Hamilton Main Street Advisory Board
Regular Meeting Minutes
May 27, 2026

The Hamilton Main Street Advisory Board met in regular session on Wednesday, May 27, 2026, in the HEDC Conference Room at City Hall, 200 E. Main Street, Hamilton, Texas, with notice of the meeting having been posted in accordance with Chapter 551 of the Texas Government Code.

I. Call to Order

The meeting was called to order by Mary Owen, President, at 5:31 p.m., and confirmed a quorum was present.

Board Members Present

Mary Owen – President
Kristi Collett – Vice President
Courtney Amaro
Alicia Saldana-Stephens

Board Members Absent

Liz Graves
Emery McElroy

Staff Present

Debbie Grieve – Executive Director
Bonnie Harle – Administrative Assistant

Guests

Kathleen Anglin
Joshua Anderson

II. Citizens' Comments

Prospective board members introduced themselves. Kathleen Anglin and Joshua Anderson provided personal background information and expressed their interest in joining the board.

III. Consent Agenda

1. Consideration and possible action to approve the minutes of the April 21, 2026 regular meeting. Kristi made a motion to approve the minutes and Courtney seconded. Motion carried unanimously.

IV. Regular Agenda

1. Discussion and possible action regarding implementation and next phase development of historic preservation design guidelines.
    a. Staff presented draft signage guidelines developed using examples from other Texas Main Street communities and aligned with current city ordinances. Board discussion included concerns regarding portable and sandwich signs and how the guidelines would apply to grant recipients. Board members discussed ensuring consistency with existing city ordinances and clarifying whether restrictions would apply only to grant-funded improvements. Kristi motion made a motion to table the signage guidelines for further review and clarification, Courtney seconded. Motion carried unanimously.
    b. Staff also presented draft awning guidelines for review. Board members requested additional time to review the document prior to action. Staff will email design guidelines out again to all board members. Kristi made a motion to table the awning guidelines until the next meeting, Courtney seconded. Motion carried unanimously.

2. Discussion and possible action regarding updates from project leads on transformation strategy goal areas, including status of ongoing and planned initiatives.

a. Create Awareness and Promote Downtown's Historic Character-
Staff reported continued updates to the Main Street downtown database, including business and property information. The database had not been substantially updated since approximately 2018. Board members also discussed the recent Downtown History Hunt promotion. Positive community feedback was received, and members discussed future opportunities to expand educational and promotional activities.
b. Beautification and Enhancement of Public Spaces - Bench memorial plaques with QR codes linking to historical information and memorial content have been installed. Staff also reported launching a sponsorship opportunity allowing donors to sponsor additional bench plaques. Staff presented new downtown lamp post banner concepts, including seasonal "Welcome" banners and Hamilton Bulldog-themed banners. Board discussion included the possibility of future Christmas-themed banners. The board also discussed the downtown window art program and potential reallocation of funds toward banner improvements due to limited participation in the paid window art program.
c. Increase Visitors to Downtown-
Staff reported continued growth of the Main Street Market vendor participation, with vendor numbers increasing to over 30 participants, including food vendors.

Board discussion included:

- Possible adjustment of market layout to provide additional shade for vendors during summer months.
- Potential changes to market hours.

- Coordination with Black Sheep and Texas Rose’s anniversary event and car show scheduled for July 11. Opportunities for collaborative promotions and shared entertainment.

Discussion also included planning for the 2026 Dove Fest Parade. Proposed parade themes were reviewed, with board consensus favoring a patriotic “America 250” theme in recognition of the nation’s upcoming 250th anniversary. Staff will coordinate with Dove Fest organizers regarding theme approval.

The board discussed scheduling for the annual Halloween event. Due to early voting considerations and business participation, consensus favored holding Trick-or-Treat on the Square on Friday, October 30, 2026, utilizing the same route format used successfully in 2025.

The board also discussed the 2027 Sip & Stroll event. Consensus was reached to hold the event on March 20, 2027, maintaining similar hours and promotional strategies used previously.

Board members discussed regional collaboration opportunities with neighboring communities hosting similar market events and tourism promotions.

d. Create a Vibrant Downtown Business and Retail Center-
   No additional updates were presented under this goal area.

3. Discussion and possible action regarding a proposed partnership with the community gardening project. Staff presented information regarding a potential partnership with the community garden project to assist with nonprofit fundraising support and administrative sponsorship through the EDC/Main Street structure. Board members discussed the benefits of collaborative community partnerships and the opportunity for shared promotion and outreach. Kristi made a motion to move forward with exploring the partnership opportunity, subject to future EDC approval, Alicia seconded. Motion carried unanimously.

V. Executive Session

The board entered executive session at 6:30 pm to discuss board applicant matters.

VI. Reconvene into Open Session

The board reconvened into open session at 6:47 pm. Kristi made a motion to appoint Kathleen Anglin and Joshua Anderson to the board starting immediately, Courtney seconded. Motion carried unanimously.

VII. Reports

Executive Director’s Report – there was no additional information to share.

VIII. Future Agenda Review

Next meeting will be held on Tuesday, June 23, 2026.

IX. Adjournment

Kristi made a motion to adjourn the meeting, Alicia seconded, the meeting was adjourned at 6:57 pm.

Prepared by:

Debbie Grieve
Executive Director
Hamilton Economic Development Corporation

Approved by the HHMS Board of Directors on June 23, 2026.

/s/ Mary Owen
President
Hamilton Historic Main Street

EXECUTIVE SESSION CERTIFICATION

I certify that a Certified Agenda for the Executive Session held during this meeting was prepared and is maintained in accordance with Texas Government Code Section 551.103.

/s/ Mary Owen
President
Hamilton Historic Main Street