



NOTICE OF A REGULAR MEETING
Main Street Advisory Board
Monday, October 2, at 4:00 PM
City Hall – 2nd Floor Conference Room
200 West Vulcan St.
Brenham, Texas

1. Call Meeting to Order

[Board members shall not use their position on the Board for a purpose that is or gives the appearance of being a conflict of interest. If a member becomes aware of a conflict or potential conflict of interest, they must disclose the conflict and refrain from participating in discussions and voting on the item. A "conflict of interest" is defined as a situation in which a Board member's personal interests might be served or financial benefits gained as a result of or relating to, a decision of the Board.]

2. Citizens' Comments

[At this time, anyone will be allowed to speak on any matter concerning this Board that is not on the agenda, for a length of time not to exceed three (3) minutes. No Board discussion or action may take place on a matter until such has been placed on an agenda and posted in accordance with the law.]

WORK SESSION

3. Reports from Main Street Committee Chairs:

- **Design**
- **Economic Vitality**
- **Organization**
- **Promotions**

4. Update on First Fridays Farmer & Artisan Market

5. Update on Main Street Raised Funds Balance

REGULAR SESSION

6. Discuss and Possibly Act Upon the Minutes from the September 11, 2023 Regular Meeting

7. Administrative Updates

- **Next Board Meeting- November 6, 2023**
- **Updates from Elected Officials**
- **Other Updates Upcoming Main Street Events**
 - i. Mask-erade on Main**
 - ii. Scarecrow Extravaganza**
 - iii. Christmas Stroll**
 - iv. Main Street Christmas**

Adjourn

CERTIFICATION

I certify that a copy of the October 2, 2023 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, September 29, 2023 at 4:00pm.

Leigh Linden
Main Street Manager

<p>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) 337-7567 for assistance.</p>
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I certify that the attached notice and agenda of items to be considered by the Main Street Board was removed by me from the City Hall bulletin board on the _____ day of _____, 2023 at _____ AM PM.

Signature

Title



AGENDA ITEM 3

DATE OF MEETING: October 2, 2023	DATE SUBMITTED: September 29, 2023
SUBMITTED BY: Leigh Linden	
MEETING TYPE: <input checked="" type="checkbox"/> REGULAR <input type="checkbox"/> SPECIAL	CLASSIFICATION: <input type="checkbox"/> REGULAR <input checked="" type="checkbox"/> WORK SESSION
AGENDA ITEM DESCRIPTION: Reports from Main Street Committees: <ul style="list-style-type: none"> ➤ Design ➤ Economic Vitality ➤ Organization ➤ Promotions 	
SUMMARY STATEMENT: Reports provided by each of the Main Street Committees by the 2023 Committee Chair with information regarding activity updates and recommendations to the Board. <ul style="list-style-type: none"> ➤ Design, Elizabeth Price <ul style="list-style-type: none"> ○ Meets at City Hall the 3rd Tuesday at 4 pm ➤ Economic Vitality <ul style="list-style-type: none"> ○ Meets at City Hall the 2nd Tuesday at 4 pm ➤ Organization, Tiffany Morisak <ul style="list-style-type: none"> ○ Meets at City Hall the 4th Monday at 10 am ➤ Promotions, Wendy Meaux <ul style="list-style-type: none"> ○ Meets at various Downtown locations the 1st Wednesday at 5:15 pm 	
STAFF ANALYSIS: A. PROS: B. CONS:	
ALTERNATIVES (In Suggested Order of Staff Preference):	
ATTACHMENTS: None	
RECOMMENDED ACTION: Work Session item, no action required.	
APPROVALS:	



AGENDA ITEM 4

DATE OF MEETING: October 2, 2023	DATE SUBMITTED: September 29, 2023 SUBMITTED BY: Leigh Linden
MEETING TYPE: <input checked="" type="checkbox"/> REGULAR <input type="checkbox"/> SPECIAL	CLASSIFICATION: <input checked="" type="checkbox"/> REGULAR <input type="checkbox"/> WORK SESSION
AGENDA ITEM DESCRIPTION: Update on First Friday Farmer & Artisan Market	
SUMMARY STATEMENT: Report on attendance, vendors, and sponsorship regarding Brenham's First Friday Farmer & Artisan Market	
STAFF ANALYSIS: A. PROS: B. CONS:	
ALTERNATIVES (In Suggested Order of Staff Preference):	
ATTACHMENTS: none	
RECOMMENDED ACTION: Work Session item, no action required.	
APPROVALS:	



AGENDA ITEM 5

DATE OF MEETING: October 2, 2023	DATE SUBMITTED: September 29, 2023 SUBMITTED BY: Leigh Linden
MEETING TYPE: <input checked="" type="checkbox"/> REGULAR <input type="checkbox"/> SPECIAL	CLASSIFICATION: <input type="checkbox"/> REGULAR <input checked="" type="checkbox"/> WORK SESSION
AGENDA ITEM DESCRIPTION: Discussion and Update on Main Street Raised Funds Balance	
SUMMARY STATEMENT: Report to be given on the Main Street Raised Funds balance	
STAFF ANALYSIS: A. PROS: B. CONS:	
ALTERNATIVES (In Suggested Order of Staff Preference):	
ATTACHMENTS: None	
RECOMMENDED ACTION: Work Session item, no action required.	
APPROVALS:	



AGENDA ITEM 6

DATE OF MEETING: October 2, 2023	DATE SUBMITTED: September 29, 2023 SUBMITTED BY: Leigh Linden
MEETING TYPE: <input checked="" type="checkbox"/> REGULAR <input type="checkbox"/> SPECIAL	CLASSIFICATION: <input checked="" type="checkbox"/> REGULAR <input type="checkbox"/> WORK SESSION
AGENDA ITEM DESCRIPTION: Discuss and Possibly Act Upon the Minutes from the September 11, 2023 Regular Meeting	
SUMMARY STATEMENT: <p>Please review the included minutes.</p>	
STAFF ANALYSIS: A. PROS: B. CONS:	
ALTERNATIVES (In Suggested Order of Staff Preference):	
ATTACHMENTS: Draft of the minutes from September 11, 2023.	
RECOMMENDED ACTION: Approval of minutes	
APPROVALS:	



Main Street Advisory Board Meeting Minutes September 11, 2023

A regular meeting of the Main Street Board was held on Monday, September 11, 2023, beginning at 4:00 p.m. at Brenham City Hall, 200 W. Vulcan Street, Brenham, Texas.

Members present:

Andi Liner, Doug Peck, Tiffany Morisak, Wendy Meaux, Elizabeth Price, Pete Simpson, Connie Wilder

Members absent:

Dax Flisowski, Celia Haley, Lowell Ogle

City Staff present:

Main Street Manager Leigh Linden
Economic and Community Development Director Teresa Rosales
Economic Development Administrative Assistant Christine Simich
City Manager Carolyn Miller

Others present:

Sherry Harber

1. Call Meeting to Order

The Main Street Board Chair, Doug Peck called the meeting to order at 4:05 pm.

2. Citizen/Visitor Comments

There were no citizen comments.

3. Reports from Main Street Committee Chairs:

- a. **Design-** Design has not met since the last board meeting. No updates were given.
- b. **Economic Vitality-** Economic Vitality has not met since the last board meeting. No updates were given.
- c. **Organization-** Tiffany Morisak reported the 25th Anniversary Celebration of Main Street. The history DVD from James Pharaon is expected by the end of the year.
- d. **Promotions-** Andi Linder reported that the Scarecrow Extravaganza setup will be tomorrow, September 12th Ace Hardware will sponsor “Mask-erade on Main” on October 28th and they are hoping to make this an annual family-friendly event. There will be changes to the Holiday Art Walk to switch from gift boxes to wreaths this year.

4. Update on First Fridays Farmer & Artisan Market

Leigh Linden reported that Texas Farm Credit has been secured as the sponsor and has paid for the year. This will help with Co-branding, merchandising and special advertising. Discussed issuing \$25 vouchers at each market as a potential incentive to attendees.

5. Approval of Minutes from Monday, August 21, 2023 Meeting

A motion was made by Pete Simpson and seconded by Tiffany Morisak to approve the minutes. The chair called for a vote. The motion passed with the Board voting as follows:

Chair Doug Peck	Yes
Vice-chair Pete Simpson	Yes
Andi Liner	Yes
Celia Haley	Absent
Connie Wilder	Yes
Dax Flisowski	Absent
Elizabeth Price	Yes
Lowell Ogle	Absent
Tiffany Morisak	Yes
Wendy Meaux	Yes

6. Approval on Main Street Grant for Brenham Heritage Museum

Evidence of completion was provided by the museum. A motion to issue a check was made by Connie Wilder and seconded by Andi Liner.

Chair Doug Peck	Yes
Vice-chair Pete Simpson	Yes
Andi Liner	Yes
Celia Haley	Absent
Connie Wilder	Yes
Dax Flisowski	Absent
Elizabeth Price	Yes
Lowell Ogle	Absent
Tiffany Morisak	No Vote (Recused)
Wendy Meaux	Yes

7. Administrative Updates

➤ **Next Board Meeting – October 2, 2023**

➤ **Updates from Elected Officials-** none

➤ **Other Staff Updates –**

- i. Mask-erade on Main –** Details are coming together. Businesses have all been very receptive. Brenham ACE Hardware is the sole sponsor. Candy and treats are to be purchased to help downtown businesses with their supply.

- ii. **Scarecrow Extravaganza** – There are 23 entries. Scarecrows begin being placed starting September 29th with a deadline of October 1st.
- iii. **Christmas Stroll** – Christmas Stroll and Parade will be on December 2nd. Taste of Christmas on December 9th.
- iv. **Grant Process** – Teresa Rosales reported that she is making progress on rewriting the process for Main Street Grants and will send first drafts to Leigh Linden for review soon.

Adjourn

There being no further business, Connie Wilder motioned to adjourn. Pete Simpson seconded. Doug Peck adjourned the meeting at 4:38 pm.

Doug Peck
Chair

ATTEST:

Leigh Linden
Main Street Manager



AGENDA ITEM 7

DATE OF MEETING: October 2, 2023	DATE SUBMITTED: September 29, 2023
SUBMITTED BY: Leigh Linden	
MEETING TYPE: <input checked="" type="checkbox"/> REGULAR <input type="checkbox"/> SPECIAL	CLASSIFICATION: <input checked="" type="checkbox"/> REGULAR <input type="checkbox"/> WORK SESSION
AGENDA ITEM DESCRIPTION: Administrative Updates <ul style="list-style-type: none"> ➤ Next Board Meeting- November 6, 2023 ➤ Updates from Elected Officials ➤ Other Updates Upcoming Main Street Events <ul style="list-style-type: none"> i. Mask-erade on Main ii. Scarecrow Extravaganza iii. Christmas Stroll 	
SUMMARY STATEMENT:	
STAFF ANALYSIS: A. PROS: B. CONS:	
ALTERNATIVES (In Suggested Order of Staff Preference):	
ATTACHMENTS: none	
RECOMMENDED ACTION: The Board may provide direction to staff or forward to committees, but no action is taken on items discussed.	
APPROVALS:	