



AGENDA
MAIN STREET ADVISORY BOARD
6:00 pm – September 20, 2023
Taylor City Council Chambers

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 OT.
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 a 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 August 16, 2023 and the Special Called Meeting held on September 6, 2023 (Doug Moss)
- B. Review and receive the financial reports from September 2023 – (Jan Harris)

IV. REGULAR AGENDA-New Business:

- A. Discuss, and consider action regarding establishing the definition of parameters which must be met for a permitted special event which has leased access to the Heritage Square to seek to relocate the Heritage Square Farmers Market from its regularly leased position under the pavilion and into another location within or adjacent to Heritage Square. (Doug Moss)
- B. Receive information, discuss and consider action on a mural request for 120 W 2nd St; Ste G. (Jan Harris)
- C. Receive information, discuss, and consider action on a sign grant request by Kirstin Igo for The Neighborhood Bottle Shoppe; 120 W 2nd St; Ste G. (Jan Harris)
- D. Receive information, discuss, and consider action on a sign grant request from Karyn Morris for Sweet & Southern Finds; 519 N Main St. (Jan Harris)
- E. Receive information, discuss, and consider action on a Façade Improvement Grant from Mike Hobble for 206 N Main St. (Jan Harris)

- F. Receive information, discuss, and consider action on the appointment of the Main Street Advisory Board to also serve as the Ad Hoc Advisory Committee for the new Justice Center and to appoint sub committees as needed (Doug Moss)
- G. Discuss and determine a date for a work session to for three key items:
 - 1. A brief training session on the Main Street Approach, Board participation, and Committees.
 - 2. A review of the materials from the National Main Street Center concerning the accreditation process and their role in it.
 - 3. Development of a work plan for 2024. (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
- B. Special Events Coordinator's report (Ruby Fisher)
- C. Update on downtown directory signage and large banner project (Jan Harris)
- D. Update on shop downtown Taylor website (Jan Harris)
- E. Discuss items for upcoming agendas (Doug Moss)

VI. ADJOURN

NEXT MEETING DATE: OCTOBER 18, 2023

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:  Date: Sept 16, 2023
Main Street Manager

TAYLOR MAIN STREET ADVISORY BOARD

AGENDA ITEM COVER SHEET

SEPTEMBER 20, 2023

CONSENT AGENDA

III-A

Review and approve minutes from the MSAB regular meeting held on August 16, 2023 and the Special Called Meeting held on September 6, 2023

**MINUTES
MAIN STREET ADVISORY BOARD
6:00 pm – September 20, 2023
Taylor City Council Chambers**

MEMBERS PRESENT: Doug Moss, Chairman; Jeff Snyder; Erwin Stauffer; Curie Humphreys; Jenn Lopez; Ruth Rivera; and John McRae

GUESTS PRESENT: Al Block, HS Farmers Market; Molly Pantalone, HS Farmers Market; Karyn Morris, Sweet & Southern Finds; Steve Schiller, HS Farmers Market; Luke Allelo, Cadence Sports; Kathleen Thompson, HS Farmers Market; Mary Dubee, HS Farmers Market; Shannon Chavez, Taylor Bicycle Co.; Eddie Chavez, Taylor Bicycle Co.

STAFF PRESENT: Tom Yantis, Assistant City Manager; Ruby Fisher, MS Special Event Coordinator; and Jan Harris, Main Street Manager

I. CALL TO ORDER AND DECLARE A QUORUM – The meeting was called to order at 6 pm by Chairman Doug Moss who noted that a quorum was present.

II. CITIZEN COMMUNICATION – There was no citizen communication.

III. CONSENT AGENDA:

A. Review and approve minutes from the MSAB regular meeting held on July 19, 2023 –
MOTION: TO approve the July 19, 2023 minutes as presented. E STAUFFER / J MCRAE /
UNANIMOUS

B. Review and receive the financial reports from August 2023 – Jan reviewed both the 100-524 Main Street General Fund Report and the 123 Main Street Revenue Fund Report with the board noting that she was in the process of cleaning up expenditure overages that were normal at the end of the fiscal year through the use of budget adjustment requests and a budget amendment request to move funding from the TIF#1 into the 100-524 MS General Fund account to cover necessary equipment purchases for the new MS Special Events Coordinator Position.

ACTION: No motion required; the report was received as information by the board.

IV. REGULAR AGENDA-New Business:

A. Receive information, discuss, and consider action regarding establishing the definition of parameters which must be met for a permitted special event which has leased access to the Heritage Square to seek to relocate the Heritage Square Farmers Market from its regularly leased position under the pavilion and into another location within or adjacent to Heritage Square – Jan introduced the agenda item noting that the task of the board was to establish what parameters are fair and equitable in those rare cases when a special event will want to occupy the pavilion and displace the Farmers Market. She noted that she'd asked the Farmers Market to begin discussion by drafting a set of parameters they felt were fair.

Al Block, HSFM noted that having the market move is a “big disruption” and that regular customers will not attend if the market is moved. He also said that when parking is taken away because of a special event, customers will not come. The market will be asked to move 4 times out of 50 market Saturdays in 2023 if the Mamma Jamma stays in the Pavilion in September.

MSAB asked what it costs to rent a 100' x 30' tent. Ruby had found one for \$2485.00 weighted by water barrels but most tents lease for between \$5-8,000.

Molly Pantalone, HSFM reported that the market has 37 vendors on the roster and that between 18-25 attend on a regular basis.

MSAB asked why 10' x 10' tents would not work – because they only shelter the vendor and not the customer.

MSAB discussed that it should not be easy for the farmers market to be displaced and that the high cost of renting a tent to relocate the market would discourage special events from pursuing the option.

Marion Martin, Lone Star Circle of Care/Mamma Jamma Ride told the board that they leased Heritage Square on March 17 and submitted a check for the rental on March 29th but was told on June 26th that they could not use the pavilion. They have 500 riders and 250 volunteers for this event and the shade provided by the pavilion is very necessary. They will have tables and chairs for food service - lunch will be served in rotation as the riders return beginning at 10.30 am until all riders are in usually around

4.30-5 pm.

Tom Yantis, CoT informed those present that the City will pay half of the cost of leasing the tent.

Luke Allelo pointed out that inconsistency is the problem as the market will move for some events but not for others.

Doug Moss said given the size of the event, it cannot just change. Mamma Jamma needs to stay in the pavilion. We will have to figure out how to rent the tent and put in the best location possible.

MOTION: To enable the Mamma Jamma Ride to remain in possession of the pavilion on Saturday, September 16th by relocating the farmers market to a 100' x 30' tent to be located in the City Hall parking lot. Half of the cost of the lease for this tent will be paid for from the City Manager's fund and the other half by the Main Street program. D MOSS / J MCRAE / UNANIMOUS

- B. Receive information, discuss, and determine possible funding sources for the back sides of the downtown directory maps. Jan reported that despite the board's choices for the designs for the DT Directory Maps that clearly showed a front and a back, the back portion of the design was dropped at some later time in the process and Main Street was never brought back into the discussion thread. She reported that there are several options for back signboards:

(1) the same material could be used and a design – the city logo ? – placed at the top and the rest left blank for later cling promotions (this is probably the most expensive option due to the materials cost.)

(2) a metal panel cut to the same shape and painted to match could be used and left blank (the least expensive overall.)

(3) a metal panel cut to the same shape, painted to match with the City logo centered or placed at the top.

(4) a metal panel cut to the same shape, painted to match with a collage of photographs from Taylor history, culture, etc.

MOTION: To approve option 1. J SNYDER / C HUMPHREYS / UNANIMOUS

ACTION: An ad hoc committee made up of Curie, Jenn, and Jan will work to determine which photographs would be recommended to go on below the City logo on the panels.

- C. Discuss and determine a date for a work session to review the new Main Street America Community Evaluation Framework to prepare for the annual Program self-assessment which is due in January 2024. Jan reported to the board that the National Main Street Center is pushing out training and information for Managers and board members to prepare them for the self-assessment report that we will be charged with completing late this calendar year. They have a series of 9 videos which will take about 3 hours plus some additional reading they strongly recommend boards and managers take advantage of. Jan asked the board for available dates for a half-day retreat.

ACTION: The item was tabled.

V. REGULAR AGENDA - Continuing Business:

A. Main Street Manager's reports

1. Manager's activity report – During July 1-August 10, the Manager attended 8 board and committee meetings, held 6 small business visits, discussed murals with 2 downtown stakeholders, met with 2 potential tenants for 2 separate properties, met with 1 group interested in purchasing a downtown property, and met with 2 downtown property/business owners interested in grants.
2. Main Street business & property report – During July 1- August 10, there have been 6 properties listed for sale, 18 building/spaces are for lease (some are small spaces within large buildings); two properties were leased: 115 W 2nd St and 120 W 2nd St, Ste G; Flake Bakery & Larder is holding soft openings as they are testing their ovens and Leisha expects to fully open soon. One business closed: Taylor Trading Co: 211 N Main St, Ste B-2.

B. Special Events Coordinator's report

1. Special Event Activities – During July, 2 permits approved, 3 permits under review, and 1 being completed by applicant.
2. City Special Events – Design & implemented planning for Shop Small Sip & Stroll, Duck Bucks-Shop Small Initiative; completed grant application of funding from Simon's FDN for eclipse event on April 8, 2024; updated and marketed materials for the Main Street Car Show; maintained consistent posting on social media; opened conversation with Farmers Market about weekly programming schedule.

- C. Update on downtown directory signage – Nothing new to report.

- D. Update on shop downtown Taylor website – Jan reported that she was adding many more photographs to the site as well as the Main Street Facebook page, and videos.
- E. Update on Tax Credit Workshop – Doug reminded the board that this event was Thursday, August 24th from 3 pm until 6 pm in the Library's meeting room.
- F. Discuss items for upcoming agendas - Erwin brought up Blackland Prairie Days and Doug established an ad hoc committee made up of Jeff Snyder, Ruby Fisher, and Erwin to report back on progress planning for 2024 at the next meeting.

VI. ADJOURN – MOTION – To adjourn the meeting at 8.45 pm. J MCRAE / E STAUFFER / UNANIMOUS.

NEXT MEETING DATE: SEPTEMBER 20, 2023

Respectfully submitted,

Jan Harris
Main Street Manager

MINUTES
CITY OF TAYLOR, TEXAS
MAIN STREET ADVISORY BOARD SPECIAL CALLED MEETING
400 Porter Street, Taylor, Texas 76574
September 6, 2023 – 6 pm

<u>Members Present</u>	<u>Members Absent</u>	<u>Others Present</u>
Ruth Rivera Jennifer Lopez Irv Stauffer Jeff Snyder John McRae Curie Humphries Ruby Fisher	Douglas Moss Jan Harris	Jeffery Lagrone, Field Services Commander Brenda Joyas, Senior City Planner Tim Vanecek Donna Vanecek Tessa Streit Heidi Zimmerhanel Altman Mark Nibbelink

I. CALL TO ORDER AND DECLARE A QUOROM

The meeting was called to order and quorum declared at 6:00 pm

II. CITIZEN COMMUNICATION

None

III. REGULAR AGENDA: REVIEW/DISCUSS AND CONSIDER ACTION

A, Consider the request by St. Mary’s Catholic Church and School to have the special event fees waived for the St. Mary’s Fall Festival and make a recommendation to the City Manager

Ms. Ruby Fisher made a presentation surrounding the background of the special event permit application associated with the St. Mary’s Fall Festival – and out lined that the consideration for recommendation must be made in align with Ordinance No. 2023 – 14, Sec, 14 – 164.

Mr. Tim Vanecek made a presentation to the MSAB seeking recommendation for waivers of fees for the special event to the City Manager. The presentation outlined that the fall festival is a fundraising event for the school associated with the church, and that the funding from the event goes towards scholarships for students to attend the school and building maintenance. It was outlined that folks come from out of Taylor for the Fall Festival – and that at least 500 people at a time will attend over the course of the day.

Irv Stauffer made a motion to provide a recommendation to waive all fees associated with city services rendered for the St. Mary’s Fall Festival based on criteria 1, 2, and 4 of Ordinance No. 2023 – 14, Sec, 14 – 164. Curie Humphreys seconded the motion. All voted aye.

B. Consider the Variance Request submitted by Judy Blundell for temporary event banners at the McCrory-Timmerman Building and make a recommendation to the Zoning Board of Appeals

A presentation was made by Mr. Mark Nibbelink on behalf of Judy Blundell seeking a recommendation from the MSAB to the Zoning Board of Appeals. Mrs. Brenda Joyas was present to answer questions on the permit and variance process in relation to temporary signage banners. Mr. John McRae made a motion to approve the variance request for the overage on height and square footage for both banners, the extended hanging period for the "Birdsong" banner, and the allowance of the Special Events Banner. Mr. Jeff Snyder seconded the motion. All voted aye.

IV. Adjournment

The motion was made to adjourn the meeting by Ms. Jennifer Lopez, and seconded by Ruth Rivera.

Meeting was adjourned at 6:56 pm.



Ruby Fisher

Development Services



Ruth Rivera

TAYLOR MAIN STREET ADVISORY BOARD

AGENDA ITEM COVER SHEET

SEPTEMBER 20, 2023

CONSENT AGENDA

III-B

Review and receive the financial reports from September 2023

CITY OF TAYLOR
FINANCIAL STATEMENT
AS OF: SEPTEMBER 30TH, 2023

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	60,625.00	0.00	0.00	0.00	0.00	60,625.00
430-	USE OF MONEY AND PROP	0.00	0.00	0.00	0.00	0.00	0.00
440-	DONATIONS FROM PRIVAT	46,600.00	100.00	43,381.00	93.09	0.00	3,219.00
450-	INTERFUND OPERATING T	49,600.00	0.00	49,600.00	100.00	0.00	0.00
***	TOTAL REVENUES ***	156,825.00	100.00	92,981.00	59.29	0.00	63,844.00
<u>EXPENDITURE SUMMARY</u>							
615-	CONTRIBUTE TO CIVIC P	156,825.00	0.00	125,397.64	81.85	2,967.18	28,460.18
***	TOTAL EXPENDITURES ***	156,825.00	0.00	125,397.64	81.85	2,967.18	28,460.18
***	TOTAL PROFIT / (LOSS) ***	0.00	100.00	(32,416.64)	0.00	(2,967.18)	35,383.82

CITY OF TAYLOR
FINANCIAL STATEMENT
AS OF: SEPTEMBER 30TH, 2023

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
<u>330-INTERGOVERNMENTAL REVENUES</u>							
330-234	TEDC CONTRIBUTIONS	0.00	0.00	0.00	0.00	0.00	0.00
330-235	GENERAL CONTRIBUTIONS	60,625.00	0.00	0.00	0.00	0.00	60,625.00
330-236	OTHER CONTRIBUTIONS	0.00	0.00	0.00	0.00	0.00	0.00
** REVENUE CATEGORY TOTAL **		60,625.00	0.00	0.00	0.00	0.00	60,625.00
<u>430-USE OF MONEY AND PROPERTY</u>							
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
<u>440-DONATIONS FROM PRIVATE SOURCES</u>							
440-351	TAYLOR PRIDE	0.00	0.00	0.00	0.00	0.00	0.00
440-352	FARMERS' MARKET RENTAL FEES	7,000.00	0.00	5,050.00	72.14	0.00	1,950.00
440-353	MAIN STREET CAR SHOW	22,000.00	100.00	29,406.00	133.66	0.00	(7,406.00)
440-354	WINE SWIRL	0.00	0.00	0.00	0.00	0.00	0.00
440-355	HERITAGE SQ CHRISTMAS LIGHTS	0.00	0.00	0.00	0.00	0.00	0.00
440-356	CHRISTMAS BAZAAR	1,600.00	0.00	0.00	0.00	0.00	1,600.00
440-357	SALES AND OTHER FUNDRAISINGS	0.00	0.00	0.00	0.00	0.00	0.00
440-358	TAYLOR BLACKLAND PRAIRIE DAYS	16,000.00	0.00	8,925.00	55.78	0.00	7,075.00
440-359	SPOOKTACULAR	0.00	0.00	0.00	0.00	0.00	0.00
** REVENUE CATEGORY TOTAL **		46,600.00	100.00	43,381.00	93.09	0.00	3,219.00
<u>450-INTERFUND OPERATING TRANSFERS</u>							
450-361	TRANSFER FROM TIF	30,000.00	0.00	30,000.00	100.00	0.00	0.00
450-362	TRANSFER FROM H.O.T.	5,000.00	0.00	5,000.00	100.00	0.00	0.00
450-365	TRANSFER FROM GENERAL FUND	14,600.00	0.00	14,600.00	100.00	0.00	0.00
** REVENUE CATEGORY TOTAL **		49,600.00	0.00	49,600.00	100.00	0.00	0.00
*** TOTAL REVENUES ***		156,825.00	100.00	92,981.00	59.29	0.00	63,844.00

CITY OF TAYLOR
FINANCIAL STATEMENT
AS OF: SEPTEMBER 30TH, 2023

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>100-EMPLOYEE SERVICES</u>							
<u>WAGES & SALARIES</u>							
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
<u>200-OPERATIONAL SUPPLIES</u>							
<u>PROGRAM/SPECIAL EVENTS</u>							
615-231	TAYLOR PRIDE	14,500.00	0.00	18,651.32	128.63	0.00	(4,151.32)
615-232	FARMERS' MARKET	2,000.00	0.00	2,743.93	137.20	0.00	(743.93)
615-233	CITY SPONSORED EVENTS	5,225.00	0.00	5,236.14	100.21	0.00	(11.14)
615-235	MAIN ST CAR SHOW	25,000.00	0.00	33,941.40	139.77	1,000.00	(9,941.40)
615-236	TAYLOR BLACKLAND PRAIRIE DAYS	25,000.00	0.00	20,096.18	80.38	0.00	4,903.82
615-237	WINE SWIRL	5,000.00	0.00	0.00	0.00	0.00	5,000.00
615-238	CHRISTMAS BAZAAR	1,000.00	0.00	0.00	0.00	0.00	1,000.00
615-239	SPOOKTACULAR	1,500.00	0.00	1,139.79	75.99	0.00	360.21
* SUB-CATEGORY TOTAL *		79,225.00	0.00	81,808.76	104.52	1,000.00	(3,583.76)
<u>PUBLIC SAFETY SUPPLIES</u>							
615-240	CITY PARADES	25,000.00	0.00	11,684.54	46.74	0.00	13,315.46
* SUB-CATEGORY TOTAL *		25,000.00	0.00	11,684.54	46.74	0.00	13,315.46
<u>SPECIALTY SUPPLIES</u>							
615-259	MISC. SUPPLIES	3,000.00	0.00	2,494.78	148.73	1,967.18	(1,461.96)
* SUB-CATEGORY TOTAL *		3,000.00	0.00	2,494.78	148.73	1,967.18	(1,461.96)
** CATEGORY TOTAL **		107,225.00	0.00	95,988.08	92.29	2,967.18	8,269.74

CITY OF TAYLOR
FINANCIAL STATEMENT
AS OF: SEPTEMBER 30TH, 2023

PAGE 4

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>							
PROFESSIONAL SERVICES							
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
FEES FOR SERVICES							
615-523	OUTSIDE PRINTING	0.00	0.00	0.00	0.00	0.00	0.00
615-528	ADVERTISING	5,000.00	0.00	219.94	4.40	0.00	4,780.06
*	SUB-CATEGORY TOTAL *	5,000.00	0.00	219.94	4.40	0.00	4,780.06
**	CATEGORY TOTAL **	5,000.00	0.00	219.94	4.40	0.00	4,780.06
<u>700-CAPITAL OUTLAY</u>							
OFFICE FURNITURE/EQUIPMENT							
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>							
CONTRIBUTIONS/TRANSFERS							
615-811	RENTAL ASSISTANCE	14,600.00	0.00	802.12	5.49	0.00	13,797.88
615-813	FACADE GRANT	30,000.00	0.00	28,387.50	94.63	0.00	1,612.50
615-819	OTHER CONTRIBUTIONS	0.00	0.00	0.00	0.00	0.00	0.00
*	SUB-CATEGORY TOTAL *	44,600.00	0.00	29,189.62	65.45	0.00	15,410.38
**	CATEGORY TOTAL **	44,600.00	0.00	29,189.62	65.45	0.00	15,410.38

C I T Y O F T A Y L O R
 FINANCIAL STATEMENT
 AS OF: SEPTEMBER 30TH, 2023

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 ***	156,825.00	0.00	125,397.64	81.85	2,967.18	28,460.18
***	TOTAL EXPENSES ***	156,825.00	0.00	125,397.64	81.85	2,967.18	28,460.18
***	TOTAL PROFIT / (LOSS) ***	0.00	100.00	(32,416.64)	0.00	(2,967.18)	35,383.82

*** END OF REPORT ***

CITY OF TAYLOR
FINANCIAL STATEMENT
AS OF: SEPTEMBER 30TH, 2023

PAG 1

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	112,128.00	6,454.88	107,716.60	96.07	0.00	4,411.40
***	TOTAL EXPENDITURES ***	112,128.00	6,454.88	107,716.60	96.07	0.00	4,411.40
***	TOTAL PROFIT / (LOSS) ***	(112,128.00)	(6,454.88)	(107,716.60)	96.07	0.00	(4,411.40)

CITY OF TAYLOR
FINANCIAL STATEMENT
AS OF: SEPTEMBER 30TH, 2023100-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: SEPTEMBER 30TH, 2023

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>100-EMPLOYEE SERVICES</u>							
<u>WAGES & SALARIES</u>							
524-111	REGULAR FULL TIME	69,225.00	4,727.43	70,699.23	102.13	0.00	(1,474.23)
524-114	OVERTIME	0.00	0.00	0.00	0.00	0.00	0.00
524-115	LONGEVITY PAY	144.00	0.00	144.00	100.00	0.00	0.00
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 *		69,369.00	4,727.43	70,843.23	102.13	0.00	(1,474.23)
<u>PAID BENEFITS</u>							
524-120	UNUM LIFE	190.00	41.48	223.67	117.72	0.00	(33.67)
524-121	FICA SOCIAL SECURITY	5,400.00	355.20	5,287.10	97.91	0.00	112.90
524-122	WORKERS COMPENSATION	160.00	0.00	216.92	135.58	0.00	(56.92)
524-123	STATE UNEMPLOYMENT TAXES	162.00	2.00	16.01	9.88	0.00	145.99
524-124	RETIREMENT- TMRS	9,030.00	1,236.08	8,623.64	95.50	0.00	406.36
524-126	HEALTH INSURANCE	7,575.00	0.00	8,202.87	108.29	0.00	(627.87)
524-127	DENTAL INSURANCE	300.00	46.62	326.34	108.78	0.00	(26.34)
524-128	LONG TERM DISABILITY	205.00	0.00	214.62	104.69	0.00	(9.62)
524-129	VISION INSURANCE	50.00	0.00	35.64	71.28	0.00	14.36
* SUB-CATEGORY TOTAL *		23,072.00	1,681.38	23,146.81	100.32	0.00	(74.81)
<u>ALLOWANCES/REIMBURSEMENTS</u>							
524-133	BUSINESS- TRANSPORTATION	0.00	0.00	0.00	0.00	0.00	0.00
524-135	BUSINESS MEALS	1,000.00	0.00	1,016.28	101.63	0.00	(16.28)
* SUB-CATEGORY TOTAL *		1,000.00	0.00	1,016.28	101.63	0.00	(16.28)
<u>TRAINING/PROFESSIONAL DEVELOPM</u>							
524-141	WORKSHOP TRAINING	1,250.00	0.00	355.00	28.40	0.00	895.00
524-142	PROFESSIONAL CONFERENCES	1,600.00	0.00	450.00	28.13	0.00	1,150.00
524-143	MEMBERSHIPS AND DUES	1,325.00	0.00	1,260.00	95.09	0.00	65.00
524-144	SUBSCRIPTIONS AND BOOKS	2,949.00	0.00	3,002.05	101.80	0.00	(53.05)
524-146	TRAINING- TRANSPORTATION	1,100.00	0.00	58.21	5.29	0.00	1,041.79
524-147	TRAINING- LODGING	2,050.00	0.00	1,053.66	51.40	0.00	996.34
524-148	TRAINING- MEALS	850.00	0.00	216.96	25.52	0.00	633.04
* SUB-CATEGORY TOTAL *		11,124.00	0.00	6,395.88	57.50	0.00	4,728.12

CITY OF TAYLOR
FINANCIAL STATEMENT
AS OF: SEPTEMBER 30TH, 2023

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 **		104,565.00	6,408.81	101,402.20	96.98	0.00	3,162.80
 <u>200-OPERATIONAL SUPPLIES</u>							
<u>OFFICE SUPPLIES</u>							
524-211	GENERAL OFFICE SUPPLIES	1,088.00	0.00	1,637.15	150.47	0.00	(549.15)
524-213	PHOTOGRAPHIC SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00
524-214	COMPUTER SUPPLIES	306.00	0.00	305.52	99.84	0.00	0.48
524-215	POSTAGE	100.00	0.00	4.02	4.02	0.00	95.98
* SUB-CATEGORY TOTAL *		1,494.00	0.00	1,946.69	130.30	0.00	(452.69)
 <u>PROGRAM/SPECIAL EVENTS</u>							
524-232	FOOD/MEALS	0.00	0.00	0.00	0.00	0.00	0.00
524-233	CITY SPONSORED EVENTS	0.00	0.00	0.00	0.00	0.00	0.00
524-235	PROMOTIONAL SUPPLIES	1,288.00	0.00	0.00	0.00	0.00	1,288.00
* SUB-CATEGORY TOTAL *		1,288.00	0.00	0.00	0.00	0.00	1,288.00
 <u>OPERATIONAL EQUIPMENT (ADMIN)</u>							
524-261	OFFICE FURNITURE	0.00	0.00	0.00	0.00	0.00	0.00
524-267	COMPUTERS	0.00	0.00	1,905.58	0.00	0.00	(1,905.58)
524-269	OTHER OFFICE EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00
* SUB-CATEGORY TOTAL *		0.00	0.00	1,905.58	0.00	0.00	(1,905.58)
** CATEGORY TOTAL **		2,782.00	0.00	3,852.27	138.47	0.00	(1,070.27)

300-FACILITIES OPERATIONS/MAIN

UTILITIES

524-323	TRUNK TELEPHONE SYSTEM	10.00	0.00	0.00	0.00	0.00	10.00
524-324	CELL PHONES	600.00	0.00	575.66	95.94	0.00	24.34
* SUB-CATEGORY TOTAL *		610.00	0.00	575.66	94.37	0.00	34.34
** CATEGORY TOTAL **		610.00	0.00	575.66	94.37	0.00	34.34

CITY OF TAYLOR
FINANCIAL STATEMENT
AS OF: SEPTEMBER 30TH, 2023

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
400-EQUIPMENT OPERATIONS/MAINT							
OFFICE EQUIPMENT							
524-461	OFFICE EQUIPMENT RENTAL	0.00	0.00	0.00	0.00	0.00	0.00
524-462	OFFICE EQUIPMENT MAINT/REPAIR	1,585.00	46.07	1,630.78	102.89	0.00	(45.78)
* SUB-CATEGORY TOTAL *		1,585.00	46.07	1,630.78	102.89	0.00	(45.78)
** CATEGORY TOTAL **		1,585.00	46.07	1,630.78	102.89	0.00	(45.78)
500-CONTRACT SERVICES AND FEES							
PROFESSIONAL SERVICES							
524-512	ENGINEERING SERVICES	806.00	0.00	0.00	0.00	0.00	806.00
524-519	OTHER PROFESSIONAL SERVICES	600.00	0.00	0.00	0.00	0.00	600.00
* SUB-CATEGORY TOTAL *		1,406.00	0.00	0.00	0.00	0.00	1,406.00
FEES FOR SERVICES							
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
CONTRACT SERVICES							
524-532	SOFTWARE MAINT/LICENSING	980.00	0.00	255.69	26.09	0.00	724.31
524-539	OTHER CONTRACT SERVICES	200.00	0.00	0.00	0.00	0.00	200.00
* SUB-CATEGORY TOTAL *		1,180.00	0.00	255.69	21.67	0.00	924.31
** CATEGORY TOTAL **		2,586.00	0.00	255.69	9.89	0.00	2,330.31

CITY OF TAYLOR
FINANCIAL STATEMENT
AS OF: SEPTEMBER 30TH, 2023

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>							
OFFICE FURNITURE/EQUIPMENT							
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>							
CONTRIBUTIONS/TRANSFERS							
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 ***		112,128.00	6,454.88	107,716.60	96.07	0.00	4,411.40
*** TOTAL EXPENSES ***		112,128.00	6,454.88	107,716.60	96.07	0.00	4,411.40
*** TOTAL PROFIT / (LOSS) ***		(112,128.00)	(6,454.88)	(107,716.60)	96.07	0.00	(4,411.40)

*** END OF REPORT ***

TAYLOR MAIN STREET ADVISORY BOARD

AGENDA ITEM COVER SHEET

SEPTEMBER 20, 2023

CONSENT AGENDA

IV - A

Discuss, and consider action regarding establishing the definition of parameters which must be met for a permitted special event which has leased access to the Heritage Square to seek to relocate the Heritage Square Farmers Market from its regularly leased position under the pavilion and into another location within or adjacent to Heritage Square

**CITY OF TAYLOR, TEXAS
MAIN STREET ADVISORY BOARD MEETING
400 PORTER STREET, TAYLOR TEXAS
WEDNESDAY, SEPTEMBER 20, 2023
6:00PM**

Agenda Item #: IV - A

Department: Main Street

Agenda Item Title: Discuss and consider action regarding establishing the definition of parameters which must be met for a permitted special event which has leased access to the Heritage Square to seek to relocate the Heritage Square Farmers Market from its regularly leased position under the pavilion and into another location within or adjacent to Heritage Square.

1. INTRODUCTION/PURPOSE

The purpose of this agenda item is for the Main Street Advisory Board to develop a list of requirements which must be met by a special event organizer in order to relocate the Heritage Square Farmers Market from the Pavilion so that the event may utilize that space.

2. DESCRIPTION/ JUSTIFICATION

Background

The Heritage Square Farmers Market is a project under the Taylor Main Street Program. It has utilized the Pavilion since August of 2019 roughly 50 Saturdays per calendar year.

The vendor fees are collected by the City and deposited into the Main Street Revenue Fund. There is an annual line in the Main Street Special Events budget for the Market's use for advertising, promotions, entertainment, etc. The goal is to have the fees collected match the funds available for the Market's use so that the project is a net zero for the Main Street Program's budget. The Market does not pay fees for the use of the Pavilion as it is under the City's Main Street Program.

The City does reserve the right to relocate the Farmers Market 2 Saturdays per year – for the Blackland Prairie Day Festival and the Main Street Car Show. In the past, other large special events have requested that the Market be relocated from under the Pavilion for their use as well. It has been determined that this is an undue hardship for the Farmers Market and will be avoided.

Issues and Analysis

In the event a special event insists that the utilization of the Pavilion is necessary for the success of their event, a list of requirements must be developed for these event organizers to meet for the relocation of the Market.

3. RECOMMENDATION

The following criteria are presented to the Main Street Advisory Board for their consideration:

1. The event organizer will provide a 30' x 100' tent with water barrels. The tent must meet all the requirements set by the Fire Marshal at the organizer's expense.
2. The event organizer will set aside a minimum of 15 parking spaces (including 2 designated handicap spaces) for Farmers Market customers in the City Hall parking lot and mark them accordingly.

Or

1. That the Farmers Market will not be relocated from the Pavilion for any outside special event.

TAYLOR MAIN STREET ADVISORY BOARD

AGENDA ITEM COVER SHEET

SEPTEMBER 20, 2023

CONSENT AGENDA

IV - B

Receive information, discuss and consider action on a mural request for 120 W 2nd St; Ste G.

**CITY OF TAYLOR, TEXAS
MAIN STREET ADVISORY BOARD MEETING
400 PORTER STREET, TAYLOR TEXAS
WEDNESDAY, SEPTEMBER 20, 2023
6:00PM**

Agenda Item #: IV - B

Department: Main Street

Agenda Item Title: Receive information, discuss and consider action on a mural request for 120 W 2nd St; Ste G.

1. INTRODUCTION/PURPOSE

The purpose of this agenda item is for the Main Street Advisory Board to consider the request for the repainting of an existing mural with a new one.

2. DESCRIPTION/ JUSTIFICATION

Background

Kirstin Sheldrake is the new tenant in 120 W 2nd St; Ste G. She is opening the Neighborhood Bottle Shop in that location. Because Hayley's Grains has relocated to 100 E 2nd St, Kirstin is requesting permission from the Main Street Advisory Board to paint over the current mural of a brown circle with wheat projecting from it with a different design.

Adam Davenport who painted the first mural is also contracted to paint this mural. It will be a circle in black with a custom bottle cap logo inside the circle.

Property owners Mark Nibbelink and Judy Blundell have approved the change.

Issues and Analysis

Without repainting the entire wall, it would be difficult to match the existing terra cotta paint with fresh paint to cover the existing brown mural. The better alternative is to paint over the design which is what is being proposed here.

Adam Davenport's reputation for high quality work is well known to the board and this project will be completed to the same level of quality as his other projects.

3. RECOMMENDATION

Staff recommends that the mural project be approved.

**APPLICATION FOR MURAL REVIEW AND APPROVAL
BY MAIN STREET ADVISORY BOARD**

Name of Building Owner: Mark Nibbelink

Address of Building: 120 W 2nd ST

Building Owner Phone: _____ Email: mark.nibbelink@gmail.com

Name of Artist: Adam Davenport

Artist Business Name, if applicable: _____

Artist Phone: _____ Email: davenportadam@yahoo.com

Content Description of Mural: _____

Bottle Cap logo for Neighborhood Bottle Shoppe to be painted over existing
black circle from previous tenant. Materials will be black and white paint. This will be a two day project.

Projected Start Date: N/A Projected Completion Date: 10/10/2023

To ensure your Application is complete, check off the following as enclosed:

- ☐ Completed and signed Application
- ☐ Description of Project to include materials, method of application
- ☐ Color drawings and/or renderings of design
- ☐ Examples of previous work, including location

Upon approval by the Main Street Advisory Board, as Owner of the Building, I accept responsibility to maintain the integrity of the approved mural.

Signature of Building Owner: _____ Date: _____

I certify that as of the date of this Application I am 18 years of age or older, as are any members of my team, if applicable. I certify that all examples of artwork submitted with this Application are products of my hand as represented. If accepted, the artwork produced will be the same as represented in this Application. I allow images of my work to be used in publicity for the City of Taylor, Texas. I further certify that all statements made in this Application are true to the best of my knowledge. I acknowledge that the City of Taylor, Texas, is not liable for loss or damage to work submitted.

Signature of Artist:  Date: _____ s

Reviewed by Main Street Advisory Board? ☐ YES ☐ NO

Comments from Main Street Advisory Board: _____

Main Street Advisory Board Chairman

Date: _____

Main Street Manager

Date: _____



LD FOR
512-4

Hayley's Grains

Hayley's Grains

Sustainable Steps to a Healthy Plate
Est. 2021 in Taylor, TX

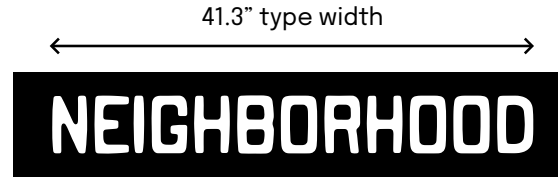


Neighborhood Bottle Shoppe

Proposed exterior signage



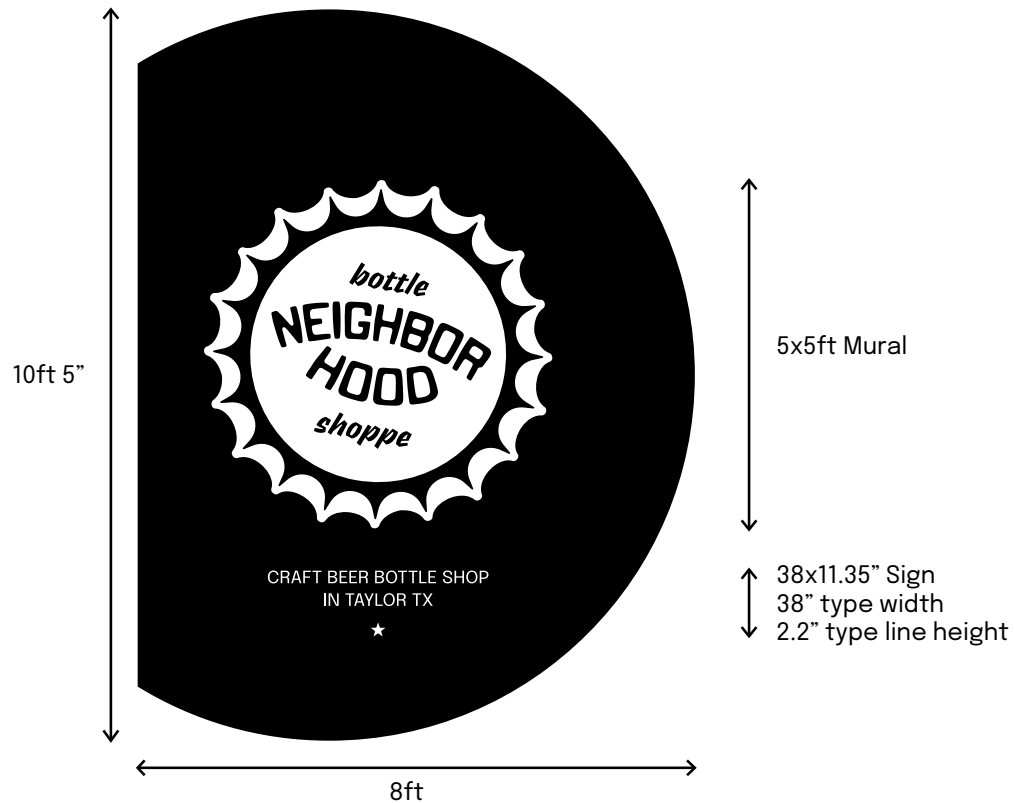
Awning - North facade



Awning - West facade



Awning - South facade



Wall mural

TAYLOR MAIN STREET ADVISORY BOARD

AGENDA ITEM COVER SHEET

SEPTEMBER 20, 2023

CONSENT AGENDA

IV - C

Receive information, discuss, and consider action on a sign grant request by Kirstin Sheldrake for The Neighborhood Bottle Shoppe; 120 W 2nd St; Ste G.

**CITY OF TAYLOR, TEXAS
MAIN STREET ADVISORY BOARD MEETING
400 PORTER STREET, TAYLOR TEXAS
WEDNESDAY, SEPTEMBER 20, 2023
6:00PM**

Agenda Item #: IV - C

Department: Main Street

Agenda Item Title: Receive information, discuss, and consider action on a sign grant request by Kirstin Sheldrake for The Neighborhood Bottle Shoppe; 120 W 2nd St; Ste G.

1. INTRODUCTION/PURPOSE

The purpose of this agenda item is for the Main Street Advisory Board to consider the request for a sign grant for the Neighborhood Bottle Shoppe opening at 120 W. 2nd St; Ste G.

2. DESCRIPTION/ JUSTIFICATION

Background

Kirstin Sheldrake is the new tenant in 120 W 2nd St; Ste G. She is opening the Neighborhood Bottle Shop in that location. She is requesting a sign grant in the amount of \$350.00.

Adam Davenport is contracted to paint the sign. It will be the lettering inside the custom painted bottle cap and also verbiage below the cap.

Property owners Mark Nibbelink and Judy Blundell have approved the sign project.

The City has issued a sign permit for the project: # 2023-12831.

Issues and Analysis

Hand painted sign art is a traditional method of signage communication. Adam Davenport's reputation for high quality work is well known to the board and this project will be completed to the same level of quality as his other projects.

3. RECOMMENDATION

Staff recommends that the sign grant request be approved for \$350.

**Advisory Board Review**

Approved _____

Rejected _____

Date _____

SIGN REIMBURSEMENT GRANT PROGRAM APPLICATION

*Please return completed with necessary attachments and signed to Taylor Main Street Office,
400 Porter Street no later than the 2nd Wednesday of the month.*

- ◆ Applicant Name Kirsten Sheldrak Date 09/11/2023
- ◆ Business Name Neighborhood Bottle Shop
- ◆ Mailing Address 725 W 8th St Taylor TX 7657
- ◆ Contact Phone 602-501-005 Email Address kirstensheldrake@gmail.co
- ◆ Building Owner (if different from applicant) Mark Nibbelink
- ◆ Building Name McRory Timmerman
- ◆ Building Address 120 W 2nd St Suite G
- ◆ Description of sign/s and installation: (includes signboards, projecting signs, and pedestrian signage)

-One mural of our logo painted on the pre-existing black circle from previous te

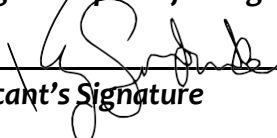
◆ List sign company proposals and total amounts (please attach original proposals):

1. Adam Davenport \$700 plus materia
2. Casey Anderson- \$1600 tot
3. Sarah Blankenship \$1142.5 tot

◆ Total cost of proposed sign/s: \$700.00**◆ Amount of Sign Grant requested:** \$350.00
(Maximum of \$1,500; 50/50 match)

The following information is required for a Grant Application to be considered:

- 1) **scale drawing/s or photographs of proposed sign/s,**
- 2) **all final paint color samples and sign materials used and**
- 3) **original copies of all sign company proposals including installation.**


Applicant's Signature

09/11/2023

Date



SIGN REIMBURSEMENT GRANT AGREEMENT FORM

Please sign and return the completed grant packet with all the necessary attachments to the Taylor Main Street Office; City Hall; 400 Porter Street no later than the 2nd Wednesday of the month.

I have met with the Taylor Main Street Manager, and I fully understand the Sign Reimbursement Grant Program established by the Taylor Main Street Advisory Board.

I further understand that if I am awarded a Sign Reimbursement Grant by the Taylor Main Street Advisory Board, any deviation from the approved project may result in the partial or total withdrawal of the grant. If the sign 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 Sign Reimbursement Grant.

Neighborhood Bottle Shoppe

Business Name

Kirsten Sheldrake

09/11/2023

Applicant's Signature

Date

Sincerely,

Building Owner's Signature

Date

Taylor Main Street Manager's Signature

Date

Taylor Main Street Advisory Board's Approval

Date

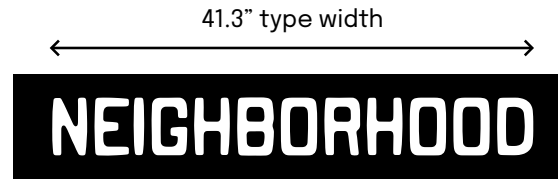


Neighborhood Bottle Shoppe

Proposed exterior signage



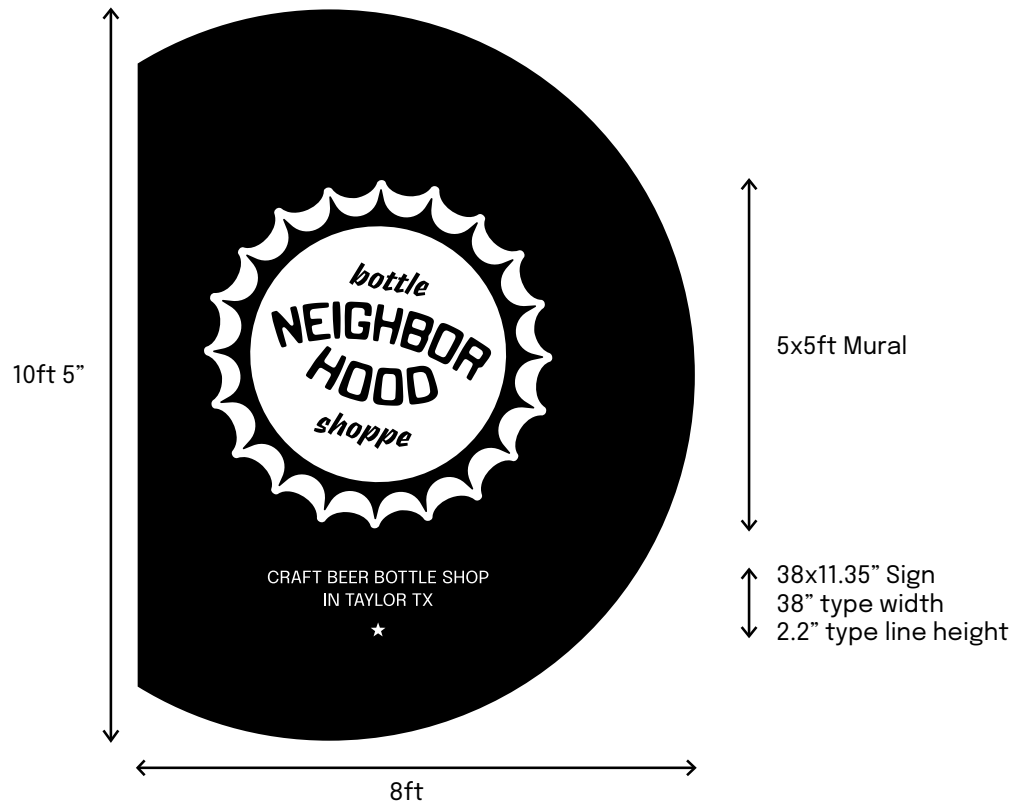
Awning - North facade



Awning - West facade



Awning - South facade



Wall mural



City of Taylor Sign - New or Reface - FY 2023

Pemit # **2023-12831**

Issued Date 9/13/2023

Expiration Date 3/11/2024

Job Address 120 W 2ND ST SUITE G

Project Sign Permit

Subdivision

Building Use Business

Lot

Occupany

Block

Type

Valuation

Sq. Ft. 0.00

Business Name

Zoning

Owner CWMRY Boyd II, LLC - Mark Nibbelink

Contractor N/A

Phone No Number Provided

Fees		Amount
Technology Fee (15.00)		\$15.00
Credit Card Processing Fee (\$3.00)		\$3.00
Sign - New or Reface - FY 2023		\$75.00
Total		\$93.00

Special Notes:

- Please print and post this permit document at the job site. This permit shall remain posted throughout the construction.
- Please keep a set of reviewed plans at the job site, at all times, during construction.
- Comply with the 2018 International Building Code, 2018 International Mechanical Code, 2018 International Fire Code, 2018 International Fuel Code, 2020 National Electric Code, 2018 ICC Electrical Administrative Code and 2018 International Energy Conservation Code.
- Comply with the City of Taylor, Code of Ordinances including Sec. 19-4 Noise and the Engineering Manual.
- Keep the site clean.
- Comply with all plat requirements.
- Obtain all required inspections and secure all required permits, including electrical, plumbing, HVAC and irrigation permits.
- Please request inspections by 3 pm for the following day inspections.
- Waste Connections (512.282.3508) is the sole provider for commercial and residential trash and refuse services for the City of Taylor.

This permit becomes null and void if work or authorized construction is not commenced within 6 months. If this project is not completed within one year, a new permit must be obtained.

I certify that I have read and examined this application and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulation or the performance of construction.

City of Taylor

9/13/2023

Date

TAYLOR MAIN STREET ADVISORY BOARD

AGENDA ITEM COVER SHEET

SEPTEMBER 20, 2023

CONSENT AGENDA

IV - D

Receive information, discuss, and consider action on a sign grant request from Karyn Morris for Sweet & Southern Finds; 519 N Main St.

**CITY OF TAYLOR, TEXAS
MAIN STREET ADVISORY BOARD MEETING
400 PORTER STREET, TAYLOR TEXAS
WEDNESDAY, SEPTEMBER 20, 2023
6:00PM**

Agenda Item #: IV - D

Department: Main Street

Agenda Item Title: Receive information, discuss, and consider action on a sign grant request from Karyn Morris for Sweet & Southern Finds; 519 N Main St.

1. INTRODUCTION/PURPOSE

The purpose of this agenda item is for the Main Street Advisory Board to consider the request for a sign grant for the Sweet & Southern Finds; 519 N Main Street.

2. DESCRIPTION/ JUSTIFICATION

Background

This is the second part of the refurbishment project Karyn Morris is undertaking for her business. The first part is the repainting of the building and the addition of new external lights.

Adam Davenport is contracted to paint the signs which will be placed on the east facing and the north facing facades of the building. The cost of these signs is estimated to be \$1,500.

Karyn Morris is the property owner.

Karyn is submitting a request for a sign permit for these signs.

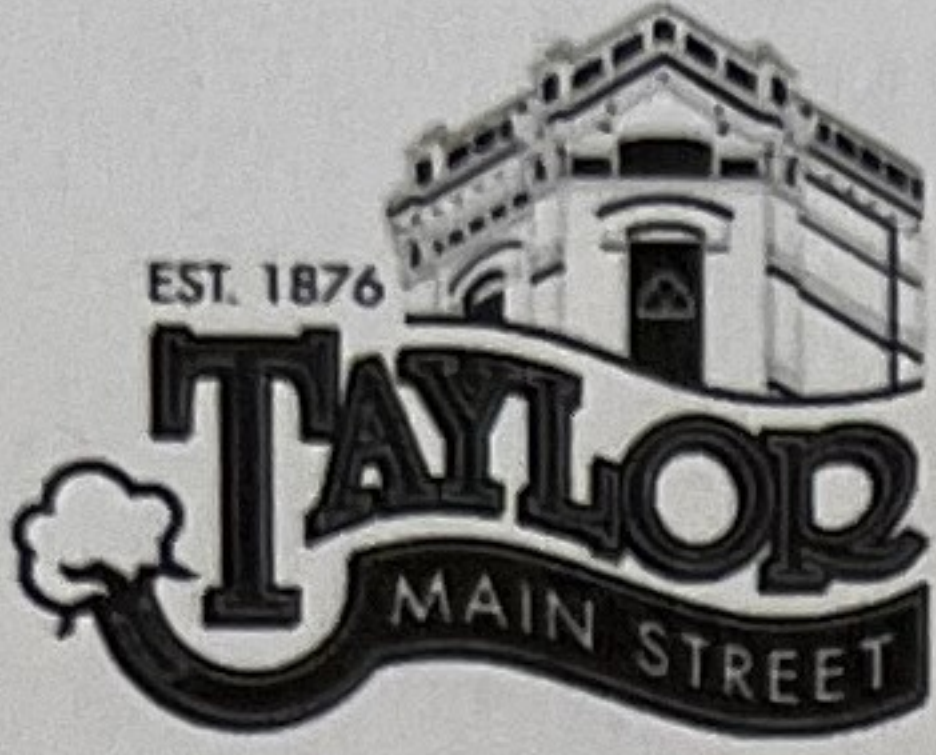
Issues and Analysis

Hand painted sign art is a traditional method of signage communication. Adam Davenport's reputation for high quality work is well known to the board and this project will be completed to the same level of quality as his other projects.

While the Main Street Board may consider this grant, the initiation of the project would have to wait until a copy of the sign permit has been submitted to the Main Street office. Therefore, any motion to approve the grant must stipulate that condition.

3. RECOMMENDATION

Staff recommends that the sign grant request be approved for \$750 pending the successful receipt of sign permits from the City of Taylor.

**Advisory Board Review**

Approved _____
Rejected _____
Date _____

SIGN REIMBURSEMENT GRANT PROGRAM APPLICATION

*Please return completed with necessary attachments and signed to Taylor Main Street office, 400 Porter St.
no later than the 2nd Wednesday of the month.*

- ◆ Applicant Name Karyn Morris Date 9/1/2023
- ◆ Business Name Sweet & Southern Finds
- ◆ Mailing Address 519 N Main Street, Taylor, TX 76574
- ◆ Contact Phone (512) 415-1653 Email Address Karyn@sweetandsouthernfinds.com
- ◆ Building Owner (if different from applicant) _____
- ◆ Building Name _____
- ◆ Building Address 519 N Main Street
- ◆ Description of Sign/s and Installation: (includes signboards, projecting signs and pedestrian signage)

Signage will be professionally painted on the facade of building

- ◆ List Sign Company Proposals and Total Amounts (please attach original proposals):

1. Adam Davenport (see attached invoice)

2. _____

3. _____

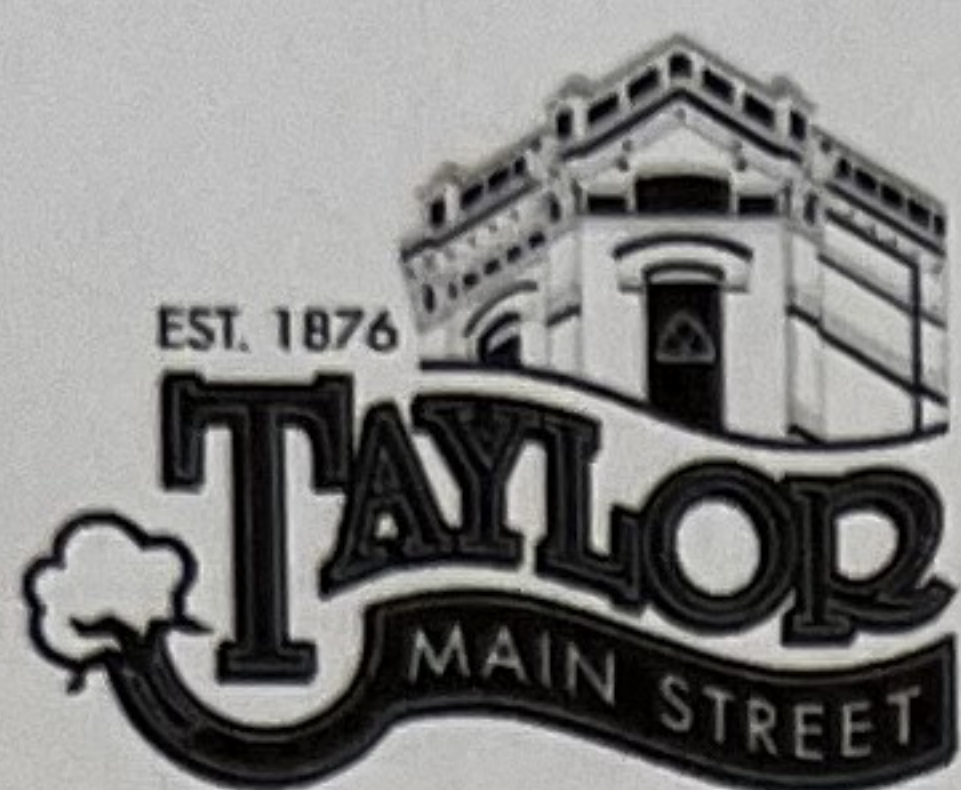
◆ TOTAL COST OF PROPOSED SIGN/S: \$ 1500

◆ AMOUNT OF SIGN GRANT REQUESTED: \$ 750
(maximum of \$500; 50/50 match)

Attach with completed application: 1) scale drawing/s or photographs of proposed sign/s, 2) all final paint color samples and sign materials used and 3) original copies of all sign company proposals including installation.

KM Morris
Applicant's Signature

9/1/2023
Date



SIGN REIMBURSEMENT GRANT AGREEMENT FORM

*Please return completed with necessary attachments and signed to Taylor Main Street office, 400 Porter St.
no later than the 2nd Wednesday of the month.*

I have met with the Taylor Main Street Manager, and I fully understand the Sign Reimbursement Grant Program Procedures and Details established by the Taylor Main Street Advisory Board. I intend to use this grant for the aforementioned renovation projects to forward the efforts of the downtown revitalization and historic preservation program known as Taylor Main Street.

I have read the Sign Reimbursement Grant Application Procedures including the Sign Reimbursement Grant Details and the Recommended Sign Design Guidelines for the Downtown Redevelopment Area.

I understand that if I am awarded a Sign Reimbursement Grant by the Taylor Main Street Advisory Board, any deviation from the approved project may result in the partial or total withdrawal of the grant. If the sign 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 Sign Reimbursement Grant.

Sweet & Southern Finds

Business Name

KmOmg

Applicant's Signature

9/1/2023

Date

KmOmg

Building Owner's Signature

9/1/2023

Date

Taylor Main Street Manager's Signature

Date

Taylor Main Street Advisory Board's Approval

Date

519 N MAIN STREET: NORTH SIDE (FACING 6TH STREET)



LINEAR FEET:47'

SIGNAGE DIMENSIONS
1.25X8' SIGN = 10 SQFT
("HOME DÉCOR")
4X6' SIGN = 24 SQFT
(SWEET & SOUTHERN FINDS)
1.25X10' SIGN = 12.5 SQFT
(GIFTS & APPAREL)

TOTAL = 46.5 SQFT

BLACK PAINT TO MATCH TRIM
SW BLACK TRICORN - FLAT

519 N MAIN STREET: EAST SIDE (FACING MAIN STREET)



LINEAR FEET: 32'
SIGNAGE DIMENSIONS
2X14' SIGN = 28 SQFT

BLACK PAINT TO MATCH TRIM
SW BLACK TRICORN - FLAT

INVOICE

adam davenport

purchase@davenportstudios.com

Invoice No#: 0013

Invoice Date: Sep 14, 2023

Due Date: Sep 14, 2023



Scan.Pay.Go

\$1,500.00

AMOUNT DUE

BILL TO

Kirsten Sheldrake

karyn@sweetandsouthernfinds.com

SHIP TO

Kirsten Sheldrake

#	DATE	ITEMS & DESCRIPTION	QTY/HRS	PRICE	AMOUNT(\$)
1	Sep 14, 2023	Sweet And Finds Hand Painted Lettering Side wall	1	\$700.00	\$700.00
2	Sep 14, 2023	Sweet And Southern Finds Logo Front wall	1	\$800.00	\$800.00
				Subtotal	\$1,500.00
				TOTAL	\$1,500.00 USD

TAYLOR MAIN STREET ADVISORY BOARD

AGENDA ITEM COVER SHEET

SEPTEMBER 20, 2023

CONSENT AGENDA

IV – E

Receive information, discuss, and consider action on a Façade Improvement Grant from Mike Hobbie for 206 N Main St.

**CITY OF TAYLOR, TEXAS
MAIN STREET ADVISORY BOARD MEETING
400 PORTER STREET, TAYLOR TEXAS
WEDNESDAY, SEPTEMBER 20, 2023
6:00PM**

Agenda Item #: IV - E

Department: Main Street

Agenda Item Title: Receive information, discuss, and consider action on a
Façade Improvement Grant from Mike Hobbble for 206 N Main St.

1. INTRODUCTION/PURPOSE

The purpose of this agenda item is for the Main Street Advisory Board to consider action regarding the application for a Façade Improvement Grant by Mike Hobbble owner of 206 N Main Street.

2. DESCRIPTION/ JUSTIFICATION

Background

Mike Hobbble is the owner of 206 N Main Street and Drip N Rip Vapes. He is seeking a reimbursement grant to help defray the costs of replacing the existing canopy on the building. There is no record of a façade grant ever being requested or awarded to this address. Therefore, the property is eligible for the grant.

Issues and Analysis

The canopy at 206 N Main St is rotting and in need of repair. Mike Hobbble has secured an estimate from Dust & Shine Contractors to complete the project for \$7,050.00. The canopy will be a replica of the existing canopy.

3. RECOMMENDATION

Staff recommends that the board approve the grant request in the amount of \$3,525.00 payable after the project is completed and proof of payment in full has been provided.

Applicant Name: Michael Hobble

Date: 9-7-2023

Business Name: Drip n Rip Vapes

Mailing Address:
206 N Main Street
Taylor, Texas 76574

Phone: 214-803-1513

Email: mike.hobble@driprnripvapes.com

Building Owner: 705 Austin Ave, LLC

Contact Phone: 214-803-1513

Email: mike.hobble@driprnripvapes.com

Project Site/Address:
206 N Main Street
Taylor, Texas 76574

SCOPE OF WORK (see required attachments):

- | | |
|--|-------------------|
| 1. Clean and/or repair brick | \$ _____ |
| 2. Sand and paint weathered boards | \$ _____ |
| 3. Repair/replace storefront window and/or door system | \$ _____ |
| 4. Repair/replace upper floor windows | \$ _____ |
| 5. Repair/replace transom windows | \$ _____ |
| 6. Repair/replace awnings or canopy | \$ 7,050.00 _____ |
| 7. Paint stucco, wood or painted masonry | \$ _____ |
| 8. Repair roof, parapet, and /or flashing | \$ _____ |
| 9. Other: _____ | \$ _____ |
| 10. Other: _____ | \$ _____ |
| 11. Other: _____ | \$ _____ |

TOTAL ESTIMATED COSTS: \$ _____

DETAILS OF PLANNED IMPROVEMENTS RELATING TO GRANT REQUEST (attach additional information if necessary).

Replace rotton wood and roof for awning.

New wood, trim, paint - Pictures of damage attached.

REQUIRED ATTACHMENTS:

- ☒ 1. Color photographs, showing the entire façade(s) where work will take place.
- ☒ 2. A detailed narrative describing the scope of work for each enumerated section listed on the application sheet. This brief narrative should describe accurately how the proposed work is to be conducted and the materials to be used.
- ☒ 3. Detailed drawings showing the proposed work to be done. Drawings must be drawn to scale.
- ☒ 4. If adding or changing materials, include a sample of the product to be used.
- ☒ 5. Signed and ITEMIZED estimate(s) on company letterhead from contractor(s) covering ALL proposed work. All construction bids/estimates must be current and must be dated no earlier than thirty (30) days prior to the Application request.

** If you are unable to provide any of the items listed above, you must submit a written explanation as to why this information is unavailable. ***

TOTAL COST OF PROPOSED PROJECT: \$ 7050.00

TOTAL GRANT REQUEST: \$ 3,525.00

(Maximum grant reimbursement is 50% of the total project no to exceed \$25,000 – for example: \$50,000 project = \$25,000 reimbursement grant; \$20,000 project = \$10,000 reimbursement grant; \$100,000 project = \$25,000 reimbursement grant)

LIST CONTRACTOR PROPOSALS AND TOTAL AMOUNTS (please attach original proposals):

1. Dust and Shine - \$7050.00 _____
2. _____
—
3. _____
—

Complete Façade Grant Application packets must be received by the Main Street Manager no later than the first (1st) Friday of the month for the Main Street Advisory Board to consider it at their regularly scheduled meeting on the third (3rd) Wednesday of the month.

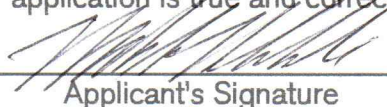
Please initial below to attest that you have read and understand the following:

 msh 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 a renovation project to advance the efforts of revitalization and historic preservation of Taylor's historic downtown.

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

 msh I understand that if I am awarded a Façade Improvement Grant by the Taylor Main Street Board and/or 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 facade improvement grant for façade work and the facade 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.)

 msh I hereby certify that I have been informed and understand the regulations regarding this program. I also certify that to the best of my knowledge all data in this application is true and correct.


Applicant's Signature

9-7-2023
Date

If the applicant is not the building owner, the following approval must be provided by the building owner:

OWNER APPROVAL FOR TENANT APPLICANT:

I, (please print clearly) _____, owner of the building at _____, give my consent to the applicant to go forward with the façade work on the building as outlined in the Scope of Work section of this application.

Signature: _____ Date: _____

(For official use only)

Date FIG Packet was received: _____

Is the FIG Packet complete:

YES NO

Date FIG Packet was considered by the MSAB: _____

Results of MSAB's consideration:

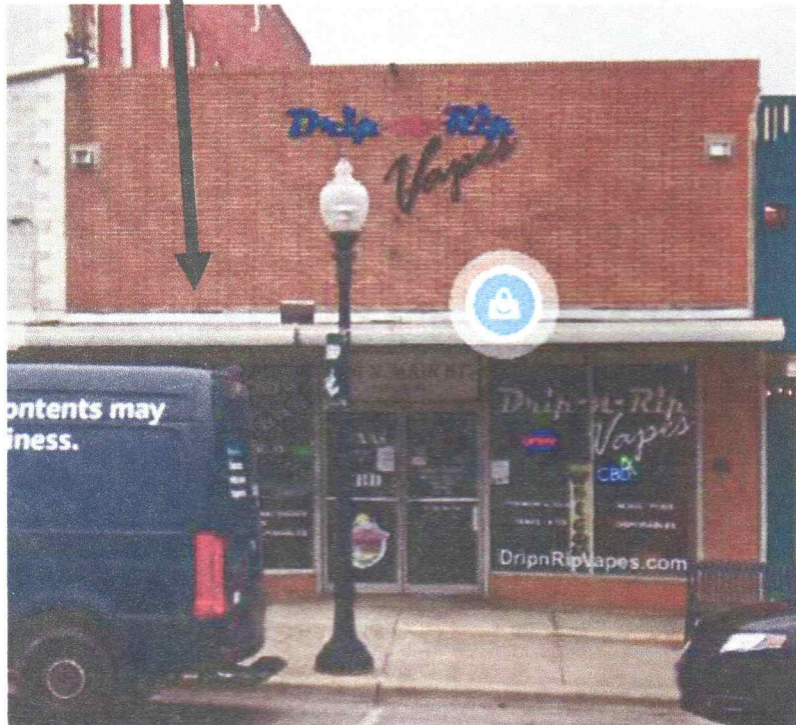
Main Street Manager's Signature: _____

Date: _____

MSAB Chairman's Signature: _____

Date: _____

Awning replace structure with new wood,
roofing material and aluminum trim
30' X 6'



Dust and Shine
13500 moura cove
Pflugerville, TX 78660
United States

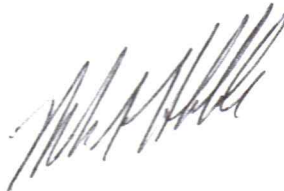
Prepared For
mike

Estimate Date
09/14/2023

Estimate Number
0000126

Description	Rate	Qty	Line Total
General Repair front awning need to repair awning there is no water down spouts so water damage shingles and all wood needs to be replace it is all rotten and under awning water has penetrated wood so need to re- place all wood as well,	\$0.00	1	\$0.00
General remove all shingles damage wood metal trim under awning demo all wood and trim and haul off all trash	\$2,000.00	1	\$2,000.00
General reframe around metal Fram do wood deck back and add felt paper and adding metal roof back remand under awning new wood caulk and paint.	\$3,500.00	1	\$3,500.00
materials wood boards wood trim	\$500.00	1	\$500.00
materials nails screws caulk felt wrap paper,	\$150.00	1	\$150.00
materials trim wood for out side perimeter	\$250.00	1	\$250.00
materials metal sheets for top of awning	\$400.00	1	\$400.00
materials paint to paint awning	\$250.00	1	\$250.00
Subtotal			7,050.00
Tax			0.00
Estimate Total (USD)			\$7,050.00

Notes
drip-n-rip



TAYLOR MAIN STREET ADVISORY BOARD

AGENDA ITEM COVER SHEET

SEPTEMBER 20, 2023

CONSENT AGENDA

IV - F

Receive information, discuss, and consider action on the appointment of the Main Street Advisory Board to also serve as the Ad Hoc Advisory Committee for the new Justice Center and to appoint sub committees as needed

**CITY OF TAYLOR, TEXAS
MAIN STREET ADVISORY BOARD MEETING
400 PORTER STREET, TAYLOR TEXAS
WEDNESDAY, SEPTEMBER 20, 2023
6:00PM**

Agenda Item #: IV - F

Department: Main Street

Agenda Item Title: Receive information, discuss, and consider action on the appointment of the Main Street Advisory Board to also serve as the Ad Hoc Advisory Committee for the new Justice Center and to appoint sub committees as needed.

1. INTRODUCTION/PURPOSE

The purpose of this agenda item is for the Main Street Advisory Board to consider action regarding the City Council's appointment of the board to serve as an Ad Hoc Design Committee for the new Justice Center.

2. DESCRIPTION/ JUSTIFICATION

Background

The City Council made this appointment at the August 24th Council meeting.

The role of the Ad Hoc Committee is to work with the City's selected Design Team on the plans for the new City Hall/Justice Center.

Issues and Analysis

The Main Street Board needs to decide whether the committee of the whole board or a selected sub committee will meet with the Design Team and commit to the time and energy necessary for this exciting project.

3. RECOMMENDATION

Staff recommends that the board agree to support the work of the City's Design Team and provide thoughtful suggestions and input as requested by the Council.

From: [Jan Harris](#)
To: [Tom Yantis](#)
Cc: [Ruby Fisher](#)
Subject: RE: City Hall - Justice Center ad-hoc advisory committee
Date: Monday, September 11, 2023 8:43:00 AM

Tom –

Will do.

Jan

From: Tom Yantis <tom.yantis@taylortx.gov>
Sent: Friday, September 8, 2023 1:50 PM
To: Jan Harris <jan.harris@taylortx.gov>
Cc: Ruby Fisher <ruby.fisher@taylortx.gov>
Subject: Fw: City Hall - Justice Center ad-hoc advisory committee

Jan,

I spoke with Doug about this issue yesterday. He would like this added to the September 20th Main Street agenda.

Tom

From: Tom Yantis
Sent: Friday, August 25, 2023 8:42 AM
To: Douglas Moss <dmooss@publicsketch.com>
Cc: Jan Harris <jan.harris@taylortx.gov>
Subject: City Hall - Justice Center ad-hoc advisory committee

Doug,

Last night, the City Council created an ad-hoc advisory committee to work with the City's design team on the new City Hall/Justice Center. They selected the Main Street Advisory Board as the advisory committee and authorized the Board to establish a subcommittee, if desired, and to enlist any other outside volunteers that may assist in the design review process.

If you have time in the next couple of weeks, I'd like to meet with you to discuss how the advisory committee will be integrated into the design process.

Thanks,

TAYLOR MAIN STREET ADVISORY BOARD

AGENDA ITEM COVER SHEET

SEPTEMBER 20, 2023

CONSENT AGENDA

IV - G

Discuss and determine a date for a work session to for three key items:

1. A brief training session on the Main Street Approach, Board participation, and Committees.
2. A review of the materials from the National Main Street Center concerning the accreditation process and their role in it.
3. Development of a work plan for 2024

**CITY OF TAYLOR, TEXAS
MAIN STREET ADVISORY BOARD MEETING
400 PORTER STREET, TAYLOR TEXAS
WEDNESDAY, SEPTEMBER 20, 2023
6:00PM**

Agenda Item #: IV - G

Department: Main Street

Agenda Item Title: Discuss and determine a date for a board work session.

1. INTRODUCTION/PURPOSE

The purpose of this agenda item is for the Main Street Advisory Board to determine a date for a work session for three key items:

1. A brief training session on the Main Street Approach, Board participation, and Committees.
2. A review of the materials from the National Main Street Center concerning the accreditation process and their role in it.
3. Development of a work plan for 2024.

2. DESCRIPTION/ JUSTIFICATION

Background

Main Street is a national movement of economic development through historic preservation. It is governed on the national level by the National Main Street Center and in Texas by the Texas Main Street Program under the Texas Historical Commission. It is not easy to become a Main Street city and even harder to be a Nationally Accredited program.

The NMSC has tightened the standards that a program must meet to be Nationally Accredited to ensure that the existing programs are deserving of the status as a Main Street City.

Board members are expected to actively participate beyond the monthly board meetings by chairing and serving on committees which are member – not Manager – driven. These committee chairs then report on their activities to the board rather than the Manager reporting what has been done. We are not operating in this way despite you all signing the Board Member Accountability Agreement where it states that members should be prepared to devote between 4-10 hours monthly to board action plan activities and as a committee member devote between 5-8 hours a month on committee business. The training at the work session will empower you to take the reins for committees going forward.

The annual assessment is designed to be completed by the Manager and the Board, which is why you need to be familiar with the examination process.

The Annual Work Plan needs to be updated for 2024 with the Transformative Strategies reviewed and action items updated to support those strategies.

Issues and Analysis

In the quarterly Managers meeting with State Main Street Staff, Amy Hammonds, the State Coordinator, informed us that they will be examining the performance of Main Street Boards as a part of accreditation. This is a clear warning that programs whose boards are not as active as they need to be should actively work to make positive change.

3. RECOMMENDATION

Staff recommends that the board set aside a date to dedicate 6 hours for a board retreat to be held in the Library's meeting room.

TAYLOR MAIN STREET ADVISORY BOARD

AGENDA ITEM COVER SHEET

SEPTEMBER 20, 2023

CONSENT AGENDA

V - A

Main Street Manager's reports

1. Manager's activity report
2. Main Street business & property report

**CITY OF TAYLOR, TEXAS
MAIN STREET ADVISORY BOARD MEETING
400 PORTER STREET, TAYLOR TEXAS
WEDNESDAY, SEPTEMBER 20, 2023
6:00PM**

Agenda Item #: V - A

Department: Main Street

Agenda Item Title: Main Street Manager's Reports

1. INTRODUCTION/PURPOSE

The purpose of this agenda item is for the Main Street Manager to inform the board of her activities during the past month and to keep them apprised of the economic development occurring in the downtown district.

2. DESCRIPTION/ JUSTIFICATION

1. Manager's activity report – During August 1- September 13, the Manager attended 9 board and committee meetings, participated in 7 different training sessions/meetings for professional development, held 7 small business visits, discussed murals with 1 downtown stakeholders, held a second meeting with 1 group interested in purchasing a downtown property, and met with 2 downtown property/business owners interested in grants, and issued 1 Film Project Permit.
2. Main Street business & property report – During August 1-September 13, there have been 7 properties listed for sale for a total square footage of 35, 388, 14 building/spaces are for lease (some are small spaces within large buildings) for 30,269 SF; two properties were leased: 103 W 4th St and 313 N Main St (total of 6,178 SF; Flake Bakery & Larder is now open on Saturdays. No businesses closed during the reporting period.

3. RECOMMENDATION

Staff recommends that the board receive this report as information.

**Main Street Monthly Report
for August through September 13, 2023**

Downtown Property & Business Report:

Property:

- Number of properties listed for sale: 6
 - Assembly Square Footage: 7,515/SF
 - Industrial Square Footage: 0/SF
 - Retail/Service/Professional Square Footage: 22,864/SF
 - Façade and building shell (no roof): 5,009/SF
- Number of properties listed for lease: *14 **Note: some of these are small spaces within larger buildings with other occupied spaces.*
 - Commercial Square Footage: 22,309/SF
 - Assembly Square Footage: 0/SF
 - Build to Suit Rental Space on a Vacant Lot: 6600/SF
 - Residential Square Footage: 0/SF
 - Mixed Use Square Footage: 1,360/SF
- Leased properties during reporting period: 2
 - Square footage of lease properties: 6,178 SF
 - Property uses – Beer/Wine Store; private residence

Businesses:

- New businesses in development: 2
 - Square footage: 1,346/SF
 - Property uses – Personal Service (1); Private Residence (1)
- New businesses opened during reporting period: 1
 - Square footage: 1,346/SF
 - Property uses – Bakery
- Businesses Relocating: 0
 - Square footage 0 SF
 - Property uses:
- Businesses Closed: 0
 - Square Footage: 0/SF
 - Property uses –

Community Outreach / Meetings Attended:

- TIF #1 meeting – 8/16
- Main Street Advisory Board meeting – 8/16
- Public Arts Advisory Board meeting – 8/23
- Taylor Area Businesswomen – 8/22
- Heritage Farmers Market Meeting – 8/14
- Tax Credit Workshop Meeting – 8/8
- Breakfast Bites – 8/9; 9/13
- Taylor Historic Tax Credit Workshop planning meeting – 8/8

Local Business / Owner Visits:

- Conference call with potential purchasers of Howard Theater – 8/10/2023
- Business Visit – Hayley's Grains – 8/4

- Business Visit – Piper & Paul – 8/4
- Business Visit – Vic's Heating & Air – 8/4
- Business Visit – T&L Nails – 8/4
- Business Visit – Alchemy – 8/4
- Business Visit - Art Office Signs – 8/4
- Discussion of possible impact of Justice Center on 1st Street properties – 8/16

Event Planning:

- Special Events Committee Meeting – 8/3 (Taylor Pride); 8/25 & 8/31 (St Mary's Fall Festival)
- Main Street Car Show meeting – 8/8; 8/23
- Mamma Jamma meeting – 8/18

Special Events:

- Every Saturday – check on Farmers Market
- 2nd Saturday Shop & Stroll – 10 am – 4 pm – 8/12 & 9/9
- Patriot's Day March and Program – 9/11

Special Events Permits Issued or Pending:

- Texas Mamma Jamma Bike Ride

Film Friendly Taylor –Film Events in Taylor:

- "Growing Pains" Feature Film – 8/31

Professional Development:

- Leadership Meeting – 8/7
- City Benefits Meeting – 8/9
- Online meetings with Munibit – Shop Downtown Taylor website – 8/11; 8/18; 8/25
- New City Email Filter training – 8/15
- Performance Management Training – 8/22

Other Duties:

- Development Team Meetings – Every Monday at 9am
- Leadership Meetings – 8/7
- Updating Directory Map for downtown business directories
- 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 monthly downtown business meetings (2nd Wednesday of each month)

TAYLOR MAIN STREET PROPERTY BUSINESS REPORT

SEPTEMBER 2023

PROPERTY FOR SALE:	ADDRESS:	OWNER/REALTOR	CONTACT INFO	F2	PRICE	STATUS
Nelson-Davis & Son Wholesale Grocer	110 W 1st St	Charles & Cheryl Daily/Robert J Fisher Team	512-237-4977	5009 SF	\$189,000	
T Ford Enterprises Building	113-115 E. 3rd St	Tommy M ford/Joe Williams Redevelopment	Richard Gary - 512-415-9367	est 8584 SF total: 113 1st fl: 1590 SF office/retail; 2301 SF warehouse w/ 11' pull up door 113 2nd fl 2818 SF office 115 1875 SF office/retail pvt parking lot in rear	unpriced	
Urban Threads bldg	117 E. 3rd St	Cliff Samuels/Brasfield Realty	512-947-5713	2464 SF	\$975,000	
Eanes/Prewett Building	119-121 E 3rd St	RichardTorres/ Bryan McLane	bryanmclane@gmail.com ; 512-615-1240	9916 SF	\$1,950.00	
Howard Theater	308 N Main St	Steve Turner-Turner Properties	512-930-2800	7515 SF	\$795,000	
Restaurant building	405 S Main St	Johan Borge		1800 SF	\$950,000	
PROPERTY FOR LEASE:	ADDRESS	OWNER/REALTOR	CONTACT INFO	F2	PRICE	
Mixed-Use space	114 N Main St	2nd & Main Lofts/Julie Downs (Tierra Grande Realty)	juliedowns4@gmail.com	1360/SF	\$1825/mo; \$2.20/SF/MO	

TAYLOR MAIN STREET PROPERTY BUSINESS REPORT

SEPTEMBER 2023

PROPERTY FOR LEASE:	ADDRESS	OWNER/REALTOR	CONTACT INFO	F2	PRICE	
117-119 N Main St	Suite 109	Ujjal Ghostagore/Julie Downs	Julie Downs-512-487-3967	875SF	\$1,437.92/mo	
117-119 N Main St	Ste 217 (1st floor)	Ujjal Ghostagore/Julie Downs	Julie Downs-512-487-3967	1007 SF	Upon Request	
117-119 N Main St	Ste 219 (1st Floor)	Ujjal Ghostagore/Julie Downs	Julie Downs-512-487-3967	1007 SF	Upon Request	
117-119 N Main St	Ste 221	Ujjal Ghostagore/Julie Downs	Julie Downs-512-487-3967	2364 SF	Upon Request	
117-119 N Main St	Back Bar	Ujjal Ghostagore/Julie Downs	Julie Downs-512-487-3967	1800 SF	Upon Request	
fmr Downtown Social	119-B E 3rd	Richard Torres	209-605-4155	950/SF	call for pricing	

TAYLOR MAIN STREET PROPERTY BUSINESS REPORT

SEPTEMBER 2023

PROPERTY FOR LEASE:	ADDRESS	OWNER/REALTOR	CONTACT INFO	F2	PRICE	
120 W 2nd St - McCrory-Timmerman/Titsworth Buildings	120 W 2nd St; Ste 105	Judy Blundell/Julie Downs	Julie Downs-512-487-3967	600 SF	Upon Request	
120 W 2nd St - McCrory-Timmerman/Titsworth Buildings	120 W 2nd St; Ste 104	Judy Blundell/Julie Downs	Julie Downs-512-487-3967	420 SF	Upon Request	
The Hawt Spot	211 N Main St; Ste B-1	Richard Torres/Julie Downs	Julie Downs-512-487-3967	405 SF	\$11 0/SF/MO; \$2.73/SF/MO	
The Hawt Spot	211 N Main ST; Ste B-2	Richard Torres/Julie Downs	Julie Downs-512-487-3967	1497 SF	\$2994/MO; \$2/SF/MO	
Restaurant building	405 S Main St	Johan Borge	713-464-7656	1800 SF	\$3,500/SF/MO	

TAYLOR MAIN STREET PROPERTY BUSINESS REPORT

SEPTEMBER 2023

PROPERTY FOR LEASE:	ADDRESS	OWNER/REALTOR	CONTACT INFO	F2	PRICE	
Retail Space	417-A N Main St	Jarrell & Shannon Boles and Chan & Rebecca McMakin - Chris Cottle is the property manager	cdcottle@gmail.com	2381 SF		
Large Office Building	700 N Main St	Daniel Reuter	512-991-2849	7202 SF	\$3.49/SF/MO	
SOLD PROPERTIES	ADDRESS	PURCHASER	CONTACT INFO	PROPOSED USE	SALES PRICE	
NONE						
LEASED PROPERTIES	ADDRESS	TENANT	CONTACT INFO	PROPOSED USE	LEASE \$	
Preslar-Hewitt Building	103 W 4th St			Private Residence		2900 SF
	313 N Main Street	Salvador Tinajero	tinajerosalvador07@gmail.com	Barber Shop		3278 SF

TAYLOR MAIN STREET PROPERTY BUSINESS REPORT
SEPTEMBER 2023

PROPOSED NEW CONSTRUCTION/MAJOR RENOVATION	ADDRESS	OWNER	CONTACT INFO	PROPOSED USE		
One building with 4 subdivisions (offices and storage behind)	W 1st Street	Jay McNabb	jan.mcنabb@outlook.com	Office space for contractors, etc.		
Two building to be constructed for tenant finish out	104 N Main St	Public Sketch	(512) 365-8563	offices, bars, restaurants	\$30.SF.Y \$2.50/SF/MO	will build 2-800-SF buildings to suit
NEW CONSTRUCTION/MAJOR RENOVATION PROJECTS	ADDRESS	OWNER	CONTACT INFO	PROPOSED USE		
Bohl's Building	104 E. 2nd St	Ed & Betty Hile	ed.hile@swbell.net	future offices for Edward Jones	\$350,000 remodel project	
Talbot Commons Pocket Hotel	114 W 6th St	Public Sketch	Julie Downs 512-365-8653	pocket hotel in a mixed use development		

TAYLOR MAIN STREET PROPERTY BUSINESS REPORT
SEPTEMBER 2023

NEW BUSINESS COMING ON LINE	ADDRESS	OWNER	CONTACT INFO	PROPOSED USE	# EMPLOYEES GAINED	
The Venue	115 W 2nd St	Vanessa Garcia	(512) 919-2526	Event venue	2	
The Neighborhood Bottle Shoppe	120 W 2nd St; Ste G	Kirsten Igo	602-501-0050	bottled craft beer shop	1	Has CO
NEW BUSINESSES OPEN	ADDRESS	OWNER	CONTACT INFO	PROPOSED USE	# EMPLOYEES GAINED	
Flake Bakery & Larder	103 W 5th St	Leisha Dowers	512-643-5989	bakery	2	1346 SF HAS CO
BUSINESS CLOSING	ADDRESS	OWNER	CONTACT INFO	FORMER USE	# EMPLOYEES LOST	YEARS IN BUSINESS
NONE						
BUSINESS EXPANDING	ADDRESS	OWNER	CONTACT INFO	USE	GAINED OR	
NONE						

TAYLOR MAIN STREET PROPERTY BUSINESS REPORT
SEPTEMBER 2023

BUSINESS RELOCATING	NEW ADDRESS	OWNER	CONTACT INFO	OLD ADDRESS	# EMPLOYEES GAINED OR LOST	
NONE						
BUSINESS BEING SOLD	ADDRESS	NEW OWNER	CONTACT INFO	OLD OWNER	# EMPLOYEES GAINED OR LOST	
NONE						

TAYLOR MAIN STREET ADVISORY BOARD

AGENDA ITEM COVER SHEET

SEPTEMBER 20, 2023

CONSENT AGENDA

V - B

Special Events Coordinator's report

Special Event Coordinator- City of Taylor (August – September)

- Approved Special Event Permits:
 - 9/11 Memorial March and Tribute
 - Texas Mamma Jamma Ride
- In Process Special Event Permits:
 - The First Baptist Church – Music in the Park
 - Taylor ISD Homecoming
 - Community Worship in the Park
 - Fall-o-ween Jesus
 - Good Life
 - Animal Shelter Ribbon Cutting
 - Spooktacular
 - Main Street Car Show
 - National Night Out
 - Dickey Day
 - Veteran’s Beer Run
- Mainstreet Car Show:
 - Opened Bid Process for Sound
 - Opened Bid Process for Protopodites
 - Confirmed Traffic Control Plan with Public Works and Ordered Signage
 - Registered vendors
 - Registered sponsors
 - Registered vehicles
- Duck Buck Raffle/ Shop Small Sip and Stroll/ Holiday Bazaar
 - Generated materials for Duck Buck Sponsorship
 - Generated materials for business registration for Duck Buck raffle
 - Generated Materials for Sip n Stroll Sponsorship
 - Generated Materials for Sip n Stroll Registration
 - Met with Parks about Holiday Bazaar
- Conducted Main Street Advisory Board Special Called Meeting

TAYLOR MAIN STREET ADVISORY BOARD

AGENDA ITEM COVER SHEET

SEPTEMBER 20, 2023

CONSENT AGENDA

V - C

Update on downtown directory signage and large banner project

**CITY OF TAYLOR, TEXAS
MAIN STREET ADVISORY BOARD MEETING
400 PORTER STREET, TAYLOR TEXAS
WEDNESDAY, SEPTEMBER 20, 2023
6:00PM**

Agenda Item #: V - C

Department: Main Street

Agenda Item Title: Update on downtown directory signage and large banner project.

1. INTRODUCTION/PURPOSE

The purpose of this agenda item is to keep the board informed as this project moves forward.

2. DESCRIPTION/ JUSTIFICATION

Before moving forward on the submission of updated maps for the downtown directories, staff needed to determine the final costs of this project. Initial costs submitted from HDR were for the replacement of each of the sign fronts quarterly for a total of \$7,077.56 per quarter. Staff went back to Cynthia McCalmont with HDR for additional options and was presented with the option of totally replacing the directory signs with sign boxes with lockable Lexan doors whereby the City would print updated maps to hang inside the casing for \$26,002.20.

Staff repeated her initial request for pricing for adhesive-backed maps that could be professionally installed every quarter. She responded with the option of going with Fast Signs out of Georgetown, but no pricing was available until a site visit by Fast Signs staff could be taken for a \$250 fee.

In the meantime, Staff has contacted Art Office Signs for a quote and will receive that on Friday, September 15th.

Back panels in the same material as the front sides will cost \$7,077.56 while metal panels for the backs of the directory signs will cost \$4,870.26.

In addition, HDR's representative Southwest Monuments & Signs has already printed the 9 additional large banners the board had requested so that they could be installed on all available light poles both to the west and south of downtown. The cost of these banners is \$4,702.05.

3. RECOMMENDATION

That the board provide direction on this project regarding which options to pursue and then to make a motion to seek funding from the TIF Board to cover the project.

Staff seeks a motion from the Board to seek funding from the TIF Board for this project as well.



Change Proposal Request No. 04 (Not a Change Order)

Project Name: Taylor Animal Shelter	Owner's Project No. (if applicable):
Project Owner: Downtown Signage Project	Regulatory Agency Project No. (if applicable):
HDR Project No. 10111496	Initiated by: ☒ Engineer ☐ Contractor
Contractor: Fazzone Construction Co., Inc.	Date: 08/01/2023

Attention: The following change in the contract on this project is proposed. Please provide your proposed price for the cost of this change.

- ✓ A breakdown of cost SHALL be provided upon request by the Owner or Engineer.
- ✓ Work shall not commence until authorized by the Owner.

Description of the Proposed Change:

Reprint and replace 6 wayfinding signs and add additional backing lzone signs of maps for the 6 way findings signs. The backer signs will be installed on the existing signs. They will have to be installed with 4 screws that will be visible on fronts of the maps. We will place the screws in the green border when possible.

By Carrie Wyman

All work shall be in accordance with the terms, stipulations, and conditions of the original Contract Documents. If the work herein provided for is Approved by Change Order, the time of completion will be:

☒ Increased ☐ Decreased ☐ Unchanged

by 42 calendar days.

This change will: ☒ Add ☐ Deduct ☐ No Change

\$ 14,155.12

Carrie Wyman

General Contractor

Date 08/01/2023

HDR Recommendation:

- ☐ Recommend Acceptance
☐ Do Not Recommend Acceptance

By: HDR Engineering, Inc.

Date _____

Owner's Action:

- ☐ Accepted ☐ Not Accepted

By: Owner

Date _____



QUOTATION & PURCHASE CONTRACT

Southwest Monument & Sign

Job #2318

07/31/2023

BILL TO

Fazzone Construction
1302 West Blanco Road
San Antonio, TX 78232
United States

JOB LOCATION

2318. City of Taylor Heritage Park
Taylor, TX

1302 West Blanco Road
San Antonio, TX 78232
United States

Website: www.swmsigns.com

Phone/Fax: 844.331.1522

Email: info@swmsigns.com

QUANTITY	DESCRIPTION	UNIT COST	COST
1	Change Order #2 Way nding Signs To Provide, Deliver and Install Qty 6) 48" x 28" x 1/2" CHPL Exterior Matte Finish Standard 1/8" Beveled Edge and 1/8" Radius Corners These will be installed on the existing signs. They will have to be installed with 4 screws that will be visible on fronts of the maps. We will place the screws in the green border when possible. Exclusions: Permitting, Masonry, Light Pole, Electrical, Lighting Irrigation	\$6,154.40 Price will double to add 6 reprinted signs to replace existing signs	\$6,154.40

THIS AGREEMENT IS ACCEPTED AND APPROVED BY:

Subtotal \$6,154.40

Total Tax \$0

Fazzone Construction**Southwest Monument & Sign****TOTAL CONTRACT \$6,154.40**

Sign: _____

Sign: _____

Required Deposit \$0

Print: _____

Print: _____

FINAL BALANCE \$6,154.40

Date: _____

Date: _____

Customer agrees for payments to be made as follows: **Required Deposit in order for work to commence (which includes any material ordering) and the remaining balance due upon completion.**

All material is guaranteed to be as speci ed. All work to be completed in a workman like manner according to standard practices. Any alteration or deviation from above speci cations involving extra costs will be only on written order, and will become an extra charge over and above this estimate. All agreements contingent upon strikes, accident or delays beyond our control. Southwest Monument & Sign warrants and guarantees all labor and materials incorporated into the above-referenced project for a period of one (1) year from date of substantial completion. Repairs or replacement is to be made within sixty (60) days of receipt of written notice. This warranty does not cover normal wear and tear, or repair and replacement of material that has been abused, neglected or not properly maintained.

This proposal subject to acceptance within 30 days and it is void thereafter at the option of the undersigned.

Photo Release: I hereby give consent for Southwest Monument & Sign to use photos of my project for advertising purposes including print and web. _____



Change Proposal Request No. 02 (Not a Change Order)

Project Name: Taylor Downtown Signage	Owner's Project No. (if applicable):
Project Owner: City of Taylor	Regulatory Agency Project No. (if applicable):
HDR Project No.	Initiated by: ☒ Engineer ☐ Contractor
Contractor: Fazzone Construction Co., Inc.	Date: 08-29-2023

Attention: The following change in the contract on this project is proposed. Please provide your proposed price for the cost of this change.

- A breakdown of cost SHALL be provided upon request by the Owner or Engineer.
- Work shall not commence until authorized by the Owner.

Description of the Proposed Change:

Taylor Custom Bulletin Boards
Qty 6) Custom Bulletin Boards
Built to spec on proof Provided

By Carrie Wyman

All work shall be in accordance with the terms, stipulations, and conditions of the original Contract Documents. If the work herein provided for is Approved by Change Order, the time of completion will be:

☒ Increased ☐ Decreased ☐ Unchanged

by 21 calendar days.

This change will: ☒ Add ☐ Deduct ☐ No Change

\$ 29,902.53

Carrie Wyman

General Contractor

Date 08-29-2023

HDR Recommendation:

- ☐ Recommend Acceptance
☐ Do Not Recommend Acceptance

By: HDR Engineering, Inc.

Date _____

Owner's Action:

- ☐ Accepted ☐ Not Accepted

By: Owner

Date _____



QUOTATION & PURCHASE CONTRACT

Southwest Monument & Sign

Job #2318

08/18/2023

BILL TO

Fazzone Construction
1302 West Blanco Road
San Antonio, TX 78232
United States

JOB LOCATION

2318. City of Taylor Heritage Park
Taylor, TX

1302 West Blanco Road
San Antonio, TX 78232
United States

Website: www.swmsigns.com

Phone/Fax: 844.331.1522

Email: info@swmsigns.com

QUANTITY	DESCRIPTION	UNIT COST	COST
6	Taylor Custom Bulletin Boards Qty 6) Custom Bulletin Boards Built to spec on proof Provided Exclusions: Permitting, Electrical, Lighting, Landscaping, Irrigation	\$4,333.70	\$26,002.20

THIS AGREEMENT IS ACCEPTED AND APPROVED BY:

Subtotal \$26,002.20

Total Tax \$0

Fazzone Construction

Southwest Monument & Sign

TOTAL CONTRACT \$26,002.20

Sign: _____

Sign: _____

Required Deposit \$13,001.10

Print: _____

Print: _____

FINAL BALANCE \$13,001.10

Date: _____

Date: _____

Customer agrees for payments to be made as follows: **Required Deposit in order for work to commence (which includes any material ordering) and the remaining balance due upon completion.**

All material is guaranteed to be as specified. All work to be completed in a workman like manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be only on written order, and will become an extra charge over and above this estimate. All agreements contingent upon strikes, accident or delays beyond our control. Southwest Monument & Sign warrants and guarantees all labor and materials incorporated into the above-referenced project for a period of one (1) year from date of substantial completion. Repairs or replacement is to be made within sixty (60) days of receipt of written notice. This warranty does not cover normal wear and tear, or repair and replacement of material that has been abused, neglected or not properly maintained.

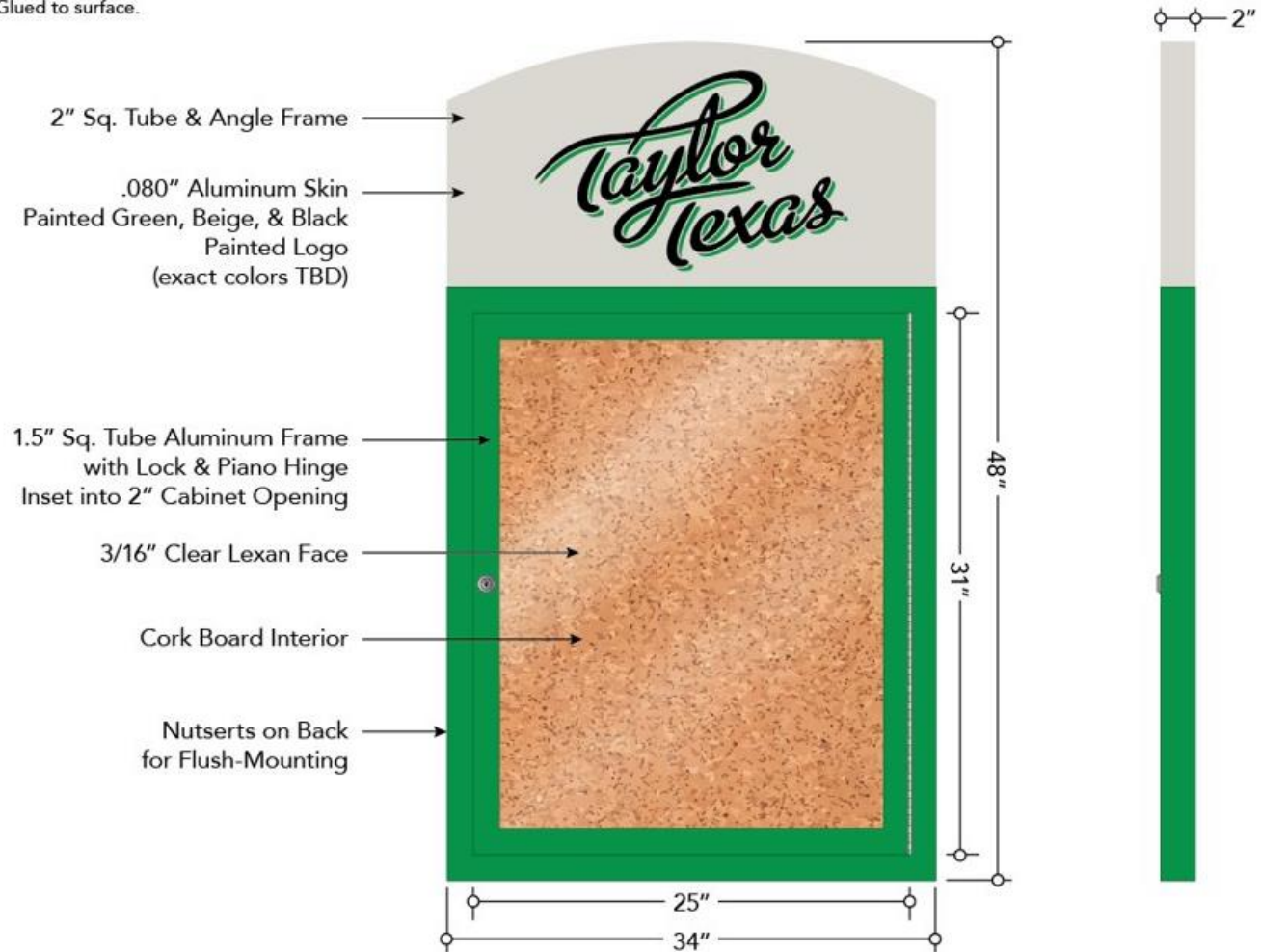
This proposal subject to acceptance within 30 days and it is void thereafter at the option of the undersigned.

Photo Release: I hereby give consent for Southwest Monument & Sign to use photos of my project for advertising purposes including print and web. _____

A WALL-MOUNTED BULLETIN BOARD CABINET

FABRICATE AND INSTALL

- 48" Tall x 34" Wide x 2" Deep
- 2" Sq. Tube & Angle Aluminum Frame w/ .080" Skin
- Two-Tone Paint w/ Painted Vinyl Logo
- Inset 1.5" Deep Hinged Door w/ Lock & Clear Lexan Window
- Cabinet Interior Painted White w/ Cork Board Glued to surface.
- Mounted Flush w/ Nutserts





Change Proposal Request No. 04b (Not a Change Order)

Project Name: Taylor Downtown Signage	Owner's Project No. (if applicable):
Project Owner: City of Taylor	Regulatory Agency Project No. (if applicable):
HDR Project No.	Initiated by: ☐ Engineer ☐ Contractor
Contractor: Fazzone Construction Co., Inc.	Date: 08-29-2023

Attention: The following change in the contract on this project is proposed. Please provide your proposed price for the cost of this change.

- A breakdown of cost SHALL be provided upon request by the Owner or Engineer.
- Work shall not commence until authorized by the Owner.

Description of the Proposed Change:

Back Panels Wayfinding Signs

To Provide, Deliver and Install

Qty 6) 1/8" Aluminum Back Panels 28" x 44" Powder Coated RAL 6037 to match the existing legs

By Carrie Wyman

All work shall be in accordance with the terms, stipulations, and conditions of the original Contract Documents. If the work herein provided for is Approved by Change Order, the time of completion will be:

☒ Increased ☐ Decreased ☐ Unchanged

by 21 calendar days.

This change will: ☒ Add ☐ Deduct ☐ No Change

\$ 5600.79

Carrie Wyman

General Contractor

Date 08/29/2023

HDR Recommendation:

- ☐ Recommend Acceptance
☐ Do Not Recommend Acceptance

By: HDR Engineering, Inc.

Date _____

Owner's Action:

- ☐ Accepted ☐ Not Accepted

By: Owner

Date _____



QUOTATION & PURCHASE CONTRACT

Southwest Monument & Sign

Job #2318

08/11/2023

BILL TO

Fazzone Construction
1302 West Blanco Road
San Antonio, TX 78232
United States

JOB LOCATION

2318. City of Taylor Heritage Park
Taylor, TX

1302 West Blanco Road
San Antonio, TX 78232
United States

Website: www.swmsigns.com

Phone/Fax: 844.331.1522

Email: info@swmsigns.com

QUANTITY	DESCRIPTION	UNIT COST	COST
1	Change Order #3 Back Panels Wayfinding Signs To Provide, Deliver and Install Qty 6) 1/8" Aluminum Back Panels 28" x 44" Powder Coated RAL 6037 to match the existing legs Exclusions: Permitting, Masonry, Light Pole, Electrical, Lighting Irrigation	\$4,870.26	\$4,870.26

THIS AGREEMENT IS ACCEPTED AND APPROVED BY:

Subtotal \$4,870.26

Total Tax \$0

Fazzone Construction

Southwest Monument & Sign

TOTAL CONTRACT \$4,870.26

Sign: _____

Sign: _____

Required Deposit \$0

Print: _____

Print: _____

FINAL BALANCE \$4,870.26

Date: _____

Date: _____

Customer agrees for payments to be made as follows: **Required Deposit in order for work to commence (which includes any material ordering) and the remaining balance due upon completion.**

All material is guaranteed to be as specified. All work to be completed in a workman like manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be only on written order, and will become an extra charge over and above this estimate. All agreements contingent upon strikes, accident or delays beyond our control. Southwest Monument & Sign warrants and guarantees all labor and materials incorporated into the above-referenced project for a period of one (1) year from date of substantial completion. Repairs or replacement is to be made within sixty (60) days of receipt of written notice. This warranty does not cover normal wear and tear, or repair and replacement of material that has been abused, neglected or not properly maintained.

This proposal subject to acceptance within 30 days and it is void thereafter at the option of the undersigned.

Photo Release: I hereby give consent for Southwest Monument & Sign to use photos of my project for advertising purposes including print and web. _____



Change Proposal Request No. 03 (Not a Change Order)

Project Name: Taylor Downton Signage	Owner's Project No. (if applicable):
Project Owner: City of Taylor	Regulatory Agency Project No. (if applicable):
HDR Project No.	Initiated by: ☐ Engineer ☒ Owner
Contractor: Fazzone Construction Co., Inc.	Date: 04/20/2023

Attention: The following change in the contract on this project is proposed. Please provide your proposed price for the cost of this change.

- A breakdown of cost SHALL be provided upon request by the Owner or Engineer.
- Work shall not commence until authorized by the Owner.

Description of the Proposed Change:

Price for an additional 9 banner signs as requested by the owner.

Price for additional banners is the same as the contract price. Bid is included here for reference. As well as supporting documentation from supplier and a copy of the email request from the owner.

By _____

All work shall be in accordance with the terms, stipulations, and conditions of the original Contract Documents. If the work herein provided for is Approved by Change Order, the time of completion will be:

☐ Increased ☐ Decreased ☒ Unchanged

by _____ calendar days.

This change will: ☒ Add ☐ Deduct ☐ No Change

\$ 4,702.05

Carrie Wyman

General Contractor

Date 04/20/2023

HDR Recommendation:

- ☐ Recommend Acceptance
☐ Do Not Recommend Acceptance

By: HDR Engineering, Inc.

Date _____

Owner's Action:

- ☐ Accepted ☐ Not Accepted

By: Owner

Date _____

ARTICLE 5 – BASIS OF BID

5.01 Bidder will complete the Work in accordance with the Contract Documents, including all items reflected in the Construction Documents for the following price(s):

BASE BID – DOWNTOWN SIGNAGE

ITEM NO.	SPEC.	ITEM DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICE	TOTAL ESTIMATED PRICE
HARDSCAPE						
1	PER PLAN	TURN-KEY DEMO OF EXISTING CITY HALL SIGN AND BASE (INCL. HAUL-OFF)	LS	1	4681.6	4681.6
2	PER PLAN	TURN-KEY CITY HALL SIGN	EA	1	18206.1	18206.1
3	PER PLAN	TURN-KEY WAYFINDING SIGNAGE	EA	6	4753.1	28518.6
4	PER PLAN	TURN-KEY FARMERS MARKET SIGN	EA	1	6007.1	6007.1
5	PER PLAN	TURN-KEY FARMERS PAVILION SIGN	EA	1	27111.7	27111.7
6	PER PLAN	TURN-KEY HERITAGE STAGE SIGN	EA	1	29059.8	29059.8
7	PER PLAN	TURN-KEY LIGHT POLE BANNER	EA	46	522.5	24035
9	PER PLAN	WASHED RIVER GRAVEL, 4" DEPTH (10%-2" DIA, 40%-1" DIA, 50%-5/8" DIA)	SF	34	2.8	95.2
10	PER PLAN	BLACK STAR GRAVEL, 4" DEPTH	SF	25.4	2.8	71.12
11	PER PLAN	LIMESTONE BOULDER (24"-30" L x 12"-18" W x 18"-24" HT	EA	5	322	1610
11	PER PLAN	2" LEVELING SAND	SF	60	2.8	168
12	PER PLAN	WEED BARRIER	SF	60	0.98	58.8
13	PER PLAN	STEEL EDGING (3/16" X 4") BROWN	LF	29	8.4	243.6

BASE BID – DOWNTOWN SIGNAGE

ITEM NO.	SPEC.	ITEM DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICE	TOTAL ESTIMATED PRICE
HARDSCAPE						
14		ELECTRICAL WORK AS NEEDED (CONNECT TO OWNER- PROVIDED POWER SOURCE)	LS	1	3000	3000
15		GENERAL CONDITIONS (MAY INCLUDE INSPECTION FEES, ENGINEERING, AND OTHER MISCELLANEOUS ITEMS)	LS	1	5700	5700
16		SURVEYS FOR PROPOSED AREAS (NECESSARY SURVEYS TO COMPLETE WORK SCOPE, COMPLETED AS-BUILTS)	LS	1	1800	1800
17		MISCELLANEOUS WORK ALLOWANCE	LS	1	600	600

GRAND TOTAL DOWNTOWN SIGNAGE

150966.62

NOTE: PRICES TO INCLUDE ALL LABOR, SUPERVISION AND EQUIPMENT TO BE USED FOR THE PROJECT. ALLOWANCE DOLLARS ARE TO BE USED ONLY AT THE DIRECTION OF THE CITY.

GRAND TOTAL FOR DOWNTOWN SIGNAGE \$ _____

(use words)

Bidder acknowledges that (1) each Bid Unit Price includes an amount considered by Bidder to be adequate to cover Contractor's overhead and profit for each separately identified item, and (2) estimated quantities are not guaranteed.

ARTICLE 6 – TIME OF COMPLETION

6.01 Bidder agrees that the Work will be substantially complete within 120 calendar days, and will be completed and ready for final payment in accordance with Paragraph 15.06 of the General Conditions within 150 calendar days.

6.02 Bidder accepts the provisions of the Agreement as to liquidated damages.



QUOTATION & PURCHASE CONTRACT

Southwest Monument & Sign

Job #2318

04/20/2023

BILL TO

Fazzone Construction
1302 West Blanco Road
San Antonio, TX 78232
United States

JOB LOCATION

2318. City of Taylor Heritage Park
Taylor, TX

1302 West Blanco Road
San Antonio, TX 78232
United States

Website: www.swmsigns.com

Phone/Fax: 844.331.1522

Email: info@swmsigns.com

QUANTITY	DESCRIPTION	UNIT COST	COST
9	CO-1 Increase Banner Qty by 9 Light Pole Banners Dbl Sided To Provide, Deliver and Install Qty 9) 2'6" x 5' Double Sided Banners with Mounting Brackets and Arms Exclusions: Permitting, Masonry, Light Pole, Electrical, Lighting Irrigation	\$475.22	\$4,276.98

THIS AGREEMENT IS ACCEPTED AND APPROVED BY:

Subtotal \$4,276.98

Total Tax \$0

Fazzone Construction

Southwest Monument & Sign

TOTAL CONTRACT \$4,276.98

Sign: _____

Sign: _____

Required Deposit \$2,138.49

Print: _____

Print: _____

FINAL BALANCE \$2,138.49

Date: _____

Date: _____

Customer agrees for payments to be made as follows: **Required Deposit in order for work to commence (which includes any material ordering) and the remaining balance due upon completion.**

All material is guaranteed to be as specified. All work to be completed in a workman like manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be only on written order, and will become an extra charge over and above this estimate. All agreements contingent upon strikes, accident or delays beyond our control. Southwest Monument & Sign warrants and guarantees all labor and materials incorporated into the above-referenced project for a period of one (1) year from date of substantial completion. Repairs or replacement is to be made within sixty (60) days of receipt of written notice. This warranty does not cover normal wear and tear, or repair and replacement of material that has been abused, neglected or not properly maintained.

This proposal subject to acceptance within 30 days and it is void thereafter at the option of the undersigned.

Photo Release: I hereby give consent for Southwest Monument & Sign to use photos of my project for advertising purposes including print and web. _____

From: Jan Harris <jan.harris@taylortx.gov>
Sent: Thursday, April 6, 2023 10:16 AM
To: Windy Smith <windy@swmsigns.com>
Cc: Tom Yantis <tom.yantis@taylortx.gov>; Alan Green <alan.green@hdrinc.com>; Walker, Jacob <jacob.walker@hdrinc.com>
Subject: RE: Taylor Banner Design

Windy – Here is a clip from the original plans for the big banners. It looks like the banner will be 28” x 60” looking at the plans. As far as numbers go, we decided to include Southside from Rio Grande to MLK on S Main to the poles receiving banners. There are 9 poles that can take banners there. The number of total banners to be hung then goes up to 50 but, in my experience, the odd banner goes missing (especially in this wind tunnel AKA Central Texas), so I’d order 5 more to have on hand.

Let’s print 55 banners.

Thanks,

Jan Harris

Jan Currahee Davis Harris, CMSM MHP
Main Street Manager

400 Porter Street
Taylor, TX 76574
O: 512-352-3463
C: 512-365-4041
E: Jan.Harris@TaylorTX.gov



This e-mail message may contain confidential and/or privileged information. If you are not an addressee or otherwise authorized to receive this message, you should not use, copy, disclose or take any action based on this e-mail or any information contained in the message. Please note that any communication sent to City Staff or City Officials may become public record and made available for public/media review. ATTENTION PUBLIC OFFICIALS: a "Reply to All" of this e-mail could lead to violations of the Texas Open Meetings Act. Please reply only to the sender.

TAYLOR MAIN STREET ADVISORY BOARD

AGENDA ITEM COVER SHEET

SEPTEMBER 20, 2023

CONSENT AGENDA

V - D

Update on shop downtown Taylor website

TAYLOR MAIN STREET ADVISORY BOARD

AGENDA ITEM COVER SHEET

SEPTEMBER 20, 2023

CONSENT AGENDA

V - E

Discuss items for upcoming agendas