



**NOTICE OF A MEETING
MAIN STREET BOARD
MONDAY, MAY 2, 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 April 4, 2022, Board Meeting.**

WORK SESSION

- 4. Report and Update on Possible Improvements to Austin Alley**
- 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**

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**
- 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**

WORK SESSION

- 8. Committee Reports to Include:**

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

- 9. Brenham Heritage Museum Report**
- 10. Visit Brenham/Tourism Advisory Board Report**
- 11. Historic Preservation Board Update**
- 12. Staff Report to Include Building, Business and Program Updates**

13. 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 May 2, 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, April 29, 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

MAIN STREET BOARD MINUTES

A regular meeting of the Main Street Board was held on Monday, April 4, 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
Connie Wilder

Board Members absent:

none

City of Brenham Staff present:

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

Citizens present:

Randy and Suzanne Bayer

Media Present:

Trace Harris

1. Call Meeting to Order

Chair Margie Routt Young called the meeting to order.

2. Citizen/Visitor Comments

Randy and Suzanne Bayer were at the meeting to hear about Austin Alley and how it would affect their two businesses.

REGULAR SESSION

3. Discuss and Possibly Act Upon the Minutes from March 7, 2022, Main Street Board Meeting

*Main Street Board
April 4, 2022*

A motion was made by Boardmember Peck and seconded by Boardmember Faubion to approve the minutes from March 7, 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	Yes

WORK SESSION

4. Report on Planning and Possible Grant for Improvements to Austin Alley

Boardmember Pete Simpson presented this item. Discussion on improvements to what is being called Austin Alley that runs between Main and Alamo Street and between Alamo Alley and Austin Street. Improvement options range from simply cleaning up the area, painting, and simple amenities, to more extensive and expensive options that could include burying utilities. Renderings were shown as to what the Alley could look like. Information was given on a possible grant that could be helpful in funding of the proposed project.

5. Discuss and Consider Changes to the Economics Impact and Innovation Grants

Jennifer Eckermann, Director of Tourism and Marketing presented this item. This grant's primary focus has been to assist unique businesses that have the potential to positively impact all downtown. We have not had any requests for funding by this grant in the last two years. The Economic Vitality Committee has reviewed the EIIG requirements and has approved more of a focus on assisting with code compliance issues for businesses that will impact downtown and how it fits into our strategies for Tours/Tourism. A point system has been added to this grant that will help the Economic Vitality Committee to determine which applications will be recommended for funding.

6. Discuss and Consider Information to be Included in the City of Brenham Parklet Manual

Jennifer Eckermann, Director of Tourism and Marketing presented this item. A Parklet Manual was developed to let interested parties know everything needed to develop a parklet in Downtown Brenham. The Design and Economic Vitality Committees considered our current requirements, and manuals from other communities across the country in the development of the information for a manual. The Board reviewed manual highlights and discussed particular parts that are different than the current requirements. Fees were discussed for annual renewal for both private and public use.

7. Discuss and Possibly Act Upon Parking Changes in Relation to the Courthouse Renovation Project

Jennifer Eckermann, Director of Tourism and Marketing presented this item. The County has requested angled parking on both sides of Park Street. The plans drawn up by Strand were not correct and there would not be enough room for angled parking on both sides of the street. Jennifer Eckermann, Dane Rau, and Judge Durrenberger had a meeting about moving the sidewalks in 5 feet closer to the courthouse to give room to add angled parking on both sides of the street-on Park and Baylor Streets. The Judge thought it was a good idea and he would ask Architexas. Architexas said the Texas Historical Commission said a hard no. The Judge asked if the City would consider switching the parallel parking on the courthouse side with angled on the Annex side and do that on both Park and Baylor. The answer from the City was no. Eckermann let Architex know of the City’s decision.

REGULAR SESSION

8. Discuss and Possibly Act Upon Economic Vitality Committee Recommendation to Approve changes to the Economic Impact and Innovation Grant

A motion was made by Boardmember Price and seconded by Boardmember Peck to approve any changes to the Economic Impact and Innovation Grant discussed in the work session.

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	Yes

9. Discuss and Possibly Act Upon a Recommendation of the Sign and Economic Vitality Committees to Approve the Parklet Manual

A motion was made by Boardmember Price and seconded by Boardmember Ogle to approve changes to the Parklet Manual in the work session and any proofing corrections.

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	No
Vice Chair Tiffany Morisak	Yes
Lowell Ogle	Yes
Doug Peck	Yes
Elizabeth Price	Yes
Pete Simpson	Yes
Tom Whitehead	Yes
Connie Wilder	No

WORK SESSION

10. Committee Reports to Include Project Updates and Work

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

Elizabeth Price, Chair of the Design Committee, Tiffany Morisak of the Organization Committee, Tom Whitehead, Chair of the Promotion Committee, and Jon Hill, Chair of the Economic Vitality each presented what their committees were doing. Jon Hill Chair of the Economic Vitality asked about the Food Truck Park. Pete Simpson recused himself from this discussion. It was discussed that there were guidelines that the City Council adopted. It was discussed that the Main Street Board needs to go before the City Council on April 20 to ask Council where in the process is the Food Truck Park at this time. Boardmember Hill also mentioned that a survey from property and business owners needs to be completed as to what businesses are needed downtown.

11. Brenham Heritage Museum Report

Tiffany Morisak presented this item. Construction is going well and should be open mid-Summer and Phase I will be ready by early Fall. They are still fundraising for the Museum.

12. Visit Brenham/Tourism Advisory Board Report

Jennifer Eckermann, Director of Tourism and Marketing presented this item. The Tourism Advisory Board will meet on April 21. The Texas Music Friendly Committee will meet on April 6 and Marketing Committee will meet on April 11. Both of these committees are under the Tourism Advisory Board and they will meet quarterly also. Travel Texas received a large amount of money and is offering free advertising to tourism entities. Visit Brenham has submitted ads for this free advertising program. Eckermann meet with Al Patel a hotelier, and he said 2022 will be better than 2019. There will be a lodging partner meeting in May and Scott Joslin will be presenting to the group. The Fire Museum has been closed but is now open and is staffed by part-time employees of the Visitor Center. There were approximately 100 on Sunday.

13. 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.

Paul Homeyer is moving out of town, so the City Council sub-committee will be picking a new member to the board after the City Council meeting on April 7.

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

Jennifer Eckermann, Director of Tourism and Marketing presented this item.

- There will be a ribbon-cutting on Thursday, April 8 at 4 pm at BBA, Darren Heine.
- The Organization committee wants to recognize major projects downtown.
- April 20 is a City Council meeting. Please plan to attend to support Parklets Downtown.

15. Adjourn.

The next meeting will be on May 2, 2022.

Margie Routt Young adjourned the meeting.

Margie Routt Young

Board Chair

ATTEST:

Nancy Joiner

Tourism & Marketing Coordinator

Memo

To: Main Street Board
From: Jennifer Eckermann
Date: 5/1/2022
Re: Austin Alley Update

Director of Public Utilities Alton Sommerfeld developed an estimated budget to bury utilities for the proposed Austin Alley Project.

The materials budget of approximately \$87,445 includes:

- Retiring of overhead lines and removal of two of three poles
- Install lines underground with a directional bore down the center of the alley
- Two added box and covers
- One new transformer
- Conversion of meters
- Fiber

Public Utilities is currently developing an estimate for labor expenses, and the City will consider an in-kind donation of some of this expense.

A rough estimate of a total budget for the project is \$150,000, with funding opportunities to include grants, Main Street Brenham, LCRA, Bluebonnet Electric, Texas Downtown Association Anice Read Award, and fundraising.

The project proposal including plans and budget need to be completed in May.

If funding commitments can be gathered by end of summer, it's possible the project can begin in the fall/winter months.

Downtown Parklet Manual

Areas of Concern	Suggested Revisions
The use of non-disposable dinnerware being prohibited.	Any downtown business, not just restaurants, will be eligible to sponsor a parklet; therefore, the restriction on types of dinnerware will be removed.
Better explanation and clarification of the terms “public” parklet and “private” parklet.	<ul style="list-style-type: none"> ➤ The “public” or “private” type of parklet will be removed. There will be a \$500 fee for each parklet. ➤ All parklets can be reserved by the sponsor during their hours of operation; all other times, the parklet will be open to the public.
How will 96 West’s parklet will be handled in the future if there are fees for other parklets?	Upon renewal of any existing parklet agreements, the \$500 fee will be charged.
There being no limit to the number of parklets allowed in the downtown area.	There will be a limit of six (6) parklets in the downtown area.
The number of parking spaces being taken for a parklet.	No more than two (2) parallel spaces and three (3) angled spaces can be taken for a parklet.
Who would ultimately be responsible for the parklet – the property owner or the business owner?	The application will require signatures of both the sponsor and the property owner if they are not one in the same.
The use of amplified sound in a parklet.	Amplified sound will not be allowed – this is in accordance with a current City ordinance.
Specific advertising requirements in a parklet.	No advertising will be allowed in or on any parklet.
The use and design of umbrellas.	<ul style="list-style-type: none"> ➤ The term “umbrella” will be replaced with “shade structure”. ➤ A shade structure could be an umbrella, an awning, a tree, or some other kind of structure to provide shelter from the heat. ➤ All shade structures would have to be approved by the Development Services Department. ➤ Downtown parklet improvements including the purchase and/or replacement of shade structures, up to \$1,500, would be eligible for funding through the Main Street Economic Impact and Innovation Grant Program.

<p>Receipt, handling, and processing of parklet applications.</p>	<ul style="list-style-type: none">➤ The initial round of applications will be processed through the City Secretary's office.➤ For the initial round, there will be a 60-day application period (July 1 thru August 30).➤ The application period will be advertised in the media, pushed out on social media, and put on the City's website.➤ Main Street Board will review all applications received and make a recommendation to a Council Subcommittee before presenting the application(s) to the City Council for consideration.➤ Once an application is approved, the sponsor will have six (6) months to meet with the Development Services Department and begin the parklet project.
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From: Shannan Canales <scanales@cityofbrenham.org>

Sent: Friday, April 22, 2022 11:26 AM

To: Carolyn Miller <CMiller@cityofbrenham.org>; Jeana Bellinger <JBellinger@cityofbrenham.org>; Milton Tate <MTate@cityofbrenham.org>; Cary Bovey External <cary@boveycochran.com>; Jennifer Eckermann <JEckermann@cityofbrenham.org>

Subject: Parklet Manual thoughts (please share to other council members when you have a chance)

Just sharing my takeaways,

1.) I'm a little taken back that the manual was presented to us in a work session and then sent to immediately vote on something that should have been maybe set for another council date. There is no reason we have to make such fast decisions on things as such. This seems to be happening often. If we have a work session we should work on it and staff take it back to make changes and then we can come back and see the changes and then vote...

2.) Very few businesses that this would actually benefit or effected were notified of this. When I say that its because we should have included them in the process of making this maybe their thoughts on this. Because where we sit today. I have talked to most since Wednesday and majority are against most in the manual. If not against having them at all. (which is not my intent I think parklets are great). But here is my question.

Has any of the City staff that is working on this manual actually ever worked as a manager or owned a restaurant or a as the manual refers to the possible sponsors as "primarily food & beverage service industry"?

If the answer is no then I think maybe we should have included a few of the restaurant owners downtown on this and or maybe went to some and asked their opinions.

3.) I think we need to REDLINE all together the sentence about Non-disposable dishes, silverware, and linens must be used to prevent items from blowing off tables. Thinking about the crisis we just went through and we NEVER know what could happen at any point. Restaurants just had to literally go to ALL disposable everything at one point for almost a year! why put something in here that we would then later maybe have to amend? Just remove it all together.

4.) Advertising the comment about doing it for a profit... after I thought about this aren't the sponsors doing parklets doing them for profit to their business? They are literally doing these to add a +1 to their profit margin. So to make a bold statement that we are going to get umbrellas and make a profit on CITY property...that is the POINT to the "sponsors" maybe not main street or the city but it is for the "sponsors"
With that MODIFY the Advertisement to the umbrellas can be marked with the "sponsors" business or by a product that is sold in their business. Simple.

5.) Public vs Private I think this needs to be redone there is no one that is going to for \$250 less at the point of the cost of a parklet is going to do public.

Make Public ones free for cost (the "sponsor" has to incur all the other costs anyway) My thought is What's going to happen if the City wants to put one in at some point? Are we going to pay the \$250 annually for a public one? The thought is have them for beautification in a public setting right? Why is the city profiting on a public space when its the city's want to "revitalize" and entice people to want to come to downtown. So now the City is profiting off of the "sponsors" who are giving a public seating area. But yet are willing to loose on a few parking spaces to allow and attract them towards their business.

6.) Limiting them, there is no reason after I counted how many currently we could possibly have that we should be able to allow 18 downtown. That's at "max" 3 parking spaces that's 54 parking spaces that can now be gone. I say we put a limit at 6 that could be 3 on each side in major areas who knows. But no Limit is absurd.

7.) A question I thought of, who files for the lease agreement? The Building owner or the business owner? I see it says a letter of support from the property owner but what if they are against parklets... that kind of stinks for the business.

8.) Still agree to the removal of the Amplified music. (for the reasons mentioned at council)

9.) 2 Parallel parking and 3 angled MAX

10.) Will 96 need to resign as a private and pay the \$500?

Memo

To: Main Street Board

From: Jennifer Eckermann

Date: 5/1/2022

Re: Recognition of Significant Downtown Renovation Projects

May is National Preservation Month and the Organization Committee recommends City Council recognize significant downtown renovation projects that occurred over the past 12-18 months.

The projects the committee would like to recognize include:

Upchurch & Yates, LLP
Floyd's Wine Lounge
BBA

We propose a Proclamation recognizing Local Historic Preservation Day in June, and in addition to recognizing the above projects, also recognize the Main Street Board and Historic Preservation Board with a small reception before a Council Meeting.

Memo

To: Main Street Board
From: Jennifer Eckermann
Date: 5/1/2022
Re: Consider Support of Special Exception Request

Tony Ramirez is hoping to move Top Floor Cars, Inc. from 2404 Chappell Hill Street to 301 S. Market, or the former Top Shop location. This site is not included in the Historic Overlay District.

Top Floor Cars offers classic automobiles, with most of the business occurring online. They have sold cars nationally and internationally. My understanding is that this location will be used for display of the classic cars, and initial conversations with area property owners show support of 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. It is not a variance request.

He plans to renovate the building, replace the garage doors and add additional square footage for car display.

I've spoken to Mr. Ramirez about grant opportunities that may be available to him, so the Board can expect to see some requests for funding, once they have made it through the grant and committee process.

At this time, he would appreciate our support of his request before the Board of Adjustment.

NOEL ADDITION
CITY OF BRENHAM
WASHINGTON COUNTY
TEXAS

EAST COMMERCE STREET



301 SOUTH MARKET STREET

added 2,400.00 square feet tract
(Vol. 408, Pg. 833)
0.19-Acres

Surveyed Holdings: 12
Total: 5.7178 acres
752/174

Reference to that certain tract of land
described as a 2,400.00 square foot tract
(Vol. 408, Pg. 833)
and a subdivision
62179 square feet by deed with
(Vol. 408, Pg. 838)
to the above tracts referenced on tract 2
to
Scolabikone Properties, LLC
Volume 1381, Page 234
D.B. N.C.



I, Tyler Tumlinson, Registered Professional Land Surveyor, do hereby certify that this survey was made on the ground of the property legally described hereon, and is correct, and that I have observed no discrepancies, conflicts, shortages in area, protrusions of ground level, or overlapping of improvements, easements, or apparent rights of way, except as shown hereon; and that said property has access to and from a dedicated roadway, except as shown hereon.

All bearings and distances are based on State Plane Coordinate System, Texas Central Zone, NAD 1983.

Tyler Tumlinson, R.P.L.S. No 6410 April 5, 2022



TUMLINSON LAND SURVEYING

1255 MILLIKAN MEADOWS CIRCLE
COLLEGE STATION, TEXAS 77845
254-031-0707
TUMPLS PERM NO 10103888

LAND TITLE SURVEY
OF A 0.19 ACRE TRACT OF LAND OUT OF
THE NOEL ADDITION, LOCATED IN THE CITY OF
BRENHAM, WASHINGTON COUNTY TEXAS
Surveyed for: Tony Ramirez

LEGEND

- Three standard symbols will be found in the drawing.
- Found monument (as noted)
- Set 1/2" iron rod w/ yellow cap
- ⊙ water meter
- E- overhead electric line
- T- overhead telephone line
- - - - - chain link fence

Title Company:	Belle
CF #	WA-22-108
PROJECT	002872 RAM
DATE	4-5-2022
SURVEYOR	T. TUMLINSON
DRAWN BY	T. TUMLINSON
FIELDBOOK	see file

LETTER OF INTENT
IN SUPPORT FOR VARIANCE
301 S. Market St. Brenham, TX 77833

April 7, 2022

To: City of Brenham
Board of Adjustment

Dear Planning and Zoning Members,

We are requesting variance for the above address in order to make necessary modifications to the existing building that will allow us to successfully operate Top Floor Cars, Inc., a locally owned classic car dealership.

Top Floor Cars is currently located at 2404 S. Chappell Hill Street. Over the last few years, this business has grown. Attracting car lovers from all over the country, who are looking to purchase their dream car. These customers fall in love with the timeless beauty of the classic automobiles we offer. The growth has prompted us to seek a new location that will potentially allow more room to store the classic vehicles. Our mission is to offer our customers quality classic vehicles, and to make that happen proper storage is key to maintain the high quality of the exterior paint of the automobiles.

We are confident that the location above would be an excellent location for Top Floor Cars. It is walking distance from Downtown, Brenham and our goal is to renovate the building so that it fits in perfectly with the picturesque Downtown buildings. Should variance be granted, here are some of the plans we have:

- Renovate the outside of the existing building, which will give it a more uniform masonry look. We will use a light stone that is similar to the one we used for the current Top Floor Cars location (2404 S. Chappell Hill St. Brenham, TX 77833, picture included.)
- Replace the existing garage doors.

Reason Why Variance is Requested:

- Properties in the area are not 25 feet from the property. This includes: 4 Star, Alan's Auto, Taekwando Depot, and 212 S. Market St.

Granting the variance will not be materially detrimental to the public welfare or injurious to the property or improvements in the zoning district in which the subject property is located.

The granting of the variance would have no effect on any adjoining properties. This zoning relief requested will not cause any detriment to the common good, as the literal interpretation and strict application of the applicable zoning requirements of this chapter would cause substantial undue and unnecessary hardship to the current property owner.

The requested variance would be consistent with the spirit and purpose of the City of Brenham as the new renovations will blend with the Downtown area and will be well within the spirit of the street and community.

We have included pictures of the current location as it exists today, a rough draft of what it could potentially look like if we are granted variance, and also some pictures of where Top Floor Cars is at currently.

Thank you for your consideration,

Sincerely,

Tony Ramirez
Property Owner

ROUGH DRAFT OF PROPOSED RENOVATIONS.

16





Looking to add an additional section to the building for car storage.

18



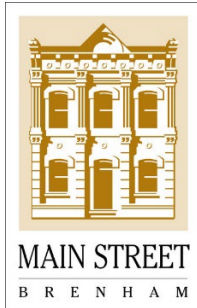
**PORCH WILL BE WIDER TO REACH
THE END OF THIS LINE.**

**PORCH WILL BE HELD UP BY 3
STURDY COLUMNS.**

19



*STRUCTURAL DAMAGE
WILL BE MODIFIED AND
BUILDING WILL BE
RESTORED.
GARAGE DOORS WILL BE
REPLACED.*



**A JOINT MEETING OF THE
ECONOMIC VITALITY COMMITTEE
AND DESIGN COMMITTEE**

**TUESDAY, APRIL 26
4 PM IN CONFERENCE ROOM 1A**

Meeting Notes

This agenda is being posted because a quorum of the Main Street Board may attend and participate in discussions.

Note – Fewer than six Main Street Board members were in attendance.
No quorum was reached.

1. Discuss and Consider Changes to the Downtown Parklet Manual
 - a. Jennifer Eckermann presented this item. She presented the Main Street recommended Parklet Manual to City Council on April 20, 2022. There was much discussion and Council decided to table this item until suggested changes could be added or deleted from the Parklet Manual. The committees reviewed an email with questions from Councilmember Canales (attached to these notes) and are recommending the following changes to the Parklet Manual be made by the Board:
 - i. The Committees understood her first question and agree. There were some questions concerning whether this is a conflict of interest for the Councilmember.
 - ii. Parklets are a public improvement created by License Agreement between a business that is interested in investing in one, and the City of Brenham. Parklets are not created for businesses but are a public space that's occasional use can be reserved during business hours. It is a privilege offered to interested downtown businesses.
 - iii. The committees agree to not regulate this item. Restaurants can do whatever they feel appropriate, as requested by the Councilmember.
 - iv. No advertising on umbrellas. This falls under the City Sign Ordinance.
 - v. Private and Public – agree to change to having one fee of \$500 annually and not make them private or public.
 - vi. The original restriction of parklets being allowed for restaurants only was the limiting factor suggested by the Main Street Board. The committees agree to allowing no more than a total of six parklets Downtown.

- vii. The License Agreement is with a business that is responsible for maintenance. The property owner needs to agree because if the business leaves, the property owner will need to be responsible for dismantling the parklet.
- viii. No amplified music is allowed by City ordinance.
- ix. The committees agreed the clarification of 2 parallel and 3 angled spaces should be included
- x. 96 West has a legal agreement with the City at the present time. When it comes up for renewal, they will be required to pay the fee.

2. Review and Discuss Update Austin Alley

- a. Jennifer Eckermann presented this item. She talked with Alton Sommerfeld and he came up with an estimated cost to bury utilities. This does not include labor, but Jennifer will talk with Carolyn Miller on this subject. Alton said that they can retire overhead lines, clean up one of the poles, install lines underground, do a directional bore for these lines, add boxes and covers, convert meters, add a transformer, and take care of the fiber cables for a cost of \$87,445. This project could take place in the Fall of the year. Grants from T-Mobile, Main Street, BCBD, LCRA, Bluebonnet Electric, and TxDowntown could be applied for this project. Fundraising will have to be done. Nancy suggested people sponsor an artist to do pole wraps. Have a fundraising event between the Alleys.

3. Review and Discuss Update on Business mix survey – we tabled this item for later

4. Adjourn



Organization Committee Meeting Notes

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

April 28, 2022

Present

Tiffany Morisak
Mary Lou Winkelmann
Robin Cook
Alex Dill
Kathrine Briscoe
Jennifer Eckermann
Nancy Joiner

Absent

Missy Peck

- **Update on Summer Sip & Art Walk including artists scheduled and needed**
 - Nancy Joiner provided an update on artists needed. There were only two merchants who needed an artist. A reminder email was sent to merchants about submitting their drinks and artist information by Friday, April 29, 2022. Once merchants have submitted information, then we will be able to know how many artists are needed. It was suggested that Ben Lewis (if he wishes to participate) be placed at Tres Chic and Kim Davis will be at YellowTruck Market.
- **Discuss National Preservation Month and possible recognitions**
 - We plan to have a Proclamation presented at City Council to recognize National Preservation month. The Main Street Board and Historic Preservation Board will be invited to attend. We will also recognize Darren Heine, Pete Simpson and Barbara Powell, and Upchurch & Yates for their renovations to their buildings. It was decided to give the above a plaque or paperweight as a thank you for restoring those buildings.
- **Discuss possible Welcome Bags and determine items to include:**

Grant information

What is Main Street and what do we do?

Calendar of events

Main Street promotional item?

Other ideas?

- It was discussed to do a Welcome bag to give to new businesses and property owners. Inside these bags would be Incentive and Sign Grant applications, the EIIG application, Main Street information page, Calendar of

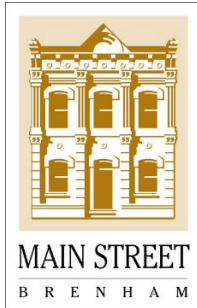
events, Main Street Coffee mug, and Visitor Center information. A canvas tote bag will be given with Main Street and Visit Brenham logos on it.

- **First Fridays Farmers Market Update**

- Alex Dill had a meeting with Faith Joswiak, and they are still working on a potential location for the new Farmers Market. She suggested that they keep the 1st Friday Farmers Market and then move to a Saturday one they have everything in place. Brenham Foundry and Floral may offer the First Friday for a while and then a Saturday Farmers Market once they take over. Once they move to their new location, they could have 100 booths and they will supply the tents. Alex Dill receives at least three applications a week for the First Friday Farmers Market. The market in May will be full.

- **Any recommendations for the Board?**

The committee is recommending Board approval for recognition of significant downtown renovation projects.



Promotion Committee Meeting Notes

Members: Chairman Tom Whitehead, Shannan Canales,
Brandi Conway, Aleesa Hardage, Wendy Meaux, Traci Pyle,
and Amber Westerfeld

April 25, 2022

- **Summer Sip and Art Walk – June 11, 2022**
 - Sponsorships levels - \$5,750
 - Deep in the Heart
 - Hermann Furniture
 - Altman Dentistry
 - Appel Ford
 - Carli Conway
 - J&A Roofing
 - Select Furnishing
 - Brandi Conway
 - Las Americas Latin Cuisine
 - Euphoria
 - Ticket Sales
 - Merchants – started selling on April 16th
 - Online sales – As of today, only 2 have sold
 - The last day for Merchants to sell will be June 3.
 - Music will be from a playlist – **Tom Whitehead will put together a playlist and will get speakers from Alex Dill or Crystal Locke.**

- Artist review list
- Water bottles from the City of Brenham – give an update – **Shannan to check with HEB to see about them donating water and if that doesn't work, then Brandi will reach out to Bluebonnet Electric. We only need 300 bottles. We will also need 2 coolers to put on each side of the Courthouse.**
- Atrium building – possibly pop up or Friendship Quilt Guild? – **I asked Brandi if she would consider having the Quilt Guild in her building. She is good with it. I will ask Quilt Guild if they would like to participate and if so, then I will give them contact information.**
- Tote bags – **The committee looked at tote bags. Possibly have 2 bags – one lime green and one hot pink with white lettering on the bags. We will order 600 bags.**
- Other comments
 - **See about a misting tent - Check with Alex**
 - **Carli would like to sponsor glasses next year.**
 - **Speakers – need aux port or headphone jack – this depends on the type of phone or iPod device used to play music**