



**NOTICE OF A MEETING  
MAIN STREET BOARD  
MONDAY, MARCH 7, 2022; 4:00 P.M.  
CONFERENCE ROOM 2A AT CITY HALL  
200 WEST VULCAN STREET  
BRENHAM, TEXAS**

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

**REGULAR SESSION**

- 3. Discuss and Possibly Act Upon of Minutes from February 7, 2022 Board Meeting.**

**WORK SESSION**

- 4. Review 2022 Uptown Swirl Financials**
- 5. Committee Reports to Include Project Updates and Work Plans**
  - Design**
  - Organization**
  - Promotion**
  - Economic Vitality**
- 6. Discuss Upcoming Summer Sip & Art Walk and Sponsorship Opportunities**

**REGULAR SESSION**

- 7. Discuss and Possibly Act Upon 2022 Main Street Brenham Plan of Work**

**WORK SESSION**

- 8. Brenham Heritage Museum Report**
- 9. Visit Brenham/Tourism Advisory Board Report**
- 10. Historic Preservation Board Update**
- 11. Staff Report to Include Building, Business and Program Updates**
- 12. 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 March 7, 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 Friday, March 4, 2022, at \_\_\_\_\_*

\_\_\_\_\_  
*Nancy Joiner  
Tourism and Marketing Coordinator*

**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



**NOTICE OF A MEETING  
MAIN STREET BOARD  
MONDAY, FEBRUARY 7, 2022; 3:30 P.M.**

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A regular meeting of the Main Street Board was conducted in person in Morriss Hall at The Barnhill Center Monday, February 7, 2022, beginning at 3:30 pm.

Members present:

Chair Margie Routt Young, Vice-Chair Tiffany Morisak, Melinda Faubion, Jon Hill, Wendy Meaux, Doug Peck, Elizabeth Price, Pete Simpson, Tom Whitehead, and Connie Wilder

Members absent:

Lowell Ogle

City staff present:

Tourism & Marketing Director Jennifer Eckermann, and Tourism & Marketing Coordinator Nancy Joiner

Visitors:

None

**1. Call Meeting to Order**

Chair Margie Routt Young called the meeting to order.

**2. Citizen/Visitor Comments**

No comments

**REGULAR SESSION**

**3. Discuss and Possibly Act Upon the Minutes from January 10, 2022, Main Street Board Meeting**

A motion was made by Board Member Doug Peck and seconded by Board Member Wendy Meaux to approve the minutes from January 10, 2022, the Regular Main Street Board Meeting.

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

*Main Street Board  
February 7, 2022*

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

**4. Discuss and Consider Design Committee Recommendation to Approve Incentive Grant Reimbursement for Painting of The Pomegranate/Funky Art at 203 W. Alamo for \$2,749.24.**

Jennifer Eckermann, Director of Tourism and Marketing presented this item. The Design Committee is recommending approval of reimbursement for \$2,749.24 for paint only request for The Pomegranate/Fork & Crumb at 203 W. Alamo Street. This project is completed, and the paperwork is in order.

A motion was made by Board Member Elizabeth Price and seconded by Board Member Tom Whitehead to approve this recommendation by the Design Committee.

Chair 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	<b>Absent</b>
Doug Peck	Yes
Elizabeth Price	Yes
Pete Simpson	Yes
Tom Whitehead	Yes
Connie Wilder	Yes

**WORK SESSION**

**5. Staff Report and Building/Business Update.**

Jennifer Eckermann, Director of Tourism and Marketing presented this item. Local History Day has been canceled for 2022. We are in the process of adding more African American History to the program and it is taking longer than expected. The Washington County Chamber Leadership group would like to have Local History Day presented to them on March 2, 2022. This group will go to Camptown and the Pickard Building. Brenham Floral Company was bought by Levi and Lindsey Martin-Bilbrey and they have rented the Brenham Opera House the new name will be Brenham

Foundry & Floral Company. These new owners have a farm and make their cheese and sell milk also. They also own a marketing company and will house it on the second floor.

**6. Presentation and Training on the City of Brenham’s Policies and Procedures for Advisory Boards and Commissions to Include, but Not Be Limited to, Board Meeting Procedures and Requirements, Roberts Rules of Order and Parliamentary Procedure, Conflicts of Interests, the Texas Open Meetings Act, and the Texas Public Information Act**

Jeana Bellinger, City Secretary presented these items. Tiffany Morisak and Jon Hill were present for this presentation. Jeana Bellinger gave an overview of the Policies and Procedures, Board Meeting Procedures and Requirements, Roberts Rules of Order and Parliamentary Procedures, Conflicts of Interest, the Texas Open Meetings Act, and the Texas Public Information Act. Jeana Bellinger stated that there would be consequences if Board members did not follow all that was presented, this could lead to fines and or jail time. If a Board member has any questions, they should address those questions to Jennifer Eckermann or Nancy Joiner.

**7. Adjourn.**

The next meeting will be on March 7, 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

**The Uptown Swirl**  
**Saturday, January 15, 2022**  
**Financials**

<u>INCOME</u>	<b>2022</b>	<b>2021</b>
<b>Sponsors</b>	\$ 8,500.00	\$ 5,750.00
Glass sales - Merchants	\$13,170.00	\$11,855.00
Donation	\$ 55.00	\$ 10.00
Glass Sales in person-day of event	\$ 2,370.00	\$ 800.00
Online sales	<u>\$ 8,590.00</u>	<u>\$ 5,520.00</u>
<b>Total Income</b>	<b>\$32,685.00</b>	<b>\$23,935.00</b>
<b><u>Expenses</u></b>		
Arton Products	\$ 2,279.23	\$ 1,358.04
Swirl Tickets	\$ 46.00	\$ 59.00
Uline	\$ 00.00	\$ 397.65
Kwik Kopy	\$ 4.25	\$ 34.45
4 imprint	\$ 1,613.66	\$ 1,717.66
John Beland	\$ 00.00	\$ 300.00
John Wick Trio	\$ 450.00	\$ 00.00
Amazon	\$ 206.57	\$ 20.02
KWHI/KTTX	\$ 406.00	\$
KLITE	\$ 150.00	\$ 150.00
<b><u>Merchant Reimbursements</u></b>		
Anatomy Clothing	\$ 60.00	\$ 165.10
Ant Street Inn - refund	\$ 70.00	\$ 137.31
Ballad of the Bird Dog	\$ 50.00	\$ 210.00
Board & Brush	\$ 40.00	\$ 210.00
Branded Boutique	\$ 60.00	\$ 136.52
Brenham Heritage Museum	\$ 60.00	\$ 122.08
Brown Water Cigar Bar	\$ 60.00	\$ 71.02
Brunmillers	\$ 15.00	\$ 210.00
Floyd's Wine Lounge	\$ 60.00	\$ 00.00
4 Star Concert Hall	\$ 30.00	\$ 00.00
Genesis Yoga	\$ 00.00	\$ 42.00
Hermann Emporium	\$ 115.00	\$ 00.00
Hermann Furniture	\$ 60.00	\$ 210.00
J-Hill Properties	\$ 00.00	\$ 152.00
Las Americas Latin Cuisine	\$ 60.00	\$ 132.00
Organic Hemp	\$ 00.00	\$ 58.00
Pioneer	\$ 65.00	\$ 162.00
Puppy Dawgs & Cat Tails	\$ 130.00	\$ 210.00
Scrubs N Stuff	\$ 60.00	\$ 210.00

Smooth Dimensions	\$ 35.00	\$ 00.00
Sweet Repeats	\$ 00.00	\$ 97.58
The Book Nook	\$ 120.00	\$ 97.71
The Canyon Chick	\$ 170.00	\$ 128.21
The Gunnery	\$ 70.00	\$ 00.00
The Pomegranate	\$ 120.00	\$ 90.16
The Southern Fox	\$ 55.00	\$ 210.00
The Studio by Doug Peck	\$ 70.00	\$ 164.67
The Tilted Windmill	\$ 55.00	\$ 00.00
Timeless Designs Market	\$ 60.00	\$ 180.69
Tres Chic	\$ 120.00	\$ 161.78
Tribal Trends	\$ 60.00	\$ 00.00
Woman's Cave	\$ 105.00	\$ 146.56
YellowTruck Market	<u>\$ 120.00</u>	<u>\$ 00.00</u>

<b>Total Expenses</b>	<u>\$ 7,345.71</u>	<u>\$ 7,637.68</u>
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<b>Total Profit</b>	<b>\$25,339.29</b>	<b>\$16,297.32</b>
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### **Merchants**

Tickets given to Merchants to sell on 11/26/21	372
Extra Tickets given out	134
Tickets sold after 1/1/22	49
Merchants returned	80 (put online)
Sold a total of	437 - \$15,560
Day of Sales – sold to 31 people	

### **No shows – due to weather and COVID**

13 online  
62 Ticket sales

### **Day of the event attendance**

194 from online  
394 from ticket sales

Swirl bags left – 182

Swirl glasses left - 120 and replaced 3 from day of due to a chip on rim of glass and 2 were broken

Kris at HEB could not give me a number of the bottles returned

## **Main Street Brenham**

### **2022 Plan of Work**

*(as of January 3, 2022)*

#### **Our 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.

#### **Our 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 cultures is recognized and celebrated.

#### **Transformation Strategy**

Main Street Brenham will focus on being an Authentic, Curated, Experiential Destination

#### **Catalyst Strategies**

Dining & Entertainment

Arts

Tourists & Tourism

#### **Goals**

- Consider and develop additional sources of funding for downtown projects.
- Encourage varied and unique retail mix.
- Develop appreciation and support for preserving our history and architectural heritage.
- Keep the community apprised and engaged in the work of Main Street.
- Promote downtown as cultural destination to both locals and visitors.
- Work to improve online and social media components of Main Street.
- Encourage Committees to work together to achieve the adopted Transformation Strategy through selected catalyst strategies.



## 2022 DESIGN COMMITTEE

Members: Chair Elizabeth Price, Bev Frew, Pete Simpson,  
Doug Peck, and Margie Young

Overall Program Goal	Committee Strategies	Partnering Committees/ Other Partners	Action Items/Considerations	Responsible Party	Timeline	Budget	Objectives / Performance Measures
Develop appreciation and support for preserving architectural heritage.	Work with property owners participating in the Incentive Grant Program, and possible COA Applications.	BCDC for funding Economic Vitality Cmte (EVC) MS Board		Staff; Committee, Board	Review when received.	\$25,000	2021 – 8 2022 – Wilder
	Consider Sign Grant designs.		2 applications outstanding	Committee; Staff	Review when received	As needed	2021 – 4 2022 –
	Selection of 3 new properties for Priority Project Program.		Consider: Capps (Main Street) Concrete (Park Street) ?	Committee			Accept / Decline
	Update on possible COA Applications for grant opportunities.	Historic Preservation Board (HPB)					
	Contribute to development of a Parklet Manual	EVC	Review draft of manual  Show support when presented to Council				Present to Council by late-April/early May
Engage the community in downtown projects	Conduct Spring Eggs Art Walk	Community participants	Begin flyer Get sponsors Set timeline	Staff Staff Staff	Complete Complete Complete	\$600	Goals: 9 sponsors / 11 sponsors 21 entries/

Make quality the key in all we do.	Update downtown Christmas decorations	Organization Cmte Promotion Cmte MS Board	Determine design/theme Fundraising?	Committee – staff to get sample		TBD	
	Continue the Christmas Window Decorating Contest in 2022.	Organization Cmte		Staff, Kathrine		Begin planning summer 2022	2021 – 32 entries
	Stay updated on what people see downtown including cleanliness, maintenance, general appearance, new businesses	MS Board; EVC	Bi-Monthly Downtown Ride Around		On-going		
	Consider downtown improvement projects	MS Board; EVC; Tourism Advisory Board	Determine support for Austin Alley improvements Consider levels of improvements				
Celebrate successes downtown and recognize key downtown stakeholders	Help staff and Org Committee with recommendations for TDA Presidents Awards/Others.	Organization Cmte Promotion Cmte MS Board	Entries to consider: <ul style="list-style-type: none"> <li>Floyd's Wine Lounge</li> <li>Darren Heine - BBA</li> </ul>		Summer 2022	2021 - \$75/entry 2022 - ?	
Make quality the key in all we do.	Stay updated on what people see downtown, including cleanliness, maintenance, general appearance, new businesses	EVC MS Board	Bi-Monthly Downtown Ride Around	Pete, Doug and Staff	On-going		
	Consider downtown improvement projects	EVC Organization Cmte MS Board Tourism Advisory Board (TAB)	Determine support for Austin Street Back Alley improvements				

## 2022 ORGANIZATION COMMITTEE

Members: Chairman Tiffany Morisak, Alexandra Dill, Robin Cook, Mary Lou Winkelmann, Missy Peck and Kathrine Briscoe

Overall Program Goal	Committee Goal	Partnering Committees/ Other Partners	Action Items/Considerations	Responsible Party	Timeline	Budget/ Outcomes	Objectives / Performance Measures
Encourage varied retail mix	Hold quarterly merchant mixers to communicate downtown information and gather community input	Promotion Cmte	March Meeting: Swirl Recap	Main Street Staff committee collaboration with Promotion	Bi-annually in spring and summer	\$500	Attendance
Encourage appreciation and support for preserving our history and architectural heritage.	Continue Hosting Local History Day		Cancelled for 2022.	Main Street Staff and committee	Meetings set monthly	\$14,000	
Encourage varied retail mix	Develop a plan to welcome and recognize new downtown businesses	Board; Chamber; EVC	Representatives Grants – print or thumb drive? Promo goodies	Main Street Staff, Committee	Ongoing		
Entice the interest of the public in our efforts.	Assist in getting artists for Summer Sip Event	Promotion Cmte	Review participating artists from 2021, and consider new ones to contact	Committees, staff			2021 – ordered 500 glasses 2022 – ordered 600 glasses
Encourage appreciation and support for preserving our history and architectural heritage.	Consider continuing program to gather oral histories.	Board	Complete Volume 3 (James Pharaon) Determine plan to release	Main Street Staff	Complete by October 1, 2022	\$5,000	
Celebrate successes downtown and recognize key downtown stakeholders.	Plan Christmas Party for Board and guests		Work with Main Street Staff to set date and plan event Include more recognition of committee accomplishments in 2022	Main Street Staff/Committee Members	Begin planning in August	.	

Celebrate successes downtown and recognize key stakeholders.	Recognize property and business owners for investments made to renovate buildings.	MS Board and Committees	Recognize: Upchurch & Yates Floyd's BBA				
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**2022 PROMOTION COMMITTEE WORK PLAN**

<b>Overall Program Goal</b>	<b>Committee Goal</b>	<b>Partnering Committees/ Other Partners</b>	<b>Action Items/Considerations</b>	<b>Responsible Party</b>	<b>Timeline</b>	<b>Budget/ Outcomes</b>	<b>Objectives / Performance Measures</b>
Promote downtown as local shopping and dining destination and work to keep it vibrant/Fundraising Component	Host Summer Sip & Art Walk Event.	Organization Committee	Sign-up sponsors Sign up participants Begin to sign up artists	Committee Main Street Staff Committees & staff	Top 3.21 3.21 2.28  EVENT: June 11		# of glasses? 600?
Promote downtown as local shopping and dining destination and work to keep it vibrant/Fundraising Component	Host 2022 Uptown Swirl event.	Need more committees and board involved in this event!	Reviewing financials  Encourage board participation in getting sponsors for 2023	Staff and committee	Completed	2022 Revenue of \$25,339.29	Sold 662 glasses
Promote downtown as a shopping and dining destination and work to keep it vibrant.	Assist in Promoting Main Street Merchant-led events.	Downtown Merchants	Determine events expected for 2022	City Staff/Main Street Staff	Various times throughout the year	Help promote events with print ads, radio ads, and social media. City Staff helped with street closures for downtown merchant led events. \$\$?	
Promote downtown as local shopping and dining destination and work to keep it vibrant.	Scarecrow Extravaganza	Organization – help in recruiting entries?		Committee/Main Street Staff	Entry form available in August		
Promote downtown as an arts and culture district with unique events	Hot Nights, Cool Tunes	City Departments/Visit Brenham	Any tweaks?	Assisting Community Programs with planning and coverage of event	July 2022		

## 2022 ECONOMIC VITALITY COMMITTEE (EVC)

Members: Chair Jon Hill, Melinda Faubion, Lowell Ogle, Susan Cates and Erica Warren

Overall Program Goal	Committee Goal	Partnering Committees/ Other Partners	Action Items/Considerations	Responsible Party	Timeline	Budget	Objectives / Performance Measures
Encourage varied and unique retail mix	Stay updated on current downtown climate, including owners, properties available, values and business mix, and any plans.	All committees and board		Committee/Main Street Staff	Monthly/Hold meetings with property owners prior to EVC meeting.	BCDC approved \$10,000 match for IGF for 2022	
Encourage varied and unique retail mix	Keep Brenham information on DowntownTX.org updated		Staff to share monthly updates	Main Street Staff	Throughout the year		
Encourage varied and unique retail mix.	Consider plan to refocus EIIIG to primarily assist in meeting code compliance	Glamfetti?		Committee/Main Street Board	Throughout the year as applications come in	BCDC approved \$15,000 match for 2022	
Entice the interest of the public in downtown revitalization.	Assist in development of a Parklet Manual	Design and Organization Committees, TAB	Determine info to include	Committees and staff	Complete draft for April 21 Council Meeting		
Encourage varied and unique retail mix.	Develop plan for downtown business mix survey	All committees to assist in getting survey out to increase participation	Refine questions	Main Street Staff/Committee Support			
Encourage appreciation and support for preserving our history and architectural heritage.	Support preservation by hosting educational classes, to include the historic tax credit program and possibly preservation maintenance	Design, HPB	Determine class dates Lineup speakers	Committee Staff	Bi-annual	\$600	Complete two classes by end of year
Encourage varied and unique retail mix	Keep up-to-date on TxDOT Projects	Mill & Overlay	Downtown completed	Staff/Dev Svcs/Board			
		Flyover	Progress? Acquisition				



# Summer Sip & Art Walk

June 11, 2022

Sponsorship levels

## Da Vinci (event sponsor only one) \$1,500

- Visibility through NAME inclusion on all promotional pieces, including poster, rack card, and local advertising
- Large Business logo/individual name on event website and link to business website
- Large business logo on event sponsor signage at the event
- Local media recognition
- Five event glasses
- Logo on the shopping bag (option to provide anything to be stuffed in bag)

## Van Gogh \$1,000

- Industry Exclusive (no limit)
- Visibility through NAME inclusion on all promotional pieces, including poster, rack card, and local advertising
- Business logo/individual name on event website and link to business website
- Business logo on event sponsor signage at the event
- Local media recognition
- Four event glasses
- Logo on the shopping bag (option to provide anything to be stuffed in bag)

## Picasso \$500

- Business/individual name on event website and link to business website
- Business logo/individual name on event sponsor signage at the event
- Local media recognition
- Two event glasses
- Logo on the shopping bag (option to provide anything to be stuffed in bag)

## Monet \$250

- Individual name listed on event sponsor signage at the event
- Two event glasses
- Name of signage

Sponsorship checks due by April 8, 2022



## 2022 Sponsorship Form

Thank you for participating and for your support of Downtown Brenham's annual wine walk event, from 3 – 7 p.m. on Saturday, June 11, 2022. Please submit your completed form by Monday, March 21, 2022, and payment by April 8, 2022.

**Brenham Main Street**  
**P.O. Box 1059**  
**Brenham, Texas 77834**  
**Fax: 979-337-7218**  
**Email: [info@downtownbrenham.org](mailto:info@downtownbrenham.org)**

\*\*Please email your company logo, if applicable, in either EPS or print quality PDF format to ensure inclusion on promotional materials.

If you have questions about the *Summer Sip & Art Walk* or need additional event information, please contact Nancy Joiner at [njoiner@cityofbrenham.org](mailto:njoiner@cityofbrenham.org), or call 979-337-7586.

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Business/Individual Name: \_\_\_\_\_

Contact Person and Title: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

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### Sponsorship Levels – Uptown Swirl

\$1,500 Da Vinci \_\_\_\_\_ \$1,000 Van Gogh \_\_\_\_\_

\$500 Picasso \_\_\_\_\_ \$250 Monet \_\_\_\_\_

***Thank you for your continued support of Downtown Brenham  
and the Brenham Main Street Program!***





## AGENDA ITEM 5 – WORK SESSION

### MEMORANDUM

To: Historic Preservation Board Members  
From: Jennifer Eckermann, Historic Preservation Officer  
Subject: Update on Projects Under Discussion with the Historic Preservation Office  
Date: February 25, 2022

### DOWNTOWN PROJECT UPDATE:

As with the City of Brenham's other Authoritative Boards, including the Planning and Zoning Commission, the Board of Adjustments, and the Building Standards Commission, staff will present projects and include recommendations based on criteria included in the Historic Preservation Ordinance. Property owners or other representatives are invited to attend the meetings to answer questions from board members.

### Project 1:

**Building:** Historic HF Hohlt Building (now The Atrium)

**Address:** 107 E. Main Street

**Owner:** Brandi Conway

**District Status:** Contributing

The owner contacted the office concerning replacing a broken window on the 2<sup>nd</sup> floor. We let her know that it would be considered Ordinary Maintenance and Repair. No COA is needed.



She may consider replacing all of the windows, and if so, you will see a Certificate of Appropriateness Application for that work.

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**Project 2:**

**Building: 103-105 W. Alamo Street**

**Owner: Aaron Gonzales**

**District Status: Contributing**

The new owner of the Padgett Hearing Building at 103 W. Alamo is considering façade improvements, most likely to include painting and a new awning.



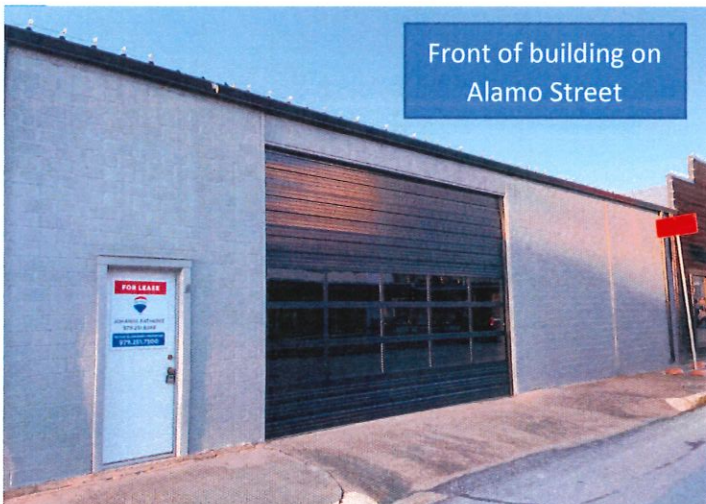
**Project 3:**

**Building: 216 W. Alamo Street**

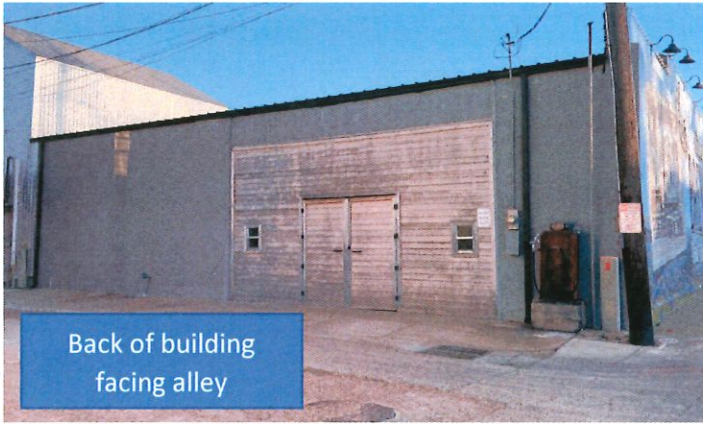
**Owner: Rachel Beseda**

**District Status: Non-Contributing**

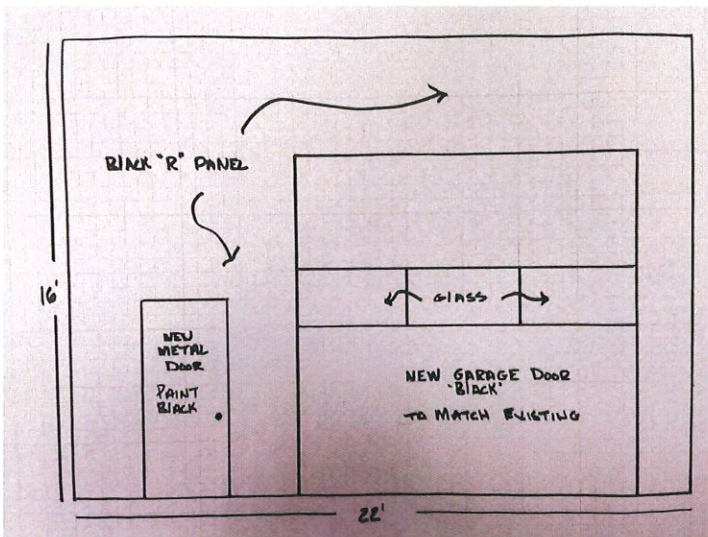
The former Jim's Wim's building owner at 216 W. Alamo Street is planning work on the back (alley) side to replace a garage door and entrance.







Development Services Director Stephanie Doland, Building Official Allen Jacobs, and I met with the owner on February 17 concerning her plan (below) to replace the wooden section in the back of the building with a garage door similar to the one in front and a new metal door for egress. Her initial plan was to surround the new doors with a black “R” panel material.



We recommended using a masonry material to match the rest of the building rather than the “R” panel, and Rachel was very open to that suggestion. She left the meeting planning to submit a COA Application this week, but I received an email stating that she is meeting with an engineer to consider breaking up the interior space. A new interior layout may affect the egress needed, so she will submit the COA once she determines the plan for the whole building.

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#### **Project 4:**

**Building: Grand Leader**

**Address: 100 E. Alamo Street**

**Owner: Miguel Ramos and Alix Fox**

**District Status: Contributing**

At your last meeting, there was no decision on the request for two new windows along Park Street. We know the owners of the Grand Leader Building are preparing a COA Application for the two windows that will come to the Board at the next meeting on March 22.



Ahead of that request, I want to share some research we've done to begin preparing for the staff recommendation on this expected application.

At the last meeting, there was a discussion about a walk-up window possibly blocking the sidewalk in front of it.

I have spoken to Development Services Director Stephanie Doland, and she confirmed that her department enforces that ADA routes be maintained, but they've not had a situation or request like this in the past. As long as the windows meet the building code, they will not disapprove it based on sidewalk congestion.