



**NOTICE OF A MEETING
THE BARNHILL CENTER ADVISORY BOARD MEETING
MONDAY, OCTOBER 12, 2026, AT 4:00 PM
MORRISS HALL, THE BARNHILL CENTER
106 DOUGLAS STREET
BRENHAM, TEXAS**

1. Call Meeting to Order

2. Public 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 minutes. No Board discussion or action may take place on a matter until such matter has been placed on an agenda and posted in accordance with the law.]

REGULAR SESSION

3. Discuss and Possibly Act Upon Approval of Minutes from August 10, 2026, The Barnhill Center Advisory Board Meeting

WORK SESSION

4. Review and Discuss 2027 Concert Series Show

5. Review and Discuss an Update from the Programming Committee Regarding FY27 Programming Including a Holiday Event, Speaker Series, Youth Entertainment, Concert Series, and Rental Costs

6. Review and Discuss an Update from the Venue Preservation Committee Regarding The Barnhill Center Building Assessment and Urns

7. Review and Discuss an Update from the Strategic Planning Committee Regarding Revisions to the Simon Center Business Plan

8. Administrative Report to Include The Barnhill Center Programming, The Barnhill Center Rentals, Project Updates, and Partner & Advertiser Campaign Update

9. Adjourn

CERTIFICATION

I certify that a copy of October 12, 2026, agenda of items to be considered by The Barnhill Center Advisory Board was posted to the City Hall bulletin board at 200 W. Vulcan, Brenham, Texas, on Tuesday, October 6, 2026, at 4:30 pm.

Nancy Joiner

Nancy Joiner

Secretary for The Barnhill Center Advisory Board

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 twenty-four (24) hours before the meeting) by calling (979) 337-7200 for assistance.

I certify that the attached notice and agenda of items to be considered by The Barnhill Center Advisory Board meeting was removed by me from the City Hall bulletin board on the ____ day of October 2026 at ____.

Signature

Title



AGENDA ITEM 3

DATE OF MEETING: October 12, 2026		DATE SUBMITTED: October 6, 2026	
DEPT. OF ORIGIN: Tourism		SUBMITTED BY: Megan Mainer, City Manager	
MEETING TYPE:	CLASSIFICATION:	ORDINANCE:	
☒ REGULAR ☐ SPECIAL ☐ EXECUTIVE SESSION	☐ PUBLIC HEARING ☐ CONSENT ☒ REGULAR ☐ WORK SESSION	☐ 1 ST READING ☐ 2 ND READING ☐ RESOLUTION	
AGENDA ITEM DESCRIPTION: Discuss and Possibly Act Upon Approval of Minutes from August 10, 2026, The Barnhill Center Advisory Board Meeting			
SUMMARY STATEMENT: Review and approve minutes from The Barnhill Center Advisory Board meeting on August 10, 2026.			
STAFF ANALYSIS (For Ordinances or Regular Agenda Items):			
A. PROS:			
B. CONS:			
ALTERNATIVES (In Suggested Order of Staff Preference):			
ATTACHMENTS: 8.10.26 Minutes			
RECOMMENDED ACTION: Staff recommend The Barnhill Center Advisory Board approve the minutes from the regularly scheduled August 10, 2026 meeting.			
APPROVALS:			

THE BARNHILL CENTER ADVISORY BOARD MEETING

A regular meeting of the City of Brenham's Barnhill Center Advisory Board was held on Monday, August 10, 2026, beginning at 4:00 p.m. in The Bullock Ballroom at the Barnhill Center at 111 West Main Street, Brenham, Texas.

Board Members present:

Jane Barnhill
Tee Dippel
Jon Hill
Tiffany Morisak
Traci Pyle
Margie Routt Young

Board Members absent:

Tom Bullock, Jr.
Hal Moorman

The Barnhill Center Team presents:

Megan Mainer, Interim City Manager; Tourism and Marketing Specialist Nancy Joiner; Manager of The Barnhill Center, Alex Dill; and Adison Williams, Visit Brenham Intern

Community present:

Barry Brass

Media Present:

No media present

1. Call Meeting to Order

Margie Routt Young, Vice Chair, called the meeting to order.

2. Public Comments

There were no public comments.

REGULAR SESSION

3. Discuss and Possibly Act Upon Approval of Minutes from June 8, 2026, The Barnhill Center Advisory Board Meeting

A motion was made by Board Member Tiffany Morisak to approve the minutes for June 8, 2026, and seconded by Board Member Jon Hill.

Vice Chair Margie Routt Young called for a vote. The motion passed with the following votes:

Jane Barnhill

Yes

Tom Bullock, Jr.	Absent
Tee Dippel	Yes
Jon Hill	Yes
Hal Moorman	Absent
Tiffany Morisak	Yes
Traci Pyle	Yes
Margie Routt Young	Yes

4. Discuss and Possibly Act Upon Approval of the Texas Music Incubator Rebate Program Application Submission

Interim City Manager Megan Mainer presented information regarding the Texas Music Incubator Rebate (TNIR) Program. The program is designed to support Texas music venues and music festival promoters by reimbursing eligible businesses for certain state taxes paid on alcoholic beverage sales. The program provides funding that may be reinvested in venue operations, artist recruitment, and audience experiences.

Mainer reviewed the program's eligible uses, requirements, and operational requirements. The maximum award is up to \$100,000 per applicant. Applications open September 1, 2026, with a September 30, 2026, deadline. Rebate determinations will begin February 1, 2027.

Staff recommended submitting a rebate application for the following improvements:

- Theatre acoustics — \$31,400
- 15.75' x 8.88' 2.5mm LED wall and trim kit — \$39,465
- LED wall installation — \$16,750

Total application amount: \$90,315

Board Member Traci Pyle made a motion to approve moving forward with the grant application as presented. Board Member Tee Dippel seconded the motion.

A motion was made by Board Member Traci Pyle to approve moving forward with the grant application presented and seconded by Board Member Tee Dippel.

Vice Chair Margie Routt Young called for a vote. The motion passed with the following votes:

Jane Barnhill	Yes
Tom Bullock, Jr.	Absent
Tee Dippel	Yes
Jon Hill	Yes
Hal Moorman	Absent
Tiffany Morisak	Yes
Traci Pyle	Yes

WORK SESSION

5. Administrative Report to Include The Barnhill Center Programming, The Barnhill Center Rentals, Improvement Fund Balance, Facility Site Assessment by Upchurch Architects, and Recorded Texas Historical Landmark (RTHL) Application

Alex Dill, Manager of The Barnhill Center, presented the administrative report, which included updates regarding programming, rentals, the Improvement Fund balance, the facility site assessment by Upchurch Architects, and the Recorded Texas Historical Landmark (RTHL) application.

Dill provided an overview of recent concerts, including ticket sales and revenue. She also provided an update on Barnhill Center rentals since the June 8, 2026, meeting, including total revenue. Recent and upcoming rentals include meetings, board meetings, the Summer Showcase, and other events scheduled throughout the remainder of the year.

Dill reported that she attended the annual League of Historic American Theatre conference in Indianapolis from July 12–15, 2026.

A minor roof leak occurred during the heavy rain in July. The leak has been repaired. Upchurch Architects completed a preliminary building assessment, and the report will be presented later.

Dill also reported that the partner and advertising campaign have begun. Two advertisers have signed up to date to advertise in the concert programs.

6. Adjournment

There being no further business, the meeting was adjourned.

Board Chair

Date

ATTEST:

Tourism & Marketing Specialist

Date



AGENDA ITEM 4

DATE OF MEETING: October 12, 2026		DATE SUBMITTED: October 6, 2026	
DEPT. OF ORIGIN: Tourism		SUBMITTED BY: Megan Mainer, City Manager	
MEETING TYPE:	CLASSIFICATION:	ORDINANCE:	
☒ REGULAR	☐ PUBLIC HEARING	☐ 1 ST READING	
☐ SPECIAL	☐ CONSENT	☐ 2 ND READING	
☐ EXECUTIVE SESSION	☐ REGULAR	☐ RESOLUTION	
	☒ WORK SESSION		
AGENDA ITEM DESCRIPTION: Review and Discuss Concert 2027 Concert Series Show			
SUMMARY STATEMENT: Sharon and Barry Brass along with staff will present information related to the 2027 concert series including and an update regarding the VIP event held on October 5, 2026.			
STAFF ANALYSIS (For Ordinances or Regular Agenda Items):			
A. PROS:			
B. CONS:			
ALTERNATIVES (In Suggested Order of Staff Preference):			
ATTACHMENTS:			
2027 Entertainment Brochure			
RECOMMENDED ACTION: No action required.			
APPROVALS:			



AGENDA ITEM 5

DATE OF MEETING: October 12, 2026		DATE SUBMITTED: October 6, 2026	
DEPT. OF ORIGIN: Tourism		SUBMITTED BY: Megan Mainer, City Manager	
MEETING TYPE:	CLASSIFICATION:	ORDINANCE:	
☒ REGULAR	☐ PUBLIC HEARING	☐ 1ST READING	
☐ SPECIAL	☐ CONSENT	☐ 2ND READING	
☐ EXECUTIVE SESSION	☐ REGULAR	☐ RESOLUTION	
	☒ WORK SESSION		
AGENDA ITEM DESCRIPTION: Review and Discuss an Update from the Programming Committee Regarding FY27 Programming Including a Holiday Event, Speaker Series, Youth Entertainment, Concert Series, and Rental Costs			
SUMMARY STATEMENT: The Barnhill Center Advisory Board Programming Committee met on September 29, 2026, to discuss proposed programming for the upcoming fiscal year including a holiday event, youth entertainment, speaker series, 2027 concert series, and rental costs for The Barnhill Center.			
Staff presented net revenue reports for FY26 events, most of which had a positive net after ticketing, full-time staff, and alcohol costs were removed.			
The Committee discussed several possible speakers that could be engaged as well as resources who may be able to assist with solidifying speakers. The Committee mentioned ensuring there was a mix of speakers that appeal to both men and women, including having a potential women's series. Staff are working on developing a spreadsheet of potential speakers so we can begin making contact for speaker commitments.			
Also, the Committee discussed hosting a Christmas event and entertainer as well as youth entertainment events in the Theatre. Staff will begin pricing entertainment for Christmas as well as affordable options of popular youth entertainment.			
Additionally, the Committee discussed entertainment for the 2028 concert series and would like to engage an entertainer that would appeal to a younger audience. Concert Series planning for 2028 will begin at the end of the first quarter or early second quarter of the fiscal year with Sharon and Barry Brass.			
Furthermore, the Committee discussed The Barnhill Center rental fees and requested they remain competitive. Staff communicated that rental fees would be increased by roughly 25% in January 2027. Pricing was also simplified. Instead of 3 rate levels (Monday – Thursday, Friday or Sunday, and Saturday), staff implemented 2 rate levels (Monday – Thursday and Friday – Sunday).			

STAFF ANALYSIS (For Ordinances or Regular Agenda Items): A. PROS: B. CONS:
ALTERNATIVES (In Suggested Order of Staff Preference):
ATTACHMENTS:
RECOMMENDED ACTION: No action required.
APPROVALS:



AGENDA ITEM 6

DATE OF MEETING: October 12, 2026		DATE SUBMITTED: October 6, 2026	
DEPT. OF ORIGIN: Tourism		SUBMITTED BY: Megan Mainer, City Manager	
MEETING TYPE:	CLASSIFICATION:	ORDINANCE:	
☒ REGULAR	☐ PUBLIC HEARING	☐ 1ST READING	
☐ SPECIAL	☐ CONSENT	☐ 2ND READING	
☐ EXECUTIVE SESSION	☐ REGULAR	☐ RESOLUTION	
	☒ WORK SESSION		
AGENDA ITEM DESCRIPTION: Review and Discuss an Update from the Venue Preservation Committee Regarding The Barnhill Center Building Assessment and Urns			
SUMMARY STATEMENT: The Barnhill Center Advisory Board Venue Preservation Committee met on September 24, 2026, to review the Barnhill Center Building Assessment completed by Upchurch Architects this summer. Tommy Upchurch and Elizabeth Price will present the Barnhill Center Building Assessment findings to The Barnhill Center Advisory Board and will discuss proposed next steps. Additionally, staff met with the Center for Heritage Conservation within the Department of Architecture, College of Architecture at Texas A&M University regarding urn replacement on September 30, 2026. TAMU is working on a revised proposal for The Barnhill Center Advisory Board to consider for urn restoration. This project would commence in winter 2026 or spring 2027. The scope of work may include: ½ day trip to Brenham to scan the best components of 2-3 Urns to create digital 3D model - Study urns, building components and prepare a formal analysis of alternative materials which could be used to construct and replace the Urns on TBC - Connect City with contractors to provide fabrication quotes for Urns constructed of alternative materials - Provide digital files of 3D model which could be used to construct urn in lieu of a physical 3D prototype Staff anticipate a special called meeting in November for The Barnhill Center Advisory Board to approve funding for the proposed scope of work out of the Improvement Fund.			
STAFF ANALYSIS (For Ordinances or Regular Agenda Items):			
A. PROS:			
B. CONS:			

ALTERNATIVES (In Suggested Order of Staff Preference):
ATTACHMENTS: Barnhill Center Building Assessment for Advisory Board 10.12.26
RECOMMENDED ACTION: No action required.
APPROVALS:



Barnhill Center Building Assessment

Assessment date: 6.28.26

Tommy Upchurch and Elizabeth Price of Upchurch Architects, Inc. toured the facility on the morning of June 28th with Stephen Dreahn, City of Brenham. The purpose of the tour was to conduct an initial facility assessment to assist the Advisory Board for the Barnhill Center with establishing a list of maintenance needs and priorities. The walk-through included conversations with Alexandra Dill, Aaron Gray, and Nancy Joiner.

This assessment is provided on a pro-bono basis to assist the Advisory Board for the Barnhill Center in developing a priority list for maintenance projects, including acute maintenance issues, preventative maintenance, and potential future improvements. The assessment is not a complete and exhaustive list as all spaces were not accessible nor were destructive methods used to evaluate concealed conditions. Items identified were visible during a walk through of the interior and exterior of the building. Development of a detailed maintenance plan or facility strategic plan is beyond the scope of our work.

An additional walk through was completed with Fire Marshal Steve Loving on 9.1.26. Comments from that walk through have been incorporated into the assessment.

Barnhill Center staff provided Upchurch Architects with a 'Needs / Wants' list which includes maintenance items, space needs, equipment needs, and new potential programming. Our assessment looks at the building in place and does not seek to make recommendations for new technology or use of spaces within this report and scope of work.

Summary

The Barnhill Center is currently operating with offices, a theater, conference spaces, a ballroom, and a Visitors Center. The facility hosts large events, concerts, films, meetings, and parties. Since its initial renovations and restoration, building functions have expanded-such that space requirements for events don't always align with the existing conditions. This has led to some adaptations that are of concern and drive the need for further review of programmatic requirements.

Overall, the maintenance of the building has been very good. The facility is showing some normal wear at interior finishes, the need for cleaning and finish refurbishments at the exterior, and general equipment maintenance. Generally, the building is in good repair.

This special 1925 building is not currently listed on the National Register of Historic Places. It should be based on its building type and period of construction, preservation of original construction, and notoriety of the 1925 historic building architect, Alfred C. Finn. National registration will establish the standards to which it should be maintained, provide tax credits for work done to this standard, and provide access to other resources for building preservation.

The building was restored and renovated in three phases as described below.

Barnhill Center Construction Chronology

Original Simon Theater, 1925, Architect – Alfred. C. Finn

Theater Preservation and Visitor Center Renovations, 2010, Architect – Architexas

Building expansion, including restrooms and kitchen, 2012, Architect – Gensler

Morriss Hall interior build-out, 2020, Architect - Upchurch Architects, Inc.



Code Requirements

Life Safety and Building Code compliance must be maintained for this facility. As an assembly space, the building occupancy numbers are significant. Two general categories of concern observed regarding building code compliance are egress and life safety requirements. Requirements and recommendations should be reviewed with the authorities having jurisdiction: Building Code Official, Fire Marshall, etc.

Vendors, renters, and performers and their crews must be respectful of the building and the code requirements.

Texas Accessibility Standards

Generally, the building meets the accessibility requirements as defined in the Texas Accessibility Standards. One exception is the signage at the Ballroom restrooms which exceeds to height standard of a maximum of 60" to the baseline of the highest tactile character. Other signage and working components observed appear to meet the code requirements.



Egress

The egress corridors on each side of the theater stage at the must be kept clear at all times. The exit doors must open fully and the hall must remain clear of all obstructions for emergency egress. Because of the angled interior walls, the doors cannot open fully. Further blockage renders them ineffective for their purpose. No items must ever be stored in these corridors.

The wood steps added to approach the center stage from the theater floor must have handrails installed as the default condition for code compliance. Handrails, if removed, should be stored on the stage in the wings, taking care to ensure that electrical areas are kept clear.

The handrail on the theater side of the stairs serving the ballroom is loose and pulling away from the wall. This handrail should be resecured as soon as possible to prevent a fall.

The west egress corridor doors at Morriss Hall are obscured by the "pipe and drape" curtain installed to screen a catering space in the corridor. Catering space as designed for Morriss Hall is minimal. The 2012 work to create the egress corridor included the restrooms and kitchen to support theater events. It did not take into account the catering space requirements for larger events. The egress corridor is required for the evacuation of the Morriss Hall occupants and balcony of the Theater in the event of an emergency. This corridor was not designed for an expanded catering area. A clear, visible path of egress to the exit doors must be maintained at all times. Tables, if set up in this

corridor, should not block the corridor or egress path. Corridor width should not be reduced narrower than 6'-6" (the narrowest point of the corridor). A direct path must always be maintained.

Maintenance staff should regularly test all Exit signs to ensure functionality.

AV Wiring and Equipment

Electrical cords required for concert audio equipment should be removed when not in use. When in use, cords should be secured to the floor using manufactured protective coverings to prevent tripping or accidental cuts. If the components being powered need to be permanently installed, this needs to be hard wired. If not, the cord needs to be put away when not needed. AV equipment should be put away in designated areas such that it does not block access to electrical equipment, fire protection equipment, or block egress paths.



Handrails should be in place at all times.

Building Code and Life Safety

Mechanical and Electrical rooms shall not be used for storage. This is a fire protection issue. Use of this type room shall be for the intended use only. It may be important to note to staff, vendors, renters, and performers that the reason these rooms are subdivided, rather than being all in one larger space is to provide a fire wall around specific equipment areas.

Electrical Rooms and panels require 36" floor area in front of all panel boxes, 30" wide minimum, at all times. This clearance allows the electrician to 'jump back' should an arc fault occur while working on a breaker.

Taped boundaries on the floor of rooms where storage is allowed to be shared with mechanical equipment indicate areas around equipment that must remain clear.

These areas are as follows:

- Electrical Panel Boxes: 36" clear in front of each panel box, 30" wide. (including backstage areas)
- Water Heater
- Mechanical Equipment

Electrical Panel boxes on the 3rd floor do not have circuits marked appropriately. A cardboard legend is leaned up against the wall and tucked behind a conduit. This list should be typed, of legible font size, and placed in a sleeve to be posted on the inside of the panel box door.



Roofs

Barnhill Center building roofs were replaced relatively recently with a single-ply TPO product. Prior to this work, we were advised that the roofs on these buildings were bitumen with a foam coating. The following items were observed:

- High roof over the elevator tower has only one scupper. This must be maintained to ensure that it stays clear, allowing the roof area to drain properly.
- Roofing material over the theater building is generally clean.
 - The clay coping cap is in good shape where present. The coping should be replaced at those areas that don't have a cap when the Urns are re-installed.
 - Sewer vents were noted to be missing vented pipe caps. The caps serve to ensure that stormwater is not introduced into the sewer system. The caps should be replaced.
 - Water is standing at the base of several roof top mechanical units. Detailed investigation is needed of condensate piping, connections, and line elevations for proper drainage.
- Roof over Morriss Hall is discolored due to condensate water draining on the roof. Piping for condensate should be re-connected to the HVAC units and drained to scuppers.
 - Scuppers and the crickets should be cleaned.
 - Sewer vent stacks should be capped so that rainwater is not collecting in the sewer line.
- Stucco wall at the elevator tower is discolored and shows evidence of water penetration and microbial growth (algae). This should be addressed as follows:
 - Ensure coping cap at top of parapet wall is well sealed to prevent water penetration at the top of the wall.
 - Verify reglet flashing at the top of the lower roof is well sealed.
 - Remove any loose surface material. Re-stucco as needed.
 - Repaint the stucco areas with an elastomeric paint.
- Marquis Overhang roof is full of granular material and should be cleaned. Scuppers may be clogged with the volume of material present as observed.
- **These roofs are all under warranty. Any repairs should be made through the installaon contractor.**
- Regular roof maintenance should include cleaning and inspecting seams in the TPO.



Roof at Theater Building



Roof at Theater Building



Roof at Morriss Hall

Site

- Damage to pavement materials at Alamo Alley was observed. Both the black granite stone plaques recognizing community service and brick pavers contributed by Alley supporters are cracked. Probable cause for damages observed is vehicular traffic. A catering vehicle was observed during our site visit using the alley for delivery. It is likely the Alley is being used by other vehicular traffic as well. Alley pavement was designed for pedestrian use and access only, not for vehicular traffic. Continued vehicular traffic will result in further damage requiring repairs and associated costs, including possible re-pavement and reinstallation of brick pavers. Further mis-use of this area may also create deterioration that could compromise the foundation systems of the buildings abutting the alley. Alternate considerations for catering access need to be determined for multiple reasons. Catering services can access the Barnhill Center through the Alley if using pedestrian carts. **We recommend installing bollards or gates to mitigate the use of the alley as a delivery path.**
- Sidewalks at Main and Douglas Streets are in good condition.

Façade

- Windows at the Visitors Center show algae growth on the silicone sealant between the butt glazed glass panels and frames. This introduces both water and air to the sealant gap, providing an avenue for water penetration into the windows as well as risking breakage during freeze thaw cycles.
- Concrete sills at the west end of the Visitors Center façade are cracked. This crack should be repaired to ensure water cannot penetrate into this wall cavity, and into the Visitors Center.
- Masonry is in good condition. Building should be cleaned to remove algae at the north side. Use gentle methods recommended by the National Parks Service for maintenance at historic structures. High pressure water cleaning can damage exterior materials and introduce water into building cavities and openings.
- Windows at the second floor should be cleaned and repainted. Paint is flaking, allowing water penetration into the wood sills and frames.
- Exterior wood doors and frames need refurbishment, including sealant on wood finishes and replacement of weather stripping. We recommend a schedule for regular maintenance of exterior wood to preserve that investment. This includes biennial resealing of exposed wood finishes.
- Detailed operations of all doors and hardware were not included in this scope and report. **Review all exterior doors for proper operations. Adjust door hardware and replace weatherstripping as required.**

Marquis Sign

- Sign in general need of refurbishments. Lightbulbs are a mix of LED and incandescent. We were advised LED bulbs are added as the incandescent lamps burn out.
- Metal sign blade requires repainting to restore chipped and peeling paint.



Urns

- Decorative urns were removed from the parapet to preserve and stabilize them. Roof penetrations were capped. Urns should be repaired / replaced and re-installed to restore the decorated exterior of the building.



Archival photo of building with Urns in place.

General

- Plumbing
 - No issues were observed or reported.
- Lighting
 - Compact florescent recessed lighting should be converted to LED. This will allow for a better quality of light as well as dimming. (See related recommendations.)
 - We recommend developing specifications of LED lamps with specific color and illumination requirements to create consistency of lighting throughout in interior and exterior of the Barnhill Center buildings, including bulbs used for the Marquis Sign.
 - Replace fixture at 3rd floor corridor.
- HVAC
 - Systems are reported to be working. Visitors Center reported conditioned air is humid and takes a while to catch up in the mornings. Associated HVAC has been serviced since 6.28.26. Staff to monitor thermostat.
- Finishes
 - Painted surfaces are due to be repainted throughout the building.
 - Ceiling tiles should be replaced at several locations where moisture related to the air conditioning system.
 - Wood trim is showing wear at Visitors Center and Theater.
 - Refinish exterior doors, adjust door hardware, re-establish weather stripping
 - Carpet needs attention at AV booth.



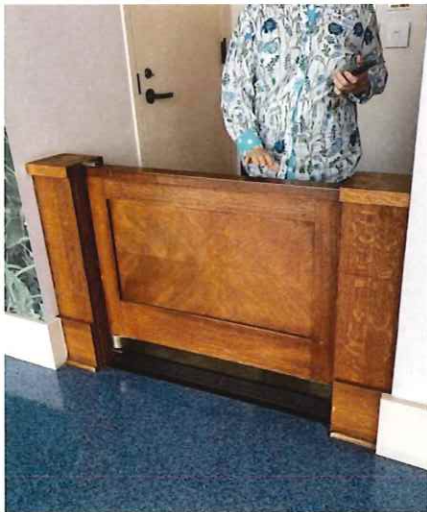
Weatherstripping to be replaced.



Fixture to be replaced at 3rd floor.

By Venue / Space

- Visitors Center
 - Fabric at ceiling mounted acoustic baffles has discolored. These can be replaced, however the color does not affect performance.
 - Interior woodwork
 - Card racks at the east end of the lobby are delaminating due to heat and humidity differentials.
 - Reception desk woodwork needs to be repaired where splintering and finish has worn off.
 - Water damaged ceiling tiles are visible at offices. We were told that the air conditioning system problem that created the water has been corrected. Tiles should be replaced.
 - We observed a lot of dust at the AC registers. Verify that filters are being changed regularly. Clean registers.



Trim repairs needed.



Millwork veneer is delaminating.



Replace ceiling tiles at water damage.



Clean registers. Ensure filters are changed.

- Theater Office
 - No issues were reported.
- Theater
 - Paint finishes at interior millwork are chipping close to the stage. This can be repaired. Rental agreements should include a prohibition of taping or attaching materials to these historic, and expensive, finishes.
 - Balcony
 - Egress door to the fire escape, which is no longer in use, is not well sealed. The weatherstripping should be replaced.
 - Water leak at the southeast corner of the Balcony is reflecting through the plaster and should be repaired. Plaster and paint are bubbled.
 - Transition strip at the doors between the theater Lobby and the Morriss Hall Lobby is loose and should be re-glued to the floor.



- Morriss Hall
 - Several ceiling tiles show evidence of water saturation in Low Hall. Clean / replace ceiling tiles where damaged by AC register sweating.
 - Building systems reported to be working and effective in this area.
 - Schulte Hall was not reviewed as a group was meeting in that space.
 - Restroom fixtures and finishes are in good condition.
 - Joints at the countertop and backsplash should be re-caulked at the sinks.
- Bullock Ballroom
 - Cracks in the plaster below the windows on the west side indicate water penetration into the masonry wall cavity. This could be from deterioration of window caulk /sealant. Further investigation needed.
 - Wood Floors show some wear and patching, but are generally in very good condition.
 - Staff did not mention any concerns with Kitchen equipment or building systems serving that area.

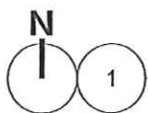
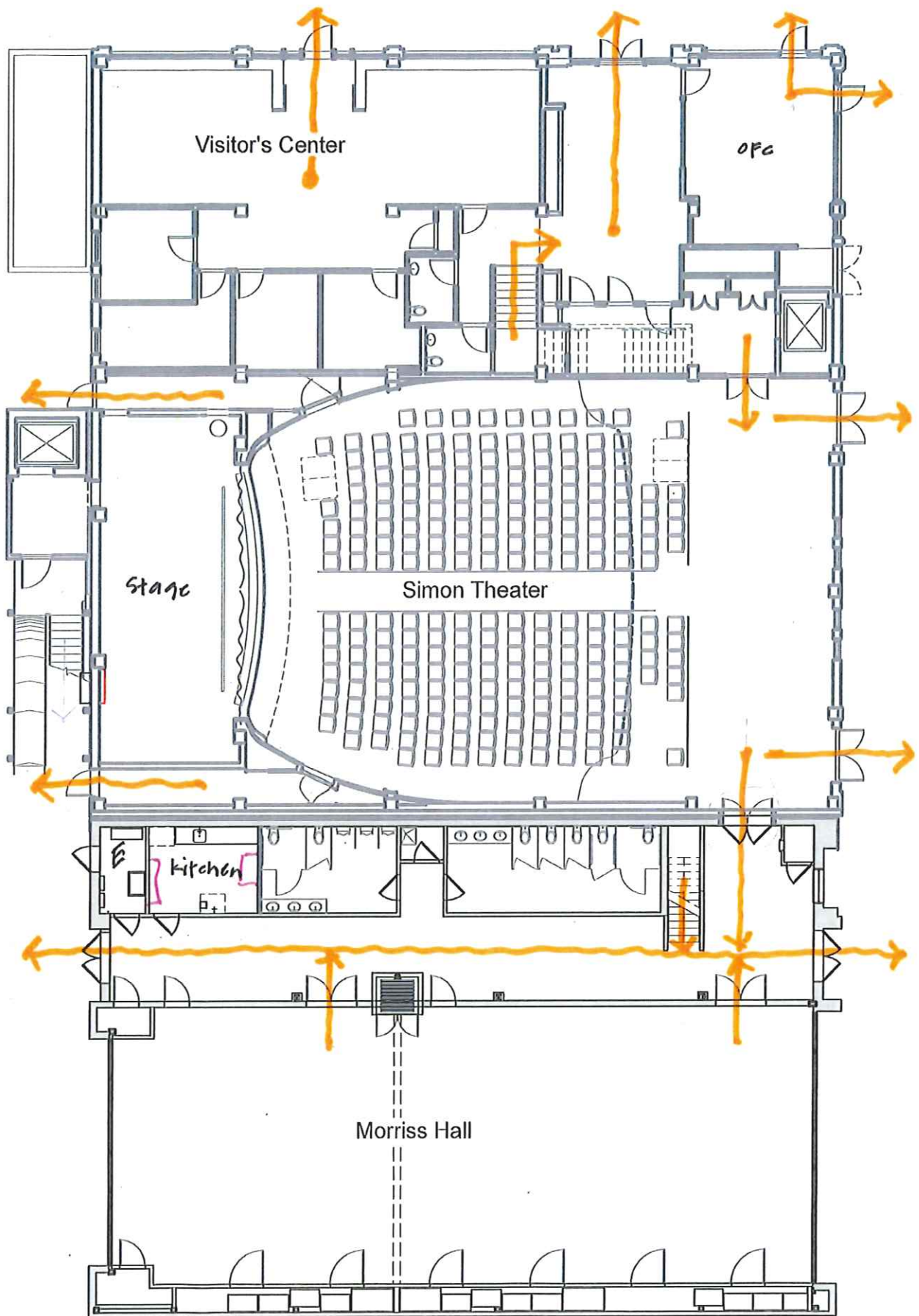


Bullock Ballroom wall damage at west wall.



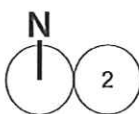
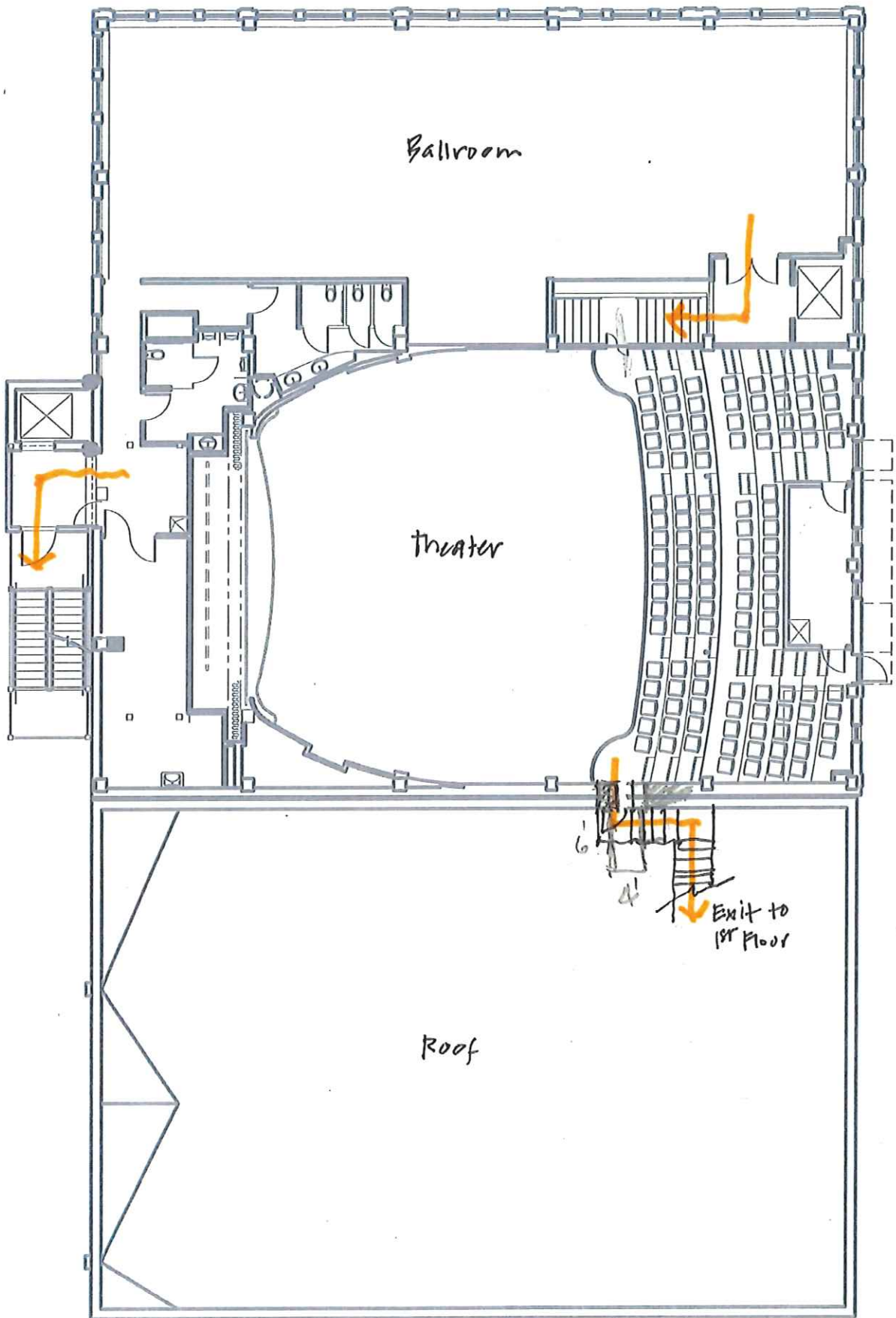
Ceiling damage, requires repainting.

- 3rd Floor – This level is primarily used for storage of tables and chairs, table linens, building maintenance supplies, and mechanical and electrical equipment. Ceilings are unfinished gypsum wall board. Walls are hollow clay tile, CMU and unfinished gypsum wall board. However, it appears that the smaller rooms are used as a dressing area. Clothing racks were noted in the electrical and building supplies closets.
 - Lounge – Presumably, this room was built as a dressing area but is now serving as a storage closet for table linens, seat cushions, and other catering items. Room is quite full, but serves its purpose well.
 - Tables and Chairs are stored around mechanical and water heating equipment. The equipment in this area should be given generous clearance. Keep clear of tape on the floor.



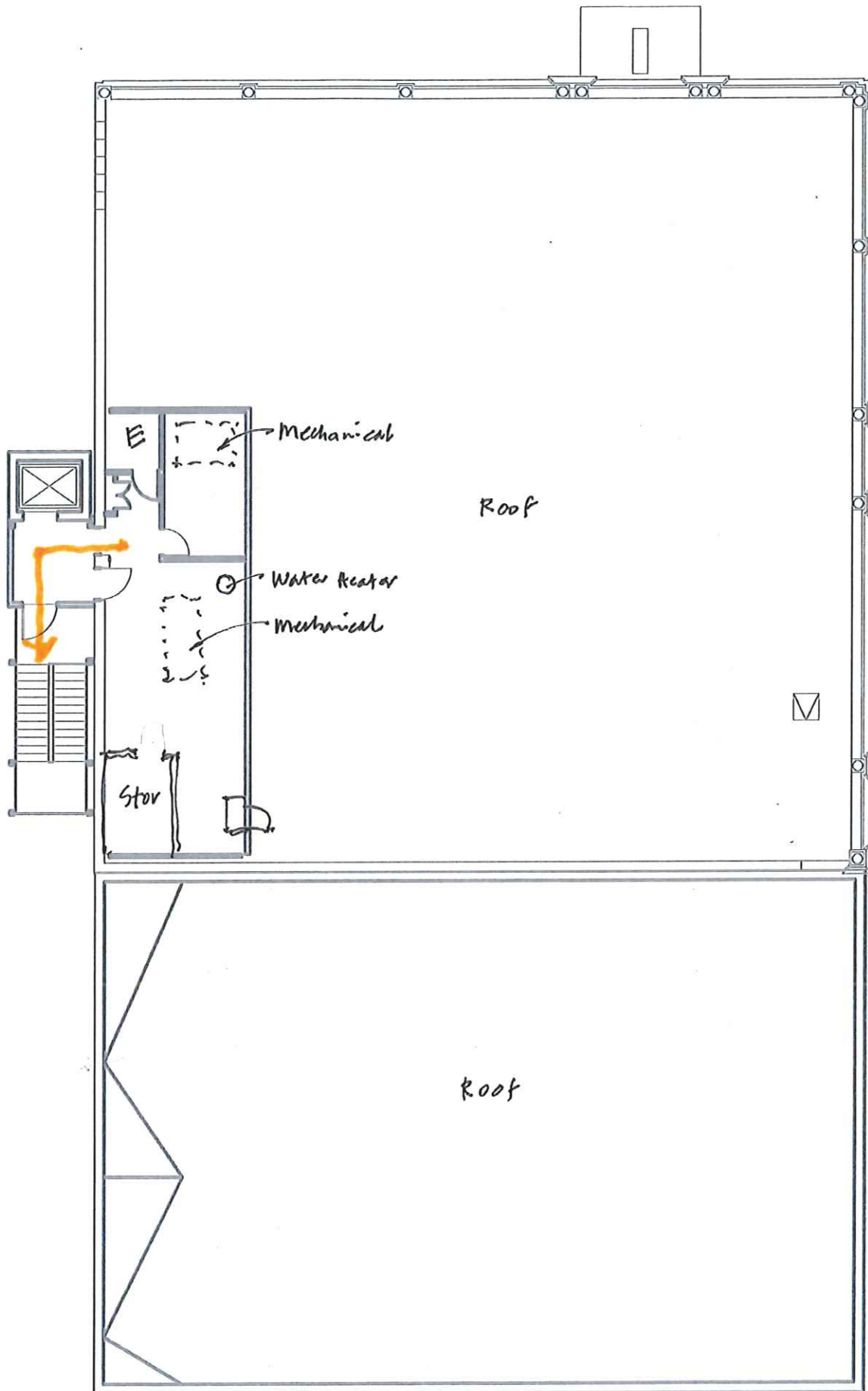
Barnhill Center Overall Plan - First Floor
Scale: 1/16" = 1'-0"

Preliminary
8.27.26²⁷



Barnhill Center Overall Plan - Second Floor
Scale: 1/16" = 1'-0"

Preliminary
8-27-26 28



3

Barnhill Center Overall Plan - Third Floor
Scale: 1/16" = 1'-0"

Preliminary
8.27.26²⁹



AGENDA ITEM 7

DATE OF MEETING: October 12, 2026		DATE SUBMITTED: October 6, 2026	
DEPT. OF ORIGIN: Tourism		SUBMITTED BY: Megan Mainer, City Manager	
MEETING TYPE:	CLASSIFICATION:	ORDINANCE:	
☒ REGULAR	☐ PUBLIC HEARING	☐ 1ST READING	
☐ SPECIAL	☐ CONSENT	☐ 2ND READING	
☐ EXECUTIVE SESSION	☐ REGULAR	☐ RESOLUTION	
	☒ WORK SESSION		
AGENDA ITEM DESCRIPTION: Review and Discuss an Update from the Strategic Planning Committee Regarding Revisions to the Simon Center Business Plan			
SUMMARY STATEMENT: The Barnhill Center Advisory Board Venue Strategic Planning Committee met on September 28, 2026, to discuss proposed revisions to the 2004 Business Plan for the Simon Center.			
Staff proposed the removal of the following sections: • Primary Business Strategies • The Significant Advantages of a Community Partnership • Tools to Support a Community Partnership • Financial Considerations • Capital Funding related to restoration efforts and pre-opening and furnishings budget • Film Programming • Rental Rate Structure • Community Enhancement Fund • Business Plan – Operating Revenue Assumptions • Business Plan – Operating Revenue Assumptions (Annual Summary) • Projected Operating Budget Staff proposed the revision of the following sections: • Primary Recommendations and Observations • Capital Funding related to Project Leadership (pages 11-20) • Management and Organizational Structure related to Personnel Needs • Operating Policies • Customer Service and the Public Experience (develop into an internal policy) • Friends of the Simon Center • Partner Opportunities • Fundraising Events			

- Grants Program
- Marketing and Business Development
- Building Maintenance – Expand upon this section based on the Facility Site Assessment findings
- Financial Management
- Performance Benchmarks

Staff recommend the following next steps:

- Public survey and townhall meetings regarding programming
- Utilize Capital Funding related to project leadership for 1925 Society structure
- Review Operations Plan and make changes based on community input and Facility Site Assessment
- Assess existing policies, remove them from the plan if they are in place, and outline policies needed and why within the plan if the need exists
- Expand upon Building Maintenance based on the Facility Site Assessment findings
- Assess and revise Performance Benchmarks to ensure they are realistic and measurable

STAFF ANALYSIS (For Ordinances or Regular Agenda Items):

A. PROS:

B. CONS:

ALTERNATIVES (In Suggested Order of Staff Preference):

ATTACHMENTS:

RECOMMENDED ACTION: No action required.

APPROVALS: