MINUTES

CITY OF TAYLOR, TEXAS

MAIN STREET ADVISORY BOARD

5:30 pm on August 17, 2022
Taylor City Hall Conference Room

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

STAFF PRESENT: Jan Harris, Main Street Manager

GUEST PRESENT: Monica Luxon, Luxon Realty Services (by phone)

I. CALL TO ORDER AND DECLARE A QUORUM: The meeting was called to order at 5.45 pm by Chairman Moss who noted that a quorum was present.

II. CITIZEN COMMUNICATION: No public comments.

III. CONSENT AGENDA:

A. Review and approve minutes from the MSAB regular meeting held on July 20, 2022 – MOTION: To approve the July 20, 2022 minutes as presented. **E STAUFFER / J McRAE / UNANIMOUS**

B. Review and receive the financial reports from July 2022 – Jan reviewed the reports with the board. She reported that the Assistant Finance Director had informed her that the Main Street Car Show had a negative budget of $6,056.61 and that funds needed to be moved to bring the line back into the black. Jan requested the following budget adjustments: reduce the Blackland Prairie Days budget by $4000, reduce the Wine Swirl budget by $4,000, and reduce the Spooktacular budget by $893.59 for a total of $8893.59 which will give the MSCS line a positive budget balance of $3,705.53. **ACTION:** The board received these reports as information.

IV. REGULAR AGENDA – New Business:

A. Review, discuss, and consider action on Façade Improvement Grant application packet from Luxon Property Management (on behalf of Property owner Calvin Jayroe) for 303 N Main Street – Monica Luxon described the project repairing rotten wood around windows, rebuilding 3 transom window frames and replacing glass, prime & paint front façade, and replace broken glass in the storefront window. Two bids were sought: ATC Contractors ($44,490.75) and Eulenfeld Construction ($19,355.00). The difference being Eulenfeld felt some of the window frames could be salvaged instead of ATC seeking to replace all the windows. Monica was seeking the maximum grant of $5,000.00. **MOTION: To approve the Façade Improvement Grant for 303 N Main in the amount of $5,000. C HUMPHREYS / A DOSS / UNANIMOUS.**

B. **Review, discuss, and consider action on Signage Grant application packet from Luxon Property Management (on behalf of property owner Calvin Jayroe) for 303 N Main Street –** Monica Luxon described the project as a sign for the building rather than for any present or future tenants. They propose a circular sign 4 feet in diameter composed of ACM aluminum substrate replacing the current sign. She presented one bid: Occam Studio – creates and manufactures sign ($1,250) and Art Office Signs – installs the sign ($541.25) for a total of $1791.25. She is seeking 50% of the costs - $895.63.
The board expressed concern that the size of the sign as presented will not fit within the space between the top of the wall and the tie rod bracket holding the canopy. The sign cannot extend above the top of the wall per the sign ordinance. Two alterations were suggested and feature in the following motion. **MOTION: To approve a Signage Grant for 303 N Main in the amount of $895.63 with the following criteria: (1) That the owner reduce the size of the sign to remain within the available space between the roofline and the tie rod bracket; and (2) if they do not want to reduce the square footage of the sign, that they alter the shape of the sign from a circle to an oval. C HUMPHREYS / J SNYDER / UNANIMOUS**

C. **Review, discuss, and consider action on Façade Improvement Grant application packet from Jason Simank for 108 E. 2nd Street –** Property owner Jason Simank was not present at the meeting. Jan presented the project: to remove the wood framing from the rear of the building and replace it with glass doors and windows. Also, to replace the existing glass doors at the front of the building. A bid from Floyd's Glass was presented: black anodized finished framing with gray tinted glass for the rear ($11,116.19) and black anodized door frames installed in existing wood frame with clear tempered glass ($2294.90) for a total project costing $13,411.09. The owner is requesting the maximum grant amount of $5,000.
During discussion, the board pointed out that there were no current nor proposed images provided by the owner. Jeff Snyder pulled up a 1925 photograph of downtown Taylor and was able to zoom in on the rear façade of the building which showed an awning and 3 window openings. **MOTION: To approve the Façade Improvement Grant application as presented for $5,000 with the following stipulations, (1) staff review the proposed glass tint to ensure it is not opaque for the rear façade, (2) that the front façade glass be clear, (3) and if the original brick window casements are still in place beneath the current wood, that they be utilized and filled with new frames and glass. J McRAE / D MOSS / UNANIMOUS**

V. REGULAR AGENDA – Continuing Business:

A. Main Street Manager's reports –

1. **Manager's activity report:** Jan reviewed the report she also submits to the Council with the board.
2. **Main Street business & property report:** Jan reported that 119-121 E 3rd was no longer listed as for sale; 408 W 2nd was now an Airbnb; SooBrie which was going to go into 109 W 3rd appears to have backed out on the lease; and Blue Sage is not closing as earlier reported. Mixtape is a restaurant/bar that will be going into 108 E 2nd St and will be owned & operated by Ryan Dale Davenport. **ACTION ITEM: Chairman Moss requested that staff add the number of businesses and employees gained or lost in the downtown.**
3. **Upcoming special events report:** Jan reported that between August 17 and the beginning of November, there are 20 planned special events 13 of which require a permit coordinated by the Main Street office.

B. **Sign Grant revision:**

1. **Discuss the possibility of requesting that Council approve partially waiving sign permit fees for businesses seeking Sign Grants as an incentive to properly permitting signage.**
2. **Discuss and approve the changes to the Sign Grant packet.**

ACTION: This item was tabled until a future meeting.

C. **Reclaiming Main Street (HWY 95) as a street rather than a highway – Doug Moss**

1. **Review the results of board members research into other Texas cities with a Main Street that is also a highway.**

ACTION: This item was tabled until a future meeting.

D. **Breakfast Bites:**

1. **Review the outcome of the August Breakfast Bites – signage, sign permitting, and the pending revision of the sign ordinance. Action:** This item was tabled.
2. **Review future Breakfast Bites topics:** Jan sought direction from the board regarding which topics they would recommend having at future Breakfasts. She suggested that the September topic be Getting Your Business on Google Maps and the Digi Map project. The board also suggested that attendees be encouraged to sign up for committees and special events. Instead of a Wine Stroll, the event could be more of a Taste, Sip and Stroll so that collaborators other than the area wineries which are difficult to coordinate with could be found such as local restaurants, etc.

F. **Receive staff update on the MembershipWare Digital Map Project –** Jan reported that she had received input from 41 downtown businesses which has helped her work with the database.

G. **Demolition & Demolition by Neglect Historic Preservation Ordinance – Jan Harris:**

1. **Receive information and discuss future action on this project.**

ACTION: This item was tabled until a future meeting.

H. **Discuss items for upcoming agendas –** Chairman Moss requested that sidewalk stickers be placed on the next agenda.

V. **ADJOURN: MOTION:** To adjourn the meeting at 7.35 pm until the board reconvenes on September 21st at 5.30 pm. **R RIVERA / A DOSS / UNANIMOUS**

Respectfully submitted,

Jan Harris

Jan Harris
Main Street Manager