



NOTICE OF A SPECIAL MEETING

Main Street Advisory Board

Monday, August 11, 2025, at 4:00 PM

City Hall – 2nd Floor Conference Room

200 West Vulcan St.

Brenham, Texas

1. Call Meeting to Order

[Board members shall not use their position on the Board for a purpose that is or gives the appearance of being a conflict of interest. If a member becomes aware of a conflict or potential conflict of interest, they must disclose the conflict and refrain from participating in discussions and voting on the item. A "conflict of interest" is defined as a situation in which a Board member's personal interests might be served or financial benefits gained as a result of or relating to, a decision of the Board.]

2. Citizens' Comments

[At this time, anyone will be allowed to speak on any matter concerning this Board that is not on the agenda, for a length of time not to exceed three (3) minutes. No Board discussion or action may take place on a matter until such has been placed on an agenda and posted in accordance with the law.]

WORK SESSION

3. Reports from Main Street Committee Chairs:

- **Design**
- **Economic Vitality**
- **Organization**
- **Promotions**

REGULAR SESSION

4. Discuss and Possibly Act Upon the Minutes from the June 2, 2025, Regular Meeting

5. Discuss And Possibly Act Upon the Revisions to the Main Street Advisory Board Bylaws

6. Discuss and Possibly Act Upon the Texas Arts and Music Festival Partnership Proposal for the Mural at W. Alamo and S. Austin Street

7. Administrative/Elected Officials Report

Adjourn

CERTIFICATION

I certify that a copy of August 11, 2025, agenda of items to be considered by the Main Street Board was posted to the City Hall bulletin board at 200 W. Vulcan, Brenham, Texas on Friday, August 8th, 2025, at 4:00 p.m.

Leigh Linden
Main Street Manager

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| <p>Disability Access Statement: This meeting is wheelchair accessible. The accessible entrance is located at the Vulcan Street entrance to the City Administration Building. Accessible parking spaces are located adjoining the entrance. Auxiliary aids and services are available upon request (interpreters for the deaf must be requested seventy-two (72) hours before the meeting) by calling (979) 337-7567 for assistance.</p> |
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I certify that the attached notice and agenda of items to be considered by the Main Street Board was removed by me from the City Hall bulletin board on the _____ day of _____, 2025 at _____ AM/PM.

Signature: _____ Title: _____



AGENDA ITEM 3

| | | |
|--|--|--|
| DATE OF MEETING: August 11, 2025 | | DATE SUBMITTED: August 8, 2025 |
| | | SUBMITTED BY: Leigh Linden |
| MEETING TYPE: <input type="checkbox"/> REGULAR <input checked="" type="checkbox"/> SPECIAL | | CLASSIFICATION: <input type="checkbox"/> REGULAR <input checked="" type="checkbox"/> WORK SESSION |
| AGENDA ITEM DESCRIPTION: Reports from Main Street Committee Chairs: <ul style="list-style-type: none">• Design• Economic Vitality• Organization• Promotions | | |
| SUMMARY STATEMENT: Regular monthly reports from each of the 4-Point Main Street Committees | | |
| STAFF ANALYSIS: A. PROS: B. CONS: | | |
| ALTERNATIVES (In Suggested Order of Staff Preference): | | |
| ATTACHMENTS: none | | |
| RECOMMENDED ACTION: Work Session item, no action required. | | |
| APPROVALS: | | |



AGENDA ITEM 4

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| DATE OF MEETING: August 11, 2025 | DATE SUBMITTED: August 8, 2025 SUBMITTED BY: Leigh Linden |
| MEETING TYPE: <input type="checkbox"/> REGULAR <input checked="" type="checkbox"/> SPECIAL | CLASSIFICATION: <input checked="" type="checkbox"/> REGULAR <input type="checkbox"/> WORK SESSION |
| AGENDA ITEM DESCRIPTION: Discuss and Possibly Act Upon the Minutes From June 2, 2025 Regular Meeting | |
| SUMMARY STATEMENT: Review and approve minutes from previous Main Street Advisory Board Meeting | |
| STAFF ANALYSIS: A. PROS: B. CONS: | |
| ALTERNATIVES (In Suggested Order of Staff Preference): | |
| ATTACHMENTS: Minutes from June 2, 2025 | |
| RECOMMENDED ACTION: Approve minutes. | |
| APPROVALS: | |



**Main Street Advisory Board
Meeting Minutes
June 2, 2025**

A regular meeting of the Main Street Board was held on Monday, June 2, 2025, beginning at 4:05 p.m. at Brenham City Hall, 200 W. Vulcan Street, Brenham, Texas.

Members present:

Andi Liner (Chair), Roger Ross, Amber Briggs, Tiffany Howard, Wendy Meaux, Doug Peck

Members absent:

Dax Flisowski, Jon Hill, Tiffany Morisak, Lowell Ogle, Connie Wilder

City Staff present:

Main Street Manager, Leigh Linden
Economic Development and Community Development Director, Teresa Rosales

Others present:

Shari Harber

1. Call Meeting to Order

Chair, Andi Liner, called the meeting to order.

2. Citizen/Visitor Comments

No citizen comments were heard.

3. Reports from Main Street Committee Chairs:

- **Design: Chair** (Reported by Leigh Linden in absence of Chair Dax Flisowski)
The grant recipient check for 101 S. Baylor has been issued. We plan to apply for “Imagine the Possibilities” – a program targeting 2-3 vacant buildings for investor-led revitalization in October. The Merchant Mixer was a success with good attendance. We are hosting a downtown Clean-Up day for June 21st. Volunteers will meet at 8:30 am to pick up supplies at City Hall. Discussion was held regarding wrapping electric boxes. More discussion must be had to determine the logistics of this project.
- **Economic Vitality** – (Reported by Leigh Linden in the absence of Chair Lowell Ogle)
The committee discussed the cost of vacant buildings and the potential of assessing vacancy penalties like other downtowns. More research will be done regarding

vacancy policies and ways that we can assist downtown property owners to get more visibility for their rentals.

- **Organization** – Did not meet.
- **Promotion** – Chair Andi Liner provided the following report: Summer Sip is coming up Saturday and volunteers are needed. She asked board members to meet at 1:00 pm outside of the courthouse to help check-in participants, check I.Ds. and hand out bags. The next upcoming event is Hot Nights, Cool Tunes in July.

4. Discuss and Possibly Act Upon the Minutes from the May 12, 2025, Regular Meeting.

Doug Peck made a motion to approve the minutes. Roger Ross seconded the motion. The motion carried unanimously among those present.

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|-----------------------|--------|
| Chair Andi Liner | Yes |
| Vice Chair Roger Ross | Yes |
| Doug Peck | Yes |
| Connie Wilder | Absent |
| Dax Flisowski | Absent |
| Jon Hill | Absent |
| Lowell Ogle | Absent |
| Tiffany Morisak | Absent |
| Wendy Meaux | Yes |
| Amber Briggs | Yes |
| Tiffany Howard | Yes |

5. Administrative/Elected Officials Report

Leigh Linden, Main Street Manager

- Leigh shared the latest fund balance as \$61,242, not including Summer Sip expenses.
- Summer Sip – The Promotions Committee is meeting on Thursday to fold maps. There are 42 stops and there will be entertainment provided in the Gazebo.
- The Texas Main Street Program Conference will be held next week in Austin. A "Board Training" session is available on Tuesday for interested Board members for \$25. Leigh will be attending from Sunday through Thursday.
- We received the Certificate of Accreditation from Main Street America.
- A Merchant Mixer was held at Red Velvet Cocktail Lounge. There was great attendance and discussion.
- Main Street held a Volunteer Appreciation event on May 14th and had a good turnout.
- There will be no meeting in July.
- Board Member Meaux asked to provide a circle back (update) on some of the items in discussion from prior board meetings.

The meeting adjourned at 4:25 pm.

Next Regular Board Meeting – August 11, 2025 (changed from August 4th)

Andi Liner
Chair

ATTEST:

Leigh Linden
Main Street Manager



AGENDA ITEM 5

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|---|--|
| DATE OF MEETING: August 11, 2025 | DATE SUBMITTED: August 8, 2025 SUBMITTED BY: Leigh Linden |
| MEETING TYPE: <input type="checkbox"/> REGULAR <input checked="" type="checkbox"/> SPECIAL | CLASSIFICATION: <input checked="" type="checkbox"/> REGULAR <input type="checkbox"/> WORK SESSION |
| AGENDA ITEM DESCRIPTION: Discuss And Possibly Act Upon the Revisions to the Main Street Advisory Board Bylaws | |
| SUMMARY STATEMENT: Review and discuss updates the the Main Street Board Bylaws as required by Main Street America | |
| STAFF ANALYSIS: A. PROS: B. CONS: | |
| ALTERNATIVES (In Suggested Order of Staff Preference): | |
| ATTACHMENTS: Proposed Bylaws | |
| RECOMMENDED ACTION: Approve Proposed Bylaws | |
| APPROVALS: | |

BYLAWS OF THE MAIN STREET ADVISORY BOARD

ARTICLE I **NAME OF ORGANIZATION**

Section 1:

The name of this organization shall be the Main Street Advisory Board, hereinafter referred to as "this Board" of the City of Brenham, Texas.

Section 2:

This Board will implement its objectives and purposes in the City of Brenham, Texas and the County of Washington, Texas.

Section 3:

The street address of the office of this Board shall be the same as for the City of Brenham, Texas, or at such location as may be designated by the City Council of the City of Brenham, Texas.

ARTICLE II **AUTHORITY**

The creation of this Board is authorized by City of Brenham, Texas and is a necessary and helpful advisory board to the City Council of the City of Brenham, Texas. All recommendations of the Board regarding policies, procedures, and/or funding shall be presented to the City Council for final approval.

ARTICLE III **PURPOSE AND RESPONSIBILITY**

The purpose and responsibility of this Board shall include, but not be limited to, the following:

- A. To develop plans and programs to stimulate both historic preservation and economic development and vitality in Downtown Brenham.
- B. To work with the city and county organizations to promote Downtown as a tourist destination.
- C. To develop financial assistance programs and grants to assist downtown businesses and property owners.

ARTICLE IV

MEMBERSHIP

Section 1:

The membership requirements for this Board are as follows:

- A. Members must be residents of Washington County, Texas for at least one (1) year prior to their appointment.
- B. Members must be qualified voters of Washington County, Texas.

Section 2:

This Board shall consist of nine (9) members who shall be knowledgeable about downtown revitalization, marketing, finance, historic preservation or other disciplines important to the purpose and scope of the Board.

Section 3:

Members of this Board or interested citizens may recommend individuals to the City Council for consideration. Board members shall be appointed by the City Council.

Section 4:

Each member of the Board shall serve at the pleasure of the City Council that appointed said member to the Board.

Section 5:

No board member shall be appointed to more than three (3) consecutive terms on any single board. After a minimum absence of one (1) year from a board, the Council may choose to reappoint the member back to the board on which they previously served. If a member is appointed to a term of less than three (3) years, the incomplete term will not be counted as a term for purposes of calculating eligibility under this Section.

Section 6:

A Board member who is unable to attend regular meetings or participate in Board business shall be expected to tender his/her resignation. Resignation from this Board shall be by letter to the Board Chairperson. Vacancies resulting from resignation or any other cause will be filled by the City Council of the City of Brenham. A person appointed to fill a vacancy on the Board shall serve for the remaining unexpired term of the position to which the person is appointed.

Section 7:

A Board member must attend a minimum 75% of board meetings each year. If a board member may be unable to finish his or her term or is to be removed by the Council prior to his or her term ending, the vacant position may be filled by a mid-term appointee who will serve out the remainder of the other member's term.

Section 8:

A Board member may cast only a single vote on any issue. Proxy votes are prohibited. Alternate and ex-officio members shall not vote.

Section 9:

All board members shall be required to complete training on the Texas Open Meetings Act, the Texas Public Information Act, and any state statutes pertaining to the Board. Such training must be completed within ninety (90) days of the member's appointment to the Board.

If a member has completed Texas Open Meetings training within the last five (5) years and can provide the Chairperson documentation of the training, the member shall be exempt from this training requirement.

ARTICLE V **OFFICERS**

- A. A Chairperson and Vice Chairperson shall be elected annually by the members of the Board.
- B. The Chairperson shall preside at all meetings of the Board and shall perform such duties as may be assigned by the Board or by the City Council. The Board shall have the power to appoint subcommittees, as he/she deems necessary to achieve the objectives of the Board.
- C. In the absence of the Chairperson from a meeting of the Board, the Vice Chairperson shall serve as the presiding officer during the meeting. If both the Chairperson and Vice Chairperson are absent from a meeting of the Board, the remaining Board members present at the meeting shall elect a member of the Board to serve as the temporary presiding officer during the meeting.
- D. Resignation of the Chairperson or Vice Chairperson from this Board shall be by letter to all other Board members. If the Chairperson or Vice Chairperson resigns from their officer position but continues to serve on the Board, the members shall elect a new Chairperson or Vice Chairperson as soon as practicable. If the Chairperson or Vice Chairperson resigns from

their officer position and does not continue serving on the Board, their member position will be considered vacant and will be filled as outlined in Section IV .6 of these Bylaws.

ARTICLE VI

EXECUTIVE COMMITTEE

Section 1:

Annually, two (2) board members shall be elected by the members to serve on an Executive Committee along with the Board Chairperson and Vice Chairperson.

Section 2:

As needed, the Board Chairperson shall call and preside over the Executive Committee meetings. The Executive Committee meetings will not be subject to the requirements of the Texas Open Meetings Act.

Section 3:

The Executive Committee shall serve as a sounding board for staff on emerging issues, problems, and initiatives.

ARTICLE VII

STANDING COMMITTEES

Section 1:

The Board shall have four (4) Standing Committees, which are: the Design Committee, the Organization Committee, the Promotions Committee, and the Economic Vitality Committee.

Section 2:

A Chairperson for each Standing Committee shall be appointed by the Board and must be a Board member. When needed, the Board Chairman may appoint citizens to serve on a Standing Committee. The Board reserves the right to remove or dismiss a committee member.

Section 3:

The Standing Committees shall meet as needed. The Committee Chair will make reports and recommendations to the full Board. The Standing Committee meetings will not be subject to the requirements of the Texas Open Meetings Act.

ARTICLE VIII
SPECIAL SUBCOMMITTEES

Section 1:

Special subcommittees may be appointed by the Board for special, one-time, projects.

Section 2:

All special subcommittees will automatically dissolve upon completion of their project and submission of a final report and recommendation to the Board.

ARTICLE IX
MEETINGS AND COMMUNICATION

Section 1:

The Board shall meet monthly, or as often as needed, upon the direction of the Chairperson, or upon request of a majority of the members of the Board.

Section 2:

An agenda of issues to be considered at each meeting shall be posted on the external bulletin board at the City Hall and on the City's website three (3) business days prior to the date of the meeting. All meetings of this Board will be held in compliance with the provisions of the Texas Open Meetings Act and shall be open to the public, except as may otherwise be allowed by law.

Section 3:

Emergency meetings to address urgent matters may be called provided: each member is notified of the meeting by telephone or by personal contact; notice of the meeting is posted at least two (2) hours before the meeting time; and said meeting is held in compliance with all of the provisions of the Texas Open Meetings Act.

Section 4:

All meetings of this Board shall be open to the public. The Board may meet in closed session during a meeting only as authorized by the Texas Open Meetings Act.

ARTICLE X

STAFF

Section 1:

The City Manager of the City of Brenham shall designate a Staff Liaison to prepare agendas and post meetings, record proceedings of and prepare official minutes of the Board meeting.

Section 2:

Professional staff members of the City of Brenham assigned to work with the Board shall be non-voting ex-officio members of the Board.

ARTICLE XI

QUORUM

The authority vested in the Board shall be exercised only at a meeting of a quorum of its members. Five (5) members of this Board present shall constitute a quorum. Any action taken by this Board shall be by simple majority vote of members present at a properly posted meeting.

ARTICLE XII

RULES FOR PROCEDURE/ STATUTORY REQUIREMENTS

Section 1:

Robert's Rules of Order shall govern on all matters of parliamentary procedure.

Section 2:

This Board shall be subject to any rules, regulations, acts or mandates placed on the City of Brenham by local, state or federal governments.

Section 3:

The activities of this board shall comply with the Texas Historical Commission's Main Street Program.

ARTICLE XIII

AMENDMENTS TO BYLAWS

These bylaws may be amended by approval of the City of Brenham City Council. This Board may make recommendations for amendments to the bylaws by written request to the City of Brenham City Council.

ARTICLE XIV

CONFLICTS

Members of the Board shall not use their position on the Board for a purpose that is or gives the appearance of being a conflict of interest. In the event that a Member becomes aware of a conflict of interest, or potential conflict of interest, with regard to any particular item being considered by the Board, they shall immediately notify the Chairman and shall abstain from participation in and voting on the item. A "conflict of interest" is generally defined as a situation in which a Board member's personal interests might be served or financial benefits gained as a result of, or relating to, a decision of the Board.

DRAFT



AGENDA ITEM 6

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|---|--|
| DATE OF MEETING: August 11, 2025 | DATE SUBMITTED: August 8, 2025 SUBMITTED BY: Leigh Linden |
| MEETING TYPE: <input type="checkbox"/> REGULAR <input checked="" type="checkbox"/> SPECIAL | CLASSIFICATION: <input checked="" type="checkbox"/> REGULAR <input type="checkbox"/> WORK SESSION |
| AGENDA ITEM DESCRIPTION: F kœwuu'cpf 'Rquukdn{ 'Cev'Wr qp'yj g'Vgzcu'Ctwu'cpf 'O wule'Hguukxcn'Rctvpgtuj kr 'Rtqr qucnlhqt'yj g' O wterlc'v'Y 0Crcœ q'cpf 'U0Cwukp'Utggv | |
| SUMMARY STATEMENT: Review and discuss the proposal from the Texas Arts and Music Festival Board for the Downtown Brenham Mural | |
| STAFF ANALYSIS: A. PROS: B. CONS: | |
| ALTERNATIVES (In Suggested Order of Staff Preference): | |
| ATTACHMENTS: TAMF Rtqr qucn | |
| RECOMMENDED ACTION: Cr r tqxg'yj g'VCO H'r tqr qucn | |
| APPROVALS: | |



Celebrating Art and Music in Brazos Valley since 2016

Dear Members of the Board,

On behalf of the Texas Arts and Music Festival (TAMF), I would like to present this collaboration plan for the upcoming mural project in Downtown Brenham. We are excited about the opportunity to work together to revitalize this important piece of public art, enhancing both the aesthetic appeal of our downtown and the experience of residents and visitors alike.

This document summarizes our current progress, the proposed partnership structure, and the steps required to move forward.

I. Mutual Benefits of Collaboration

TAMF is a nonprofit organization with an established reputation within the Texas art community. Our experience working directly with artists allows us to:

- Secure highly regarded artists who bring visibility and credibility to our projects;
- Negotiate discounted rates due to our strong artist relationships and the value TAMF offers artists in terms of exposure, accommodations, and professional support;
- Handle artist logistics efficiently, ensuring a smooth project from concept to completion.

By collaborating, Downtown Brenham and TAMF can combine resources to achieve a result that neither party could accomplish as cost-effectively on their own, while delivering an enduring piece of art for our community.

II. Artist Secured: Anat Ronen

We have been in direct discussion with Anat Ronen, the original artist of the existing mural, who has agreed to design and execute a brand-new mural for this project. She is able to work at a significantly discounted rate because of her established relationship with TAMF and the logistical support we can provide.

Artist Support Provided by TAMF:



Celebrating Art and Music in Brazos Valley since 2016

- Free lodging during the mural project
- Paid mechanical lift rental
- Experienced artist assistants
- Donated local gift cards to offset meals
- Direct communication and project coordination with TAMF acting as the artist's primary point of contact

III. Financial Summary

Typical Festival Mural Cost (For Comparison):

- Artist Compensation: \$5,000
- Materials, Lodging, Equipment: \$2,500
- **Total Typical Cost:** \$7,500

Proposed Downtown Brenham Mural Cost:

- Artist Compensation: \$15,000 (reflecting the larger wall and complexity)
- Estimated Additional Expenses (lodging, materials, equipment, etc.): \$3,000–\$5,000
- **Projected Total Cost:** Approximately \$18,000–\$20,000



Celebrating Art and Music in Brazos Valley since 2016

This represents a substantial value relative to a typical mural cost by a reputable artist with experience and name recognition.

IV. Consideration of Alternatives

We understand there has been discussion regarding repairing the existing mural as an alternative. Based on our experience, we recommend commissioning a new mural because:

- Restored murals often have a significantly shorter lifespan than new installations.
- Repairs can still be costly and may result in visible mismatches in color and design.
- A new mural aligns with TAMF's mission to create vibrant, durable art that will serve the community for at least five years.

Should the board decide to pursue restoration instead, TAMF would fully respect that decision and could facilitate direct communication with Anat for you, though TAMF would not be able to participate directly in a restoration effort.

V. Next Steps for Collaboration

If the board agrees to proceed with the new mural as part of the 10th Annual Texas Arts and Music Festival this October, we propose the following next steps:

1. Confirm shared financial participation and budget allocation.
2. Finalize and execute an artist agreement with Anat Ronen.
3. Approve design concepts and timelines.
4. Coordinate scheduling for mural execution in advance of the October festival.

Texas Arts and
Music Festival
2025

October 18 & 19



TEXAS
Arts
&
Music
FESTIVAL



Celebrating Art and Music in Brazos Valley since 2016

We are deeply grateful for the opportunity to work alongside the City of Brenham and Downtown Brenham leadership to bring renewed energy and artistic excellence to our community. We welcome any questions or discussions necessary to move this exciting project forward.

Thank you for your time and consideration.

Sincerely,

Melissa Neill

On behalf of the Board, Texas Arts and Music Festival



AGENDA ITEM 7

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|---|--|
| DATE OF MEETING: August 11, 2025 | DATE SUBMITTED: August 8, 2025 SUBMITTED BY: Leigh Linden |
| MEETING TYPE: <input checked="" type="checkbox"/> REGULAR <input type="checkbox"/> SPECIAL | CLASSIFICATION: <input checked="" type="checkbox"/> REGULAR <input type="checkbox"/> WORK SESSION |
| AGENDA ITEM DESCRIPTION: Administrative Updates <ul style="list-style-type: none">➤ Summer Sip & Art Walk Recap➤ Hot Nights, Cool Tunes Recap➤ Upcoming events | |
| SUMMARY STATEMENT: Reports from Main Street Manager, Leigh Linden, Regarding Recent and Upcoming Events in Downtown Brenham | |
| STAFF ANALYSIS: A. PROS: B. CONS: | |
| ALTERNATIVES (In Suggested Order of Staff Preference): | |
| ATTACHMENTS: none | |
| RECOMMENDED ACTION: none | |
| APPROVALS: | |