

# MAIN STREET BOARD MINUTES

A regular meeting of the Main Street Board was held on Monday, May 2, 2022, beginning at 4 p.m. in the Brenham City Hall, Conference Room 2A, 200 W. Vulcan Street, Brenham, Texas.

## Board Members present:

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

## Board Members absent:

Connie Wilder

## City of Brenham Staff present:

Tourism & Marketing Director Jennifer Eckermann, Tourism & Marketing Coordinator Nancy Joiner, and City Manager Carolyn Miller

## Council Members present:

Shannan Canales

## Citizens present:

none

## Media Present:

none

### **1. Call Meeting to Order**

Chair Margie Routt Young called the meeting to order.

### **2. Citizen/Visitor Comments**

No comments.

## **REGULAR SESSION**

*Main Street Board  
May 2, 2022*

### 3. Discuss and Possibly Act Upon the Minutes from April 4, 2022, Main Street Board Meeting

A motion was made by Boardmember Price and seconded by Boardmember Faubion to approve the minutes from April 4, 2022, Board Meeting.

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

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

### WORK SESSION

#### 4. Report and Update on Possible Improvements to Austin Alley

Jennifer Eckermann, Tourism and Marketing Director presented this item. Director of Public Utilities Alton Sommerfeld developed an estimated budget to bury utilities for the proposed Austin Alley Project. The estimated budget will be \$87,445 and this includes retiring overhead lines and removal of two of three poles, installing lines underground with a directional bore down the center of the alley, two added boxes and covers, and one more transformer, conversion of meters, and fiber. He is also estimating labor expenses and the City will consider an in-kind of some of these expenses. This project could be \$150,000 with funding opportunities to include grants, Main Street Brenham, LCRA, Bluebonnet Electric, Texas Downtown Association Anice Read Award, and fundraising. This project could start in the fall/winter months of 2022.

#### 5. Report on Progress of the Main Street Board's Recommendation to the City Council Related to the Downtown Brenham Parklet Manual and Discuss Changes that will be Recommended at the May 5, 2022, City Council Meeting

Carolyn Miller, City Manager presented this item. She took the feedback she received from the City Council Meeting on April 20, 2022, and put together a spreadsheet of the issues. The Main Street Board went over all the suggested revisions. Other items that were added were Main Street to offer grants up to \$1500 for shade structures, the first round of applications to be sent to the City Secretary's office to date and time stamp, the initial round application period will start in July, and go through August, and then after the initial period of the application process, it will go to the Main Street Board.

### REGULAR SESSION

**6. Discuss and Possibly Act Upon Organization Committee Recommendation to Recognize Significant Downtown Renovation Projects over the Past Year During National Preservation Month**

Jennifer Eckermann, Director of Tourism and Marketing presented this item. May is National Preservation Month and the Organization Committee recommends that City Council recognize downtown renovation projects that occurred over the past 12-18 months. The projects the committee would recognize are Upchurch & Yates, LLP, Floyd’s Wine Lounge, and BBA. We would like to recognize the Main Street Board and the Historic Preservation Board with a small reception before the Council Meeting in June.

A motion was made by Boardmember Ogle and seconded by Boardmember Hill to recognize May as National Preservation Month at the City Council meeting and have a small reception recognizing the three businesses before the June City Council Meeting.

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

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

**7. Discuss and Consider Support of a Special Exception Request by Tony Ramirez of Top Floor Cars, Inc. for Plans for 301 S. Market Street and Authorize the Chair to send a letter of Support**

Jennifer Eckermann, Director of Tourism and Marketing presented this item. Tony Ramirez wants to move Top Floor Cars, Inc. from its present location of 2404 Chappell Hill Street to 301 S. Market or known as the former Top Shop location. His business offers classic automobiles, with most of the business occurring online. The location would be used for the display of classic cars, and initial conversations with area property owners showed support for the concept as a very visible entrance into Downtown Brenham on Bus 290/Market Street. He is proposing to expand a nonconforming structure, and the request is for a special exception to the front and rear yard setbacks. He plans to renovate the building, replace the garage doors and add additional square footage for car display.

A motion was made by Boardmember Ogle and seconded by Boardmember Hill to approve a letter of support for a special exception request.

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

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

## **WORK SESSION**

### **8. Committee Reports to Include Project Updates and Work**

- **Design**
- **Organization**
- **Promotion**
- **Economic Vitality**

Elizabeth Price, Chair of the Design Committee, Tiffany Morisak, Chair of the Organization Committee, Tom Whitehead, Chair of the Promotion Committee, and Jon Hill, Chair of the Economic Vitality each presented what their committees had been doing since the last Board meeting.

### **9. Brenham Heritage Museum Report**

Tiffany Morisak presented this item. The entrance to the parking lot on Main Street is being redone. The interior work is about 75% completed. They will be applying for the EIIG with Main Street.

### **10. Visit Brenham/Tourism Advisory Board Report**

Jennifer Eckermann, Director of Tourism and Marketing presented this item. There will be a lodging property meeting on May 11, 2022, from 10:30 – 12 pm. Scott Joslove will come to speak on Hotel Law. The Tourism Advisory Board has been invited to attend. The Board will also have lunch with him after the meeting.

### **11. Historic Preservation Board Update**

Jennifer Eckermann, Director of Tourism and Marketing presented this item. As of today, no Certificates of Appropriateness Applications have been submitted for consideration by the Board. Rachel Nordt has been selected to replace Paul Homeyer.

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

Jennifer Eckermann, Director of Tourism and Marketing presented this item. In December of 2021, the City Council adopted the current version of Policies and Procedures for Boards and Commissions. This Policy is designed to govern all City of Brenham boards, including the Main Street Advisory Board. On May 19, 2022, at the City Council meeting, the staff will ask Council to rescind the ordinance and allow the Policy to govern the Main Street Board. They will also request that the Main Street By-Laws be amended to be consistent with the Policy. These changes are for housekeeping purposes only and will have no impact on the current membership, activities, or any other substantive issues regarding the board.

### **13. Adjourn.**

The next meeting will be on June 6, 2022.

Margie Routt Young adjourned the meeting.

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Margie Routt Young

Board Chair

### **ATTEST:**

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Nancy Joiner

Tourism & Marketing Coordinator