

AGENDA

CITY OF TAYLOR, TEXAS

MAIN STREET ADVISORY BOARD

5:30 pm – November
16, 2022

Taylor City Hall Auditorium

Main Street is a grassroots effort of Economic Development through Historic Preservation

The Main Street Movement is based on the 4 Point Process:

- 1. ORGANIZATION** – Bringing together your stakeholders (property & business owners, residents, employees, schools, government, organizations, etc.) to work toward a goal of a revitalized DT.
- 2. DESIGN** – Improving the curb appeal of downtown and creating a safe, welcoming, and inviting environment both in the overall district and in the individual stores.
- 3. PROMOTION** – Telling your downtown's story. So much more than special events – it is marketing to your residents, workers, visitors, and shoppers.
- 4. ECONOMIC VITALITY** – Supporting your existing business mix while actively recruiting new businesses to bolster your Downtown business stock.

I. CALL TO ORDER AND DECLARE A QUORUM

II. CITIZEN COMMUNICATION

(The Main Street Advisory Board welcomes public comment on items not listed on the agenda. However, the Board cannot respond until the item is posted on a future agenda. All public comments are limited to 3 minutes.)

III. CONSENT AGENDA:

(The Consent Agenda includes non-controversial and routine items that the Commission or Board may act on with one single vote. The Chairman or a Board member may pull any item from the Consent Agenda to discuss and act upon it individually as part of the Regular Agenda.)

A. Review and approve minutes from the MSAB regular meeting held on October 19, 2022 – Chairman Moss

B. Review and receive the financial reports from October 2023 – Jan Harris

IV. REGULAR AGENDA – New Business:

A. Façade Improvement Grant Request – 105 E. 3rd St – Kaitlin Olle

B. Appointment of a MSAB Representative to serve on the new Co-Sponsored Special Events Committee – Jan Harris

C. Christmas 2022 Activities – Jan Harris

V. REGULAR AGENDA – Continuing Business:

A. Main Street Manager's reports – Jan Harris:

1. Manager's activity report
2. Main Street business & property report
3. Upcoming special events report
4. Main Street Car Show update

B. Updated information regarding MSAB-sponsored events – Jan Harris

- C. Membershipware project update
 - 1. Update on database and video/photography
 - 2. Pricing for QR Code window clings
- D. Update on Sidewalk Graphic "stickers" as a directional shopping tool
- E. Discuss items for upcoming agendas

V. ADJOURN

Next Meeting Date: December 21, 2022

The Board may vote and/or act upon each of the items listed in this Agenda. The Board reserves the right to retire into executive session concerning any of the items listed on this Agenda, whenever it is considered necessary and legally justified under the Open Meetings Act. I certify that the notice of this meeting was posted in the Taylor City Hall Lobby continuously for 72 continuous hours before the scheduled time of said meeting. I further certify that the following news media was notified of this meeting: Taylor Daily Press.

Posted By: Jan Harris
Jan Harris, Main Street Manager

Date: Nov. 10, 2022.

Main Street Advisory Board
November 15, 2022

Agenda Item Cover Sheet

Consent Agenda

III-A

Review and approve minutes from the MSAB regular meeting held on
October 19, 2022

MEETING MINUTES

CITY OF TAYLOR, TEXAS MAIN STREET ADVISORY BOARD

**5:30 pm – October 19, 2022
Taylor City Hall Auditorium**

MEMBERS PRESENT: Chairman Doug Moss, Ruth Rivera, Jeff Snyder, Curie Humphreys, Ashley Doss, John McRae, and Erwin Stauffer

Guests Present: Chuck Farr and Nick Ramos

Staff Present: Jan Harris, Main Street Manager

- I. **CALL TO ORDER AND DECLARE A QUORUM:** Chairman Moss called the meeting to order at 5.30 pm and declared a quorum to be present.
- II. **CITIZEN COMMUNICATION:** There was no citizen communication.
- III. **CONSENT AGENDA:**
 - A. **Review and approve minutes from the MSAB regular meeting held on September 21, 2022:** Chairman Moss asked for a motion to approve the minutes.
MOTION: To approve the minutes as presented. A DOSS / J McRAE / UNANIMOUS
 - B. **Review and receive the financial reports from September 2022 and the new FY 2023 budget:** Jan Harris reviewed the September budget report ending the FY22 year and presented the new FY 23 budget to the board.
ACTION: The board received the financial reports as information.
- IV. **REGULAR AGENDA – New Business:**
 - A. **Sign Grant Request – Mixtape – 108 E 2nd St:** Ryan Dale Davenport is the owner of this new restaurant. Mr Davenport was seeking a grant for the window signs which will say “Mixtape” on both storefront windows and “Food / Drink” and “Fire / Smoke” on either window above “Mixtape.” The signs will be in gold leaf and will cost a total of \$3,606. Mr. Davenport is seeking a \$1,500 reimbursement grant.
Jan reported that the business does not have a Certificate of Occupancy as renovations still have not been completed and the building inspected. The CO is required for a sign permit which is required for a Sign Grant from the Main Street Board.
MOTION: To approve the sign grant as presented for \$1,500 pending the receipt of a Certificate of Occupancy by the building at 108 E. 2nd Street and a sign permit for the proposed signage from the City of Taylor. J McRAE / A DOSS / UNANIMOUS
 - B. **Plan Breakfast Bite Programs for the next 12 months:**

DATE	TOPIC:	LEAD/SPEAKER:
October 5, 2022		
November 9, 2022	Tips for Small Business Saturday / Black Friday / Pink Friday	

December 7, 2022	Reducing Shoplifting	
January 4, 2023	Together We Are Strong – for committee to develop events designed to drive traffic	Molly Alexander – The Own in Elgin
February 1, 2023	MembershipWare	
March 1, 2023	Improve Businesses Curb Appeal – attracting customers from the outside in	
April 5, 2023	Parking – encouraging employees to park on the outskirts of the district to free up prime spaces for shoppers	
May 3, 2023	SimpleCities – signage and graphic design	
June 7, 2023	NO MEETING	
July 5, 2023	NO MEETING	
August 2, 2023	CARTS	
September 6, 2023	Volunteers	
October 4, 2023		

- C. Review potential curtailment/improvement of MSAB-sponsored events:** Taylor Main Street presents 5 special events during the year: Blackland Prairie Days, Easter Egg Hunt, Spooktacular, Main Street Car Show, and the Wine Swirl. They discussed how the Easter and Halloween events could be made to encourage shopping while parents & children are in downtown. The idea of turning Blackland Prairie Days into an Arts Fest was discussed with Ruth, John, Curie and Ashley agreeing to serve on a committee.

V. REGULAR AGENDA – Continuing Business:

A. Main Street Manager's reports:

- 1. Manager's activity report:** Jan reviewed the report she also presents to City Council with the Board. Highlights included being a speaker at Taylor Area Business Women, a THC design team visit on Sept. 14, a meeting with Billie Logiudice from Temple College to discuss a partnership plan between the College and Main Street activities, and a meeting with Ryan Dale Davenport regarding his sign grant application. Jan led a walking tour for the Bastrop Main Street Board during their annual board retreat held in Taylor. There were 14 special events in Taylor between September 1st and October 7th. Two film projects were filmed in September.
- 2. Main Street business & property report:** Jan reported that there are 3 properties for sale in the downtown district – 115 W 2nd, 417 W 2nd, and 313 N Main. Five properties are for lease. Tony Gomes' building at 219-220 N Main has sold for \$4M and 204 N Main has been leased for the Taylor Bicycle Shop. The building renovation project at Talbot Commons, though outside of the Main Street District will positively impact the downtown as this is a pocket hotel project. The district did lose one business – Blue Sage (415 N Main) decided to be an online only business.
- 3. Upcoming special events report:** Jan reported as of October 6th, there are 45 special events on the calendar most of which require special event permits and approval.

4. **Main Street Car Show update:** Jan reported that the number of pre-registered vehicles has increased since the packet was sent out and that 325 pre-registered entries have been received. There are 50 vendors registered up from 25 on September 21st. Ten sponsors have paid \$11,750 so far with an additional \$2,500 pending and further hope of between \$4-\$4,500 from 2 potential sponsors. A huge crowd is expected, and early voting will be held in City Hall. Parking convenient to City Hall is being set aside for voters.

B. Membershipware project update

1. **Update on database and video/photography:** Nothing to report at this time.
2. **Pricing for QR Code window clings:** Jan sought and received direction from the board regarding the preferred sizes for window clings.

MOTION: To authorize staff to proceed with design and pricing for 250 stickers. R RIVERA / A DOSS / UNANIMOUS

- C. Update on Sidewalk Graphic “stickers” as a directional shopping tool:** Mr. Ramos was one of two graphic artists selected by the board to develop sidewalk stickers to help drive traffic throughout the district in conjunction with the wayfinding project. He presented 3 different designs. The duck design was selected by the board and will have make and female duck graphics. There will be 19 total stickers developed.

MOTION: To recommend increasing the stipend for 2 separate stickers from Nick Ramos from \$500 to \$1,000. J SNYDER / C HUMPHREYS / UNANIMOUS

- D. Discuss items for upcoming agendas:** There were no recommendations made for new business in November.

V. ADJOURN: The meeting was adjourned at 7.50 pm.

Next Meeting Date: November 16, 2022

Respectfully submitted,
Jan Harris, Main Street Manager

Main Street Advisory Board
November 15, 2022

Agenda Item Cover Sheet
Consent Agenda
III-B

Review and receive the financial reports from October 2023

CITY OF TAYLOR
FINANCIAL STATEMENT
AS OF: OCTOBER 31ST, 2021

100-GENERAL FUND
FINANCIAL SUMMARY

ACCT #	ACCOUNT NAME	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
<u>REVENUE SUMMARY</u>							
***	TOTAL REVENUES ***	0.00	0.00	0.00	0.00	0.00	0.00
<u>EXPENDITURE SUMMARY</u>							
	524-MAIN STREET PROGRAM	121,376.00	7,995.48	7,995.48	6.59	0.00	113,380.52
***	TOTAL EXPENDITURES ***	121,376.00	7,995.48	7,995.48	6.59	0.00	113,380.52
***	TOTAL PROFIT / (LOSS) ***	(121,376.00)	(7,995.48)	(7,995.48)	6.59	0.00	(113,380.52)

CITY OF TAYLOR
FINANCIAL STATEMENT
AS OF: OCTOBER 31ST, 2021

100-GENERAL FUND
REVENUES

ACCT #	ACCOUNT NAME	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
***	TOTAL REVENUES ***	0.00	0.00	0.00	0.00	0.00	0.00

CITY OF TAYLOR
FINANCIAL STATEMENT
AS OF: OCTOBER 31ST, 2021

100-GENERAL FUND
524-MAIN STREET PROGRAM
DEPARTMENT EXPENSES

ACCT #	ACCOUNT NAME	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
100-EMPLOYEE SERVICES							
WAGES & SALARIES							
524-111	REGULAR FULL TIME	65,780.00	4,305.09	4,305.09	6.54	0.00	61,474.91
524-114	OVERTIME	0.00	0.00	0.00	0.00	0.00	0.00
524-115	LONGEVITY PAY	100.00	0.00	0.00	0.00	0.00	100.00
524-118	INSURANCE ALLOWANCE	0.00	0.00	0.00	0.00	0.00	0.00
524-119	CERTIFICATION PAY	0.00	0.00	0.00	0.00	0.00	0.00
* SUB-CATEGORY TOTAL *		65,880.00	4,305.09	4,305.09	6.53	0.00	61,574.91
PAID BENEFITS							
524-120	UNUM LIFE	140.00	14.53	14.53	10.38	0.00	125.47
524-121	FICA SOCIAL SECURITY	5,050.00	380.66	380.66	7.54	0.00	4,669.34
524-122	WORKERS COMPENSATION	130.00	0.00	0.00	0.00	0.00	130.00
524-123	STATE UNEMPLOYMENT TAXES	162.00	0.00	0.00	0.00	0.00	162.00
524-124	RETIREMENT- TMRs	8,870.00	580.26	580.26	6.54	0.00	8,289.74
524-126	HEALTH INSURANCE	7,750.00	642.98	642.98	8.30	0.00	7,107.02
524-127	DENTAL INSURANCE	320.00	48.78	48.78	15.24	0.00	271.22
524-128	LONG TERM DISABILITY	200.00	31.92	31.92	15.96	0.00	168.08
524-129	VISION INSURANCE	50.00	3.96	3.96	7.92	0.00	46.04
* SUB-CATEGORY TOTAL *		22,672.00	1,703.09	1,703.09	7.51	0.00	20,968.91
ALLOWANCES/REIMBURSEMENTS							
524-133	BUSINESS- TRANSPORTATION	0.00	0.00	0.00	0.00	0.00	0.00
524-135	BUSINESS MEALS	800.00	75.56	75.56	9.45	0.00	724.44
* SUB-CATEGORY TOTAL *		800.00	75.56	75.56	9.45	0.00	724.44
TRAINING/PROFESSIONAL DEVELOPM							
524-141	WORKSHOP TRAINING	350.00	0.00	0.00	0.00	0.00	350.00
524-142	PROFESSIONAL CONFERENCES	1,400.00	0.00	0.00	0.00	0.00	1,400.00
524-143	MEMBERSHIPS AND DUES	1,325.00	300.00	300.00	22.64	0.00	1,025.00
524-144	SUBSCRIPTIONS AND BOOKS	1,824.00	0.00	0.00	0.00	0.00	1,824.00
524-146	TRAINING- TRANSPORTATION	1,400.00	0.00	0.00	0.00	0.00	1,400.00
524-147	TRAINING- LODGING	2,200.00	0.00	0.00	0.00	0.00	2,200.00
524-148	TRAINING- MEALS	850.00	0.00	0.00	0.00	0.00	850.00
* SUB-CATEGORY TOTAL *		9,349.00	300.00	300.00	3.21	0.00	9,049.00

CITY OF TAYLOR
FINANCIAL STATEMENT
AS OF: OCTOBER 31ST, 2021

100-GENERAL FUND
524-MAIN STREET PROGRAM
DEPARTMENT EXPENSES

ACCT #	ACCOUNT NAME	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
** CATEGORY TOTAL **		98,701.00	6,383.74	6,383.74	6.47	0.00	92,317.26

200-OPERATIONAL SUPPLIES

OFFICE SUPPLIES

524-211	GENERAL OFFICE SUPPLIES	1,000.00	56.46	56.46	5.65	0.00	943.54
524-213	PHOTOGRAPHIC SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00
524-214	COMPUTER SUPPLIES	650.00	0.00	0.00	0.00	0.00	650.00
524-215	POSTAGE	100.00	0.00	0.00	0.00	0.00	100.00
* SUB-CATEGORY TOTAL *		1,750.00	56.46	56.46	3.23	0.00	1,693.54

PROGRAM/SPECIAL EVENTS

524-232	FOOD/MEALS	0.00	0.00	0.00	0.00	0.00	0.00
524-233	CITY SPONSORED EVENTS	17,000.00	0.00	0.00	0.00	0.00	17,000.00
524-234	FUND RAISING GOODS	0.00	0.00	0.00	0.00	0.00	0.00
524-235	PROMOTIONAL SUPPLIES	2,100.00	0.00	0.00	0.00	0.00	2,100.00
* SUB-CATEGORY TOTAL *		19,100.00	0.00	0.00	0.00	0.00	19,100.00

OPERATIONAL EQUIPMENT (ADMIN)

524-261	OFFICE FURNITURE	0.00	0.00	0.00	0.00	0.00	0.00
524-267	COMPUTERS	0.00	0.00	0.00	0.00	0.00	0.00
524-269	OTHER OFFICE EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00
* SUB-CATEGORY TOTAL *		0.00	0.00	0.00	0.00	0.00	0.00

** CATEGORY TOTAL **		20,850.00	56.46	56.46	0.27	0.00	20,793.54
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300-FACILITIES OPERATIONS/MAIN

UTILITIES

524-323	TRUNK TELEPHONE SYSTEM	25.00	0.00	0.00	0.00	0.00	25.00
524-324	CELL PHONES	600.00	0.00	0.00	0.00	0.00	600.00
* SUB-CATEGORY TOTAL *		625.00	0.00	0.00	0.00	0.00	625.00

CITY OF TAYLOR
FINANCIAL STATEMENT
AS OF: OCTOBER 31ST, 2021

100-GENERAL FUND
524-MAIN STREET PROGRAM
DEPARTMENT EXPENSES

ACCT #	ACCOUNT NAME	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
** CATEGORY TOTAL **		625.00	0.00	0.00	0.00	0.00	625.00
<u>400-EQUIPMENT OPERATIONS/MAINT</u>							
<u>OFFICE EQUIPMENT</u>							
524-461	OFFICE EQUIPMENT RENTAL	0.00	0.00	0.00	0.00	0.00	0.00
524-462	OFFICE EQUIPMENT MAINT/REPAIR	1,000.00	55.28	55.28	5.53	0.00	944.72
* SUB-CATEGORY TOTAL *		1,000.00	55.28	55.28	5.53	0.00	944.72
** CATEGORY TOTAL **		1,000.00	55.28	55.28	5.53	0.00	944.72
<u>500-CONTRACT SERVICES AND FEES</u>							
<u>PROFESSIONAL SERVICES</u>							
524-512	ENGINEERING SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
524-519	OTHER PROFESSIONAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
* SUB-CATEGORY TOTAL *		0.00	0.00	0.00	0.00	0.00	0.00
<u>FEES FOR SERVICES</u>							
524-523	OUTSIDE PRINTING	0.00	0.00	0.00	0.00	0.00	0.00
524-528	ADVERTISING	0.00	0.00	0.00	0.00	0.00	0.00
* SUB-CATEGORY TOTAL *		0.00	0.00	0.00	0.00	0.00	0.00
<u>CONTRACT SERVICES</u>							
524-532	SOFTWARE MAINT/LICENSING	200.00	0.00	0.00	0.00	0.00	200.00
524-539	OTHER CONTRACT SERVICES	0.00	1,500.00	1,500.00	0.00	0.00	(1,500.00)
* SUB-CATEGORY TOTAL *		200.00	1,500.00	1,500.00	750.00	0.00	(1,300.00)
** CATEGORY TOTAL **		200.00	1,500.00	1,500.00	750.00	0.00	(1,300.00)

CITY OF TAYLOR
FINANCIAL STATEMENT
AS OF: OCTOBER 31ST, 2021

100-GENERAL FUND
524-MAIN STREET PROGRAM
DEPARTMENT EXPENSES

ACCT #	ACCOUNT NAME	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
<u>700-CAPITAL OUTLAY</u>							
<u>OFFICE FURNITURE/EQUIPMENT</u>							
524-714	COMPUTER EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00
	* SUB-CATEGORY TOTAL *	0.00	0.00	0.00	0.00	0.00	0.00
** CATEGORY TOTAL **		0.00	0.00	0.00	0.00	0.00	0.00
<u>800-CONTRIBUTIONS & CONTINGENC</u>							
<u>CONTRIBUTIONS/TRANSFERS</u>							
524-819	OTHER CONTRIBUTIONS	0.00	0.00	0.00	0.00	0.00	0.00
	* SUB-CATEGORY TOTAL *	0.00	0.00	0.00	0.00	0.00	0.00
** CATEGORY TOTAL **		0.00	0.00	0.00	0.00	0.00	0.00
*** DEPARTMENT TOTAL ***		121,376.00	7,995.48	7,995.48	6.59	0.00	113,380.52
*** TOTAL EXPENSES ***		121,376.00	7,995.48	7,995.48	6.59	0.00	113,380.52
*** TOTAL PROFIT / (LOSS) ***		(121,376.00)	(7,995.48)	(7,995.48)	6.59	0.00	(113,380.52)

*** END OF REPORT ***

CITY OF TAYLOR
FINANCIAL STATEMENT
AS OF: OCTOBER 31ST, 2021

123-MAIN STREET REVENUE FUND
FINANCIAL SUMMARY

ACCT #	ACCOUNT NAME	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
<u>REVENUE SUMMARY</u>							
330-INTERGOVERNMENTAL REV		17,000.00	0.00	0.00	0.00	0.00	17,000.00
430-USE OF MONEY AND PROP		0.00	0.00	0.00	0.00	0.00	0.00
440-DONATIONS FROM PRIVAT		51,500.00	13,126.00	13,126.00	25.49	0.00	38,374.00
450-INTERFUND OPERATING T		39,600.00	0.00	0.00	0.00	0.00	39,600.00
*** TOTAL REVENUES ***		108,100.00	13,126.00	13,126.00	12.14	0.00	94,974.00
<u>EXPENDITURE SUMMARY</u>							
615-CONTRIBUTE TO CIVIC P		108,100.00	28,997.60	28,997.60	29.62	3,020.00	76,082.40
*** TOTAL EXPENDITURES ***		108,100.00	28,997.60	28,997.60	29.62	3,020.00	76,082.40
*** TOTAL PROFIT / (LOSS) ***		0.00	(15,871.60)	(15,871.60)	0.00	(3,020.00)	18,891.60

CITY OF TAYLOR
FINANCIAL STATEMENT
AS OF: OCTOBER 31ST, 2021

123-MAIN STREET REVENUE FUND
REVENUES

ACCT #	ACCOUNT NAME	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
330-INTERGOVERNMENTAL REVENUES							
330-234	TEDC CONTRIBUTIONS	0.00	0.00	0.00	0.00	0.00	0.00
330-235	GENERAL CONTRIBUTIONS	17,000.00	0.00	0.00	0.00	0.00	17,000.00
330-236	OTHER CONTRIBUTIONS	0.00	0.00	0.00	0.00	0.00	0.00
** REVENUE CATEGORY TOTAL **		17,000.00	0.00	0.00	0.00	0.00	17,000.00
430-USE OF MONEY AND PROPERTY							
430-331	INTEREST INCOME	0.00	0.00	0.00	0.00	0.00	0.00
430-335	REFUNDS AND REIMBURSEMENTS	0.00	0.00	0.00	0.00	0.00	0.00
** REVENUE CATEGORY TOTAL **		0.00	0.00	0.00	0.00	0.00	0.00
440-DONATIONS FROM PRIVATE SOU							
440-351	TAYLOR PRIDE	0.00	0.00	0.00	0.00	0.00	0.00
440-352	FARMERS' MARKET RENTAL FEES	6,000.00	621.00	621.00	10.35	0.00	5,379.00
440-353	MAIN STREET CAR SHOW	25,000.00	12,505.00	12,505.00	50.02	0.00	12,495.00
440-354	WINE SWIRL	4,500.00	0.00	0.00	0.00	0.00	4,500.00
440-355	HERITAGE SQ CHRISTMAS LIGHTS	0.00	0.00	0.00	0.00	0.00	0.00
440-356	CHRISTMAS BAZAAR	2,000.00	0.00	0.00	0.00	0.00	2,000.00
440-357	SALES AND OTHER FUNDRAISINGS	0.00	0.00	0.00	0.00	0.00	0.00
440-358	TAYLOR BLACKLAND PRAIRIE DAYS	14,000.00	0.00	0.00	0.00	0.00	14,000.00
440-359	SPOOKTACULAR	0.00	0.00	0.00	0.00	0.00	0.00
** REVENUE CATEGORY TOTAL **		51,500.00	13,126.00	13,126.00	25.49	0.00	38,374.00
450-INTERFUND OPERATING TRANSF							
450-361	TRANSFER FROM TIF	20,000.00	0.00	0.00	0.00	0.00	20,000.00
450-362	TRANSFER FROM H.O.T.	5,000.00	0.00	0.00	0.00	0.00	5,000.00
450-365	TRANSFER FROM GENERAL FUND	14,600.00	0.00	0.00	0.00	0.00	14,600.00
** REVENUE CATEGORY TOTAL **		39,600.00	0.00	0.00	0.00	0.00	39,600.00
*** TOTAL REVENUES ***		108,100.00	13,126.00	13,126.00	12.14	0.00	94,974.00

CITY OF TAYLOR
FINANCIAL STATEMENT
AS OF: OCTOBER 31ST, 2021

123-MAIN STREET REVENUE FUND
615-CONTRIBUTE TO CIVIC PROGRA
DEPARTMENT EXPENSES

ACCT #	ACCOUNT NAME	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
100-EMPLOYEE SERVICES							
WAGES & SALARIES							
615-111	REGULAR FULL TIME	0.00	0.00	0.00	0.00	0.00	0.00
* SUB-CATEGORY TOTAL *		0.00	0.00	0.00	0.00	0.00	0.00
** CATEGORY TOTAL **		0.00	0.00	0.00	0.00	0.00	0.00
200-OPERATIONAL SUPPLIES							
PROGRAM/SPECIAL EVENTS							
615-231	TAYLOR PRIDE	0.00	0.00	0.00	0.00	0.00	0.00
615-232	FARMERS' MARKET	6,000.00	300.00	300.00	5.00	0.00	5,700.00
615-233	CITY SPONSORED EVENTS	5,225.00	0.00	0.00	0.00	0.00	5,225.00
615-234	FUND RAISING GOODS	0.00	0.00	0.00	0.00	0.00	0.00
615-235	MAIN ST CAR SHOW	25,000.00	23,725.05	23,725.05	96.10	300.00	974.95
615-236	TAYLOR BLACKLAND PRAIRIE DAYS	25,000.00	0.00	0.00	0.00	0.00	25,000.00
615-237	WINE SWIRL	4,000.00	0.00	0.00	0.00	0.00	4,000.00
615-238	CHRISTMAS BAZAAR	1,000.00	0.00	0.00	0.00	0.00	1,000.00
615-239	SPOORTACULAR	1,550.00	250.00	250.00	16.13	0.00	1,300.00
* SUB-CATEGORY TOTAL *		67,775.00	24,275.05	24,275.05	36.26	300.00	43,199.95
PUBLIC SAFETY SUPPLIES							
615-240	CITY PARADES	0.00	0.00	0.00	0.00	0.00	0.00
* SUB-CATEGORY TOTAL *		0.00	0.00	0.00	0.00	0.00	0.00
SPECIALTY SUPPLIES							
615-259	MISC. SUPPLIES	2,500.00	4,062.55	4,062.55	271.30	2,720.00	(4,282.55)
* SUB-CATEGORY TOTAL *		2,500.00	4,062.55	4,062.55	271.30	2,720.00	(4,282.55)
** CATEGORY TOTAL **		70,275.00	28,337.60	28,337.60	44.62	3,020.00	38,917.40

CITY OF TAYLOR
FINANCIAL STATEMENT
AS OF: OCTOBER 31ST, 2021

123-MAIN STREET REVENUE FUND
615-CONTRIBUTE TO CIVIC PROGRA
DEPARTMENT EXPENSES

ACCT #	ACCOUNT NAME	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
<u>500-CONTRACT SERVICES AND FEES</u>							
<u>PROFESSIONAL SERVICES</u>							
615-519	OTHER PROFESSIONAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
* SUB-CATEGORY TOTAL *		0.00	0.00	0.00	0.00	0.00	0.00
<u>FEES FOR SERVICES</u>							
615-523	OUTSIDE PRINTING	0.00	0.00	0.00	0.00	0.00	0.00
615-528	ADVERTISING	3,225.00	0.00	0.00	0.00	0.00	3,225.00
* SUB-CATEGORY TOTAL *		3,225.00	0.00	0.00	0.00	0.00	3,225.00
** CATEGORY TOTAL **		3,225.00	0.00	0.00	0.00	0.00	3,225.00
<u>700-CAPITAL OUTLAY</u>							
<u>OFFICE FURNITURE/EQUIPMENT</u>							
615-719	OTHER CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00
* SUB-CATEGORY TOTAL *		0.00	0.00	0.00	0.00	0.00	0.00
** CATEGORY TOTAL **		0.00	0.00	0.00	0.00	0.00	0.00
<u>800-CONTRIBUTIONS & CONTINGENC</u>							
<u>CONTRIBUTIONS/TRANSFERS</u>							
615-811	RENTAL ASSISTANCE	14,600.00	660.00	660.00	4.52	0.00	13,940.00
615-813	FACADE GRANT	20,000.00	0.00	0.00	0.00	0.00	20,000.00
615-819	OTHER CONTRIBUTIONS	0.00	0.00	0.00	0.00	0.00	0.00
* SUB-CATEGORY TOTAL *		34,600.00	660.00	660.00	1.91	0.00	33,940.00
** CATEGORY TOTAL **		34,600.00	660.00	660.00	1.91	0.00	33,940.00

CITY OF TAYLOR
FINANCIAL STATEMENT
AS OF: OCTOBER 31ST, 2021

123-MAIN STREET REVENUE FUND
615-CONTRIBUTE TO CIVIC PROGRA
DEPARTMENT EXPENSES

ACCT #	ACCOUNT NAME	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
***	DEPARTMENT TOTAL ***	108,100.00	28,997.60	28,997.60	29.62	3,020.00	76,082.40
***	TOTAL EXPENSES ***	108,100.00	28,997.60	28,997.60	29.62	3,020.00	76,082.40
***	TOTAL PROFIT / (LOSS) ***	0.00	(15,871.60)	(15,871.60)	0.00	(3,020.00)	18,891.60

*** END OF REPORT ***

Main Street Advisory Board
November 15, 2022

Agenda Item Cover Sheet

Regular Agenda

IV - A

Façade Improvement Grant Request – 105 E. 3rd St



Taylor Main Street Façade Improvement Grant (FIG) Program

Taylor Main Street is excited to launch the **Façade Improvement Grant (FIG) Program**. This program is designed to assist property and business owners in rehabilitating the commercial facades of their buildings for the purpose of creating a positive visual impact, stimulating private investment, and complementing other community development efforts.

Our goal is simple. We want to provide you with the resources needed to improve the exterior appearance of your building or business. Research has shown that exterior building improvements result in an increase in sales in the year after the improvements are made (and this increase is often sustained for several years). Additionally, improvements will motivate owners/tenants of other properties in surrounding areas to make similar investments.

APPLICATION PARAMETERS, PROCESS AND PROCEDURES:

A. ELIGIBILITY AREA:

In order to be eligible for the FIG Program, you must be located within the Taylor Main Street Program boundaries. (See Attachment 1 – Map)

B ELIGIBLE AND INELIGIBLE GRANT USES:

Eligible Improvement include but are not limited to:

- Complete façade rehabilitation
- Repair and/or replacement of broken windowpanes, aluminum or wooden windows, and broken storefront window glass
- Repair and/or replacement of original building materials and decorative details that are deteriorated or missing (cornices, eaves, parapets, and other architectural features)
- Cleaning and/or re-pointing of brick, and other masonry by the gentlest means possible.

Sandblasting is not an option for brick surfaces.

- Repair, restoration, or replacement of façade masonry, brickwork, or wood.
- Repair or replacement of entrances, doors, display windows, transoms or upper story windows
- Removal of metal slipcovers to expose original materials
- Painting of brick facades where the brick has been previously painted
- Roof repair
- Removal and/or installation of awnings, canopies or shutters
- Outdoor lighting (installation of new exterior lighting fixtures, repair or replacement of existing lighting fixtures)
- Work on cornices, gutters and down spouts

Ineligible Improvements include but are not limited to:

- New construction
- Structural additions to existing buildings
- Murals
- Interior improvements and modifications not related to building facades
- Non-façade improvements such as billboards, security systems, non-permanent fixtures, parking lots, landscaping, security bars, interior window coverings
- Items related to business operations (i.e. inventory, business equipment, etc.)
- Property acquisition
- Expansion of building area
- Conversion of use
- Refinance of existing debt
- Payment of delinquent taxes
- Improvements to structures outside of the Façade Improvement Grant boundary

C WHAT YOU NEED TO KNOW:

- A total of \$5,000 is available to be awarded in *matching* grant funding. Grants are required to have a 1:1 match (50% up to \$5,000).
- Grants will be awarded up to \$5,000 per business or property (the maximum a single business or property can receive).

- A business or property owner/tenant may apply for a grant from \$500 to \$5,000 but please note that the business or property owner/tenant must spend an equal amount or more on the project.
- The FIG is a reimbursement grant. The Main Street Program will reimburse eligible expenses that have been paid for by the grantee. In order to obtain a reimbursement, the grantee must submit copies of receipts clearly itemizing eligible expenses and indicating that they have been paid. Taylor Main Street will not advance funds for work that has not been completed.
- Applications will be considered by the Main Street Manager to determine grant recipients and to ensure, through an equitable process, that the application meets all applicable design-guidelines.
- Applicants will also be required to adhere to all requirements as prescribed by the City of Taylor, including review by the Taylor Main Street Advisory Board prior to any work being done and any permits that are required. Taylor Main Street staff will assist you in this process.
- The completed work must adhere to the final design plans agreed to with the Main Street Advisory Board to ensure final payment.
- All improvements must meet local, state and federal codes. All applicable permits **MUST** be obtained before work begins! Applicants will have the grant rescinded if work is begun without the proper permits.
- Grants must be submitted and obtain all approvals from Taylor Main Street Advisory Board and Staff as well as the City of Taylor before work begins.
- **Taylor Main Street will not reimburse for work on a building that was commenced prior to the approval of the grant.**
- Unless the applicant receives an extension from the Main Street Office, work approved for grant funding must be completed within one year of the approval of the grant.
- A minimum period of three (3) years must lapse before an owner or tenant may apply for a new façade grant for a specific building or property.
- Applicants who own multiple buildings in the allowable area may submit multiple Façade Improvement Grant Applications.
- Applicants must have a signed Grant Agreement with Taylor Main Street prior to commencing work on the primary facade. Funds spent on primary façade before the Grant Agreement is signed by both parties are not eligible for reimbursement.
- Funding awards cannot be increased after the Grant Agreement is signed. However, if a grant recipient reduces the level of investment, Taylor Main Street must reduce the grant amount previously approved, for a grant cannot equal more than 50% of the façade grant project.

- Applicants delinquent in property taxes, fees, and/or fines owed to the City of Taylor are disqualified from applying for the Façade Improvement Grant Program unless delinquency is remedied.

D. APPLICATION PROCESS:

1. Applicant obtains application and a copy of the Secretary of the Interior's Standards from Taylor Main Street.
2. Applicants are strongly encouraged to consult with the Texas Main Street Design Team for renderings and technical assistance with the proposed project. The Taylor Main Street Office has files on many of our downtown properties with renderings and design information from the TX Main Street Office.
3. Applicant should obtain at least 2 project bids from their contractors of choice. All bids submitted must be current and must be dated no earlier than 30 days prior to the application request.
4. Upon receipt of a completed application, the Main Street Manager will review the application and supporting documents to ensure it meets the design standards and eligibility requirements.
5. The Taylor Main Street Advisory Board will review the proposed project using the evaluation criteria set forth below and decide as to whether to recommend the approval of the grant request. It may receive recommendations from committees, such as the Design Committee. Committee recommendations shall be advisory only and no recommendation shall be binding to the Main Street Advisory Board.
6. Upon approval, Taylor Main Street will notify the Applicant of the award, and a letter of commitment will be issued. The Applicant may then begin work on the project. If the application is not approved, the Applicant will be notified of the reasons for rejection, and what, if any, steps may be taken to obtain approval.

E. EVALUATION CRITERIA:

Façade grant applications will be reviewed and evaluated based on the Secretary of the Interior Standards. Proposed improvements that meet these criteria and are "shovel-ready" will be most competitive for grant funding.

F. POST APPLICATION PROCEDURE:

1. Projects MUST be started within 2 months of approval and completed within 12 months, unless otherwise agreed to, in writing, between the parties. Failure to do so may result in the loss of the grant award. It is strongly recommended that projects be "shovel-ready" at the time of application.
2. Changes in the approved work specifications must be approved, in writing, by Taylor Main Street.
3. Taylor Main Street shall be notified withing 10 days of the completion of the project, so that staff may

confirm that the work was done in accordance with the terms of the grant.

4. Within 60 days of the completion of the project, the Applicant shall submit to Taylor Main Street proof of payment for all expenses related to the project, both labor and materials, for which it is seeking reimbursement. Such proof of payment may include copies of paid invoices, lien waivers, cancelled checks, etc.
5. Upon receipt of proof of payment and verification that the work was completed in accordance with the terms of the grant, a check shall be issued to the Applicant for the amount awarded.

I/We affirm to have read this Application Parameters, Process and Procedures document and understand its content.

NAME(S): Kaitlin Olle

SIGNED: Kaitlin Olle DATE: 10/31/2022

TAYLOR MAIN STREET
Façade Improvement Grant (FIG) Program Application

Please return completed the application with necessary attachments and signatures to the Main Street Office in Taylor City Hall. If you have any application questions, please contact the Main Street Manager at 512-352-3463.

Applicant Name	Kaitlin Olle	Date	10/31/2022
Business Name	Olle Properties, LLC		
Mailing Address	410 W 7th St, Rm 106, Taylor, TX 76574		
Contact Phone	(512) 739-7775	Email Address	kaitlin@oldtaylorhigh.com
Building Owner (if different from applicant)			
Historical/Current Building Name			
Project Site/Address			
105 E 3rd St, Taylor TX 76574			

Type of Work: (check all that apply)

☐ Paint Only ☐ Masonry Cleaning/Paint Removal ☐ Facade & Building Renovation	☐ Awning/Canopy ☒ Uncovering/Replacing Windows ☐ Other: _____ _____
---	--

Details of planned improvements relating to grant request (attach additional information if necessary).

Restoring windows above awning and repairing rotted wood window framing. Installing double paned bronzed glass to provide a more historic look and feel to the building.

How will this project benefit Downtown?

This will beautify the building, better restore it to its original look, and allow more natural light into the space.

Project Categories	Estimated Costs	Grant Requested
Facade/Building Rehab		
Awning/Canopy		
Masonry Clean/Paint Removal		
Paint		
Uncovering/Replacing Windows	\$10,643.38	\$5,000
Other:		
Totals	\$10,643.38	\$5,000

TOTAL COST OF PROPOSED PROJECT

\$ 10,643.38

TOTAL GRANT REQUEST

(May not exceed 50% of TOTAL COST up to \$5,000)

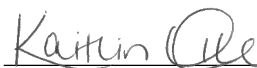
\$ 5,000

List Contractors' Itemized Proposals and Total Amounts (please attach original proposals):

1. Taylor Glass and Mirror \$6,043.38

2. Cole Reed \$4,600

Attach all required color samples of paint, awning/canopy, sign design, etc., as well as photographs of building's exterior facade, roof and foundation.



Applicant's Signature

10/30/2022

Date

OFFICE USE ONLY:

Date completed packet was received: _____

Replacing current plywood boards rotterdwith glass where original window openings exist on street-

DOWNTOWN REINVESTMENT GRANT AGREEMENT FORM

27

Please complete and return with the Façade Improvement Grant Application to the Main Street Office in City Hall; 400 Porter Street. If you have any questions, please contact the Main Street Manager at 512-352-3463.

Please place your initials where indicated so show you have read, understand, and agree to each statement.

I have met with the Main Street Manager, and I have read and fully understand the Façade Improvement Grant procedures established by the Taylor Main Street Advisory Board. _____

I intend to use this grant program for renovation projects to advance the efforts of revitalization and historic preservation of Taylor's historic downtown. _____

I have not received, nor will I receive insurance monies for this revitalization project.

Type text

I (or my Contractor) will apply for and receive all applicable permits for this project. _____

I understand that if I am awarded a Façade Improvement Grant by the City of Taylor, any deviation from the approved project may result in the partial or total withdrawal of the grant. (If I am awarded a reinvestment grant for façade or awning work and the façade or awning is altered for any reason within **one (1) year** from construction, I may be required to reimburse the City of Taylor immediately for the full amount of the grant.) _____

Business/Organization Name (please write legibly)

Applicant's Signature

Printed Name

Date

*Building Owner's Signature
(if different from applicant)*

Printed Name

Date

This section is to be completed by Taylor Main Street staff:
Replacing current plywood boards rotterdwith glass where origianal window openings exist on street-

Date considered by MS Mgr.

Recommendation

Staff Signature

*Date considered by Main Street
Advisory Board*

Recommendation

Chairman Signature



Façade Improvement Grant Applicant Checklist

Date _____

Name of Applicant _____

_____ Application Received

_____ Meeting – overview of process _____ (date)

_____ Grant is not retroactive; must be approved prior to start of work

_____ Applicant is current on all taxes, utilities, and fees

_____ Permission from Property Owner, if needed _____ Yes _____ No

_____ TMS Guidelines (if applicable) _____ (date emailed)

_____ Submit overview of work/façade renderings to Main Street Office

_____ Submit Itemized Bids for work/who is conducting the work

_____ Permits pulled (provide verification to the Main Street Office)

_____ Additional applications as needed

_____ Improvements must be maintained for a minimum of one year

_____ Final meeting/MOU/approval to begin after all conditions are met

_____ Closeout statement signed by both parties _____ (date)

Replacing current plywood boards rotted with glass where original window openings exist on street-

If you have any questions, please do not hesitate to contact Jan Harris at 512-352-3463 or via email at Jan.Harris@TaylorTX.gov. We look forward to working with you!

Main Street Advisory Board

November 15, 2022

Agenda Item Cover Sheet

Regular Agenda

IV - B

Appointment of a MSAB Representative to serve on the new Co-Sponsored Special Events Committee

MEMORANDUM

TO: Main Street Advisory Board
 FROM: Jan Harris, Main Street Manager
 DATE: November 10, 2022
 RE: Staff Report – MSAB Representative to the City Co-Sponsored Special Events Committee

Early in every calendar year the Main Street Manager presents a list of City Sponsored along with City Co-Sponsored Special Events for the Council's approval. Examples of City-led special events include Blackland Prairie Days, the 9-11 Memorial March/Patriot Day Program, KidFish, Spooktacular, the Easter Egg Hunt, and the Music on Main Concerts. Also, the Main Street Car Show was officially recognized as a City-led special event in 2022.

Other special events are public-private ventures where the City of Taylor acts as a co-sponsor with an organization or group to produce a community event. Examples of this type of special event include Martin Luther King Day March and Ceremony with the Greater Taylor Area MLK Committee, Good Life Taylor 5K with the Good Life Organization, and the Taylor Christmas Parade with the Taylor Ministerial Alliance.

City sponsorship of a special event enables the utilization of City resources for the purpose of planning and running an event including staff time along with City material and financial resources. Co-sponsored events with the City are led by a committee or group with the City of Taylor providing some level of support for the event's implementation.

Increasingly, more special events organizers are seeking City Co-Sponsored status for their special events. There are benefits associated with such status including City staff time, the use of City assets without charge, coverage under the City's insurance umbrella, etc. Parades are expensive: engineered Traffic Control Plans (required for road closures involving TXDOT highways) can cost \$thousands, overtime for law enforcement and Public Works personnel also runs easily into the \$thousands, and the signage required for detours and road closures is often over \$1,000 as well for a large event.

The City realized that a policy had to be developed to provide guidance for the selection of events for City Co-Sponsored status. The Main Street Manager was given the task to write the policy and it will be presented to Council for approval in December. Under the guidelines, special event coordinators must apply and supporting documentation for annual consideration and selection. A committee will be charged with the review of these applications and make recommendations to the City Council for approval.

The Co-Sponsored City Events Committee will be made up of the following:

Parks & Recreation Director

Representative from the P & R Advisory Board

Main Street Manager

Representative from the MSAB

Representatives from the following departments: Finance, Public Works, and Police Department

City Manager/Designee

The Committee will meet in the 2nd quarter of the year before the formal budget process has begun for the upcoming fiscal year. It will also meet in the event a new special event seeks a partnership with the City during the year.

DATE	EVENT	SPONSOR/CO-SPONSOR	SOURCE OF FUNDS
January 15 th	Run for the Roses – Murphy Park	Garden Club	Private Funds
January 17 th	MLK March / Commemoration – Fannie Robinson Park to Heritage Square	Led by Greater Taylor Area MLK Committee	123-MS Revenue Fund
Feb 27 th	US Deaf Olympics Fund Raiser	Tommie Garner	Private Funds
March 19 th	CTX Yellow Jacket Football Event & Car Show – Memorial Field	CTX	Private Funds
April 16 th	Easter Egg Hunt – Heritage Square	City of Taylor - MS	123-MS Revenue Fund
April 21 st	Music on Main Concert – Heritage Square	City of Taylor – PAAB/MS Mgr	General Fund allocation to PAAB & sponsorships
April 22 nd	Cancer Survivors Celebration – Heritage Square	Lutheran Church	Private Funds
April 23 rd	St. Mary's 125 Birthday Celebration – Church grounds and surrounding city streets	ST Mary's	Private Funds
May 5 th	Day of Prayer – Heritage Square	Mary Flores	Private Funds
May 7 th	Blackland Prairie Days – DT/Heritage Square	City of Taylor - MS	123-MS Revenue Fund & Vendor Fees
May 15 th	OLG Spring Festival	OLG Catholic Church	Private Funds
May 19 th	Music on Main Concert – Heritage Square	City of Taylor – PAAB/MS Mgr	General Fund allocation to PAAB & sponsorships
May 30 th	Memorial Day Service	Led by American Legion Post 39	P&R Budget
June 4 th	You Matter Outreach – Howard Street	Revelation of Christ Church	Private Funds
June 11 th	Movie in the Park – Heritage Square	City of Taylor – P&R	P&R budget
June 11 th	Moody Museum Pounds of Plenty	Led by Moody Museum Committee	Moody Museum funds
June 16 th	Music on Main Concert	City of Taylor – PAAB/MS Mgr	General Fund allocation to PAAB & sponsorships
June 19 th	Juneteenth Parade – cancelled by organizers	Led by Blackshear/OL Price Ex Students Assn, et al	P&R budget

June 19 th	Juneteenth Celebration – Dickey-Givens Center & Fannie Robinson Park	Led by Blackshear/OL Price Ex Students Assn, et al	P&R budget
June 25 th	Taylor Pride Day – w 2 nd St	Led by Taylor Pride Committee	Private donations & in-kind City support by TPD and PW
July 4 th	July 4 th Parade/Fireworks – Murphy Park	Led by American Legion Post 39	P&R Budget & in-kind support by City Depts
July 9 th	Movie in the Park – Heritage Square	City of Taylor – P&R	P&R budget
August 13 th	Movie in the Park – Heritage Square	City of Taylor – P&R	P&R budget
Aug 13 th	Michelle's Hot Peeps CC 5K – Memorial Park	John McDonald	Private Funds
August 18 th	Music on Main Concert – Heritage Square	City of Taylor – PAAB/MS Mgr	General Fund allocation to PAAB & sponsorships
Aug 18-20	Taylor Intn'l BBQ Cook Off – Murphy Park	Michna et al	Private Funds
Sept 10 th	Saturday Tardeada – Heritage Square	Jose Orta	Private Funds
Sept 11 th	St Mary's Fall Fest – church grounds & surrounding city streets	St. Mary's Church	Private Funds
September 11 th	9-11 Memorial March & Patriot Day Program – Heritage Square	City of Taylor - TFD	TFD budget & in-kind support by City Depts
September 15 th	Music on Main Concert – Heritage Square	City of Taylor – PAAB/MS Mgr	General Fund allocation to PAAB & sponsorships
Sept 17 th	TX Mamma Jamma Ride – Heritage Square	CTCC	Private Funds
September 17 th	KidFish – Bull Branch Park	City of Taylor – P&R	P&R budget
Sept 21 st	THS Homecoming Parade - DT	Led by Taylor ISD	General Fund
Sept 21 st	THS Homecoming Rally – Heritage Square	Led by Taylor ISD	General Fund
Sept 24 th	Music in the Park – Heritage Square	The FBC	Private Funds
October 1 st	Dickey House Rally	Blackshear/OL Price Ex Students Assn	Private Funds
October 1 st	Chicken Que – Sloan St	Brethren Church	Private Funds
October 4 th	National Night Out – various locations	City of Taylor - TPD	TPD budget
October 8 th	Good Life Taylor 5K – Streets & Bull Branch Park	Led by Good Life Organization	P&R budget

October 8 th	Empty Bowl Project – Potter's Alley	Shepherd's Heart & Art Off Center	Private Funds
October 13 th	Music on Main Concert – Heritage Square	City of Taylor – PAAB/MS Mgr	General Fund allocation to PAAB & sponsorships
Oct 15 th	Taylor's Big Dip – Chili & Queso Cook Off – W 2 nd St businesses	TBC	Privately Funded
Oct 22 nd	Taylor Family Picnic – Murphy Park	Kevin Stuart	Private Funds
October 27 th	Music on Main – Nosferatu/Cent TX Phil	City of Taylor – PAAB/MS Mgr	General Fund allocation to PAAB & sponsorships
October 29 th	Main Street Car Show – DT Taylor	Led by MSCS Committee – Recognized as CoT Event	123-MS Revenue Fund, Vendor and Car Show Fees & Sponsorships
October 30 th	THS Broadway Under the Stars – Heritage Square	Led by ISD	General Fund
October 31 st	Spooktacular – Scare on the Square – Heritage Square	City of Taylor – MS/Public Library	123-MS Revenue Fund
November 11 th	Veterans Day Event – Murphy Park	Led by American Legion Post 39	P&R budget
Nov 12 th	Day of Worship – Heritage Square	Freedom Center Church	Private Funds
Nov 12 th	Dr. Dickey Day – Dickey Givens Center/FR Park	Led by Blackshear/OL Price Ex Students Assn	General Fund
November 12 th	Arbor Day Tree Planting – Heritage Square	City of Taylor – P&R	P&R budget
Nov 17 th	Music on Main Concert – Heritage Square	City of Taylor – PAAB/MS Mgr	General Fund allocation to PAAB & sponsorships
December 3 rd cancelled	Christmas Fair on the Square	City of Taylor	123-MS Revenue Fund & Vendor Fees
December 3 rd	Christmas Parade (2022 2 parades will be held with the CoT holding an inclusive parade for the City)	Led by Taylor Ministerial Alliance 2 nd parade coordinated by MS	123-MS Revenue Funds & in-kind support by City departments
December 3 rd	Tree Lighting Ceremony – Heritage Square	City of Taylor – P&R	P&R budget
Dec 10 th	OLG Jamaica – church property & surrounding streets	OLG Catholic Church	Private funds
KEY:	City-Sponsored Events	Co-Sponsored Events	Private Events

Main Street Advisory Board
November 15, 2022

Agenda Item Cover Sheet
Regular Agenda
IV - C
Christmas 2022

Main Street Advisory Board
November 16, 2022

Agenda Item Cover Sheet
Regular Agenda – Continuing Business
V - A

Main Street Manager's reports – Jan Harris:

1. Manager's activity report
2. Main Street business & property report
3. Upcoming special events report
4. Main Street Car Show update

MEMORANDUM

TO: Main Street Advisory Board
FROM: Jan Harris, Main Street Manager
DATE: November 10, 2022
RE: Staff Report – Christmas 2022

Businesses have been asking about the Wine Swirl. Even with the added workload of the Christmas Parade, it is important to help our retailers and restauranteurs who are dealing with less foot traffic and customers with less money to spend. Getting wineries to participate is difficult, so let's expand the idea. Perhaps reach out to Garage Oil Spirits to see if they will underwrite the purchase of adult beverages to provide at some of the participating stores. We can also reach out to Texas Beer Company to do the same. I am asking for a committee to be formed with key DT retailers/restauranteurs to coordinate and make this happen this year. Gina Domitrovich is already on board, and I believe others would be very willing to pitch in too.

Proposed Event Date: ?

Name of the Event: ?

Committee:

First meeting date:

Main Street Advisory Board
November 16, 2022

Agenda Item Cover Sheet
Regular Agenda – Continuing Business
V - A

Main Street Manager's reports – Jan Harris:

1. Manager's activity report
2. Main Street business & property report
3. Upcoming special events report
4. Main Street Car Show update

Main Street Monthly Report for October Activities through November 9, 2022

Community Outreach / Meetings Attended:

- Farmers Market Meeting – 10/10
- Meeting on Building Restoration Incentives – 10/10
- Code Advisory Team Meeting – 10/12
- City Council – 10/13; 10/27
- PAAB Public Arts Listening Session (Dickey Givens Center) – 10/15
- Hotel Occupancy Tax Meeting – 10/17
- Downtown Projects Pre-Construction Meeting – 10/19
- TIF Board meeting 10/19
- Main Street Advisory Board meeting – 10/19
- City Special Event Policy Meeting – 10/24
- Main Street Taylor Sidewalk Graphic Meeting – 10/25
- Public Arts Advisory Board meeting – 10/26
- Historic Preservation Meeting – 10/28

Local Business / Owner Visits:

- Renovation Project Meeting with Jeff Snyder for 109 E 1st St – 10/12

Event Planning:

- Main Street Car Show Social Media Meeting – 10/3; 10/17; 10/24; 10/28
- Spooktacular Sound Meeting – 10/11
- Meeting for Nosferatu performance – 10/25
- Holiday Parade Meeting – 11/8; 11/9

Special Events:

- Every Saturday – check on Farmers Market
- Dickey House Rally – 10/1
- Brethren Church Chicken-Que – 10/1
- National Night Out – 10/4
- Good Life 5K – 10/8
- Empty Bowl Project – 10/8
- Music on Main – Czech Chorus & Czech Melody Masters – 10/20
- Music on Main – Nosferatu with Central TX Philharmonic – 10/27
- MSCS – 10/29
- THS Broadway Under the Stars – 10/30
- Spooktacular – 10/31

Film Friendly Taylor – September Film Events:

- Dell Shoot – 11/2

- 7 Fathoms Film Project – 11/4

Professional Development:

- CoT Administrative Assistant et al Training – 10/26
- Texas Downtown Annual Conference-San Marcos – 11/1-4

Other Duties:

- Development Team Meetings – Every Monday at 9am
- Updating Taylor property database on DowntownTX.org – ongoing
- Fielding telephone, email and in-person enquiries; providing technical assistance as needed
- Updating available property database
- Updating incoming/outgoing business database

Upcoming Projects:

- Digital map & Main Street business directory project underway
- Breakfast Bites downtown business meetings will be monthly (1st Wednesday of each month)

Upcoming Calendar of Events:

- **Every Saturday 10am-2pm – Taylor Farmers Market – Heritage Square Pavilion**
- Dickey House Rally – 10/1
- Brethren Church Chicken Que – 10/1
- National Night Out – 10/4
- Good Life 5K – 10/8
- Empty Bowl Project – 10/8
- 3rd Thursday – 10/20
- Music on Main Concert – 10/20
- Nosferatu and the Central TX Philharmonic – 10/27
- 9th Annual Main Street Car Show – 10/29
- THS Broadway Under the Stars – 10/30
- Spooktacular – Scare on the Square – 10/31
- 2nd Saturday – 11/12
- Freedom Center Christian Church Event – 11/12
- Dr. Dickey Day – 11/12
- 3rd Thursday – 11/17
- Music on Main Concert – 11/17
- Christmas Parade & Tree Lighting – 12/3
- 2nd Saturday – 12/10
- OLG Jamaica – 12/10

November 2022

	A	B	C	D	E	F	G
1	PROPERTY FOR SALE:	ADDRESS:	OWNER/REALTOR	CONTACT INFO	F ²	PRICE	STATUS
2	Xchange Nightlife bldg	115 W 2nd St	Ian Reddy/Alyson McGee; JB Goodwin Realtors	512-900-2460	3714 SF	\$1,375,000	
3	old Taylor Bedding Co.	417 W. 2nd St	Taylor Second LLC/Ryan Perry; Asterra Properties	512-694-5426	Bldg: 23,100SF; land: 103,398SF	serious enquiries only	
4	fmr 46 & 2 Apothecary	313 N Main St	Ian Reddy/JB Goodwin Properties	512-502-7715	3278SF	\$875,000	UNDER CONTRACT
5	PROPERTY FOR LEASE:	ADDRESS	OWNER/REALTOR	CONTACT INFO	F ²	PRICE	
6	Vacant lot	104 N Main St	Public Sketch/Julie Downs	(512) 365-8563	6600SF	\$30/SF/Y	will build 2-800-SF buildings to suit
7	Richter Furniture Building	111 W 3rd St	Ryder Jeanes; CLD Realty	512-444-8888 x 4	1081-3694 SF	\$24/SF/YR NNN	
8	Xchange Nightlife bldg	115 W 2nd St	Ian Reddy/Alyson McGee; JB Goodwin Realtors	512-900-2460	3714 SF	\$6800/MO NNN	
9	fmr. Longhorn Title	309 N Main St	Sam Dowdy/ReMax Assoc	512-365-8563	2750SF	\$1.24/SF \$3,500/mo	
10	fmr 46 & 2 Apothecary	313 N Main St	Ian Reddy/JB Goodwin Properties	512-502-7715	3278SF	NNN - \$3800/mo	
11	fmr Southern Hospitality	105 E 3rd St	Cliff Olle / Julie Downs	512-497-3967	3360SF	\$1.35/SF	
12							
13	SOLD PROPERTIES	ADDRESS	PURCHASER	CONTACT INFO	PROPOSED USE	SALES PRICE	
14	Texas Café Bldg	219-221 N Main St	Ujjal Ghoshtagore	ujjieg@gmail.com	upstairs office/TBD	\$4,000,000	
15							
16	LEASED PROPERTIES	ADDRESS	TENANT	CONTACT INFO	PROPOSED USE	LEASE \$	
17	None						
18							
19							

November 2022

	A	B	C	D	E	F	G
20	PROPOSED NEW CONSTRUCTION/RENOVATION PROJECTS ADDRESS OWNER CONTACT INFO PROPOSED USE						
21	vacant lots betw. Turning Heads & fmr. Taylor Station	110-112 E. 2nd St	Jason Simak	512-696-0239	Retail/Food Service/Bar		
22							
23							
24	NEW CONSTRUCTION/RENOVATION PROJECTS ADDRESS OWNER CONTACT INFO PROPOSED USE						
25	Talbot Commons Pocket Hotel	114 W 6th St	Public Sketch	Julie Downs 512-365-8653	pocket hotel in a mixed use development		
26							
27	NEW BUSINESS COMING ON LINE ADDRESS OWNER CONTACT INFO PROPOSED USE					# EMPLOYEES GAINED	
28	Flake Bakery & Larder	103 W 5th St		512-643-5989	bakery	TBD	
29	Mixtape	108 E. 2nd St	Ryan Dale Davenport	ryandaletunes@gmail.com ; 512-293-3136	restauant/bar	TBD	
30	Tayor Bike Company	104 N Main St	Jon Chisolm	512-815-4297	bicycles sales & service	3	partner is owner of Clown Dog bicycles in Austin
31	NEW BUSINESSES OPEN ADDRESS OWNER CONTACT INFO PROPOSED USE					# EMPLOYEES GAINED	
32	None						
33							
34	BUSINESS CLOSING ADDRESS OWNER CONTACT INFO FORMER USE					# EMPLOYEES LOST	
35	Ed's Place	209 W 3rd	David Mucha	512-352-9050	restaurant/bar	3	
36							

November 2022

	A	B	C	D	E	F	G
							# EMPLOYEES GAINED OR LOST
37	BUSINESS EXPANDING	ADDRESS	OWNER	CONTACT INFO			
38	None					0	
39							
							# EMPLOYEES GAINED OR LOST
40	BUSINESS RELOCATING	NEW ADDRESS	OWNER	CONTACT INFO	OLD ADDRESS		
41	None						
42							
							# EMPLOYEES GAINED OR LOST
43	BUSINESS BEING SOLD	ADDRESS	NEW OWNER	CONTACT INFO	OLD OWNER		
44	None						

SPECIAL EVENTS IN TAYLOR
November 2022 Report

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MONTH	DATE	NAME OF EVENT	PRESENTOR(S)	LOCATION	PPW SUBMITTED	EVENT APPROVED
OCTOBER						
	10/1/2022	Dickey House Rally	Blackshear/OL Price Ex-Students' Assn	500 Burkett Street	9/21/2022	9/23/2022
	10/1/2022	Bretheren Church Chicken Que	Bretheren Church		9/20/2022	9/23/2022
	10/4/2022	National Night Out	TPD	in neighborhoods	n/a	n/a
	10/8/2022	2nd Saturday	DT Businesses	DT Taylor	n/a	n/a
	10/8/2022	Good Life 5/10K	Bull Branch Park	CoT/Good Life Comm	8/9/2022	10/6/2022
	10/8/2022	Empty Bowl Project	Art Off Center/Shepherd's Heart	Potter's Alley	8/5/2022	8/9/2022
	10/20/2022	3rd Thursday	DT Businesses	DT Taylor	n/a	n/a
	10/20/2022	Music on Main Concert	PAAB	Heritage Square	10/3/2022	10/4/2022
	10/28/2022	Nosferatu screening & performance	CoT/PAAB	Heritage Square	10/12/2022	10/17/2022
	10/29/2022	MainStreet Car Show	Main Street/MSCS Comm	DT/Heritage Square	10/12/2022	10/17/2022
	10/30/2022	THC Drama - Broadway Under the Stars	THC Drama Dept	Heritage Square	9/20/2022	10/4/2022
	10/31/2022	Spooktacular - Scare on the Square	Main Street/Library	Heritage Square	10/12/2022	10/17/2022
NOVEMBER						
	11/12/2022	2nd Saturday	DT Businesses	DT Taylor	n/a	n/a
	11/12/2022	Freedom Center Christian Church event	Freedom Center Christian Church	Heritage Square	10/21/2022	10/25/2022

SPECIAL EVENTS IN TAYLOR

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November 2022 Report

	11/12/2022	Dr.James Dickey Day	Blackshear/OL Price Ex-Students' Assn	Fannie Robinson Park & Dickey-Givens Ctr	10/21/2022	10/25/2022
	11/17/2022	3rd Thursday	DT Businesses	DT Taylor	n/a	n/a
	11/17/2022	Music on Main Concert	PAAB	Heritage Square	11/10/2022	pending
DECEMBER						
	12/3/2022	Christmas Fair on the Square	Main Street	Heritage Square/City Hall	pending	pending
	12/3/2022	TAMA Christmas Parade	TAMA	DT	pending	pending
	12/3/2022	Taylor Christmas Parade	CoT	DT	pending	pending
	12/3/2022	Christmas Tree Lighting	CoT	Heritage Square	pending	pending
	12/10/2022	2nd Saturday	DT Businesses	DT Taylor	n/a	n/a
	12/10/2022	OLG Mini Jaimaica	Our Lady of Guadalupe Church	streets around OLG	pending	pending
	12/15/2022	3rd Thursday	DT Businesses	DT Taylor	n/a	n/a

MAIN STREET CAR SHOW
BUDGET 2022

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EXPENDITURES:					
CATEGORY:	TYPE OF EXPENSE	2021 COST	2022 EST COST	2022 ACTUALS	
ENGINEERING					
HDR Engineering (this will not be charged going forward)	TCP	\$5,363.41	\$0.00	\$0.00	
ENTERTAINMENT					
Big House Sound	Sound system, backline, & staff	\$3,607.22	TBD	\$3,172.22	
Big House Sound	delay speakers	\$0.00			
Bands	Performer	\$2,650.00	\$2,650	\$3,000.00	
SANITARY SERVICES					
Honey Bucket	8 reg, 4 ADA, & 4 hand wash stations	\$1,350	\$1,350	\$1,660.00	
COMMUNICATION					
All Points Communication	15 2-way radios with remote speaker mics	\$300	\$300.00	\$400.00	
POS DEVICES					
TBD		\$0.00		\$0.00	
MARKETING:					
	Type of Marketing	Total			
Television					
We are Austin interview on CBS promoting MSCS & TBC	3-5 min zoom interview + promos	\$1,500.00	\$0.00	\$0.00	
Newspapers					
Taylor Press	1/2 Page Ad	\$882.00	\$0	\$0.00	
Thorndale/Cameron	2 x 7	\$0.00	\$0.00	\$0.00	
Community Impact News	1/4 page	\$0.00	\$1,000.00	\$0.00	
Radio					

MAIN STREET CAR SHOW
BUDGET 2022

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KOKE 99.3 & 98.5	Radio Spots	\$685.00	\$0	\$0.00	
KUT		\$0	\$1,000	\$0.00	
Facebook Promotions	Facebook Adverts	\$407.97	\$500	\$205.03*	
EventBrite Promotions	Adverts	\$0	\$250	TBD	
Marketing Materials					
Post Cards	2500 / 1000	\$951.74	\$200	\$504.25	
Magnets	500/500	\$147.48	\$150	\$216.99	
Off Premises Banners	5 banners	\$215.71	\$175	260.61	
Sponsor Banners	2 banners	\$141.47	\$150	\$54.05	
2021 Car Show Video	Renegade Film Studios	\$1,500.00	\$1,500	\$2,000.00	
T-Shirts	pit crew/gen public	\$2,230.40	\$2,200	\$1,776.77	
MISCELLANEOUS					
Scissor Lift to Hang Stage Banner	United Rentals	\$543.49	\$0		
Food for Bands & Volunteers	Wal-Mart, Subway, RR Donuts	\$330.79	\$350	\$596.10	
Bungee Cords to hang banners	Wal-Mart	\$27.00	\$30	\$0.00	
Canvas Aprons	Moss Hdw	\$18.90	\$0.00	\$0.00	
Expenditures as of 11/10/22				\$13,640.99	
INCOME:	Number	Pd/DT Biz/Free	Gross Sales \$	Net Sales \$	Unpaid \$
VENDORS	59	47/4/8		\$6,300.00	\$0.00
SPONSORS	16	14 pd/2 unpaid		\$14,750	
REGISTRANTS					
Event Brite	396		\$6,930.00	\$5,940.00	\$0.00
Walk In	89			\$1,320.00	\$0.00
Day of	181		0	\$5,780.00	\$0.00
DONATION	1			\$106.00	

MAIN STREET CAR SHOW
BUDGET 2022

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T-SHIRT SALES				\$1,430.00	
TOTAL INCOME:				\$35,626.00	
2022 Income	\$35,626.00				
2022 Expenditures (to date)	(\$13,640.99)				
FUNDS GENERATED FOR DT	\$21,985.01				

Main Street Advisory Board
November 15, 2022

Agenda Item Cover Sheet

Regular Agenda

IV - B

Updated information regarding MSAB-sponsored events

MEMORANDUM

TO: Main Street Advisory Board
 FROM: Jan Harris, Main Street Manager
 DATE: November 10, 2022
 RE: Staff Report – Main Street Sponsored Events

At the October MSAB meeting, it was noted that our program predominantly drives 5 (actually, 6) annual events:

Blackland Prairie Days

Easter Egg Hunt (in partnership with P&R)

Spooktacular (in partnership with the Library)

Main Street Car Show (in partnership with the MSCS Committee)

Wine Swirl

Christmas Fair on the Square (FKA Christmas Bazaar)

In meetings with Brian LaBorde, City Manager, he has made clear that with all the additional special events held in Taylor (whether privately sponsored or co-sponsored with the City), we only need to do one major festival a year. This will enable us to put more energy, time, and assets into doing one event exceedingly well so that it becomes Taylor's Signature Event just as the Red Poppy Festival is for Georgetown or Hogeye is for Elgin.

Mr. LaBorde's position is that the Main Street Car Show is the Signature Event for Taylor. It has eclipsed Blackland Prairie Days and he strongly feels that BPD needs to end and the CoT and Main Street put its effort behind the Car Show.

In my opinion, I do agree with Mr. LaBorde that MSCS is THE event in Taylor. We are known for it around Central Texas – and beyond that in Car Show circles. I also know that special events have a lifespan. I do not think that BPD has resonance with the community at large the way the Car Show does.

This year, the City of Taylor is holding a Christmas Parade separate but right behind the one run by TAMA. In 2023 and going forward, the CoT will coordinate the Parade without TAMA. In addition, the Parks & Recreation Department is enlarging the Christmas Tree Lighting event to include more activities and a live band (All Hat No Cadillac). This is why the parade has been handed to Main Street to coordinate. Planning and running a parade is a great deal of work and running a night parade is even more labor intensive. This means that the Christmas Fair in the Square will not be held this year or in the future. It benefits outside vendors and not our local businesses and it causes disruption and upset for the Farmers Market.

In place of BPD, I would rather us hold small, localized events designed to assist our local brick & mortar businesses. Special Events with outside vendors do nothing to aid or enhance our local shops who are here every day slugging it out in the economy. As the Main Street Board, we should concentrate on strengthening and growing our downtown retailers, restaurants, and events venues.

I would also like to have a Downtown Shopping Swirl this Christmas season. Perhaps reach out to Garage Oil Spirits to see if they will underwrite the purchase of adult beverages to provide at some of the participating stores. We can also reach out to Texas Beer Company to do the same. I am asking for a committee to be formed with key DT retailers/restauranteurs to coordinate and make this happen this year. Gina Domitrovich is already on board and I believe others would be very willing to pitch in too.

Main Street Advisory Board**November 19, 2022****Agenda Item Cover Sheet****Regular Agenda – Continuing Business****V - B**

Membershipware project update

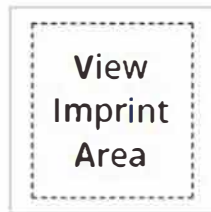
1. Update on database and video/photography
2. Pricing for QR Code window clings



anything!



KENTUCKY
School of Engineering
Academic Excellence Award



Product Details

Request A Free Sample

- Reusable decals are easily removed and adhere without adhesive to clean, smooth glass.
- Your message is imprinted on the front and back of each window cling so that it can be read from both sides.
- Ideal for parking garages, city permits for the landfill or recycling center, school parking lots and apartment complexes with TENANTS ONLY parking - just display on your vehicle's windshield!
- For the large-sized decals, see item [#7236-L](#); for the medium-sized decals, see item [#7236-M](#).
- Size: choose your desired shape and size within 6-10 sq in; see thumbnail image for the shapes and sizes that are available.
- Your price includes one background color and one imprint color on each side of the decal.
- Set-up charge: add \$65.
- Assembled in USA

Custom Static Decal - Double-Face Imprint - S

Static decals are printed on both sides; to be seen whether coming or going! [Read More](#)

★★★★☆ 4 stars(17)

Select a Color:



1 color(s) to choose from!

This item has one color option: Opaque

Decal :

Choose Your Quantity:

Enter the quantity you'd like, or drag our orange 'i' to find a quantity and price that's best for you.
(Patent 7,979,318)



Quantity	Price Each
250	\$2.84
Subtotal	
\$710.00	



[Wondering about sending us your artwork?](#)

Relax - you're covered by our
360° Guarantee

Customize Your Imprint ▶



Product Details

[Request A Free Sample](#)

- This clear or white decal holds a static charge -- perfect for use on windows in businesses or homes!
- Adheres without adhesive to clean, smooth glass or metal indoor surfaces.
- Easily removed and reusable!
- Clear (poly) is available with static on the back or front and white (vinyl) comes with static on the back.
- Size: 6-10 square inches (multiply length times width of design for total square inches).
- Additional imprint colors are available for an additional charge.
- Your price includes a one-color imprint on the front.
- Set-up charge: add \$65 for special shapes or round corners (no set charge for circles in increments of 1/2" OR for decals with square corners that have measurements that are in increments of 1/16").
- Assembled in USA.
- Maximum number of imprint colors: 2
- Ready to ship in : 5 business days *.

* Excludes art preparation time, applies only to orders of 1000 items or fewer.



Custom Static Decal - Small

55

These personalized decal passes will see them through! [Read More...](#)

★★★★☆ 4 stars(24)

Select a Color:



2 color(s) to choose from!



White



Clear

Product Color Selection: Clear

Decal : ☐ Clear

Choose Your Quantity:

Enter the quantity you'd like, or drag our orange 'i' to find a quantity and price that's best for you. (Patent 7,979,318)



Quantity	Price Each
250	\$1.64

Subtotal **\$410.00**

You save \$362.50 over minimum quantity pricing



[Wondering about sending us your artwork?](#)

Relax - you're covered by our
360° Guarantee

[Customize Your Imprint](#)

Main Street Advisory Board

November 15, 2022

Agenda Item Cover Sheet

Regular Agenda – Continuing Business

V - C

Update on Sidewalk Graphic “stickers” as a directional shopping tool

MEMORANDUM

TO: Main Street Advisory Board
FROM: Jan Harris, Main Street Manager
DATE: November 10, 2022
RE: Staff Report – Sidewalk stickers

There is a procedure for the sidewalk sticker project that must be followed to proceed. The project will have to go to City Council first for approval before we consider a change order to the City's signage contract. I'm sure we can add a change order at any time. The Main Street Board needs to present this to Council for consideration. I will ask Dianna when we might be put on an upcoming agenda and then submit the necessary paperwork and Power Point presentation. Doug, if you can be available to present with me as Chairman, it would be beneficial.

The next Council meeting is December 8th followed by January 12th and 26th.

Main Street Advisory Board

November 15, 2022

Agenda Item Cover Sheet

Regular Agenda – Continuing Business

V - D

Upcoming Agenda Items