MAIN STREET ADVISORY BOARD MEETING
November 20, 2019

MINUTES

The meeting was called to order by Scott Dean, at 5:05 pm and a quorum was declared.

Present – Shannon Grace, Erwin Stauffer, Sharla Gola, Stacey Smith, Stephen Truex and Scott Dean.
Absent – Bobby Seiferman (excused)
Staff Present – Jan Harris, Main Street Manager and Tom Yantis, Development Services Director
Guests Present – Richard Stone, Public Arts Advisory Board Chair and Linda Stanchak

PUBLIC COMMENT

No public comments.

CONSENT AGENDA

1. **Approve the Minutes from the Main Street Advisory Board Meeting for September 18, 2019.**
   MOTION – MOTION WAS MADE TO APPROVE THE MINUTES FROM SEPTEMBER 19, 2019
   STAUFFER/TRUEX/UNANIMOUS

2. Receive Financials for September and October for the Main Street Advisory Board.
   FINANCIALS RECEIVED AND ACCEPTED.

REGULAR AGENDA

3. **Presentation by Richard Stone, Chairman of the Public Arts Advisory Board concerning collaboration between that Board and the Main Street Board.**
   Richard Stone provided the Board with information regarding the Public Arts Advisory Boards creation and vision. He stated that the Board had two tasks (1) to work with Potter's Alley and (2) oversee the art wall at the Pierce Skateboard Park. In terms of

collaboration, he suggested that the Main Street façade grant program could be tapped for public art projects on downtown buildings.
NO ACTION WAS REQUIRED BY THE BOARD.

4. **Main Street Manager Report and Updates – Jan Harris**
   Please see attached sheet for full report. Some of the highlights were:
   Meetings for Main Street Car Show and Spooktacular
   The Farmers' Market will continue through December.
   Wine Swirl Planning Meeting.
   Public Arts Advisory Board Meeting.
   Jan Harris reported that she intended to add information on business and real estate activity to the monthly report.
   ACTION ITEM: It was requested that Staff develop guidelines for participation in the Farmers' Market to ensure more farmers and growers than arts and craft vendors.

5. **After action report of the Main Street Car Show and Halloween Spooktacular- Jan Harris**
   Jan presented the board with information regarding both events. The Car Show had over 600 cars entered. While the general consensus was that downtown stores did well during the event an action item was proposed:
   ACTION ITEM: Staff to develop feedback forms for vendors, merchants, and restaurateurs to ascertain their level of satisfaction and success and to utilize them at future events.
   ACTION ITEM: Jan is to contact Scott for contact information for the Austin Chronicle/Austin 360 for digital advertising for the upcoming Wine Swirl.
   NO ACTION WAS REQUIRED BY THE BOARD.

6. **Discussion and possible action regarding downtown murals - Scott Dean**
   Jan reported that an Application for Mural Review and Approval had been submitted by Julie Downs that afternoon at 4.15 pm. Staff recommended that this matter be tabled until Ricardo Zuniga (building owner) and Dennis Gustave Levitin (artist) could provide additional information regarding the placement, size and scale of the proposed artwork on the building's façade.
   ACTION ITEM: Staff will reach out to Julie Downs, Ricardo Zuniga and Dennis Gustave Levitin for further information. Item to be placed on a future agenda for the Board's consideration. Tabled until the December 18th meeting.

7. **Discuss, review and vote on possible revisions to the following grant applications and guidelines: sign, façade, paint, fire suppression system, and rental assistance – Sharla Gola**
   Sharla informed the board that there was no information at this time.

ACTION ITEM: This item is tabled until the December 18th meeting.

8. **Discussion and possible action regarding a Special Called Meeting to provide input for the Main Street Program Report – Scott Dean**
   The format for the Annual Report has changed and great board input is encouraged. After discussion, the Board will meet on Monday, December 2nd at 4.30 pm for the purpose of completing the Main Street Annual Report. The meeting will be held in Sharla Gola's office – Cornerstone Real Estate - located at 105 W 4th St. Scott offered the parking lot behind his building for parking.
   ACTION ITEM: Staff will provide notice of this meeting to all appropriate channels.

9. **Discuss and review of draft of TMS By-Laws – Jan Harris**
   Jan presented the board with hard copies of the first draft of By-Laws and asked them to review, edit and make suggestions for its improvement.
   ACTION ITEM: Tabled until the December 18th meeting.

10. **Discuss Items for Upcoming Agendas – Scott Dean**
    a. Discussion and possible action regarding edits to grant applications and guidelines
    b. Discussion and possible action regarding downtown murals
    c. Discussion of the Main Street Annual Report
    d. Discussion and possible action on the Main Street Advisory Board By-Laws and Code of Conduct and Ethics Statement
    e. Discussion and possible action on the revision of the Taylor Main Street Vision and Mission statements
    f. Discussion and possible action concerning efforts to include and support businesses in the Main Street Program District south of the railroad tracks

Adjournment -

There being no further business the meeting adjourned at 6.10 pm.
MOTION – MOTION WAS MADE TO ADJOURN THE MEETING
SMITH/GOLA/UNANIMOUS

Respectfully Submitted,

Jan Harris

Jan Harris, CMSM Main Street
Manager