



NOTICE OF A REGULAR MEETING

Main Street Advisory Board

Monday, January 8, 2024 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. Welcome New Board Members

4. Update by Promotion Committee on Upcoming Uptown Swirl Event

5. Update on the First Friday Farmer & Artisan Market

6. Update on Brenham Heritage Museum

7. Update on The Washington County Chamber of Commerce

REGULAR SESSION

8. Discuss and Consider Approval of Recommendation to City Council for Smithsonian's Museum on Main Street (MoMS) Freedom Colonies Exhibit to be Located in Belle's Alley.

9. Discuss and Possibly Act Upon the Minutes from the Regular Main Street Board Meeting.

10. **Discuss and Possibly Act Upon Election of Main Street Board Chairperson and Vice Chairperson for a Term of One Year**
11. **Discuss and Possibly Act Upon the Election of One Additional Board Member to the Executive Committee**
12. **Discuss and Possibly Act Upon Changes to the Transformation Strategy Work Plan**
13. **Discuss and Consider Approval of 2024 Board Meeting Dates**
14. **Administrative Updates**
 - a. **New Main Street Businesses**
 - b. **Updates from Elected Officials**
 - c. **Other Updates**

Adjourn

CERTIFICATION

I certify that a copy of the January 8, 2024, 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, January 5, 2024 at 4:00 pm.

 Leigh Linden
 Main Street Manager

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.

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 _____, 2024 at _____ AM PM.

 Signature

 Title



AGENDA ITEM 3

DATE OF MEETING: January 8, 2024	DATE SUBMITTED: January 5, 2024 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: Welcome New Board Members	
SUMMARY STATEMENT: Welcome the 2 new board members, Roger Ross and Amber Briggs	
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: January 8, 2024	DATE SUBMITTED: January 5, 2024 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: Update on Uptown Swirl 2024	
SUMMARY STATEMENT: Update on Uptown Swirl event on Saturday, January 13, 2024.	
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: January 8, 2024	DATE SUBMITTED: January 5, 2024 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: Update on First Friday Farmer & Artisan Market	
SUMMARY STATEMENT: Update on the First Friday Farmer & Artisan Market for February and 2024.	
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: January 8, 2024	DATE SUBMITTED: January 8, 2024
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 Brenham Heritage Museum	
SUMMARY STATEMENT: Updates from David Thomas, Director of The Brenham Heritage Museum	
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 8

DATE OF MEETING: January 8, 2024	DATE SUBMITTED: January 5, 2024
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 Consider Approval of Recommendation to City Council for Smithsonian’s Museum on Main Street (MoMS) Freedom Colonies Exhibit to be Located in Belle’s Alley.	
SUMMARY STATEMENT:	
STAFF ANALYSIS: A. PROS: B. CONS:	
ALTERNATIVES (In Suggested Order of Staff Preference):	
ATTACHMENTS: Memo	
RECOMMENDED ACTION: Jennifer Eckermann to present recommendation.	
APPROVALS:	

Memorandum

Date: January 4, 2024
To: Main Street Manager Leigh Linden
Main Street Advisory Board
Fr: Jennifer Eckermann
Re: Approval of Board Recommendation to City Council for Freedom Colonies Exhibit to be Located in Belle's Alley

I am back, as promised in November, to request that as the Main Street Advisory Board, you recommend to City Council the use of Belle's Alley as a site for a permanent exhibit highlighting the Freedom Colonies in Washington County. It is a natural physical and topical extension of Toubin Park and would be another destination attraction for Downtown Brenham.

All of us involved would sincerely appreciate your support of the idea by approving a recommendation for Council support of the idea.

Just as a reminder, the three primary goals of our participation in the Smithsonian's traveling exhibit program, Museum on Main Street (MOMS), are sharing untold stories of our local history; celebrating the 100th Anniversary of the Simon Theatre; and increasing heritage tourism in Brenham and Washington County. Achieving each of these goals will be beneficial to Main Street Brenham.

In addition, I have a few MoMS updates to share with you, since the meeting in November when I first presented the idea of a partnership between Main Street, Visit Brenham, and the Smithsonian:

- Our list of project partners continues to grow following meetings with organizations from our tourism partner communities of Burton, Chappell Hill, Independence, and Washington on the Brazos. Each is excited to participate, and we're starting to work on how the whole county can benefit from this opportunity presented by our hosting of the Smithsonian exhibit.
- We had what we hope will be a very fruitful meeting with Dr. Keith Sylvester who directs the programs of architecture, construction science and art at Blinn. The opportunity to partner on a Smithsonian-related project seems to be very enticing to him and Blinn. The process is a rather slow one, since our meeting was right before the holiday season, and he let us know that a lot of thought was going into any commitment they may make. Our meeting lasted longer than 1.5 hours, and we had a great conversation about possible partnership opportunities even past any MoMS collaboration.
- President of The Heritage Society of Washington County, Debbie Meschewitz, visited with us, and is also interested in partnering, to benefit that organization and our community.

I look forward to visiting with you more about MoMS on Monday!



AGENDA ITEM 9

DATE OF MEETING: January 8, 2024	DATE SUBMITTED: January 5, 2024
	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 November 6, 2023 Regular Meeting	
SUMMARY STATEMENT:	
STAFF ANALYSIS: A. PROS: B. CONS:	
ALTERNATIVES (In Suggested Order of Staff Preference):	
ATTACHMENTS: November 6, 2023 Minutes	
RECOMMENDED ACTION: Board Review and Approval	
APPROVALS:	



**Main Street Advisory Board
Meeting Minutes
November 6, 2023**

A regular meeting of the Main Street Board was held on Monday, November 6, 2023, beginning at 4:00 p.m. at Brenham City Hall, 200 W. Vulcan Street, Brenham, Texas.

Citizens' Comments

Members present:

Andi Liner, Doug Peck, Wendy Meaux, Elizabeth Price, Connie Wilder, Dax Flisowski, Jon Hill

Members absent:

Pete Simpson, Lowel Ogle, Tiffany Morisak, Celia Haley

City Staff present:

Main Street Manager, Leigh Linden

Economic and Community Development Director, Teresa Rosales

Economic Development Administrative Assistant, Christine Simich

Others present:

Council member Candice Bullock, Sherry Harbor

1. Call Meeting to Order

The Main Street Board Chair, Doug Peck called the meeting to order at 4:00 pm.

2. Citizen/Visitor Comments

There were no citizen comments.

3. Reports from Main Street Committee Chairs:

- a. **Design-** Elizabeth Price reported on Holiday prep update. There are 20 new and 16 old lighted wreaths for new locations off the main square. Fluffing fun on Tuesday 11/14 @ 4pm. Alamo Ally will use the sleigh again this year. Christmas window displays – the deadline is Friday November 24th. Winners will be announced on 12/4.
- b. **Economic Vitality-** Leigh Linden reported Aleesa gathered information for a workplan. Will not pursue at this time. January 2024 plans to look at the gathered information.
- c. **Organization-** Leigh Linden reported the Main Street Christmas party will be on Thursday, December 7th at 6pm at Green Grain Events. The 25th Main Street Brenham celebration will be on Thursday, April 11, 2024 at The Barnhill Center. Organization committee watched the 1st part of Recollections video.
- d. **Promotions-** Wendy Meaux reported Cocoa Crawl will be held on 11/25. Uptown Swirl will be on January 13, 2024. Ladies Night Out is on November 9th is being headed up by Tiffany of Glamfetti.

4. Update on First Fridays Farmer & Artisan Market

The Farmers Market on 11/3 was held in the Commerce parking lot. Vendors loved this location and would like to move there in the future. December it will be at the courthouse but in February 2024 it will probably move to Commerce parking lot.

5. Update on Mask-erade on Main

First time for this event and it was very successful.

6. Presentation on Belles Alley addition – Update from Jennifer Eckermann. The Museum on Main exhibit will be in conjunction with the Smithsonian project to update plaques expand Tobin Park. On Belles Alley the Museum on Main is the Untold stories of our community.

7. Approval of Minutes from Monday, October 2, 2023 Meeting.

A motion was made by Wendy Meaux and seconded by Jon Hill 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	Absent
Andi Liner	Yes
Celia Haley	Yes
Connie Wilder	Yes
Dax Flisowski	Yes
Elizabeth Price	Yes
Jon Hill	Yes
Lowell Ogle	Absent
Tiffany Morisak	Absent
Wendy Meaux	Yes

8. Administrative Updates

➤ **Next Board Meeting – January 8, 2024**

➤ **Updates from Elected Officials-** Candace Bullock presentation on the courthouse landscaping and grounds. Bistro lights are coming down. RFQ completed by the county and now in in negotiations with Studio 16:19.

➤ **Other Updates –**

i. **Christmas Stroll** – Christmas Stroll and Parade will be on December 2nd. Taste of Christmas on December 9th.

ii. **Main Street Christmas party** - Will be December 7th @ 6pm at Green Grain.

iii. **Volunteer of the year nomination.** Jon Hermann was elected. A motion was made by Andi Liner to approve and Jon Hill **seconded**.

Adjourn

There being no further business, Andi motioned to adjourn. Jon Hill seconded. Doug Peck adjourned the meeting at 5:00 pm.

Doug Peck
Chair

ATTEST:

Leigh Linden
Main Street Manager

DRAFT



AGENDA ITEM 10

DATE OF MEETING: January 8, 2024	DATE SUBMITTED: January 5, 2024
	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 Election of Main Street Board Chairperson and Vice Chairperson for a Term of One Year, Expiring on December 31, 2024	
SUMMARY STATEMENT:	
STAFF ANALYSIS: A. PROS: B. CONS:	
ALTERNATIVES (In Suggested Order of Staff Preference):	
ATTACHMENTS: None	
RECOMMENDED ACTION: Board Nomination and Approval of Two (2) Board Members to Serve as Chair and Vice Chair 2024	
APPROVALS:	



AGENDA ITEM 11

DATE OF MEETING: January 8, 2024	DATE SUBMITTED: January 5, 2024
	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 Election of One Additional Board Member to Serve on the Executive Committee for a Term of One Year, Expiring on December 31, 2024	
SUMMARY STATEMENT:	
STAFF ANALYSIS: A. PROS: B. CONS:	
ALTERNATIVES (In Suggested Order of Staff Preference):	
ATTACHMENTS: None	
RECOMMENDED ACTION: Board Nomination and Approval of One (1) Board Member to Serve on the Executive Committee 2024	
APPROVALS:	



AGENDA ITEM 12

DATE OF MEETING: January 8, 2024	DATE SUBMITTED: January 5, 2024
	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 Consider Approval of 2024 Board Meeting Dates	
SUMMARY STATEMENT:	
STAFF ANALYSIS: A. PROS: B. CONS:	
ALTERNATIVES (In Suggested Order of Staff Preference):	
ATTACHMENTS 2024 Board Dates	
RECOMMENDED ACTION: Approval of 2024 Board Dates	
APPROVALS:	

**Main Street Board
2024 Meeting Dates**

Board:

Monday, January 8

Monday, February 5

Monday, March 4

Monday, April 1

Monday, May 6

Monday, June 3

Monday, July 1

Monday, August 5

Tuesday, September 9*

Monday, October 7

Monday, November 4

NO DECEMBER MEETING

Executive Committee:

-

Thursday, February 1

Thursday, February 29

Thursday, March 28

Thursday, May 2

Thursday, May 30

Thursday, June 27

Thursday, August 1

Thursday, September 5

Thursday, October 3

Thursday, October 31



AGENDA ITEM 13

DATE OF MEETING: January 8, 2024	DATE SUBMITTED: January 5, 2024
	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 on updates for 2024 work Plan.	
SUMMARY STATEMENT:	
STAFF ANALYSIS: A. PROS: B. CONS:	
ALTERNATIVES (In Suggested Order of Staff Preference):	
ATTACHMENTS Yes	
RECOMMENDED ACTION: Discuss 2024 Work Plan	
APPROVALS:	

Note: This is a template, with sample responses offered in italics for guidance.

TRANSFORMATION STRATEGY WORK PLAN FY23

Organization Name: <i>Main Street Anytown</i> Town, State: <i>Anytown, State</i>		Date: <i>MM/DD/YYYY</i> Completed by: <i>Main Street Manager/Board Director</i>	
Vision: <i>Staunton is a vibrant and vital central commercial district with secondary nodes; Wharf and Central Avenue, maintaining historic character and creating an environment for small business to thrive, supporting both residents and visitors.</i>			
Transformation Strategy #1: <i>Community Serving</i>		Transformation Strategy #2: <i>Placemaking</i>	
Goal 1	Goal 2	Goal 1	Goal 2
<i>Attract businesses that cater to all residents. i.e., grocery, pharmacy, etc.</i>	<i>Strategically develop Central Avenue and the Wharf with residents in mind.</i>	<i>Develop downtown masterplan including streetscape, parking, sidewalk, and wayfinding strategy to connect the Central business district to Central Avenue (branding opportunity) and the Wharf.</i>	<i>Offer diverse amenities, services, restaurants, and retail with locals and visitors in mind.</i>
Lead: <i>Ms. Main Street</i>	Lead: <i>Mr. Broadway</i>	Lead: <i>Mx. Pine</i>	Lead: <i>Mrs. Maple</i>
Annual Responsibilities <i>First Saturday: Monthly shopping event to showcase local businesses.</i> <i>Alive @ Five: Build community by raising funds for Main Street.</i> <i>Façade Grant: Award 5 grants during the fiscal year.</i> <i>Newsletter: A monthly publication released on the 1st of every month.</i> <i>Social Media: Update weekly highlighting events and programming to grow audience by 200 new followers while educating about organization.</i>			

Note: This is a template, with sample responses offered in italics for guidance.

Transformation Strategy #1: <i>Community Serving</i>					
Goal 1: <i>Attract businesses that cater to all residents. i.e., grocery, pharmacy, etc.</i>			Define Success: <i>Increase service businesses that cater to residents by 3.</i>		
Partners: <i>City of Anytown, Chamber of Commerce, property owners</i>					
Task	Volunteer Responsible	Staff Responsible	Due Date	Progress	Budget
<i>1. Update building inventory</i>	<i>Mary Smith</i>	<i>Bob Smith</i>	<i>October</i>	<i>In Progress</i>	<i>\$0</i>
<i>2. Create a list of vacant or underutilized spaces for service businesses including a small grocer.</i>	<i>Ann Jones</i>	<i>Bob Smith</i>	<i>November</i>	<i>In Progress</i>	<i>\$0</i>
<i>3. Develop an incentives package. Identify needs and advocate for more resources</i>	<i>Jim Start</i>	<i>Bob Smith</i>	<i>December</i>	<i>In Progress</i>	<i>\$250</i>
<i>4. Identify willing owners.</i>	<i>Bill Trent</i>	<i>Bob Smith</i>	<i>January</i>	<i>Completed</i>	<i>\$0</i>
<i>5. Conduct a walking audit of the district to assess opportunities.</i>	<i>Josh Morgan</i>	<i>Bob Smith</i>	<i>March</i>	<i>In Progress</i>	<i>\$0</i>
<i>6. Establish a business start-up process to make your community business friendly for start-ups</i>	<i>Ann Jones</i>	<i>Bob Smith</i>	<i>April</i>	<i>Not Started</i>	<i>\$0</i>
<i>7. White-box vacant spaces for pop-ups to show proof of concept.</i>	<i>Mary Worth</i>	<i>Bob Smith</i>	<i>May-June</i>	<i>Not Started</i>	<i>\$1500</i>
<i>8.</i>					
				Total	<i>\$1750</i>

Note: This is a template, with sample responses offered in italics for guidance.

Transformation Strategy #1: <i>Community Serving</i>					
Goal 2: <i>Strategically develop Central Avenue and the Wharf with residents in mind</i>			Define Success: <i>Brands established for nodes and drawing 200 new resident visits each month.</i>		
Partners: <i>City of Anytown, Planning Department, Zoning Department, property owners</i>					
Task	Volunteer Responsible	Staff Responsible	Due Date	Progress	Budget
<i>1. Survey residents on vision for nodes to establish brand themes.</i>	<i>Mary Smith</i>	<i>Bob Smith</i>	<i>October</i>	<i>In Progress</i>	<i>\$100</i>
<i>2. Hold public meetings on suggested brands for nodes.</i>	<i>Ann Jones</i>	<i>Bob Smith</i>	<i>November</i>	<i>In Progress</i>	<i>\$0</i>
<i>3. Develop a personality and brand voice for each node.</i>	<i>Jim Start</i>	<i>Bob Smith</i>	<i>December</i>	<i>In Progress</i>	<i>\$0</i>
<i>4. Create a brand story and brand name for destinations.</i>	<i>Bill Trent</i>	<i>Bob Smith</i>	<i>January</i>	<i>Completed</i>	<i>\$0</i>
<i>5. Pick brand look, logo, and color palette.</i>	<i>Josh Morgan</i>	<i>Bob Smith</i>	<i>March</i>	<i>In Progress</i>	<i>\$500</i>
<i>6. Build effective branding communications strategy.</i>	<i>Ann Jones</i>	<i>Bob Smith</i>	<i>April</i>	<i>Not Started</i>	<i>\$0</i>
<i>7. Tell compelling stories</i>	<i>Mary Worth</i>	<i>Bob Smith</i>	<i>May-June</i>	<i>Not Started</i>	<i>\$200</i>
<i>8. Integrate brands with organization marketing and launch.</i>	<i>Ann Jones</i>	<i>Bob Smith</i>	<i>April</i>	<i>Not Started</i>	<i>\$300</i>
<i>9.</i>					
Total					\$1100

Note: This is a template, with sample responses offered in italics for guidance.

Transformation Strategy #2: Placemaking					
Goal 1: <i>Develop downtown masterplan including streetscape, parking, sidewalk, and wayfinding strategy to connect the Central business district to Central Avenue (branding opportunity) and the Wharf.</i>			Define Success: <i>Awarded a grant to match City funding for downtown masterplan.</i>		
Partners: <i>City of Anytown, Grant Funder, State Transportation Department, City Public Works</i>					
Task	Volunteer Responsible	Staff Responsible	Due Date	Progress	Budget
<i>1. Research grant opportunities for master planning</i>	<i>Mary Smith</i>	<i>Bob Smith</i>	<i>October</i>	<i>In Progress</i>	<i>\$0</i>
<i>2. Apply for master planning grant.</i>	<i>Ann Jones</i>	<i>Bob Smith</i>	<i>November</i>	<i>In Progress</i>	<i>\$200</i>
<i>3. Announce the award of grant. Thank partners.</i>	<i>Jim Start</i>	<i>Bob Smith</i>	<i>December</i>	<i>In Progress</i>	<i>\$0</i>
<i>4. Issue an RFP for master plan.</i>	<i>Bill Trent</i>	<i>Bob Smith</i>	<i>January</i>	<i>Completed</i>	<i>\$0</i>
<i>5. Establish committee to review RFPs and award contract.</i>	<i>Josh Morgan</i>	<i>Bob Smith</i>	<i>March</i>	<i>In Progress</i>	<i>\$0</i>
<i>6.</i>					<i>\$0</i>
<i>7.</i>					<i>\$0</i>
<i>8.</i>					<i>\$0</i>
				Total	\$200

Note: This is a template, with sample responses offered in italics for guidance.

Transformation Strategy #2: <i>Placemaking</i>					
Goal 2: <i>Offer diverse amenities, services, restaurants, and retail with locals and visitors in mind.</i>			Define Success: <i>Activated 1 underutilized space for students.</i>		
Partners: <i>College Administration and Student Leadership, City of Anytown, Public Works, property owners, Arts Council</i>					
Task	Volunteer Responsible	Staff Responsible	Due Date	Progress	Budget
<i>1. Host of meeting with College Student Leadership to engage students in a downtown project.</i>	<i>Mary Smith</i>	<i>Bob Smith</i>	<i>October</i>	<i>In Progress</i>	<i>\$0</i>
<i>2. Work with student committee to design project.</i>	<i>Ann Jones</i>	<i>Bob Smith</i>	<i>November</i>	<i>In Progress</i>	<i>\$0</i>
<i>3. Identify property and owners for project.</i>	<i>Jim Start</i>	<i>Bob Smith</i>	<i>December</i>	<i>In Progress</i>	<i>\$0</i>
<i>4. Assemble project and launch.</i>	<i>Bill Trent</i>	<i>Bob Smith</i>	<i>January</i>	<i>Not Started</i>	<i>\$750</i>
<i>5. Share a compelling story about the project and building community with the students.</i>	<i>Jim Start</i>	<i>Bob Smith</i>	<i>December</i>	<i>In Progress</i>	<i>\$0</i>
<i>6.</i>					<i>\$0</i>
<i>7.</i>					<i>\$0</i>
<i>8.</i>					<i>\$0</i>
Total					<i>\$750</i>



AGENDA ITEM 14

DATE OF MEETING: January 8, 2024	DATE SUBMITTED: January 5, 2024
	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 a. New Main Street Businesses b. Updates from Elected Officials c. Other Updates	
SUMMARY STATEMENT:	
STAFF ANALYSIS: A. PROS: B. CONS:	
ALTERNATIVES (In Suggested Order of Staff Preference):	
ATTACHMENTS None	
RECOMMENDED ACTION: No action, information only	
APPROVALS:	