homeowner must read and sign below.  

Insurance Allowance Agreement  

We agree to receive Revolutionary Roofing & Restoration (contractor) for repairing and replacing the damaged or unsafe portion of the property described on this contract. Contractor agrees to perform all work to his satisfaction and according to the standards set forth above. Upon completion of all work and receipt of final payment, the property owner is responsible for the payment of any claim under the insurance policy.  

Check shall be made payable to Revolutionary Roofing & Restoration  

In the event that the process center is required, the insurance company shall be notified in writing. The agreement shall be void. The contractor will release the complete insurance company in the contract to be executed. The contractor will release the complete insurance company in the contract to be executed. The contractor will release the complete insurance company in the contract to be executed.
# [100]
DATE: MARCH 14, 2015

Estimate

Rod's sand & finish
Wood flooring

Fermin Rodriguez
1206 Eagles way
Leander, TX 78641
512-845-6141

Mr. Donald Bennett
TO
711 Chestnut St.
Bastrop, TX 78602

<table>
<thead>
<tr>
<th>QTY</th>
<th>ITEM #</th>
<th>DESCRIPTION</th>
<th>UNIT PRICE</th>
<th>LINE TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>900</td>
<td>1</td>
<td>Sand and finish 3/4&quot; pine flooring</td>
<td>$350.00</td>
<td>$3150.00</td>
</tr>
</tbody>
</table>

Floors will be sand and finished to n.w.f.a. standards using one coat of sealer and two coats of water borne finish.

Please make checks payable to Fermin Rodriguez.

<table>
<thead>
<tr>
<th>Tax for supplies</th>
<th>$3150.00</th>
</tr>
</thead>
</table>

50% DEPOSIT AT START OF JOB $1575.00
BAL. $1575.00

Good faith Deposit - $200
# Purchase Order Contract

**Grand Openings INC**

**Windows & Doors**

---

**Date:** 2/20/2015  
**Salesperson:** Sam Myrick  
**Email:** amyrick@grandopenings.com

**Customer P.O. #:**  
**FSC Claim #:**

**Billing Information:**  
**Name:** Saumur LLC  
**Address:** 711 Chestnut St

**City:** Bastrop  
**State:** TX  
**Zip:** 78602

**Shipping Information:**  
**City:** Bastrop  
**State:** TX  
**Zip:** 78602

**Billing Email:**

---

**DESCRIPTION:**

- **Kolbe windows Quote #410050**
- **$7,014.80**

---

**Fuel Surcharge**

**Delivery**

- **Sub-total:** $7,049.85
- **Tax:** 8.25%
- **Tax:** $591.63

---

**Screens Included in Price?** Yes  
**Screen will be rebated based and delivered with window & doors, if included**

**Hazardous compliant product required?** No  
**Installation/Labor**

---

**Customer Initials:**  
**Sales Initials:**

---

**Deposit:**  
**Check #:**  
**Amount Received:**

---

**Balance Due:** $7,531.63

---

**TERMS AND CONDITIONS**

1. This contract is for Special Order materials. Customer understands and agrees to ALL the specifications in this order and any attached detail plans.
2. Customer agrees to pay in full for all items based on specifications.
3. We accept cash, check, or money orders for payment. Credit cards are NOT accepted. In some instances, we may require a customer's check for final payment.
4. Customer understands that it is their responsibility to meet all applicable building codes. This includes, but is not limited to, tempering, energy, & fire code.
5. All deliveries will be invoiced in full. Payment due in our warehouse for more than $3,000.00 must be paid in full. We cannot store orders longer than 30 days.
6. If product is not manufactured according to signed order documents, product will be replaced at no charge. We are not responsible for incidental or consequential damages due to job delays or noncompliance.
7. We will provide timely delivery. Customer MUST provide adequate help to offload the product at the scheduled delivery time. We will not be responsible for any damage or missing material if no one is available to sign for product at delivery.
8. All lead times are approximate and depend on our suppliers. There is NO guarantee of a specific delivery date. Customer waives any claim for incidental or consequential damages due to delays in delivery of goods.
9. No statement or agreement, written or verbal, not on this order or in writing or accepted

---

**Salesperson Signature:**  
**Date:** 2/4/15

**Customer Signature:**  
**Date:**

---

I have read, understood, and agreed to the terms and conditions of this legally binding contract.

---

16030 Central Commerce Dr. • Frisco, TX 75060 • Phone 972-889-9400 • Fax 972-884-5554 • www.grandopenings.com
WINDOW INSTALLATION BID

JBR CARPENTRY

Bill To:
DONALD BENNETT
7H CHESTNUT ST

Rate:

Window Installer

Work Performed At:

Contracts Invoice

Restriction of Work Performed:

<table>
<thead>
<tr>
<th>Description</th>
<th>Rate</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Installation Labor</td>
<td>4 days</td>
<td>$80</td>
</tr>
<tr>
<td>Misc. Mat</td>
<td></td>
<td>$25</td>
</tr>
<tr>
<td>Bucks &amp; Ext Trim</td>
<td></td>
<td>$60</td>
</tr>
<tr>
<td>Interior Trim Labor</td>
<td></td>
<td>$90</td>
</tr>
<tr>
<td>Interior Trim Material</td>
<td></td>
<td>$40</td>
</tr>
<tr>
<td>Total</td>
<td></td>
<td>$425</td>
</tr>
</tbody>
</table>

All Material is guaranteed to be as specified, and the above work was performed in accordance with the drawings and specifications provided for the above work and was completed in a substantial workmanlike manner for the agreed sum of ________________ Dollars ($__________).

This is a □ Partial □ Full invoice due and payable by: Month     Day     Year
In accordance with our □ Agreement □ Proposal No. ______ Dated ______

[Signature]

04/17/2015
PLUMBING BID

J. Willis Plumbing
M-18829

Bldg for Don Benn., 711 Chestnut (Bastrop, Tex.)
Ceramic, fixtures and W H by homeowner.

(Scope of work)

1. Demolish existing gas piping for range stub out.
2. Furnace 30,000 BTU, and existing RH. Eliminate underground piping.
3. Setup drain and vent for future 3-comp. S. W.
4. HC water line to second floor @ 9 1/2comp. existing.
5. 3" new drain piping for 2nd floor bath to existing 1st floor 3" line. 1/2" vent from new wall to existing upstairs sink N.T. to 50 w/ shut off.
6. Upstairs toilet & Ped. N.T. 50-copper chrome
7. Auto vent or ped. HU
8. Tub install, freestanding valve w/access panel
9. Isolation valves under sink.
10. Washer, N.T. 50, auto vent, (Drain to ext.) Plenum/Dwv
12. Gas from new meter to range & furnace upstairs.
13. Cam. existing 4" drain in W.H. closet, remove existing.

Dwv, range piping + soil w/plug penetration through.

City of Bastrop Plumbing permit.

Above, scope of work $3,500.00. Draws on city.

Home owner, plumber agreed on percentages of completion, approx. 25% per stage of total.

Material draws if needed, materials to be delivered to job site.

Minor changes win scope N/C. Other changes to scope of work to be agreed upon (price + feasibility). Alternate #1, Jack hammer & correct floor problem in existing 4" drainage piping, cost $700.00 mid range estimate. Camera work a N/C.

J. Willis
J. Willis
3-23-15

29
HEATING AND COOLING BID

CENTRAL TEXAS MECHANICAL
P.O. BOX 5181
AUSTIN, TEXAS 78763

PROPOSAL 03/17/15

SUBMITTED TO: Donald Bennett
711 Chestnut St.
Bastrop, Tx.

JOB: Donald Bennett
711 Chestnut St.
Bastrop, Texas

We hereby submit specifications and estimates to install two split systems using sealed combustion gas furnaces rated at 95% efficiency. Downstairs unit will be Rheem five ton system rated at 13 SEER. Furnace will be hanging exposed with exposed metal duct. Upstairs unit will be Rheem three ton system rated at 13 SEER. Furnace will be hanging exposed with exposed metal duct. All carpentry and outside penetration work by others.

The cost of this proposal is $15,640.00.
55% ($8632.00) draw as down payment.
45% ($7038.00) draw as agreed upon.

CTM provides a one year warranty on all labor. Rheem provides ten year warranty on compressor with registration. Commercial application may differ.

Warranty period begins upon startup of the equipment.

All material remains the property of CTM until final payment is made.

This proposal may be withdrawn if not accepted within 30 days.

Authorized signature

The above prices, specifications, and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Date __/__/15 Signature

PLEASE SIGN AND RETURN ONE COPY TO CTM

pkl
CHL 3
5/12/15
BUSINESS PLAN

Upon completion of the renovation three businesses are proposed for the downstairs space. The first business will be a downtown coffee shop serving a morning to late lunch crowd, roasting and selling signature coffees and pastries. Incorporated into the coffee shop during the lunch hours will be a small café specializing in signature pressed sandwich's and soups. During the evening hours there will be a bar selling beer and wine, specialty desserts and cheeses. Live entertainment will be had two nights a week promoting local artists. These three businesses will add eleven to thirteen jobs to the City of Bastrop.
STANDARDIZED AGENDA RECOMMENDATION FORM

BEDC

DATE SUBMITTED: 4/13/2015

MEETING DATE: 4/20/2015

1. Agenda Item: Final approval for Façade Grant for 601 F Chestnut Street, Bastrop River Company (owner, Lee Harle) to repair and upgrade windows, door, stairs and decking to front entrance; tenant has approval from property owner; estimate for full project is $6,522 (BEDC approximate reimbursement is $3,261). Project was pre-approved on 2/23/15.

2. Party Making Request: Nancy Wood

3. Nature of Request: (Brief Overview) Attachments: Yes X No

Tenant wishes to repair and upgrade windows, door, stairs and decking to front entrance; tenant has approval from property owner; estimate for full project is $6,522.

4. Policy Implication: ____________________________________________________________

5. Budgeted: Yes No N/A

Bid Amount: ________________ Budgeted Amount: ________________

Under Budget: ________________ Over Budget: ________________

Amount Remaining: ________________

6. Alternate Option/Costs: __________________________________________________________

7. Routing:

NAME/TITLE INITIAL DATE CONCURRENCE

a) __________________________________________________________

b) __________________________________________________________

c) __________________________________________________________

8. Staff Recommendation: Yes for approval; Design Committee: Yes for approval and scored on 4/14/15

9. Advisory Board: Approved Disapproved None

10. Manager’s Recommendation: Approved Disapproved None

11. Action Taken: ________________________________________________________________
BASTROP ECONOMIC DEVELOPMENT CORPORATION/MAIN STREET
REVITALIZATION GRANT PROGRAM

GRANT APPLICATION

APPLICANT [OWNER(S)/REPRESENTATIVE] (Note: If Applicant is not the building or property owner(s), the building and property owner(s) must sign the Application or submit a notarized 'letter of authorization' with this Application). If the property/building is owned by more than one individual or entity, then all co-owners must personally sign the Application.

Name
Lee Harle

Address
705 Pine St A
City
Bastrop
State
Tx
Zip
78602

Telephone (Work) 512-921-8423
(Home/Cel) 512-921-8423

PROJECT/BUILDING OR PROPERTY

Project/Building Name
Bastrop River Co

Project/Building Address (including legal description)
214 Chestnut St

Project/Building Owner
Hoover Properties

Building Age ________________ Date of Original Construction ________________

Architect/Builder (if known)

Brief History of Building (Bastrop County Historical Museum and/or Library and/or County Courthouse are resources)

Building was relocated as part of the Crossing development

Is this property a City of Bastrop Significant Landmark? (X) No ( ) Yes
Date established as a Significant Landmark ____________________, 20

Is this property a City of Bastrop Historic Landmark? (X) No ( ) Yes
Date established as a Historic Landmark ____________________, 20

Note: If the structure involved is designated by the City as a Historic Landmark, then Applicant must also make Application for a Certificate of Appropriateness with the City of
Bastrop, so that the Project may be reviewed and approved by the City of Bastrop's Historic Landmark Commission.

Is this property on the National Register of Historic Places or a Recorded Texas Historic Landmark? (x) No ( ) Yes-Explain which ________________________________

**DESCRIPTION OF PROJECT/WORK PROPOSED**

Exterior  Construction of new stair case & porch railings at the entrance to the building

Interior__________

Windows  Repaired bustd windows & doors all around the building

Roof__________

Facade (Storefront/Doors)  Replaced doors

Painting__________

Awning__________

Other__________

Total Estimate $6522.00

Qualified Bids and/or cost estimates must be obtained and submitted with Application in order to substantiate cost of improvement(s)

Requested Grant amount:

Façade Grant (up to $5,000 matching, as 50%/50%) (US $3261.00)

Mega-Grant (up to $25,000 as 25%/75%) ( ) $____________

Project Architect/Designer ___________________________ Phone: ___________________________

Project Contractor/Coordinator  Shown Herring Phone: 512-581-2529

Are you planning to apply for a Tax Credit for rehabilitation of historic structures? ( ) Yes  (x) No
CRITICAL TIMING AND COMPLETION REQUIREMENTS:

1. Construction must not have begun on any part of the proposed grant related Project prior to submission of the BEDC Pre-Application form.

2. For Façade Grant Projects - Construction on Façade Grant improvements must begin within 60 days of Project Application Approval. To be eligible for reimbursement through the Grant Program, Façade Grant Projects must be completed on or before 6 months after Final Approval by BEDC.

3. For Mega-Grant Projects - Construction on Mega-Grant improvements must begin within 6 months of Project Application Approval. To be eligible for reimbursement through the Grant Program, Mega-Grants Projects must be completed within 18 months from Final Approval by BEDC.

4. A one-time 6 month extension to these deadlines may be considered by BEDC, upon written request and acceptable documentation force majeure type justification for the delay of initiation of work or completion.

If the above deadlines are not met, or extensions are not approved by the BEDC Board, the funding for the Project will be denied.

When do you expect to begin Project work? _______ April 15th, 2015

[Note: Work may begin after Pre-Application submission and before Final Approval of the Board; however, Applicants undertake this work at their sole risk, acknowledging that BEDC may – at its sole discretion – ultimately determine not to fund the Project.]

What is the anticipated completion date? _______ April 15th, 2015
OWNER’S/APPLICANT’S AGREEMENT:

I have met with the Bastrop Main Street Program Manager and I acknowledge that I have received, reviewed and fully understand the criteria, standards, rules and procedures established by the BEDC and the Main Street Program pertaining to the Project Grant Program and, further, that my request to be considered for Grant funds and agreement to abide by the Mains Street Program/BEDC criteria, standards, rules and procedures is binding and contractual in nature, in the event that the proposed Project is funded by the BEDC.

I understand that, if I am awarded a Façade Grant or a Mega-Grant by the BEDC, any deviation from the Project detail approved by the Board and/or deviation from this Agreement will result in the withdrawal of the Final Approval for the Grant and loss of Grant funds for my proposed Project.

All Owner(s)/Representative(s) who are signatories to the Pre-Application/Application affirm and represent that neither they, nor any representative or contractor associated with the Project whom will participate in the Project on behalf of the Owner, have any common law or Statutory conflict of interest with respect to this Grant and/or the resulting funding that may be provided by the BEDC.

Signed ____________________________________________________________________________

Owner/Applicant

Signed ____________________________________________________________________________

Co-Owner/Co Applicant

Signed ____________________________________________________________________________

Bastrop Main Street Program Manager

Signed ____________________________________________________________________________

Representative of Applicable Reviewing Entity

[Historic Landmark Commission or
Main Street Design Committee]

Signed ____________________________________________________________________________

Bastrop Economic Development Corporation

Date 4/13/15

Date

Date 4/13/15

Date 4/15/15

Date
Herring Construction  
Bastrop, TX  
512-581-2529  

Customer Name: Bastrop River Co  
Phone Number:  
Address:  

Date: 12/01/14  

You recently requested pricing information from our company. Here is our quote:

<table>
<thead>
<tr>
<th>Service</th>
<th>Estimated cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Remove/Replace Stair + Handrails (widen to 64&quot;)</td>
<td>$2,550.00</td>
</tr>
<tr>
<td>Remove/Replace Handrails, Upper Deck</td>
<td>$935.00</td>
</tr>
<tr>
<td>Build Split Rail Fence (2 Rail), Approx. 50ft</td>
<td>$675.00</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
</tr>
</tbody>
</table>

Thank you for giving us the opportunity to bid for your business. As always, it's a pleasure doing business with you. We look forward to completing this job to your satisfaction.

Sincerely,

Shawn Herring

If you would like to discuss items in this quote, or if you need any additional information, please call me at 512-581-2529.
Herring Construction
Bastrop, TX
512-581-2529

Customer Name: Bastrop River Co.
Phone Number: ________________________
Address: _______________________________________

You recently requested pricing information from our company. Here is our quote:

<table>
<thead>
<tr>
<th>Service</th>
<th>Estimated cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rebuild 8 ft double doors w/ lockable latch</td>
<td>$475.00</td>
</tr>
<tr>
<td>Convert Standard window to Service Window x 1</td>
<td>$400.00 + Mat</td>
</tr>
<tr>
<td>Add braeig/fur down wall to shore-up building</td>
<td>$400.00 est (not a bid)</td>
</tr>
</tbody>
</table>

Thank you for giving us the opportunity to bid for your business. As always, it’s a pleasure doing business with you. We look forward to completing this job to your satisfaction.

Sincerely,

Shawn Herring

If you would like to discuss items in this quote, or if you need any additional information, please call me at 512-581-2529.
To whom it may concern,

The property owner is out of town. He is aware of the work being done and has given approval. Written approval will be provided upon his return.

[Signature]

J. Paul
Scoring Criteria for the Bastrop Economic Development Corporation and Historic Restoration Grants in the Main Street Program Area

Property Location

☐ Within the Main Street Program Area

☒ Within the Central Business District

☐ Other Property Location — Please Describe general location and why this property should be considered:


Property Legal Description


Criteria

Score

1. Identified with site survey, by staff, as

Existing Property currently Contributing, or approved proposed infill will be contributing to the overall neighborhood or area 5

Existing Property currently Non-Contributing, but approved work performed or proposed approved restoration work will make the property contributing. 4

Proposed project deemed as Non-Contributing 0

2. Available to public, encouraging Tourism

Commercial Property open to the public - retail, public museum, restaurant, bed and breakfast, etc. 5

Non retail Professional Property open to the public - Non sales tax generating – law offices, realtors, etc. 4

Not open to the public 2

3. Use of Structure
Application is part of a project that will allow reoccupation of a structure or property that is currently vacant and has been for:

Five or more years  5
Two to five years  4
Less than two years  3
Currently occupied  2

4. Previous Funding

Applicant has not applied for nor received funding from this program in the past 3 years.  5

Applicant has applied before and satisfactorily completed the proposed project to receive funding.  4

Applicant has applied before but has not been selected to receive funding.  3

Applicant has applied before and did not satisfactorily complete project to receive funding. -1

5. Jobs Created

Application is part of a proposed project that will allow the creation of full time or part time salaried positions that did not exist prior to completion of this project.

Greater than 10 new jobs created.  5
5 – 10 new jobs created.  4
3 – 5 new jobs created.  3
1 – 2 new jobs created.  2
No new jobs created.  0

IF APPLICATION IS FOR PROPOSED INFILL STOP SCORING PROCESS HERE. CONTINUE IF APPLICATION IS FOR EXISTING STRUCTURE

6. Danger of Structure (determined by staff)

Currently threatened or likely to be threatened within 1 year.  5
Severe deterioration evident; roof damage or severe structural damage threatens loss of entire property.  3
Moderately threatened or likely to be within 1 to 5 years. 
*Deterioration has begun, but does not pose immediate threat of collapse.*

In potential danger with localized minor damage to structure or limited damage to major features.

Not in danger. Project is cosmetic.

7. **National / Texas Historic Register Status**

Listed on *both* the National and Texas Register

Listed on *either* the National or Texas Register

Application submitted for registration, pending approval

Not eligible but approved work performed or proposed restoration work will make the property eligible.

Not Eligible.

8. **Designated as City of Bastrop Significant or Historic Landmark**

Designated Landmark

Application submitted, pending approval

Eligible, but not Designated

Not eligible but approved work performed or proposed restoration work will make the property eligible.

Not Eligible.

Signed

Bastrop Main Street Program Manager

Signed

Historic Landmark Commission and/or Main Street Design Committee

Signed

Bastrop Economic Development Corporation

Date 4-14-15

Date 4-18-15

Date
1. Agenda Item: Final approval for Mega Grant to renovate 925 Main Street; new owners Anne and Richard Smarzik purchased the building on 2/6/2015 and will be making major renovations to this building which has been empty since 2008; Anne will be moving her business, Relics Jewelry and Gifts, to this space on completion of the renovation. Project estimated at $111,286.00 with reimbursement of $25,000; pre-approval of project granted at 2/23/15 BEDC Board meeting.

2. Party Making Request: Nancy Wood

3. Nature of Request: Building will be totally renovated from roof repairs and new HVAC to interior wall removals, update of bathroom and kitchen, new floors (both upstairs and down), new exterior windows and doors (including removing metal bars on front door), new façade with removal of balcony and replacement of transom upper windows and new awning; paint inside and out and possibly re-pointing the brick wall (with the City) on the 921 Main Street side. Estimate for renovations is $111,286 with BEDC reimbursing $25,000. Pre-approval was granted at 2/23/15 BEDC Board meeting.

4. Policy Implication:

5. Budgeted: Yes No N/A
   Bid Amount: Budgeted Amount: 
   Under Budget: Over Budget: 
   Amount Remaining: 

6. Alternate Option/Costs:

7. Routing: NAME/TITLE INITIAL DATE CONCURRENCE
   a) 
   b) 
   c) 

8. Staff Recommendation: Yes to application; Design Committee: Yes to application and scored on 4/14/15

9. Advisory Board: Approved Disapproved None

10. Manager’s Recommendation: Approved Disapproved None

11. Action Taken: 

B.E.D.C.
BASTROP ECONOMIC DEVELOPMENT CORPORATION/MAIN STREET REVITALIZATION GRANT PROGRAM

GRANT APPLICATION

APPLICANT [OWNER(S)/REPRESENTATIVE] (Note: If Applicant is not the building or property owner(s), the building and property owner(s) must sign the Application or submit a notarized 'letter of authorization' with this Application. If the property/building is owned by more than one individual or entity, then all co-owners must personally sign the Application.

Name Richard and Anne Smarzik
Address 220 Long Trail City Smithville State Texas Zip 78957
Telephone (Work) (210) 863-9773 (Home/Cell) (210) 863-9773

PROJECT/BUILDING OR PROPERTY

Project/Building Name Relics Jewelry and Gifts
Project/Building Address (including legal description) 925 Main Street, Bastrop Texas 78602 Building Block No. 4, East of Main Street Acres 0.107 R73722

Project/Building Owner Richard and Anne Smarzik
Address 925 Main Street, Bastrop, Texas 78602
Building Age 147+ years Date of Original Construction Before 1868

Architect/Builder (if known)

Brief History of Building (Bastrop County Historical Museum and/or Library and/or County Courthouse are resources) The earliest reference to the building is a deed record from 1851. C. K. Hall sold the property to Charles Wood in 1851. Charles Wood and J. M. Royston sold the property to M. O. Dimm on April 17, 1857. The M.O. Dimm Store was owned by Louis Phelps and sold to J.C. Higgins for $2,000 on July 22, 1868 as per the deed. J.C. Higgins partnered with C. B. Garwood and operated a mercantile store in this location. Ads for the store are found in the Saturday, September 6, 1873 Bastrop Advertiser. The daughters of J.C. Higgins, Liciel T. Holland and Mary Fairbanks McCall inherited the property in 1907. Carrie C. Higgins sold the property to T. A. Hasler that same year. T. A. Hasler sold the property to L.W. Olive in 1908. L.W. Olive also ran a mercantile store at the same location. Olive’s heirs, Sidney C Olive and Ella Belle Olive, sold the building to Judge Jack Griesenbeck on August 18, 1973. Jack ran Griesenbeck’s Furniture Store and used the building to store mattresses. Jack Griesenbeck sold the property to Mary Ogden Shultz on June 1, 1993. Mary Odgen Shultz converted the building to a private residence and shared the building with Joann Schaefer. Mary Odgen Shultz and Joann Schaefer replaced the existing flat roof with a peaked metal roof and replaced the pier and beam foundation with a cement slab. Richard and Anne Smarzik purchased the building on
February 6, 2015 from the heirs for Shultz and Schaefer and are updating the building’s façade and interior.

Is this property a City of Bastrop Significant Landmark? (X) No ( ) Yes
Date established as a Significant Landmark____________________, 20__

Is this property a City of Bastrop Historic Landmark? (X) No ( ) Yes
Date established as a Historic Landmark____________________, 20__

Note: If the structure involved is designated by the City as a Historic Landmark, then Applicant must also make Application for a Certificate of Appropriateness with the City of
Is this property on the National Register of Historic Places or a Recorded Texas Historic Landmark? (X) No  ( ) Yes-Explain which ________________________________

DESCRIPTION OF PROJECT/WORK PROPOSED

Exterior  See Attached Worksheet

________________________________________________________________________

Interior

________________________________________________________________________

Windows

________________________________________________________________________

Roof

________________________________________________________________________

Facade (Storefront/Doors)

________________________________________________________________________

Painting

________________________________________________________________________

Awning

________________________________________________________________________

Other

________________________________________________________________________

Total Estimate  $111,286.64

Qualified Bids and/or cost estimates must be obtained and submitted with Application in order to substantiate cost of improvement(s)

Requested Grant amount:

Facade Grant (up to $5,000 matching, as 50%/50%)  ( ) $

Mega-Grant (up to $25,000 as 25%/75%)   (X) $25,000

Project Architect/Designer Hannah Dreiss and Anne Smarzik  Phone:

Project Contractor/Coordinator Anne Smarzik  Phone: (210) 863-9773

Are you planning to apply for a Tax Credit for rehabilitation of historic structures? ( ) Yes  (X) No
CRITICAL TIMING AND COMPLETION REQUIREMENTS:

1. Construction must not have begun on any part of the proposed grant related Project prior to submission of the BEDC Pre-Application form.

2. For Façade Grant Projects - Construction on Façade Grant improvements must begin within 60 days of Project Application Approval. To be eligible for reimbursement through the Grant Program, Façade Grant Projects must be completed on or before 6 months after Final Approval by BEDC.

3. For Mega-Grant Projects – Construction on Mega-Grant improvements must begin within 6 months of Project Application Approval. To be eligible for reimbursement through the Grant Program, Mega-Grants Projects must be completed within 18 months from Final Approval by BEDC.

4. A one-time 6 month extension to these deadlines may be considered by BEDC, upon written request and acceptable documentation force majeure type justification for the delay of initiation of work or completion.

If the above deadlines are not met, or extensions are not approved by the BEDC Board, the funding for the Project will be denied.

When do you expect to begin Project work? February 24, 2015

[Note: Work may begin after Pre-Application submission and before Final Approval of the Board; however, Applicants undertake this work at their sole risk, acknowledging that BEDC may – at its sole discretion – ultimately determine not to fund the Project.]

What is the anticipated completion date? June 30, 2015
OWNER'S/APPLICANT'S AGREEMENT:

I have met with the Bastrop Main Street Program Manager and I acknowledge that I have received, reviewed and fully understand the criteria, standards, rules and procedures established by the BEDC and the Main Street Program pertaining to the Project Grant Program and, further, that my request to be considered for Grant funds and agreement to abide by the Mains Street Program/BEDC criteria, standards, rules and procedures is binding and contractual in nature, in the event that the proposed Project is funded by the BEDC.

I understand that, if I am awarded a Façade Grant or a Mega-Grant by the BEDC, any deviation from the Project detail approved by the Board and/or deviation from this Agreement will result in the withdrawal of the Final Approval for the Grant and loss of Grant funds for my proposed Project.

All Owner(s)/Representative(s) who are signatories to the Pre-Application/Application affirm and represent that neither they, nor any representative or contractor associated with the Project whom will participate in the Project on behalf of the Owner, have any common law or Statutory conflict of interest with respect to this Grant and/or the resulting funding that may be provided by the BEDC.

Signed ___________________________ Date 4-10-15
Anne Smarzak
Owner/Applicant

Signed ___________________________ Date 4-10-15
Richard Smarzak
Co-Owner/Co Applicant

Signed ___________________________ Date 4-10-15
Manager
Bastrop Main Street Program

Signed ___________________________ Date 4-15-15
Representative of Applicable
Reviewing Entity
[Historic Landmark Commission or
Main Street Design Committee]

Signed ___________________________ Date
Bastrop Economic Development Corporation
February 5, 2015

LEGAL DESCRIPTION: BEING 0.107 ACRE OF LAND LYING IN AND BEING SITUATED OUT OF BUILDING BLOCK 4, EAST OF MAIN STREET, TOWN OF BASTROP, BASTROP COUNTY, TEXAS AND BEING THE ALL OF THAT CERTAIN TRACT OF LAND CONVEYED TO MARY OGDEN SCHULTZ BY DEED RECORDED IN VOLUME 668, PAGE 552 OFFICIAL RECORDS, BASTROP COUNTY, TEXAS AND CALLED TO BE A PORTION OF LOT 23, SHOWN ON EXHIBIT RECORDED IN VOLUME 657, PAGE 610 OF SAID OFFICIAL RECORDS; SAID 0.107 ACRE TRACT OF LAND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS AND AS SURVEYED UNDER THE SUPERVISION OF JAMES E. GARON & ASSOCIATES IN JANUARY, 2015:

BEGINNING at a concrete nail found on the east line of Main Street for the southwest corner hereof and the northwest corner of that certain tract of land conveyed to The City of Bastrop by deed recorded in Volume 1941, Page 96 of said official records;

THENCE N 00°08'13" E a distance of 22.16 feet along Main Street to a concrete nail found for the northwest corner hereof and southwest corner of that certain tract of land conveyed to the Bastrop Chamber of Commerce by deed recorded in Volume 685, Page 498 of said official records;

THENCE N 89°52'13" E, passing the face of a building at a distance of 5.26 feet, passing an iron rod set for the southeast corner of said Chamber of Commerce tract and the southwest corner of that certain tract of land conveyed to Mary Jean Culwell by deed recorded in Volume 657, Page 610 of said official records at a distance of 177.30 feet, passing an iron rod set for the southeast corner of said Culwell tract at a distance 201.80 feet and continuing for a total distance of 211.79 feet to an iron rod set for the northeast corner hereof;

THENCE S 00°07'47" E a distance of 21.91 feet along the remainder of that property conveyed to T.A. Hasler by deed recorded in Volume 44, Page 63 deed records, Bastrop County, Texas to an iron rod set for the southeast corner hereof;
THENCE S 89°48'15" W, passing a 5/8" iron rod found for an ell corner of the aforesaid City of Bastrop tract at a distance of 94.59 feet and continuing along said City of Bastrop tract for a total distance of 211.90 feet to the POINT OF BEGINNING, containing 0.107 acre of land, more or less and as shown on sketch of survey provided herewith.

Surveyed by:

James E. Garon
Registered Professional Land Surveyor
Server: Co\Bastrop\City of Bastrop\bb4ems\15115
<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Caspro Builders</td>
<td>$72,931.00</td>
</tr>
<tr>
<td>Mathison AC</td>
<td>$13,695.79</td>
</tr>
<tr>
<td>Electric</td>
<td>$17,550.00</td>
</tr>
<tr>
<td>Plumbing</td>
<td>$6,584.85</td>
</tr>
<tr>
<td>Rick Ostrander Repointing</td>
<td>$525.00</td>
</tr>
</tbody>
</table>

**Project Estimate Total**  
$111,286.64
Building Renovation Work

Renovate Front of 925 Main Street

Exterior $20,280.00
- Remove Balcony Porch
- Remove Balcony Porch support posts
- Remove Awning
- Remove 3 double French doors
- Install metal roof awning
- Install Support Posts for awning
- Install Three 3’ by 6’ Low-E fixed windows above awning
- Clad front of building with cement Hardi siding
  - Use cement Hardi trim boards around fixed windows
to complement existing trim over lower windows
- Remove Peaked façade at top of front
- Install stepped façade at top of front with metal

Interior $8,196.00
- Sheetrock, tape, float and paint interior wall around new widows
- Relocate electrical subpanel
- Remove HVAC unit
- Remove Wheelchair Elevator
- Remove Electric Stair Lift
- Remove 4 chandeliers and 1 ceiling fan
- Remove 3 Can Lights
- Install 8 ceiling light fixtures
- Remove Carpet
- Remove Tile
- Install Bamboo flooring

Vendor’s Bathroom $3,157.00
- Remove Upper and Lower Cabinets in Vendor’s Private Bathroom
- Remove Shower
- Remove Pink Carpet
- Remove Floor Tile

Build Left side of ADA Hallway
  - Frame new wall and 36” door 2 feet inside existing wall
  - Demo Existing wall
  - Sheetrock, tape, float, and texture new wall
  - Paint new wall

Paint Vendor’s Bathroom

Build Mechanical Closet for AC Coil and Furnace $3,958.00
- Remove Closet shelving and poles
- Remove door

Continue Left side of ADA Hallway
  - Frame new wall and 36” door 2 feet inside existing wall
  - Demo Existing wall
  - Sheetrock, tape, float, and texture new wall
  - Paint new wall

Install Door and Door Frame
Paint Mechanical Room

**Build Office for Relics Jewelry and Gifts** $3,975.00
Remove Kitchen Cabinets from existing office wall
Remove Closet shelving and poles
Remove Closet doors
Remove Door
Continue Left side of ADA Hallway
  Frame new wall and 36" door 2 feet inside existing wall
  Demo Existing wall
  Sheetrock, tape, float, and texture new wall
  Paint new wall
Install Door and Door Frame
Paint Office

**Rebuild AC Ducting and Electrical Wiring Chase** $3,680.00
Remove Existing Chase
Remove Existing Ducting
Remove Sump pump Drain plumbing
Add new Chase
  Frame New Chase
  Sheetrock, tape, float, and texture new chase
  Paint new chase

**Renovate Relics Private Bathroom** $3,979.00
Remove Upper Cabinets
Remove Floor Tile
Cover Electrical Panel
Build Right side of ADA Hallway
  Frame new wall and 36" door outside existing wall
  Demo Existing wall
  Sheetrock, tape, float, and texture new wall
  Paint new wall
Install Door and Door Frame
Paint Relics' Bathroom

**Enclose Workshop** $5,956.00
Continue Right side of ADA Hallway
  Frame new wall outside existing wall
  Demo Existing wall
  Sheetrock, tape, float, and texture new wall
  Paint new wall
Install Door and Door Frame
Paint Workshop

**Update Relics Sales Floor Area** $6,050.00
Remove Carpet
Remove Tile from Relics Sales Floor
Install Bamboo flooring in Relics Sales Floor
Close off and seal fireplace
Remove Front Office and Mechanical Closet
Paint Interior
<table>
<thead>
<tr>
<th><strong>Loft</strong></th>
<th>$3,150.00</th>
</tr>
</thead>
<tbody>
<tr>
<td>Close off and Seal Upstairs AC Ducts</td>
<td></td>
</tr>
<tr>
<td>Remove Closets and Closet Doors</td>
<td></td>
</tr>
<tr>
<td>Remove Wood Paneling</td>
<td></td>
</tr>
<tr>
<td>Remove Railing</td>
<td></td>
</tr>
<tr>
<td>Demo Loft</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Catwalk</strong></th>
<th>$2,550.00</th>
</tr>
</thead>
<tbody>
<tr>
<td>Remove Railing</td>
<td></td>
</tr>
<tr>
<td>Demo Catwalk</td>
<td></td>
</tr>
<tr>
<td>Install Railing at end of Boutique area</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Expose Brick</strong></th>
<th>$4,500.00</th>
</tr>
</thead>
<tbody>
<tr>
<td>Remove Wood paneling from second story</td>
<td></td>
</tr>
<tr>
<td>Remove Plaster from bricks and haul away</td>
<td></td>
</tr>
<tr>
<td>Repair front columns that have missing brick</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Paint Ceiling</strong></th>
<th>$3,500.00</th>
</tr>
</thead>
<tbody>
<tr>
<td>Paint Ceiling</td>
<td></td>
</tr>
</tbody>
</table>

Total: $72,931.00
## Electrical Work

### Exterior

**Front of 925 Main Street**
- Remove Light fixture beneath Balcony Porch
- Install General Recessed Downlighting LED fixture beneath awning
- Install Outdoor rated Smart Building outlets on each side of awning

### Interior

**Chase**
- Determine points of termination of Romex in existing chase
- Remove electrical wiring in catwalk and chase
- Remove existing can lights in Chase

**Catwalk**
- Remove Track lighting in Catwalk

**Loft**
- Remove Electrical from Loft

**Ceiling**
- Install 4 circuits for Track Lighting
- Install 4 Smart Building Dimmer Switch for Track Lighting
- Install Tracking Lighting in ceiling
- Remove existing ceiling fan
- Remove existing lighting fixtures

**AC**
- Install new 40 amp circuit for AC on electric panel
- Install new 40 amp breaker for Outdoor AC Unit on outdoor main panel
- Install new Smart Build Thermostat

**Relics Space**
- Remove ADT Security Panel
- Remove Relics Sales floor Light Switches
- Remove Relics Sales floor Ceiling Fan Switch

**Office**
- Remove Ceiling fan in office

**LED Bulbs**
- Install LED Lighting in all light fixtures

### Subtotal

### Grand Total

<table>
<thead>
<tr>
<th>Description</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Front of 925 Main Street</td>
<td>$1,250.00</td>
</tr>
<tr>
<td>Chase</td>
<td>$1,100.00</td>
</tr>
<tr>
<td>Catwalk</td>
<td>$950.00</td>
</tr>
<tr>
<td>Loft</td>
<td>$1,250.00</td>
</tr>
<tr>
<td>Ceiling</td>
<td>$6,975.00</td>
</tr>
<tr>
<td>AC</td>
<td>$2,950.00</td>
</tr>
<tr>
<td>Relics Space</td>
<td>$1,250.00</td>
</tr>
<tr>
<td>Office</td>
<td>$1,100.00</td>
</tr>
<tr>
<td>LED Bulbs</td>
<td>$725.00</td>
</tr>
<tr>
<td><strong>Subtotal</strong></td>
<td><strong>$17,550.00</strong></td>
</tr>
<tr>
<td><strong>Grand Total</strong></td>
<td><strong>$17,550.00</strong></td>
</tr>
</tbody>
</table>
AC Work

New AC $12,000.00

Place new AC Unit on ground level in covered parking
Install Coil and Furnace in Mechanical Closet
Install Gas line for Furnace by rerouting existing upstairs gas line
Install AC Condensation drain
Install Copper line for coolant
Install new Metal Spiral Ducting in building
Install new Metal Spiral Ducting in Mechanical
Remove Existing AC Coil and Furnace from upstairs AC Closet
Remove Outdoor AC Units from Roof
Remove Thermostat
Install new ducting in chase for workshop, bathrooms, and office
and connect to new AC Duct work in Mechanical Closet

Subtotal $12,000.00
Tax $1,695.79
Grand Total $13,695.79
Plumbing

Remove Pink Toilet in Vendor’s Private Bathroom
Remove Pink Sink in Vendor’s Private Bathroom
Cap off shower plumbing below grade
Install New 1.28 gal toilet
Install New sink
Install New sink cabinet
Install Gas line for Furnace by rerouting existing upstairs gas line
Remove Toilet in Private Bathroom
Remove Sink in Private Bathroom
Cap off sink plumbing below grade
Install New 1.28 gal toilet
Install New sink and plumbing for sink
Install New sink cabinet
Cap off Ice Maker Plumbing
Install Point of Service Water Heater in Private Bathroom
Install Point of Service Water Heater at Kitchen Sink

Subtotal $6,083.00
Tax $501.85
Total with Tax $6,584.85
**Repointing Brick**

Repointing Rear Exterior Brick  $525.00
Caspro Builders
194 N. Eskew Ln
Cedar Creek Tx. 78612

Date: 02•18•15

Estimate:

Anne Smarzik
925 Main Street Building

Scope of work:

Exterior

Remove second story deck and roof structure
Remove 3 double doors
Frame in opening and install 3 plate glass (3' x 6') windows Trimmed out with Hardi trim boards. Remaining wall area will have Hardi siding
Rebuild roof structure in similar fashion to original (to be installed below new windows)
Cover wood siding at 1st floor bay windows with Hardi siding
Remove Peaked façade at top of front
Rebuild stepped faced at top of front with metal
Paint all new construction

Estimated cost: $20,280.00

Interior

Sheet rock and paint new wall construction
Eliminate Electrical sub panel
Eliminate HVAC unit
Remove elevator
Remove stair lift
Build support column
Install new ceiling lighting (8 lights at $75 per fixture • Smarziks will pay difference out-of-pocket if cost per fixtures is more)
Install wood flooring

Estimated cost: $8,196.00

Left Side Bathroom

Remove Upper and Lower Cabinets in Bathroom
Remove Shower
Remove Pink Carpet
Remove Floor Tile
Build Left side of ADA Hallway
   Frame new wall and 36" door 2 feet inside existing wall
   Demo Existing wall
   Sheetrock, tape, float, and texture new wall
   Paint new wall
Paint Bathroom

Estimated cost: $3,157.00

Build Mechanical Closet for AC Coil and Furnace

Remove Closet shelving and poles
Remove door
Continue Left side of ADA Hallway
   Frame new wall and 36" door 2 feet inside existing wall
   Demo Existing wall
   Sheetrock, tape, float, and texture new wall
   Paint new wall
Paint Mechanical Room

Estimated cost: $3,758.00

Build Office

Remove Kitchen Cabinets from existing office wall
Remove Closet shelving and poles
Remove Closet doors
Remove Door
Continue Left side of ADA Hallway
   Frame new wall and 36" door 2 feet inside existing wall
   Demo Existing wall
   Sheetrock, tape, float, and texture new wall
   Paint new wall
Paint Office

Estimated cost: $3,275.00

Rebuild AC Ducting and Electrical Wiring Chase

Remove Existing Chase
Remove Existing Ducting
Remove Sump pump Drain plumbing
Add new Chase
Frame New Chase  
Sheetrock, tape, float, and texture new chase  
Paint new chase

Estimated cost: $3,680.00

Right Side Bathroom

Remove Upper Cabinets  
Remove Floor Tile  
Cover Electrical Panel  
Build Right side of ADA Hallway  
Frame new wall and 36” door outside existing wall  
Demo Existing wall  
Sheetrock, tape, float, and texture new wall  
Paint new wall  
Paint Bathroom

Estimated cost: $3,279.00

Enclose Workshop

Continue Right side of ADA Hallway  
Frame new wall outside existing wall  
Demo Existing wall  
Sheetrock, tape, float, and texture new wall  
Paint new wall  
Paint Workshop

Estimated cost: $5,556.00

Update Retail Area

Remove Carpet  
Remove Tile from Retail Sales Floor  
Install Bamboo flooring in Retail Sales Floor  
Close off and seal fireplace  
Remove Front Office and Mechanical Closet  
Paint Interior

Estimated cost: $6,050.00

Loft

Close off and Seal Upstairs AC Ducts
Remove Closets and Closet Doors
Remove Wood Paneling
Remove Railing
Demo Loft

Estimated cost: $3,150.00

Catwalk

Remove Railing
Demo Catwalk
Install Railing at end of Boutique area

Estimated cost: $2,550.00

Exposé Brick

Remove Wood paneling from second story
Remove Plaster from bricks and haul away

Estimated cost: $2,500.00

Total estimated cost: $65,431.00

Thank You
Kim Casper
Proposal

Date: February 17, 2015

To:
Attn: Ann
Phone: 210 863-9773

Project Name: HVAC for Bastrop Boutique
Location: Downtown Bastrop

See description and exclusions listed below.

$20,555.00

Authorized Signature: ____________________________________________

Note: This proposal may be withdrawn by us if not accepted within 45 days.

We hereby submit our estimate to furnish and install a 5 ton gas / electric Lennox split system. System will come complete with a system of spiral ductwork, grilles, flex (above ceiling only) flue, insulation and piping. The condenser will be installed on a concrete pad in back of the store. We will furnish 2 painted bollards to protect the condenser. Smoke detector for unit shutdown will also be furnished per fire code. We have not seen or know of any drawings or specifications. Air balance is include in this proposal. Please note exclusions listed below.

Exclusions:
State & local taxes (add $1,696.00 if required)
Painting of ductwork
Wiring for fire alarm panel if present (Smoke detector)
Wall patch (if something is removed)

Acceptance of Proposal - ____________________________________________

Signature Date

These conditions are acceptable and you are authorized to proceed as specified and outlined above.
Regulated by Texas Department of Licensing and Regulation, P.O. Box 12157 Austin, Texas 78711
1-800-803-9202, 512-463-6599
**Electric Inc.**
Commercial / Residential

---

### Details

- **Name:**
- **Address:** MAIN ST
- **City/Zip:** BASTROP, TX 78602
- **Phone No.:**
- **Contact:**
- **Billing Address:**
  - **Same**
  - **Different**

---

<table>
<thead>
<tr>
<th>Date</th>
<th>Hours</th>
<th>Rate</th>
<th>Description of Work Performed</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td>Electric Panel Re-Connect</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Run Control Job Switches U</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>For Ganging Fixtures U</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Add 2 Car Lites - Half Up Front</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Move Circuits &amp; Fixtures</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Reconnect New A/C Units</td>
</tr>
</tbody>
</table>

---

**Notes:**
- Service shows 180 to 200 Volt.
- Unbalance not Critical.
- Fluorescent Fixtures:
  - 3 Older and Bath/Screen reflected.

---

<table>
<thead>
<tr>
<th>QTY.</th>
<th>Materials</th>
<th>Price</th>
</tr>
</thead>
</table>

---

- **Rough-in Complete**
- **Job Complete**

---

I authorize this work to be done. I understand this description is preliminary and additional work or material may be necessary. If this is found to be the case, additional charges may be incurred.

---

**Customer Signature (Print Name Here):**

Regulated by the Texas Department of Licensing and Regulation, P.O. Box 12157, Austin, TX 78711, 1-800-803-9202, 512-463-6599

---

**Quote:**

- **Total Material**
- **Total Labor**
- **Permit & Processing Fees**
- **Quoted Price**:
  - $8100
- **Sub Total**
- **Sales Tax**
- **Thank You! Pay This Amount**
<table>
<thead>
<tr>
<th>Job Listing</th>
<th>Total Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gutters repair</td>
<td>$375.00</td>
</tr>
<tr>
<td>Upper LEFT corner</td>
<td></td>
</tr>
<tr>
<td>Total roof and tile left, right</td>
<td></td>
</tr>
<tr>
<td>Siding, Gutter, fascia</td>
<td>$150.00</td>
</tr>
<tr>
<td>New foundation</td>
<td></td>
</tr>
<tr>
<td>Total:</td>
<td>$525.00</td>
</tr>
</tbody>
</table>
# ABC SERVICE ESTIMATE

<table>
<thead>
<tr>
<th>Description of Work</th>
</tr>
</thead>
<tbody>
<tr>
<td>Estimate to do all plumbing in scope of work per customer's request as outlined in pocket. Includes fixtures and labor, as well as material needed.</td>
</tr>
<tr>
<td>$6,083.00 + tax</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Sub-Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>$</td>
</tr>
</tbody>
</table>

**Note:** Please note that material costs are estimated and could vary slightly (lower or higher) from this estimate. If a significant change in job scope is either requested or additional services or projects not included in this estimate or required due to conditions or circumstances unknown and not included in this estimate for job completion, a supplemental estimate will be provided upon customer request for authorization. Full payment is due upon work completion. A minimum deposit will be collected prior to job start (deposit amount indicated below) on projects in excess of $500, or on projects with material costs in excess of $100. Estimate amount is valid for 30 days following date presented.

**Estimated Sales Tax (8.25%)** |

**Disposal or Set-up/Clean-up Fees (if applicable)** |

**Other Costs or Credits** |

**COST ESTIMATE TOTAL (Labor, Materials, Tax)**
### Estimate

**Estimate Number:** E150218128  
**Estimate Date:** 02/18/2015  
**Estimate Amount:** $11,799.25  
**Created By:** Jimmy Mathison  

**Shipping Address:**  
Anne Smarzik  
225 Main St  
Bastrop, TX 78602

<table>
<thead>
<tr>
<th>Item #</th>
<th>Item Name</th>
<th>Quantity</th>
<th>Unit Price</th>
<th>Taxable</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>1026</td>
<td>5 Ton Bryant 16 Seer Air Conditioning And Gas Heating System Installing system in closet with 90 ft of spiral duct hung from ceiling to front of building and spiral to upstairs restroom and flex to downstairs area. Vent pipe run yo back off of furnace and outside unit set in back on pad supplied by me.</td>
<td>1.00</td>
<td>10,900.00</td>
<td>X</td>
<td>10,900.00</td>
</tr>
</tbody>
</table>

Subtotal: $10,900.00  
City Sales Tax Rate: 8.25%  
City Sales Tax Amount: $899.25  
Estimate Amount: $11,799.25
PERMIT

0505362

ISSUED TO

ANNE SMARZIK

(REPAIR)

04/07/2015

APPROVED

Date of Issue

2015

Permit No.

0505362

425 MAIN STREET

Builder: Building Facade

Contractor / Owner

CITY OF

BASTROP - PROGRESS FOR THE FUTURE

PROTECTION OF THE PAS

A4

N/A

Street Address:

REPAIR

CONSTRUCTION OF

ADDITION

REMODELING

For the

A4

N/A

City of
## Inspection Report

**Project Address:** 925 Main St

**Business Name:** [Redacted]

**Contractor Name:** Doug Plumbing

**Date Requested:** 3/4/15

**Date Inspected:** 3/25

### Building Status

<table>
<thead>
<tr>
<th>Building</th>
<th>Status</th>
<th>Plumbing Status</th>
<th>Electrical Status</th>
<th>Mechnical Status</th>
<th>Fire Sprinkler/Alarm Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Form Survey</td>
<td>Rough</td>
<td>T-Pole</td>
<td>Rough</td>
<td>Rough</td>
<td>Rough</td>
</tr>
<tr>
<td>Pier/Footing</td>
<td>Water Line</td>
<td>Underground</td>
<td>Fireplace</td>
<td>Above Ceiling</td>
<td>Above Ceiling</td>
</tr>
<tr>
<td>Foundation</td>
<td>Sewer Line</td>
<td>Rough</td>
<td>Duct</td>
<td>Interior Deck</td>
<td></td>
</tr>
<tr>
<td>Flatwork/Driveway</td>
<td>Copper Pressure</td>
<td>Const. Meter</td>
<td>Hood</td>
<td>Final</td>
<td></td>
</tr>
<tr>
<td>Framing</td>
<td>Underground</td>
<td>Final</td>
<td>Above Ceiling</td>
<td>Final</td>
<td></td>
</tr>
<tr>
<td>Wall Board</td>
<td>Top Out</td>
<td>Pool Belly Bond</td>
<td>Final</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Above Ceiling</td>
<td>Gas Finals Release</td>
<td>Pool Deck Bond</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Insulation</td>
<td>Final</td>
<td>Above Ceiling</td>
<td>Rough</td>
<td>Final</td>
<td></td>
</tr>
<tr>
<td>Final</td>
<td>Grease Trap</td>
<td>Temp to Perm</td>
<td>Final</td>
<td>Final</td>
<td></td>
</tr>
<tr>
<td>Pool Final</td>
<td>Water Heater</td>
<td>Meter Loop Upgrade</td>
<td></td>
<td>Final</td>
<td></td>
</tr>
<tr>
<td>CO</td>
<td>Backflow</td>
<td></td>
<td>Storm Drain</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fence/Other</td>
<td>Sewer/Water Slab</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Status:** P = Pass / PP = Partial Pass / F = Failed (reinspection required) / NA = Not Applicable / C = Cancelled

### Comments

This inspection does not relieve the contractor or owner from the responsibility of complying with the codes and ordinances of the City of Bastrop, Bastrop County, State and Federal regulations.

### Inspector Information

**Permit Number**

**Inspector Signature:** [Redacted]

**Inspector's Phone:** (512) 332-8840

**Inspector's Fax:** (512) 332-8849

**Inspection Request**

1311 Chestnut St, Bastrop, Tx 78602

Office: (512) 332-8840 • Fax: (512) 332-8849 • www.CityofBastrop.org

Please keep this report in the permit packet.
City of Bastrop, Texas
Sign Permit Application

Anne Smarzik
Applicant Name

220 Long Trail, Smithville, TX 78957
Address

(210) 863-9773 (512) 412-3830 asmarzik@gmail.com
Phone Fax Email

Address of property where sign is to be located & Business name:

925 Main Street, Bastrop, TX 78602
Address

Approval of the property owner: (property owner signature required if property is leased or rented):

Anne Smarzik
Property Owner Name Signature

220 Long Trail, Smithville TX 78957
Address

(210) 863-9773 (512) 412-3830 asmarzik@gmail.com
Phone Fax Email

Sign Contractor:

Bastrop Signs
Sign Contractor firm name Estimated Value of Sign

$ 587.13 / $60 ea

Contact Name

Matt

Address

248 Hwy 304, Bastrop, TX 78602

(512) 332-0803 timmurry@astropsigns.com
Phone Fax Email

Anne Smarzik 3-17-15
Applicant Signature Date

City of Bastrop Sign Permit Application Revised March 27, 2013
Sign Type per Summary of Permitted Signs Table 10.01 (check one):

Temporary Signs:
- □ Banner**
  □**Duration**: 2 weeks, 4 weeks, 6 weeks (*Banner Only – max. 8 weeks annually per building or tenant space)
- □ Construction Site
- □ Light Pole-Mounted
  □ Model home

Permanent Signs:
- □ Awning/Canopy
  □ Building Wall
- □ Kiosk Directional
  □ Marquee
- □ Monument Sign (single tenant)
  □ Monument Sign (multi-tenant)
- □ Monument Sign w/ electronic message
  □ Subdivision Entry
  □ Suspended

Please attach all of the following:
- □ $50 application fee
- □ Site plan of property showing accurate location of proposed sign including:
  - □ drawn to an engineer’s scale, □ property lines,
  - □ north arrow, □ dimensions of property
  - □ distances between proposed and existing freestanding signs, onsite and offsite, □ dimensions of building or lease space where the primary entrance is located,
  - □ names of adjacent streets, □ and utility connections if applicable.
- □ Drawing(s) showing dimensions of proposed sign including:
  - □ sign area, □ illumination source (if applicable, otherwise indicate 'none'),
  - □ sign height, □ method of attachment,
  - □ construction materials including colors, □ foundation and electrical wiring
- □ Elevations of buildings depicting the following proposed sign types: building wall, awning/canopy, directory, marquee, projecting, suspended and window.
  - □ drawn to scale,
  - □ dimensions of sign location on building, clearance underneath, and distance from surface of the building, and
  - □ each elevation of the building labeled to correspond with the site plan.
- □ Any additional information necessary to illustrate compliance with City regulations.

NOTE: The Sign Regulations require that the applicant make a request for final inspection of the sign within 60 days from the time the permit has been issued, otherwise the permit application shall be considered void.

Accepted for Construction by and date: 

City of Bastrop
Sign Permit Application
Revised March 27, 2013
04/17/2015

CITY OF BASTROP

PERMIT#: 0505400

PERMIT: SIGN

DATE ISSUED: 3/19/2015

JOB ADDRESS: 925 MAIN STREET

VALUATION: $ 500.00

SUBDIVISION: 

PROPOSED USE:

LOT: 

OWNER: RUTH ANN SMARZIK

BLOCK: 

ADDRESS: 220 LONG TRAIL

TRACT:

CITY: SMITHVILLE

CONTRACTOR: BASTROP SIGNS & BANNERS

PHONE#: 512-332-0803

ADDRESS: TIM MURPHY

ELECTRICAL CONTRACTOR: APPROVED FOR 24 SQ. FT.

CITY: BASTROP

MECHANICAL CONTRACTOR: NO extra 4.5 ft suspended sign

PERMIT FEES:

SIGN PERMIT (PER SIGN) 60.00

BALANCE 60.00

PAID

DISCLAIMER OF LIABILITY

THIS PERMIT IS ISSUED BASED UPON INFORMATION PREPARED AND SUBMITTED BY APPLICANT. THE CITY OF BASTROP DOES NOT VERIFY OR CONFIRM THAT THE PROPOSED SPECIFICATIONS, MATERIALS OR DESIGN ARE CORRECT FOR THE PURPOSES INTENDED. RESPONSIBILITY FOR ANY FAILURE DUE TO MATERIALS SPECIFICATIONS OR DESIGN WILL REST WITH APPLICANT.

* * * * * * * NOTICE * * * * * * *

THIS PERMIT BECOMES NULL AND VOID IF WORK OR AUTHORIZED CONSTRUCTION IS NOT COMMENCED WITHIN 6 MONTHS, OR IF CONSTRUCTION OR WORK IS SUSPENDED OR ABANDONED FOR A PERIOD OF 6 MONTHS AT ANY TIME AFTER WORK IS STARTED.

I HEREBY CERTIFY THAT I HAVE READ AND EXAMINED THIS DOCUMENT AND KNOW THE SAME TO BE TRUE AND CORRECT. ALL PROVISIONS OF LAWS AND ORDINANCES GOVERNING THIS TYPE OF WORK WILL BE COMPLIED WITH WHETHER SPECIFIED HEREIN OR NOT. GRANTING OF A PERMIT DOES NOT PREJUDGE TO GIVE AUTHORITY TO VIOLATE OR CANCEL THE PROVISIONS OF ANY OTHER STATE OR LOCAL LAW REGULATING CONSTRUCTION OR THE PERFORMANCE OF CONSTRUCTION.

Anne Smarzik 3/19/15

CONTRACTOR/AUTHORIZED AGENT DATE

Marie Munroe 3/19/15

APPROVED BY DATE
Sign - 5' tall x 8' wide centered on building
3 mm polystyrene
attached with stainless steel screws
(screw heads painted black)

Looking into possibility of using solar spotlights to light sign.

10'

3 signs hanging from front of awning
5" x 36" each w/ vendor names
Middle one will be: ANNE SMARZIK/METALSMITH
RELICS
JEWELRY & GIFT EMPORIUM
Scoring Criteria for the Bastrop Economic Development Corporation and Historic Restoration Grants in the Main Street Program Area

Property Location

☐ Within the Main Street Program Area

☐ Within the Central Business District

☐ Other Property Location – Please Describe general location and why this property should be considered:


Property Legal Description


Criteria

1. **Identified with site survey, by staff, as**

   Existing Property currently Contributing, or approved proposed infill will be contributing to the overall neighborhood or area

   Existing Property currently Non-Contributing, but approved work performed or proposed approved restoration work will make the property contributing

   Proposed project deemed as Non-Contributing

   Score

2. **Available to public, encouraging Tourism**

   Commercial Property open to the public - retail, public museum, restaurant, bed and breakfast, etc.

   Non retail Professional Property open to the public - Non sales tax generating – law offices, realtors, etc.

   Not open to the public

   Score

3. **Use of Structure**

   Score
Application is part of a project that will allow reoccupation of a structure or property that is currently vacant and has been for:

- Five or more years: 5
- Two to five years: 4
- Less than two years: 3
- Currently occupied: 2

4. Previous Funding

- Applicant has not applied for nor received funding from this program in the past 3 years: 5
- Applicant has applied before and satisfactorily completed the proposed project to receive funding: 4
- Applicant has applied before but has not been selected to receive funding: 3
- Applicant has applied before and did not satisfactorily complete project to receive funding: -1

5. Jobs Created

Application is part of a proposed project that will allow the creation of full time or part time salaried positions that did not exist prior to completion of this project.

- Greater than 10 new jobs created: 5
- 5 – 10 new jobs created: 4
- 3 – 5 new jobs created: 3
- 1 – 2 new jobs created: 2
- No new jobs created: 0

If application is for proposed infill stop scoring process here, continue if application is for existing structure.

6. Danger of Structure *(determined by staff)*

- Currently threatened or likely to be threatened within 1 year: 5

Severe deterioration evident; roof damage or severe structural damage threatens loss of entire property.
Moderately threatened or likely to be within 1 to 5 years.  
Deterioration has begun, but does not pose immediate threat of collapse.  

In potential danger with localized minor damage to structure or limited damage to major features.  

Not in danger. Project is cosmetic. 

7. National / Texas Historic Register Status  
Listed on both the National and Texas Register  
Listed on either the National or Texas Register  
Application submitted for registration, pending approval  
Not eligible but approved work performed or proposed restoration work will make the property eligible.  
Not Eligible.  

8. Designated as City of Bastrop Significant or Historic Landmark  
Designated Landmark  
Application submitted, pending approval  
Eligible, but not Designated  
Not eligible but approved work performed or proposed restoration work will make the property eligible.  
Not Eligible.  

Signed  
Bastrop Main Street Program Manager  
Historic Landmark Commission and/or Main Street Design Committee  
Bastrop Economic Development Corporation  

Date 4-14-15

2. Party Making Request: Shawn Kirkpatrick, Executive Director

3. Nature of Request: (Brief Overview) Attached for the Board's review and consideration is the BEDC financial summary report for the period ending March 31, 2015.

4. Policy Implication: 

5. Budgeted: Yes No X N/A
   Bid Amount: 
   Under Budget: 
   Budgeted Amount: 
   Over Budget: 
   Amount Remaining: 

6. Alternate Option/Costs: 

7. Routing:
   a) 
   b) 
   c) 

8. Staff Recommendation: 

9. Advisory Board: Approved Disapproved None

10. Manager’s Recommendation: Approved Disapproved None

11. Action Taken: 

---

**STANDARDIZED AGENDA RECOMMENDATION FORM**

BEDC

DATE SUBMITTED: April 16, 2015

MEETING DATE: April 20, 2015

---

---

B.E.D.C.
Bastrop Economic Development Corporation

Financial Summary
For Period Ending March 31, 2015
Fiscal year 2015 is 6 month or 50% complete as of March 31, 2015. These reports provide an unaudited and preliminary snapshot of the BEDC financial information.

- Revenues reflect 54.98% collected or $984,496. Revenues during this same time period last year reflected $942,963. Additional analysis concerning revenues are on the next two pages.

- Expenses for the BEDC reflect 42.86% spent or $767,428. Expenses during this same time period last year reflected $622,980. Additional analysis concerning the expenses, year to year comparisons, and capital outlay is located within this report.

### Revenues

<table>
<thead>
<tr>
<th>FY 2015 Budget</th>
<th>FY 2015 Actual</th>
<th>% of FY2015 Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>$1,790,650</td>
<td>$984,496</td>
<td>54.98%</td>
</tr>
</tbody>
</table>

### Expenditures

<table>
<thead>
<tr>
<th>FY 2015 Budget</th>
<th>FY 2015 Actual</th>
<th>% of FY2015 Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>$1,790,650</td>
<td>$767,428</td>
<td>42.86%</td>
</tr>
</tbody>
</table>
Summary of Revenues and Expenditures
As of March 31, 2015

- **REVENUE:** Sales Tax receipts represent 96% of the total budgeted revenue for the BEDC. As such, the line graph will be a good performance indicator as a comparison of sales tax receipts of the two previous fiscal years to the current fiscal year. Due to an audit adjustment that accrues our revenue into the period it was earned, the revenue earned in October and November is an estimate. Other revenue is included within the line graph to include Lease Agreement Income, Interest Income, and Miscellaneous Income.

- The spikes reflected on the graph in FY2014 are tied to specific transactions. These include the reimbursement of expenses from the Combination Tax and Revenue Certificates of Obligation, Series 2013 in February 2014 of $102,638; and the transfer from Bond Fund proceeds to cover debt service costs in May 2014 of $200,261. The spike in the graph in September 2013 reflects the sale of land for $93,475.

Line graph chart reflects monthly revenue incurred for three fiscal years. FY2013 includes October 1, 2012 thru September 30, 2013. FY2014 includes October 1, 2013 thru September 30, 2014. FY2015 reflects revenue received year-to-date for October 1, 2014 thru September 30, 2015. Data provided by City of Bastrop Finance Department records.
Sales Tax Revenue Chart
As of March 31, 2015

Sales Tax Receipts YTD reflect $982,670 and are greater than the prior year to date Sales Tax Receipts of $838,508.

* Date range in chart reflects current data of October 1, 2012 thru September 30, 2015. Data provided by City of Bastrop Finance Department records.
Pie charts reflect FY2015 adopted budget and fiscal year-to-date expenses as of March 31, 2015. Data provided by City of Bastrop Finance Department records.
Expenditure Comparison Graph
As of March 31, 2015

EXPENSES: The line graph makes a comparison of the current fiscal year expenses to the last two fiscal years on a monthly basis. The funds’ basic operations or fixed expenses should stay relatively flat or fixed on the line graph.

**BASTROP ECONOMIC DEVELOPMENT CORPORATION FUND**

**FY 2014-2015 BUDGET**

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Projected Fund Balance 9-30-2014</td>
<td>$2,366,890</td>
</tr>
<tr>
<td><strong>FY 2014-2015</strong></td>
<td></td>
</tr>
<tr>
<td>Budgeted Revenues</td>
<td>$1,790,650</td>
</tr>
<tr>
<td>Total FY 2015 Resources</td>
<td>$4,157,540</td>
</tr>
<tr>
<td>Budgeted Expenditures:</td>
<td>$(1,790,650)</td>
</tr>
<tr>
<td>Projected Ending Gross Fund Balance 09-30-2015</td>
<td>$2,366,890</td>
</tr>
</tbody>
</table>

* The projected operating balance includes a $150,000 reduction for designated operating equity.

** In order to maintain a 25% or 90 day balance, the ending operating balance cannot be less than $841,890. The budgeted expenditures for the Bastrop Economic Development Corporation can only increase $1,525,000 and the total budgeted expenditures may not exceed $3,315,650. These figures are subject to change depending upon actual Revenues and Expenditures.
BEDC Financial Statements attached
## 601-BASTROP E.D.C. FUND

<table>
<thead>
<tr>
<th>Revenues</th>
<th>A.M.E.</th>
<th>Prior Y-T-D</th>
<th>Current Y-T-D</th>
<th>M-T-D</th>
<th>Y-T-D</th>
<th>Budget Balance</th>
<th>Budget % of</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>TAXES &amp; PENALTIES</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>00-00-4005 Sales Tax</td>
<td>838,508.46</td>
<td>1,715,000.00</td>
<td>145,776.90</td>
<td>982,669.68</td>
<td>732,330.32</td>
<td>57.30</td>
<td></td>
</tr>
<tr>
<td>TOTAL TAXES &amp; PENALTIES</td>
<td>838,508.46</td>
<td>1,715,000.00</td>
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**TOTAL REVENUE** | 942,963.34 | 1,790,650.00 | 146,110.29 | 984,496.40 | 806,153.60 | 54.98          |
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### 601-BASTROP E.D.C. FUND

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## CITY OF BASTROP
### FINANCIAL STATEMENT
**AS OF: MARCH 31ST, 2015**

### 601-BASTROP E.D.C. FUND

<table>
<thead>
<tr>
<th>Expenditures</th>
<th>AME</th>
<th>Prior Y-T-D</th>
<th>Current Budget</th>
<th>M-T-D Actual</th>
<th>Y-T-D Actual</th>
<th>Budget Balance</th>
<th>% of Budget</th>
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### CONTINGENCY

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<tr>
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<th>Y-T-D Actual</th>
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### CAPITAL OUTLAY

<table>
<thead>
<tr>
<th>Expenditures</th>
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<th>Prior Y-T-D</th>
<th>Current Budget</th>
<th>M-T-D Actual</th>
<th>Y-T-D Actual</th>
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<th>% of Budget</th>
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### DEBT SERVICE

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<th>M-T-D Actual</th>
<th>Y-T-D Actual</th>
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### TRANSFERS OUT

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<th>Y-T-D Actual</th>
<th>Budget</th>
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### ADMINISTRATION

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## 601-BASTROP E.D.C. FUND

### CAPITAL OUTLAY

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<th>Prior Y-T-D</th>
<th>Current Y-T-D</th>
<th>M-T-D</th>
<th>Y-T-D</th>
<th>Budget Balance</th>
<th>% of Budget</th>
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### DEBT SERVICE

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<th>Description</th>
<th>Prior Y-T-D</th>
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<th>M-T-D</th>
<th>Y-T-D</th>
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### TOTAL ADMINISTRATION

<table>
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<th>M-T-D</th>
<th>Y-T-D</th>
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<th>% of Budget</th>
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### BEDC INDUSTRIAL PARK

### MAINTENANCE & REPAIRS

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<th>Prior Y-T-D</th>
<th>Current Y-T-D</th>
<th>M-T-D</th>
<th>Y-T-D</th>
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### TOTAL BEDC ADMINISTRATION

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<th>M-T-D</th>
<th>Y-T-D</th>
<th>Budget Balance</th>
<th>% of Budget</th>
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### TOTAL EXPENSES

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<th>Y-T-D</th>
<th>Budget Balance</th>
<th>% of Budget</th>
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<td>42.86</td>
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*** END OF REPORT ***
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**TOTAL ASSETS**  
7,619,092.99

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**Balance Sheet**  
**As of:** March 31st, 2015
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| SURPLUS (DEFICIT)                                      | 217,068.22 |
| 00-00-3000 | NET ASSETS                                   | 567,876.31 |
| 00-00-3100 | RESERVED NET ASSETS                         | 0.00 |
| 00-00-3119 | DESIGNATED OPERATING                        | 150,000.00 |
### Balance Sheet

**As of: March 31st, 2015**

**601-BASTROP E.D.C. Fund**

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<th>ACCOUNT#</th>
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**Total Liabilities & Fund Equity**

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<td><strong>TOTAL LIABILITIES &amp; FUND EQUITY</strong></td>
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AGENDA ITEM D2

1. Agenda Item: Consideration, discussion and possible action on resolution of the Bastrop Economic Development Corporation, authorizing an increase in the authority of the Executive Director to make purchases and execute contracts; and providing for an effective date.

2. Party Making Request: Shawn A. Kirkpatrick, BEDC Executive Director

3. Nature of Request: (Brief Overview) Attachments: Yes X No

Resolution for consideration of establishing the Executive Director’s authority to make purchases and execute contracts. This resolution aligns the authority of the Executive Director with that of his peers within the City of Bastrop.

4. Policy Implication: ____________________________________________________________

5. Budgeted: _______Yes _______No ___ X ___ N/A

   Bid Amount: ______________
   Under Budget: ____________
   Budgeted Amount: __________
   Over Budget: ______________
   Amount Remaining: __________

6. Alternate Option/Costs: __________________________________________________________

7. Routing: NAME/TITLE INITIAL DATE CONCURRENCE
   a) ________________________________________________________________
   b) ________________________________________________________________
   c) ________________________________________________________________

8. Staff Recommendation:

9. Advisory Board: _______Approved _______Disapproved _______None

10. Manager’s Recommendation: _______Approved _______Disapproved _______None

11. Action Taken: ___________________________________________________________________
RESOLUTION 2015 – No. ______

A RESOLUTION OF THE BASTROP ECONOMIC DEVELOPMENT CORPORATION, AUTHORIZING AN INCREASE IN THE AUTHORITY OF THE EXECUTIVE DIRECTOR TO MAKE PURCHASES AND EXECUTE CONTRACTS; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Board of Directors of the Bastrop Economic Development Corporation ("BEDC" or "Corporation"), operates pursuant to the Texas Development Corporation Act ("the Act"), its Articles of Incorporation (the “Articles”), its Seventh Amended Bylaws (the “Bylaws”), and the City’s Code of Ordinances (the “Code”), as applicable and as amended from time to time; and

WHEREAS, the Directors of the Corporation agree that, pending a future amendment of the Bylaws, it is appropriate, at this time, that the Board provide the Executive Director with increased contracting and purchasing authority, to a level that will increase the efficiency of the administration of the BEDC and to a level that is comparable to that provided by State purchasing laws for other similarly situated executives with contracting and purchasing authority.

NOW, THEREFORE, BE IT RESOLVED BY THE DIRECTORS OF THE BASTROP ECONOMIC DEVELOPMENT CORPORATION OF THE CITY OF BASTROP, TEXAS, THAT:

Section 1. Until such time in the future that the Board formally acts to amend Article 5.10 of the Seventh Amended Bylaws of the Corporation, which are currently in effect, the Board hereby provides the Executive Director with the authority to make purchases and sign contracts up to the value of ten thousand ($10,000) dollars, on behalf of the Board, with the knowledge and approval of the Chair and Vice Chair.

Section 2. Effective Date. This Resolution shall be in force and effect from the date of its passage, shown below.

Section 3. Open Meetings. It is hereby officially found and determined that the meeting at which this Resolution is passed was open to the public as required and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act, Chpt. 511, Tex. Gov't. Code.

__________________________________________

BEDC RESOLUTION NO. ______

1
PASSED AND APPROVED on the __________ day of April, 2015, by a majority of the Board of Directors of the Bastrop Economic Development Corporation at a regular meeting with a quorum present.

______________________________
Steve Mills, Chair

ATTEST:

______________________________
Angela Ryan, Secretary of the BEDC
1. Agenda Item: **Pre-approval for Façade Grant for 1005 Chestnut Street, Best Lil' Hair House; paint exterior and replace rotted wood at windows and doors; house is historic cir 1900; requesting reimbursement of $5000 on a project estimated to be $12,000.**

2. Party Making Request: **Nancy Wood**

3. Nature of Request: (Brief Overview) Attachments: Yes **X** No ______

*Laurie Schneider, owner of business and building at 1005 Chestnut Street (Best Lil’ Hair House), is requesting a Façade Grant to paint full exterior of the building, repair rotted wood around windows, replace porch railing in a more appropriate style for the house, repair eaves, and add awnings on front windows; she has had input from Design Committee Co-Chair Dan Hays-Clark on colors and awning style; total estimate for the project is $12,000 and she is requesting reimbursement of $5000. Itemized estimates will be provided at time of full application.*

4. Policy Implication: ___________________________________________________________

5. Budgeted: ______ Yes ______ No ______ N/A

   Bid Amount: _________________  Budgeted Amount: _________________
   Under Budget: _______________  Over Budget: _________________
   Amount Remaining: ______________

6. Alternate Option/Costs: ___________________________________________________________

7. Routing: **NAME/TITLE**  **INITIAL**  **DATE**  **CONCURRENCE**
   a) __________________________________________________________
   b) __________________________________________________________
   c) __________________________________________________________

8. Staff Recommendation: Yes to the pre-application; Design Committee: Project reviewed after pre-approval

9. Advisory Board: ______ Approved  ______ Disapproved  ______ None

10. Manager’s Recommendation: ______ Approved  ______ Disapproved  ______ None

11. Action Taken: ___________________________________________________________
BASTROP ECONOMIC DEVELOPMENT CORPORATION
MAIN STREET PROGRAM AREA REVITALIZATION GRANT PROGRAM

PRE-APPLICATION CHECKLIST

Proposed Project Address: 1005 Chestnut St (Best Lil' BBQ House)
Project Owner: Laurie Schneider, 512-321-6694

Please describe the Project, including details of proposed improvements being planned for the building(s)/property:
- Paint house, repair and replace window frames,
- Porch railing, awnings, eaves

Total Estimated Project Costs: $12,000
Basis for Estimate:
- Preliminary appraisal, painter and contractor
- BEDC reimbursement request is $5,000

[Attach any bids solicited or received, if available.]

I understand that the following criteria must be met in order for the proposed Project to qualify for the BEDC Grant money:

☐ No BEDC grants will be offered or approved for any Project that has initiated work prior to submission of this Pre-Application.
☐ Façade Grant - approved costs are 50% reimbursable, with adequate documentation, up to $5,000 for Projects receiving Final Approval from BEDC.
☐ Mega-Grant - approved costs are 25% reimbursable, with adequate documentation, up to $25,000 for Projects receiving Final Approval from BEDC.
☐ All Project receipts remitted for reimbursement must be original and submitted within 30 days of completion of the Project to receive consideration for reimbursement.
☐ Zoning for the Project property must be Commercial. No Grants will be provided for residential structures.
☐ Applicant is solely responsible for obtaining any necessary and appropriate City of Bastrop permits, including payment of any required fees.
☐ Owner representatives must provide a signed authorization from the Property Owner if the proposed Project is being proposed by a person or entity other than the Property/Building Owner(s).
☐ Applicants must be willing to work within the established Grant Criteria, Standards and Procedures, as set forth in the Application and BEDC materials.
☐ Applicant will provide preliminary design details as per request of the Staff and Board.
APPLICANT ACKNOWLEDGES AND AGREES THAT THE SUBMISSION OF THIS PRE-APPLICATION FORM DOES NOT OBLIGATE OR OTHERWISE COMMIT THE BEDC OR THE MAIN STREET PROGRAM TO CONSIDER OR GRANT FUNDS FOR THE PROPOSED PROJECT. RATHER, THIS PRE-APPLICATION FORM IS MERELY A PRELIMINARY TOOL THAT WILL ALLOW INITIATION OF DISCUSSIONS BY AND BETWEEN THE BEDC, MAIN STREET AND THE APPLICANT, CONCERNING THE PROPOSED PROJECT.

Signature of Project Applicant/Owner  

Date 4/15, 2015  

Received by Main Street Manager: April 15, 2015  

[Signature of Main Street Manager]
**STANDARDIZED AGENDA RECOMMENDATION FORM**

**BEDC**  
**DATE SUBMITTED:** 4/9/2015

**MEETING DATE:** 4/20/2015

1. **Agenda Item:** Pre-approval for a Mega Grant (project estimate $60,000; BEDC reimbursement $15,000) for repairs to the Chamber of Commerce building – new roof, repair of damaged interior walls including paint and baseboard replacement, façade renovation including repairs to awning, front door and paint, update to kitchen and restroom area inside.

2. **Party Making Request:** Nancy Wood

3. **Nature of Request:** (Brief Overview) Attachments: Yes X No 

Chamber building needs repairs due to roof failure: as stated above, repairs are extensive and include interior updates and repairs, exterior door and awning repairs and updates to restrooms and kitchen (public spaces); requesting pre-approval for a Mega Grant of $15,000 with total project cost estimated at $60,000; full estimates will accompany full application. Chamber’s last repairs were minimal and a BEDC Façade Grant of $3438 was reimbursed in 3/2011.

4. **Policy Implication:** 

5. **Budgeted:** Yes No N/A

   Bid Amount: 
   Budgeted Amount: 
   Under Budget: 
   Over Budget: 
   Amount Remaining:

6. **Alternate Option/Costs:** 

7. **Routing:**

   **NAME/TITLE**  
   **INITIAL**  
   **DATE**  
   **CONCURRENCE**

   a) 
   b) 
   c) 

8. **Staff Recommendation:** Yes to the pre-application; Design Committee: project reviewed if pre-approved

9. **Advisory Board:** Approved Disapproved None

10. **Manager’s Recommendation:** Approved Disapproved None

11. **Action Taken:** 

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B.E.D.C.
BASTROP ECONOMIC DEVELOPMENT CORPORATION
MAIN STREET PROGRAM AREA REVITALIZATION GRANT PROGRAM

PRE-APPLICATION CHECKLIST

Proposed Project Address 927 Main St.
Project Owner Bastrop Chamber of Commerce

Please describe the Project, including details of proposed improvements being planned for the building(s)/property:
- Roof replacement, facade renovation, improvements, interior painting, including replacement of baseboards and wall repairs, fix front doors, and update kitchen

Total Estimated Project Costs $0,000 Basis for Estimate:

[Attach any bids solicited or received, if available.]

I understand that the following criteria must be met in order for the proposed Project to qualify for the BEDC Grant money:

✓ No BEDC grants will be offered or approved for any Project that has initiated work prior to submission of this Pre-Application.
✓ Façade Grant - approved costs are 50% reimbursable, with adequate documentation, up to $5,000 for Projects receiving Final Approval from BEDC.
✓ Mega-Grant - approved costs are 25% reimbursable, with adequate documentation, up to $25,000 for Projects receiving Final Approval from BEDC.
✓ All Project receipts remitted for reimbursement must be original and submitted within 30 days of completion of the Project to receive consideration for reimbursement.
✓ Zoning for the Project property must be Commercial. No Grants will be provided for residential structures.
✓ Applicant is solely responsible for obtaining any necessary and appropriate City of Bastrop permits, including payment of any required fees.
✓ Owner representatives must provide a signed authorization from the Property Owner if the proposed Project is being proposed by a person or entity other than the Property/Building Owner(s).
✓ Applicants must be willing to work within the established Grant Criteria, Standards and Procedures, as set forth in the Application and BEDC materials.
✓ Applicant will provide preliminary design details as per request of the Staff and Board.
APPLICANT ACKNOWLEDGES AND AGREES THAT THE SUBMISSION OF THIS PRE-APPLICATION FORM DOES NOT OBLIGATE OR OTHERWISE COMMIT THE BEDC OR THE MAIN STREET PROGRAM TO CONSIDER OR GRANT FUNDS FOR THE PROPOSED PROJECT. RATHER, THIS PRE-APPLICATION FORM IS MERELY A PRELIMINARY TOOL THAT WILL ALLOW INITIATION OF DISCUSSIONS BY AND BETWEEN THE BEDC, MAIN STREET AND THE APPLICANT, CONCERNING THE PROPOSED PROJECT.

Signature of Project Applicant/Owner  

Date  

Received by Main Street Manager:  

[Signature of Main Street Manager]
Agenda Item: Consideration, discussion and possible action authorizing the Executive Director and/or Board Chair to take any action necessary to repair and/or replace the roof of the BEDC building and/or any other additional repairs related to water damage.

2. Party Making Request:  Shawn A. Kirkpatrick, BEDC Executive Director

3. Nature of Request: (Brief Overview) Attachments: Yes _________ No _________ X _________

The BEDC building has developed several roof leaks in the storm on April 16, 2015. This would expedite the repairs and/or replacement of the roof. Additionally, this request would authorize the repairs associated with water damage within the building envelope. This is an emergency repair to prevent further damage and more costly repairs potentially caused by an extended delay.

4. Policy Implication: ____________________________________________________________

5. Budgeted: _________Yes _________X _________No _________N/A
   Bid Amount: _______________  Budgeted Amount: _______________
   Under Budget: _______________  Over Budget: _______________
   Amount Remaining: _______________

6. Alternate Option/Costs: __________________________________________________________

7. Routing: NAME/TITLE  INITIAL  DATE  CONCURRENCE
   a) __________________________________________________________________________
   b) __________________________________________________________________________
   c) __________________________________________________________________________

8. Staff Recommendation:

9. Advisory Board:  _________Approved  _________Disapproved  _________None

10. Manager’s Recommendation: _________Approved  _________Disapproved  _________None

11. Action Taken:  __________________________________________________________________________
    __________________________________________________________________________
    __________________________________________________________________________
    __________________________________________________________________________