



**NOTICE OF A MEETING
MAIN STREET BOARD
MONDAY, OCTOBER 3, 2022
4:00 P.M.
CONFERENCE ROOM 2A AT
CITY HALL
200 WEST VULCAN STREET
BRENHAM, TEXAS**

-
- 1. Call Meeting to Order**
 - 2. Citizen/Visitor Comments**

REGULAR SESSION

- 3. Discuss and Possibly Act Upon of Minutes from September 6, 2022, Board Meeting.**
- 4. Discuss and Possibly Act Upon Economic Vitality Committee Recommendation to Approve Economic Impact and Innovation Grant Fund Reimbursement for the Brenham Heritage Museum**
- 5. Update on Parklet Application – Mescalito Coffee (100 E. Alamo)**
- 6. Discuss Floyd’s Wine Lounge’s Request to Development Services to Place a Shipping Container Behind Their Patio for Additional Storage**
- 7. Discuss Strategic Planning Workshop from September 26, 2022**

WORK SESSION

- 8. Promotions Committee Report**
 - Downtown Programming Update**
 - Strategic Planning Goals**
 - Monthly Meeting Recap**
 - Main Street Workplan Goals**
- 9. Design Committee Report**
 - Downtown Holiday Décor Update**
 - Strategic Planning Goals**
 - Monthly Meeting Recap – Meeting Cancelled (No Business)**
 - Main Street Workplan Goals**
- 10. Economic Vitality Committee Report**
 - Updates**
 - Strategic Planning Goals**
 - Monthly Meeting Recap**
 - Main Street Workplan Goals**

11. Organization Committee Report

- Updates
- Strategic Planning Goals
- Monthly Meeting Recap – Meeting Cancelled (No Business)
- Main Street Workplan Goals

12. Staff Report to Include Building, Business and Program Updates

- Proposed Date Change of Monthly Promotions Committee Meetings
- Farmer’s Market
- Christmas Stroll and Light Up Parade

13. Main Street Merchants and Businesses Mixer – Thursday, October 27, 2022

14. Next Main Street Board Meeting – Monday, November 7, 2022

15. Adjourn

Main Street Brenham Transformation Strategy

Main Street Brenham will be an Authentic, Curated, Experiential Destination through the Catalyst Strategies of Dining & Entertainment, The Arts, and Tourists & Tourism.

Main Street Brenham Mission

The Brenham Main Street Program, will use the 4-point approach to revitalization – organization, promotion, design and economic restructuring – to encourage reinvestment and preservation; and to entice businesses, customers, visitors and downtown residents to the historic district.

Main Street Brenham Vision

Main Street Brenham envisions downtown as a growing destination and the vibrant heart of our community; where history is preserved, interactive, and comes to life; where a varied business mix is active, engaged, and thriving; and where our community’s culture is recognized and celebrated.

CERTIFICATION

I certify that a copy of the October 3, 2022 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 Thursday, September 29, 2022, at 11:30 am

Monique Breaux
Main Street Manager

Executive Sessions: The **Main Street Board** reserves the right to convene into executive session at any time during the course of this meeting to discuss any of the matters listed, as authorized by Texas Government Code, Chapter 551, including but not limited to §551.071 – Consultation with Attorney, §551.072 – Real Property, §551.073 – Prospective Gifts, §551.074 - Personnel Matters, §551.076 – Security Devices, §551.086 - Utility Competitive Matters, and §551.087 – Economic Development Negotiations.

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 this notice and agenda of items to be considered by the Main Street Board was removed by me from the City Hall bulletin board on _____ at _____ Am Pm.

Signature

Main Street Board Minutes

September 6, 2022

A regular meeting of the Main Street Board was held on Tuesday, September 6, 2022 beginning at 4:00 PM in the Brenham City Hall, conference room 2-A, 200 West Vulcan Street, Brenham, Texas.

Board members present:

Margie Routt Young – Chair

Tiffany Morisak- Vice Chair

Doug Peck

Lowell Ogle

Pete Simpson

Tom Whitehead

Elizabeth Price

Wendy Meaux

Melinda Faubion

Jon Hill

City Staff present:

Monique Breaux- Main Street Manager

Susan Cates- ED Director

Cynthia Timpa-ED Assistant

Guest Present:

Tony Ramirez

Board Members Absent:

Connie Wilder

Media Present:

None

1. Call meeting to order

Chair Margie Routt Young called the meeting to order at 4:03 PM

2. Citizen/Visitor Comments:

None

Main Street Board

Sept 6, 2022

Motion was made by Doug Peck to pass the grant funding to Top Floor Cars. Motion seconded by Wendy Meaux. Vote was unanimously in favor.

Margie Routt Young – Chair	Yes
Tiffany Morisak- Vice Chair	Yes
Doug Peck	Yes
Lowell Ogle	Yes
Pete Simpson	Yes
Tom Whitehead	Yes
Elizabeth Price	Yes
Wendy Meaux	Yes
Melinda Faubion	Yes
Jon Hill	Yes
Connie Wilder	Absent

3. Regular Session

Discuss and possibly act upon Minutes from July 7, 2022 Main Street Board Meeting

A motion was made by board member Melinda Faubion and seconded by Jon Hill to approve the minutes from July 7, 2022 board meeting.

Chair Margie Routt Young called for a vote. The motion passed with the board voting as follows:

Margie Routt Young – Chair	Yes
Tiffany Morisak- Vice Chair	Yes
Doug Peck	Yes
Lowell Ogle	Yes
Pete Simpson	Yes
Tom Whitehead	Yes
Elizabeth Price	Yes
Wendy Meaux	Yes

Main Street Board

Sept 6, 2022

Melinda Faubion	Yes
Jon Hill	Yes
Connie Wilder	Absent

There was discussion about board members whose terms expire in December and the need to re-apply or retire from the board. Emails have been sent to those whose terms are expiring Dec 31, 2022.

The subject was introduced and discussed about committees and if they are still appointed by the Main Street Board. Susan will research the policy and report back to the board.

4. Discuss and possibly act upon Economic Vitality Committee Recommendation to approve economic Impact and Innovation Grant Fund Application for Top Floor Cars

- Tony Ramirez was present to answer any questions about the renovations at 301 South Market Street. He stated that the additional building, as laid out in the plans, will be built of cinder block to match the existing building, and maintain the same roof line and type. It will be painted white, the same color as the existing building. He stated that he plans to be open around the end of October.
- The board members expressed appreciation for the project, as it has cleaned up the property and makes a better impression as visitors come into the downtown area.
- Motion was made by Doug Peck to pass the grant funding to Top Floor Cars. Motion seconded by Wendy Meaux. Vote was unanimously in favor.
- Margie Routt Young – Chair Yes
- Tiffany Morisak- Vice Chair Yes
- Doug Peck Yes
- Lowell Ogle Yes
- Pete Simpson Yes
- Tom Whitehead Yes
- Elizabeth Price Yes
- Wendy Meaux Yes
- Melinda Faubion Yes
- Jon Hill Yes
- Connie Wilder **Absent**

5. Discuss and possible act upon moving forward with Producing 3rd Oral History DVD

Board member McCordie-Morisak reported the newest Oral History DVD is completely paid and will be ready for distribution by late fall, 2022. She reported that the DVD can be purchased online or at the Visitor Center. There was discussion about promoting the DVD with public showings at the Barnhill Center.

- Local History Day is in the discussion phase. It will change as a result of suspension during Covid-19, and possibly be discontinued.

Main Street Board

Sept 6, 2022

6. Update on Initial Parklet Application

Susan Cates reported that the parklet application by Grand Leader/Mescalito is being submitted on Sept. 7. The process is as follows:

- The application is made
- Staff review
- License agreement sent to applicant
- Applicant approves the agreement
- Staff presents to City Council

Susan suggested that a few Main Street Board members should be present at the City Council meeting when the presentation is made. Margie asked Monique to email the board members with the date and time of said City Council meeting.

7. Farmers Market Partnership with Revival Merchantile

This item was presented by Monique Breaux, Main Street Manager.

A downtown merchant, Stacy Marhoffer, has approached Main Street with a proposal to manage the First Friday Farmers Market. Staci proposes to make the following changes:

- Change the title of “First Friday Farmers Market” to “First Friday Artisans Market” in order to more accurately describe the event.
- Add a Farmers Market every Saturday, to be set up In Austin Alley. There would be no vehicular traffic in the alley. This will be true “farmer” goods, i.e eggs, produce, meat, honey, etc.
- Create “Themed” monthly markets such as football, Christmas, Spring.
- Split the booth rental proceeds with 85% going to the manager and 15% going to the city. The proceeds to the city would off-set the cost of set-up, signage and police protection.
- Staci will be held responsible for the success of the First Friday Artisan Market and the Saturday Farmers Market. The City of Brenham ultimately retains control of the program.

Monique has suggested a 6-month trial basis for the changes. Stacy will make changes to her proposal and re-submit to Main Street and the farmers market committee.

8. Promotions Committee Report

Tom Whitehead reported on the Summer Sip review by the Promotions committee.

- He reported there was a miscommunication from staff about the number of glasses sold, there being a difference of 150. (500 reported, 350 actually sold).

Main Street Board

Sept 6, 2022

- The price this year went up to \$35 per glass vs. \$25 last year. The committee felt the price increase was the reason for fewer glasses sold, therefore they want to go back to the \$25 charge going forward.
- The Scarecrow event is slated for September 21, leaving 2 weeks to promote and add to the number of entrants. They currently have 11, with a goal of 26.
- Uptown Swirl is scheduled for January 14, 2023.
- Sponsorships are \$2,000

9. Design Committee Report

- 96 West was awarded their grant for improvements
- Committee has asked for cost details from Top Floor Cars
- Glamfetti has submitted application for façade improvements
- Heritage museum is doing finish work on the first floor; interior paint, wood floor refinishing, light fixtures, millwork.
- Exhibits will begin setting up on September 14 with an opening slated for November
- The Austin Alley project is contingent upon grant funding as there is no budget for it from the City of Brenham. Staff will work on a grant stack to achieve funding.
- Discussion about Christmas lights and décor was extensive. There were many ideas and thoughts. Board chair Margie Routt Young suggested the committee re-convene and come back to the board with a 5-year strategic plan for Christmas decorations in Downtown Brenham. There was also discussion as to the County participating with some of the costs of new decorations.
- Susan Cates suggested we spend \$16,000 on wrapping the Oak trees on the Courthouse lawn with white lights, update existing wreaths at a cost of \$2,000, then divide the costs between Main Street, City of Brenham and Washington County. She also suggested we inventory current decorations and then determine our direction after this December.

Next Board meeting is October 3rd, 2022.

Meeting adjourned by Margie Routt Young at 5:23 PM

Margie Routt Young

Board Chair

Main Street Board

Sept 6, 2022

ATTEST

Cynthia Timpa

ED Assistant

Main Street Board

September 6, 2022

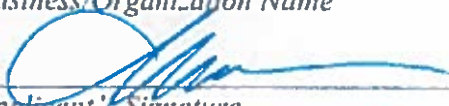


AGREEMENT FORM

I have met with the Brenham Main Street staff, and I fully understand the Downtown Incentive Reimbursement Grant Procedures and Detail established by Main Street Brenham. I intend to use this grant program for the aforementioned renovation projects to forward the efforts of revitalization and historic preservation of Brenham's historic downtown. I have not received, nor will I receive insurance monies for this revitalization program.

I have read the Downtown Incentive Reimbursement Grant Application Procedures including the Downtown Incentive Reimbursement Grant Details.

I understand that if I am awarded a reimbursement grant for façade or awning work and the façade or awning is altered for any reason within one (1) year from construction, I may be required to reimburse the City of Brenham immediately for the full amount of the Downtown Reimbursement Grant.

<u>BRENHAM HERITAGE MUSEUM</u>		
<i>Business/Organization Name</i>		
	<u>MIKE VANCE</u>	<u>09.12.2022</u>
<i>Applicant's Signature</i>	<i>Printed Name</i>	<i>Date</i>
<hr/>		
<i>Building Owner's Signature (if different from applicant)</i>	<i>Printed Name</i>	<i>Date</i>
<hr/>		
<i>Design Committee signature</i>	<i>Recommendation</i>	<i>Date</i>
<hr/>		
<i>Main Street Board signature</i>	<i>Recommendation</i>	<i>Date</i>
<hr/>		
<i>City Manager signature</i>	<i>Action</i>	<i>Date</i>

SCHEDULE OF VALUES

Item #	Description of Work	Schedule of Value	From previous App	This period	Mat. Presently stored	Total Completed to date (D+E+F)	% completed (G/C)	Balance to Finish (C-G)	Retainage This period	Retainage (10% G)
1	General Conditions	\$ 99,710.00	\$ 98,150.00	\$ 1,560.00		\$ 99,710.00	100%	\$ -	\$ 156.00	\$ 9,971.00
2	Demolition	\$ 62,000.00	\$ 62,000.00	\$ -		\$ 62,000.00	100%	\$ -	\$ -	\$ 6,200.00
3	Sitework / Parking / Concrete	\$ 79,000.00	\$ 79,000.00	\$ -		\$ 79,000.00	100%	\$ -	\$ -	\$ 7,900.00
4	Electrical	\$ 159,490.00	\$ 154,750.00	\$ 2,000.00		\$ 156,750.00	98%	\$ 2,740.00	\$ 200.00	\$ 15,675.00
5	Light Fixtures	\$ 147,500.00	\$ 147,500.00	\$ -		\$ 147,500.00	100%	\$ -	\$ -	\$ 14,750.00
6	Mechanical	\$ 266,000.00	\$ 262,800.00	\$ 3,200.00		\$ 266,000.00	100%	\$ -	\$ 320.00	\$ 26,600.00
7	Plumbing	\$ 143,850.00	\$ 141,075.00	\$ 3,200.00		\$ 142,875.00	99%	\$ 1,275.00	\$ 150.00	\$ 14,257.50
8	Plumbing Fixtures	\$ 6,500.00	\$ 6,500.00	\$ -		\$ 6,500.00	100%	\$ -	\$ -	\$ 650.00
9	Fire Alarm System	\$ 18,875.00	\$ 16,500.00	\$ 2,375.00		\$ 18,875.00	100%	\$ -	\$ 237.50	\$ 1,887.50
10	Metal Framing / Sheet Rock / Insulation	\$ 16,520.00	\$ 15,350.00	\$ 1,170.00		\$ 16,520.00	100%	\$ -	\$ 117.00	\$ 1,652.00
11	Metal Doors, Frames & Hardware	\$ 30,255.00	\$ 20,700.00	\$ 9,555.00		\$ 30,255.00	100%	\$ -	\$ 955.50	\$ 3,025.50
12	Toilet Accessories	\$ 4,720.00	\$ 4,720.00	\$ -		\$ 4,720.00	100%	\$ -	\$ -	\$ 472.00
13	Misc. Metals	\$ 11,800.00	\$ 11,800.00	\$ -		\$ 11,800.00	100%	\$ -	\$ -	\$ 1,180.00
14	Millwork, Doors & Windows	\$ 49,560.00	\$ 46,100.00	\$ 3,460.00		\$ 49,560.00	100%	\$ -	\$ 346.00	\$ 4,956.00
15	Plaster Repair	\$ 51,200.00	\$ 51,200.00	\$ -		\$ 51,200.00	100%	\$ -	\$ -	\$ 5,120.00
16	Wash, Paint & Stain	\$ 145,500.00	\$ 135,500.00	\$ 10,000.00		\$ 145,500.00	100%	\$ -	\$ 1,000.00	\$ 14,550.00
17	Tile	\$ 19,670.00	\$ 15,000.00	\$ 4,670.00		\$ 19,670.00	100%	\$ -	\$ 467.00	\$ 1,967.00
18	Wood Flooring	\$ 46,850.00	\$ 24,000.00	\$ 22,850.00		\$ 46,850.00	100%	\$ -	\$ 2,285.00	\$ 4,685.00
19	Terrazzo	\$ 14,000.00	\$ 14,000.00	\$ -		\$ 14,000.00	100%	\$ -	\$ -	\$ 1,400.00
20	Masonry & Repointing	\$ 15,000.00	\$ 4,000.00	\$ 11,000.00		\$ 15,000.00	100%	\$ -	\$ 1,100.00	\$ 1,500.00
21	Landscaping	\$ 18,000.00	\$ 4,000.00	\$ -		\$ 4,000.00	22%	\$ 14,000.00	\$ -	\$ -
	SUBTOTAL	\$ 1,406,000.00	\$ 1,314,645.00	\$ 73,340.00	\$ -	\$ 1,387,985.00		\$ 18,015.00	\$ 7,334.00	\$ 138,798.50
	Change Order #1	\$ 44,081.00	\$ 44,081.00	\$ -	\$ -	\$ 44,081.00		\$ -	\$ -	\$ 4,408.10
	Change Order #2	\$ 25,948.00	\$ 25,948.00	\$ -	\$ -	\$ 25,948.00		\$ -	\$ -	\$ -
	Change Order #3	\$ 21,120.00	\$ -	\$ 21,120.00	\$ -	\$ 21,120.00		\$ -	\$ 2,112.00	\$ 2,112.00
	Grand Total	\$ 1,497,149.00	\$ 1,384,674.00	\$ 94,460.00	\$ -	\$ 1,479,134.00	99%	\$ 18,015.00	\$ 9,446.00	\$ 143,206.60

\$ 85,014.00 \$ - \$ 85,014.00 \$ 161,221.60



PAID

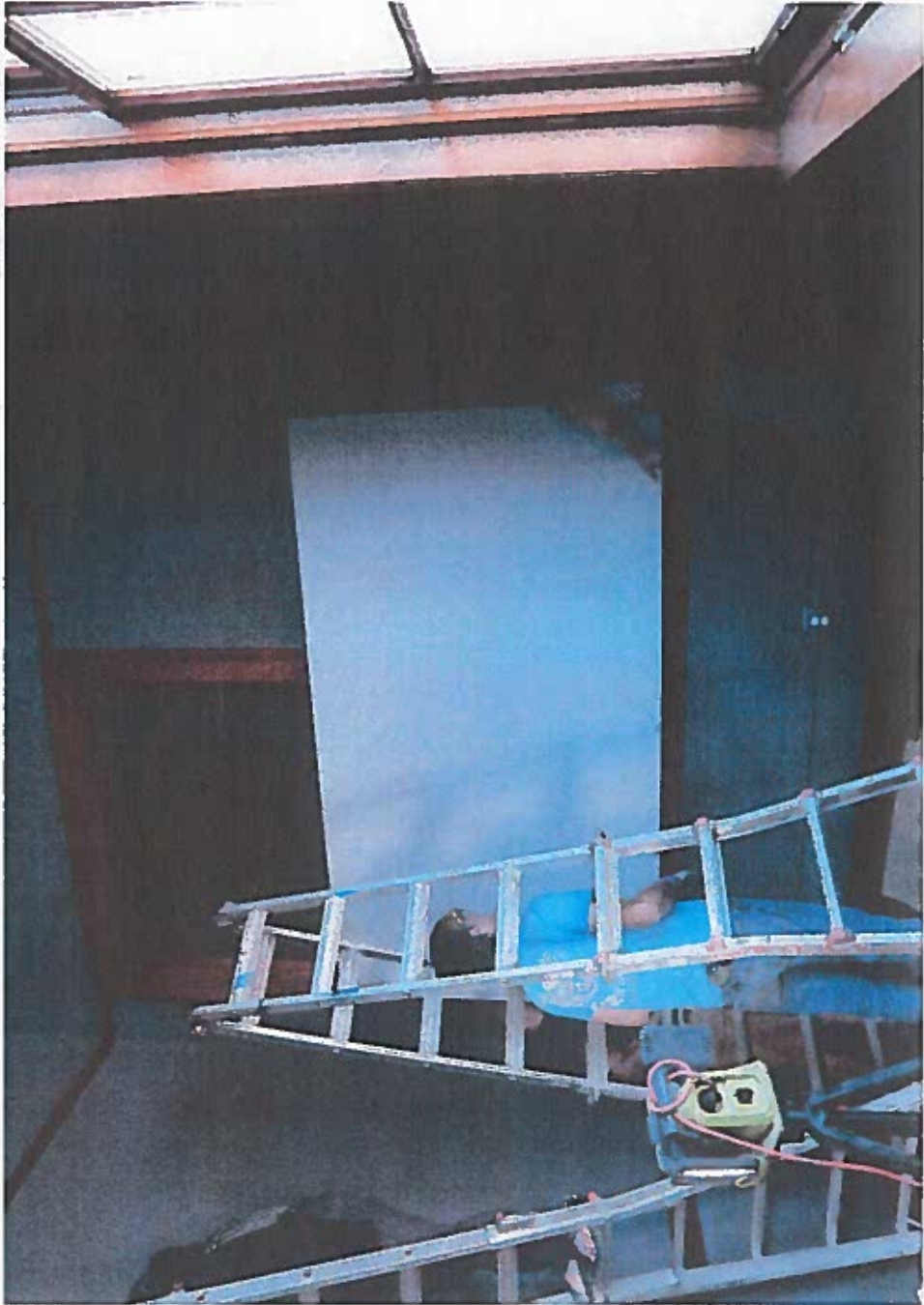
INVOICE

DATE	September 16, 2022
CLIENT	Bronham Heritage Museum
PROJECT	Photography room exhibits

EXHIBITS AND DELIVERABLES	
<p>1. PHOTOGRAPHY GALLERY</p> <p>Ultra-short throw projector, wifi router, media player and speakers. Benches (could be in scope for building). Fabrication of permanent screen. Approximate 10 minute video on Winkelmann and photographers of Washington County. Room needs dark paint (by others), donor signage and "interpretive description" on wall near entry and possible display of camera, tripod or other artifacts under screen.</p>	\$ 16,700
<p>2. LOUISE MARTIN EXHIBIT</p> <p>Artifact (camera), touchscreen digital display, backlit panels, interpretive panels and acrylic vitrines. Large portrait of Louise as a featured image.</p>	\$ 13,300
<p>3. CAMERA VAULT</p> <p>Entire vault door opening becomes a backlit display cabinet of historic cameras, film paraphernalia showing professional and amateur cameras through the ages.</p>	\$ 18,500
TOTAL	\$ 48,500









THANK YOU TO OUR SPONSORS!

KTEX 106.1 /KWHI | The Revival Mercantile | Hermann Furniture | Branded Boutique | Must Be Heaven | The Book Nook | The Canyon Chick | The Pomegranate | Anatomy Clothing Co.

19th Annual Scarecrow Extravaganza

24 25

28 22 31

29 4

30

7 6 5
Visitor Center

Courthouse Square

3 1

2

Austin Street

8 9 10 11

13 21

15 19 23

16

20

18
Commerce St. Parking Lot

17

St. Charles Street

Baylor Street

Park Street

Alamo Street

Main Street

Vulcan Street

Market Street

Vote for your favorites using the ballot on the back, then drop it off at the Visitor Center!

Sponsored by
Main Street
Brenham

19th Annual Scarecrow Extravaganza

Vote for your favorites by placing one letter next to your top choices. Please use each letter only once.

There are 31 total entries in Downtown Brenham.

- A – Best Overall
- B – Most Votes
- C – Best Fall Theme
- D – Best School Spirit
- E – Silliest
- F – The Cutest

Turn in your completed ballot to the Visitor Center at 115 W. Main Street.

The last day to vote is October 23rd!

ENTRY #1 _____
"There's No Place Like Brenham"
PlanNorth Architectural Co.
PlanNorth

ENTRY #2 _____
"Hello Halloween!"
Bountiful Blessings Day Program LL
Posey Roe

ENTRY #3 _____
"A Minnion Ways to be Involved in FFA"
Between Chantilly Grace & Fiske's

ENTRY #4 _____
"Scare Wars: The Mandalorian"
Moorman Tate, LLP
Moorman Tate

ENTRY #5 _____
"Scaring Away Bad Grades"
Brenham AVID
Barnhill - Corner of Douglas & Main

ENTRY #6 _____
"Mayur"
Dream Dental
Branded Boutique

ENTRY #7 _____
"Les Miserables"
BHS Theatre Cub Company
The Revival Mercantile

ENTRY #8 _____
"Scare Rogue Crow"
Velocity Rogue Cheer
Hermann's

ENTRY #9 _____
"Path2Success"
Legacy Christian School
Anatomy Clothing Co.

ENTRY #10 _____
"Chef Cornelia"
The Pomegranate
The Pomegranate

ENTRY #11 _____
"Brenham Tourist"
Grace Lutheran 7th & 8th Grade Art Class
Must Be Heaven

ENTRY #12 _____
"All the Colors of Us"
Christ Lutheran Day School Christ Kids
The Book Nook

ENTRY #13 _____
"The Little Catrina"
A Little Piece of Mexico
Brenham Floral

ENTRY #14 _____
"Make Your World Beautiful"
Citadel Christian School Senior Beta Club
Between the County Annex & TABU

ENTRY #15 _____
"ServiceCrow: Created to Do Good Works"
Citadel Christian School Junior Beta Club
Woman's Cave

ENTRY #16 _____
"Spooky School Spirit"
Brenham Booster Club
Canyon Chick



Thank you for voting!

19th Annual Scarecrow Extravaganza

Vote for your favorites by placing one letter next to your top choices. Please use each letter only once.

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ENTRY #17 _____
"Walker, Texas Scarecrow"
High Hope Care Center
Genesis Yoga

ENTRY #18 _____
"Fall for Jesus! He Never LEAVES!"
St. Paul's Christian Day School
Corner of Baylor & Commerce

ENTRY #19 _____
"The Hair-Crow"
The Wash Wag
The Wash Wag

ENTRY #20 _____
"Falling in LUV with Cub Tennis"
Brenham High School Tennis
Brenham Grill

ENTRY #21 _____
"Vin Diesel"
The Diesel District
Trend Salon

ENTRY #22 _____
"Scarecrow Dog Walker"
Danna Kelm
Glissmann's

ENTRY #23 _____
"No Place Like Gnome at BNRC"
Brenham Nursing & Rehab
BT Longhorn

ENTRY #24 _____
"The Queen"
Lilli Ford
Farmer's Mutual

ENTRY #25 _____
"Scarecrow Wing-Ding"
Christy Schlottmann
Corner of Vulcan and Park

ENTRY #26 _____
"Happy Meowleen"
Nathan Knobloch
Midblock Between Douglas & Alamo

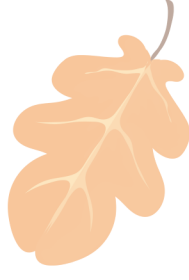
ENTRY #27 _____
"Dot"
Brenham Middle School
Hodde Real Estate

ENTRY #28 _____
"Explore Fall - AHG Explorers 1"
American Heritage Girls - TX0514
Corner of Park and Vulcan Near Legends

ENTRY #29 _____
"Campers Have S'more Fun"
Ryan, Mary & Lucy Lutkenhaus
Yellow Truck Market

ENTRY #30 _____
"Toy Story"
Ropers - Toy Box
KTEX/KWHI

ENTRY #31 _____
"The Keeper of Bees"
Central Texas Beekeepers Association
Mas Vino - Corner of Vulcan & Douglas



Thank you for voting!

FLOYD'S WINE LOUNGE - CONTAINER STORAGE CONCEPT

9/28/2022

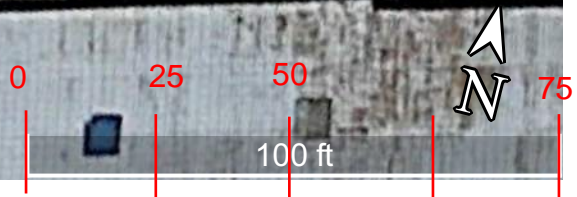


20'x8' STORAGE CONTAINER
(NON-CONDITIONED,
NON-OCCUPIED SPACE)
SOLAR VENT AND LOUVRED
WALL VENTS FOR
VENTILATION. NO POWER

POTENTIAL FUTURE PARKING (CITY OF BRENHAM)

APPROX. PROP. LN.

S. BAYLOR STREET



STEEL CONTAINER,
PAINTED MURAL



PARKING
ON BNSF R.O.W.

