

MEETING MINUTES

NEW BRAUNFELS DOWNTOWN BOARD

Tuesday, September 19, 2017, 8:30 A.M.

NBDB VOTING MEMBERS	PRESENT TODAY	NO. OF MEETINGS HELD SINCE APPOINTMENT	NO. OF MEETINGS ATTENDED SINCE APPOINTMENT
Shane Hines (5/2017) – Chair	Yes	35	25
David Kneuper (5/2017) –Vice Chair	Yes	12	12
Cathy Talcott (5/2019)	Yes	84	70
Ian Perez (5/2018)	No	37	34
Kendra Miller (5/2019)	Yes	10	8
Kelly Broussard (5/2019)	Yes	10	10
Curt Leonhart (5/2018)	Yes	8	7
Patrick Winn (5/2018)	Yes	8	6
Pat Butler	Yes	4	4
Vacant	-	-	-
Vacant	-	-	-

Others in Attendance

Staff: Amy McWhorter and Katherine Crowe.

Call to Order

The meeting was called to order by Chair Hines at 8:30 a.m.

Roll Call

Roll was called and a quorum declared.

Approval of Minutes

Motion by Member Butler, seconded by Member Miller, to approve the August 15, 2017 regular minutes.
Motion carried (6-0-0)

Citizens Communication

None.

Individual Items for Discussion

Downtown Restrooms Ribbon Cutting

Chair Hines stated there was no update.

Discussion followed.

Member Leonhart arrived at 8:32 a.m.

DTA Update

Member Butler announced the DTA's 50th anniversary social.

Member Butler stated the lamppost banners were finished being designed and would be purchased.

Member Talcott arrived at 8:33 a.m.

Member Butler announced the DTA would be sponsoring the Dia de los Muertos festival.

Vice Chair Kneuper inquired as to who installs the lamppost banners.

Mrs. McWhorter stated either the Parks Department or NBU would install the lamppost banners.

Discussion followed regarding the progress of the lampposts being painted.

Discussion followed regarding the details of the DTA's social.

DTA/NBDB Joint Meeting Discussion

Chair Hines stated the meeting would be Wednesday, September 20 at 8:30 a.m.

Mrs. McWhorter stated the meeting would be an opportunity to coordinate with the DTA. She stated the main items of discussion were the combination of the maps of the downtown area, joint efforts with the organization of events, Wassailfest, and analyzing the four points of the Main Street program.

Mrs. McWhorter asked if the Board had any other items they wished to address at the special meeting.

Vice Chair Kneuper stated the division of marketing and implementation, as well as the combination of efforts, could be advantageous.

Mrs. McWhorter agreed. She stated the development of the Downtown App has required data contributions from the DTA to maintain accuracy and quality information.

Mrs. McWhorter announced that the Downtown App was available on iTunes, she encouraged the Board to download the application and communicate any changes that needed to be made. She stated the developers were updating the design to display the new logo.

Discussion followed.

Downtown Parking Update

Mrs. McWhorter announced the upcoming 4B meeting. She stated the Hill Avenue re-striping and curb and gutter installation had been costed just under \$40,000, and would create an additional 40 parking spaces.

Discussion followed regarding the location of the additional parking.

Member Broussard inquired how the public would know of the additional parking once it was created.

Mrs. McWhorter stated a press release would be done and the wayfinding would be updated. She stated the parking study suggested a separate webpage be created regarding the downtown parking. She explained the webpage would need to be created through the city website, she stated it may be advantageous to have DTA create a separate webpage for parking.

Mrs. McWhorter explained the areas in the downtown that have demonstrated parking deficiencies. She stated a few potential options to alleviate the parking demand. She stated the city real estate office would reach out the Methodist church for a parking agreement.

Chair Hines asked if parking could be included on the Downtown App.

Mrs. McWhorter stated she would ask if it could be included.

Mrs. McWhorter stated the 4B Board would also be reviewing improvements to the county courthouse lot.

Mrs. McWhorter stated the construction on the Chase Bank lot should be completed by the end of 2017, but funding had not been made available to install proper lighting.

Discussion and possible action on Wassailfest

Mrs. McWhorter inquired what the Board's opinion was on allowing the DTA to sell wassail at Wassailfest.

Discussion followed regarding alcoholic wassail.

Member Winn stated the voting needed to be simplified.

Mrs. McWhorter stated she was in favor of the text voting used the previous year.

Discussion followed.

Member Butler stated the biggest expense with the alcoholic wassail was obtaining the liability insurance.

Member Broussard stated his affiliated downtown business would not be participating this year due to various reasons.

Discussion followed regarding the results of previous surveys sent out to the downtown businesses regarding Wassailfest.

Mrs. McWhorter stated allowing non-profits to participate without being affiliated with a downtown business may alleviate the pressure of the crowds on the downtown businesses.

Discussion followed regarding sidewalk construction.

Mrs. McWhorter stated Wassailfest would be December 7, Caroling on the Plaza would be December 8, and the Christmas Parade would be December 9.

Member Miller stated her affiliated downtown business would not be participating due to relocation outside of the downtown area. She offered their large wooden wassail sign to the DTA.

Member Butler accepted.

Discussion followed regarding methods of redirecting the flow of the crowd.

Member Winn requested clarification regarding the original intent of Wassailfest.

Mrs. McWhorter responded the original intent was to invite the community to the downtown area to show appreciation and encourage holiday shopping at the downtown businesses.

Member Miller expressed concern at the potential chaotic nature of the proposed bounce house.

Discussion followed.

Member Winn stated his support for allowing non-profits to sell wassail independently. He also stated his support to redirect the crowds.

Vice Chair Kneupper asked if the streets would be closed down Castell Ave., in front of the farmer's market location.

Mrs. McWhorter responded that section of road was not typically closed, but it may be due to Krause's Café being open for business this year.

Discussion followed regarding the farmer's market.

Discussion followed regarding the projected location of the sidewalk construction project during the event.

Chair Hines suggested Castell Ave. be closed down for the event.

Mrs. McWhorter expressed concerns regarding the loss of the Chase Bank lot for public parking.

Discussion followed regarding parking.

Vice Chair Kneuper expressed concerns that allowing non-profits to participate independently could potentially diminish the original intent of the event.

Discussion followed.

Member Talcott stated the item could be discussed at the special meeting with the DTA.

Member Butler stated the businesses could have the opportunity to have their store fronts open rather than having to close down to sell wassail.

Discussion followed.

Vice Chair Kneuper left at 9:02 a.m.

Member Winn suggested the stages and for sale wassail be moved more towards E. San Antonio St. to move crowds away from congestion prone areas. He suggested this re-organization could allow the Plaza to be better utilized.

Mrs. McWhorter agreed.

Discussion followed regarding the congestion prone areas in the previous years.

Discussion followed regarding the completed areas of the sidewalk project.

Member Broussard suggested Santa could be moved further out to alleviate the congestion.

Discussion followed regarding layout suggestions and advertising.

Discuss and consider a recommendation to City Council regarding sidewalk cafes.

Mrs. McWhorter presented the draft of the sidewalk café regulations. She explained an annual permitting process would be established for sidewalk cafes. She stated the café must be associated with a restaurant type business and be located in front of the associated restaurant. She explained a 6-foot clear path of travel would be required. She defined what a clear path of travel could be.

Member Winn provided supporting information regarding the required 6-foot path of travel.

Mrs. McWhorter stated the minimum 6 feet of clear path would require 3 feet of clear concrete area.

Member Winn inquired to the top width of pavers.

Mrs. McWhorter stated it varied.

Discussion followed.

Member Winn inquired about the symmetry of fence lines.

Mrs. McWhorter stated the symmetry was not required, she explained this was to allow the best use of the space available on the sidewalk.

Discussion followed.

Member Winn stated his support of the requirements. He suggested a provision that the permit reviewer would review the application on site, to give the city the final say regarding any special circumstances.

Mrs. McWhorter stated she included that the City Engineer would have the final say for any special circumstances.

Mrs. McWhorter explained the burden was on the businesses to maintain and repair the pavers located outside of their buildings. She explained it was currently required by ordinance, but was not enforced. She stated following the sidewalk project she intended to enforce the ordinance.

Discussion followed on the Board's agreement with the enforcement.

Chair Hines inquired if any additional feedback was needed to give a recommendation to City Council.

Mrs. McWhorter stated they could seek further feedback, but she explained it could delay the process further. She stated she was working to have the regulations in place for when the sidewalk project is completed.

Member Broussard inquired to the qualifying materials for the café barriers.

Member Winn stated his belief that rope barriers should not be considered barriers under the new regulations. He stated the barriers should create a legitimate enclosure.

Discussion followed regarding undesirable barrier materials.

Member Broussard stated similar materials for all cafes would be preferred to create a cohesive look.

Member Butler inquired if a barrier is required.

Chair Hines responded yes.

Member Winn explained the barrier requirements.

Member Miller inquired if the furniture would be reviewed.

Discussion followed.

Chair Hines inquired if a review committee should be formed to review the cafes.

Mrs. McWhorter stated the application could be reviewed by the Board and made to include details about the furniture. She explained she would define the sidewalk café as any outdoor seating area with a barrier enclosing the area.

Chair Hines suggested rope be changed to steel cable or rod under the material requirements.

Mrs. McWhorter stated the requirements could be changed to railing or other horizontal element and

leave the discretion for individual review.

Discussion followed regarding the inclusion of planters as potential barriers.

Discussion followed regarding the included regulations about gambling and outdoor noise.

Member Miller inquired about maintenance.

Mrs. McWhorter stated she could add a regulation stating the furniture should be maintained and kept in good condition.

Member Winn stated the maximum height above the ground should be changed to 8 inches. He stated he wanted to volunteer to be on the review board.

Member Winn left at 9:35 a.m.

Mrs. McWhorter asked if there were any other changes the Board wished to make.

No one responded.

Motion by Member Talcott, seconded by Member Miller to recommend approval to City Council regarding the proposed regulations for sidewalk cafes, with the discussed revisions. Motion carried (6-0-0)

Items for Future Discussion

Trash Cans

Chair Hines stated the proposed changes to the bylaws had been moved to the October agenda per the request of Member Perez.

Mrs. McWhorter announced the City Engineer, Garry Ford, would be at the October meeting to discuss wayfinding.

Member Talcott stated the sidewalks in front of the courthouse were in disrepair and dangerous for pedestrians. She also stated an observation that at the corner of Landa and Mill St. lights were needed for pedestrians at that intersection.

Discussion followed.

Member Talcott inquired to an update regarding the potential for repairs to Landa St. under the bridge.

Mrs. McWhorter stated Landa St. under the bridge was an identified project, but had no funding or timeline at that time.

Adjournment

There being no further business, the meeting adjourned at 9:40 a.m.

Chair

Date