

**AGENDA**  
**MAIN STREET ADVISORY BOARD**  
**6:00 pm – June 27, 2023**  
**Taylor City Hall Conference Room**

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 May 17, 2023 - Chairperson Moss
- B. Review and receive the financial reports from June 2023 – Jan Harris

**IV. REGULAR AGENDA-New Business:**

- A. Review/Discuss and Consider Action on the Sign Grant application presented by Jenn Lopez for her business Alchemy located at 119 W. 2<sup>nd</sup> St. (formerly located at 211 N Main in the Hawt Spot Building) – Jan Harris:
- B. Review/Discuss and Consider Action on the Sign Grant application presented by Hayley Blundell for her business Hayley's Grains located at 100 N Main St. (formerly located in Suite G of the Titsworth Building and accessed from Talbot St.) – Jan Harris:
- C. Review/Discuss and Consider Action on the request by the Heritage Square Farmers Market that the Main Street Board agree to make a budget adjustment in their 123 Main Street Revenue Account in the amount of \$1,000 to cover the shortfall in their budget line item for this fiscal year – 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. Review/Discuss and Consider Action on additional revisions to the Façade Improvement Grant – Jan Harris
- C. Receive update on progress made with the 2<sup>nd</sup> Saturday Shop & Stroll Totes – Jan Harris
- D. Receive update on progress made with the “Shop Downtown Taylor” sign - Jan Harris
- E. Receive preliminary report on Blackland Prairie Day – Jan Harris
- F. Receive update on the Events Coordinator hiring process – Jan Harris
- G. Update on downtown directory signage – Jan Harris
- H. Update on “sidewalk sticker” project – Jan Harris
- I. Update on Tax Credit Workshop – Doug Moss
- J. Receive any updates on the downtown property appraisal increases – Chairperson Moss
- K. Receive any updates on the Historic Tax Credit Building Rehabilitation presentation for downtown property owners – Jan Harris
- L. Discuss items for upcoming agendas – Doug Moss

VI. ADJOURN

NEXT MEETING DATE: JULY 19, 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:   
Main Street Manager

Date: 

TAYLOR MAIN STREET ADVISORY BOARD

AGENDA ITEM COVER SHEET

JUNE 27, 2023

CONSENT AGENDA

III-A

Review and approve minutes from the MSAB regular meeting held on MAY 17, 2023

**MINUTES**  
**MAIN STREET ADVISORY BOARD**  
**6:00 pm – May 17, 2023**  
**Taylor City Hall Conference Room**

**MEMBERS PRESENT:** Curie Humphreys, Erwin Stauffer, John McRae, Jeff Snyder, Ruth Rivera, and Chairperson Doug Moss.

**MEMBERS ABSENT:** Ashley Doss

**GUESTS PRESENT:** Jenn Lopez, Hayley Blundell, and Chuck Farr

**STAFF PRESENT:** Jan Harris, Main Street Manager

**I. CALL TO ORDER AND DECLARE A QUORUM** – Chairperson Moss called the meeting to order at 6.15 pm and noted that a quorum was present.

**II. CITIZEN COMMUNICATION** – Hayley Blundell, owner of Hayley's Grains and Jenn Lopez, owner of Alchemy, spoke on their big visions for Taylor becoming a day-trip destination. They said they are seeing some good signs of this. They asked the reason why events such as Blackland Prairie Day and Taylor Pride Music and Arts Festival were limited to Heritage Square. Hayley reported that on BPD Saturday, her traffic was down in her shop and Jenn reported no extra traffic because of the festival. Discussion ensued and the fact was that if events were held outside the Square, then parking on Main Street and perhaps other side streets would be limited or closed off entirely. Doug reported that last year, the board received complaints that closing Main Street hurt businesses.

**ACTION ITEM:** Have Main Street Board members man a table with information on downtown businesses during festivals in the future.

**III. CONSENT AGENDA:**

**A. Review and approve minutes from the MSAB regular meeting held on April 19, 2023 -**

**MOTION:** To approve the April 19, 2023 minutes as presented. E STAUFFER / J MCRAE / UNANIMOUS

**B. Review and receive the financial reports from May 2023 – MOTION:** To receive the financial reports as presented. C HUMPHREYS / J SNYDER / UNANIMOUS

**IV. REGULAR AGENDA-New Business:**

**A. Discuss and provide direction for the purchase of shopping bags for 2<sup>nd</sup> Saturday Shop & Stroll** – Main Street Manager Harris presented a selection of bag types and prices for 250 units for 2 color one side printing to the board. **MOTION:** To authorize the Main Street Manager to spend up to \$2,500 on 1000 tote bags to promote 2<sup>nd</sup> Saturday Shop & Stroll. D MOSS / C HUMPHREYS / UNANIMOUS

**B. Discuss and provide direction for the possible updating of the "Shop Downtown Taylor" circular sign located at 519 N Main Street** – MS Manager Harris presented the "Shop Local" sign as a project for the Main Street board. It is in bad condition. Karyn Morris, Sweet & Southern Finds, has paid for it in the past, but as it promotes all downtown businesses Jan wondered if it wasn't better for the Main Street board to take the project on. The bids Karyn had received varied widely in price. Jeff suggested that the sign be made out of steel and coated in Emron industrial paint then perhaps either Adam Davenport or Casey Anderson could be approached to paint the sign itself. **MOTION:** To authorize the Main Street Manager to approach Adam and Casey for prices to paint "Shop Downtown Taylor" on the sign and to spend no more than \$1,200. J SNYDER / R RIVERA / UNANIMOUS

**C. Receive progress report re: the Events Coordinator position** – As MS Manager Harris had provided the update on the Events Coordinator position to the board during the TIF board

meeting, the board received the report as information.

- D. **Review and discuss MSAB City Council Presentation (please attend the Council Meeting on Thur., May 25; 6:00 pm)** – Chairperson Moss discussed his upcoming presentation and encouraged everyone to attend the Council Meeting. This report was received as information by the board.
- E. **Receive Ashley Doss' resignation from the Main Street Advisory Board** – MS Manager Harris informed the board that Ashley had resigned her position with the board with regret. **MOTION: To receive Ashley's resignation from the board with regret. D MOSS / R RIVERA / UNANIMOUS**
- F. **Review and discuss the potential downtown impact of significant property appraised value increases** – Chairperson Moss reported that building owners in downtown Taylor have been receiving tax assessments showing increases of between 250-800%. A large group of the building owners have been meeting together to try to fight this increase. It is understood that the sale price for 219-221 N Main has driven this increase. Some landlords charge basic rent, but others charge triple net and in the latter's case, these tenants will bear the brunt of the increase in property tax for the buildings they occupy. Changes in tax assessment is done on an individual basis per property but the owners have gone together to the district to explain that if reasonable comparables can be found, these could replace 219-221 N Main and bring down the overall drastic increase in percentage increase. This report was received as information by the board.
- G. **Review and discuss setting the date for Historic Tax Credit Building Rehabilitation presentation for downtown property owners** – Chairperson Moss discussed bringing together a team of architects, Tx Main Street staff, HPD Tax Credit staff, etc. to meet with property owners in late August to discuss the benefits of utilizing state and federal tax credits.

## V. REGULAR AGENDA - Continuing Business:

### A. Main Street Manager's reports -

- 1. **Review of Taylor Main Street's State Report for Quarter 1 of 2023** - Chairperson Moss had requested Jan include this report for the board's review. While there was little time available to go over the report, Jan encouraged the board to read through it.
- 2. **Manager's activity report** – MS Manager Harris reviewed the report with the board.
- 3. **Main Street business & property report -**
  - Property:**
    - Number of properties listed for sale: 8
      - Assembly Square Footage: 7,515/SF
      - Industrial Square Footage: 45,384/SF
      - Retail/Service/Professional Square Footage: 44,186/SF9
    - Number of properties listed for lease: 9 (+ 1 apartment)
      - Commercial Square Footage: 30,422/SF
      - Average Price/SF: \$1.14/SF
      - Build to Suit Rental Space on a Vacant Lot: 6600/SF
      - Residential Square Footage: 2900/SF
    - Leased properties during reporting period: 0
      - Square footage of lease properties: 0/SF
      - Property uses -

**Businesses:**

- New businesses in development: 6
  - Square footage: 12,768/SF
  - Property uses - Bakery (1); Restaurants (4); Offices/Showrooms (2); Event Ctr.
- New businesses opened during reporting period: 2
  - Square footage: 5,460/SF
  - Property uses – Full-Service Restaurants
- Businesses Relocating: 0
  - Square footage:
  - Property uses:
- Businesses Closed: 1
  - Square Footage: 1,250/SF
  - Property uses - Retail

- B. Discuss, review, and potentially approve the revisions to the Façade Improvement Grant –  
**MOTION:** To approve the revisions to the Façade Improvement Grant pending the following changes: Required attachments #3 – “drawn to scale,” consider removing “app requirements” as they are redundant; in the Secretary of the Interior box, put “see Appendix A.” Also increase the matching amount pending Council’s decision on May 22<sup>nd</sup>. D MOSS / R RIVERA /  
**UNANIMOUS**
- C. **Parking Committee** – This item was tabled for a later meeting.
- D. **Receive report from May 10<sup>th</sup> Breakfast Bites meeting** - Jan reported that there were 15 in attendance with 2 MSAB Board/Volunteers: Jeff Snyder and Chuck Farr and 2 property owners. The businesses represented were: 74 Man Store, Curio Mrvosa, Kincl Antiques, Urban Threads, Taylor Sporting Goods, McCrory-Timmerman/Titsworth Building Businesses, Jeff’s Resurrections, Sweet & Southern Finds
- E. **Receive report on Second Saturday Shop & Stroll** – Main Street Manager Harris reported that traffic appeared to be good in downtown and a number of businesses were participating in the promotion.
- F. **Receive preliminary report on Blackland Prairie Day** – MS Manager Harris reported that she has not had the opportunity to compile the final number as some bills were still outstanding but that she feared that the event would not make a profit this year. She will have a full report at the June meeting. This was received as information by the board.
- G. **Membershipware project update** - Update on database and video/photography – This item was tabled for a later meeting.
- H. **Update on large banner project** – MS Manager Harris reported that there were no additional funds in the Capital Funds budget for the Streetscape Improvements to cover the additional 9 banners for South Main Street from Rio Grande to the bridge. These additional banners would cost \$4,702.05. Jan reported that she has requested funding for these banners in her ATB requests in the FY 24 budget. If the board wanted to act now, they could elect not to purchase the 2<sup>nd</sup> Saturday bags and the sidewalk stickers if approved by the Council to cover this cost. **MOTION:** Not to purchase the extra banners and to request that the banners that have been ordered under the Streetscape Improvement Project be spread out to cover at least some of the area between Rio Grande and the bridge. D MOSS / J MCRAE /  
**UNANIMOUS**

**I. Review status of "sidewalk sticker"** – MS Manager Harris reported that the project must be presented before the City Council for approval before it can move forward. Doug requested that she try to put it on the June Council agenda.

**J. Discuss items for upcoming agendas** – MS Manager Harris reported that she will be attending the Texas Main Street Managers' Annual Retreat in Denison June 20-23 and asked that the meeting be rescheduled to another date. The next meeting will be on Tuesday, June 27, 2023 at 6 pm.

**VI. ADJOURN – MOTION:** To adjourn the meeting at 8.36 pm. R RIVERA / C HUMPHREYS / UNANIMOUS.

Respectfully submitted,

Jan Currahee Harris  
Main Street Manager.

TAYLOR MAIN STREET ADVISORY BOARD

AGENDA ITEM COVER SHEET

JUNE 27, 2023

CONSENT AGENDA

III-B

Review and receive the financial reports from June 2023

C I T Y   O F   T A Y L O R  
F I N A N C I A L   S T A T E M E N T  
A S   O F :   J U N E   3 0 T H ,   2 0 2 3

PAG 1

100-GENERAL FUND  
FINANCIAL SUMMARY

| ACCT #                                                                                                       | ACCOUNT NAME | ANNUAL<br>BUDGET | CURRENT<br>PERIOD | Y-T-D<br>ACTUAL | % OF<br>BUDGET | Y-T-D<br>ENCUMB. | BUDGET<br>BALANCE |
|--------------------------------------------------------------------------------------------------------------|--------------|------------------|-------------------|-----------------|----------------|------------------|-------------------|
| <u>REVENUE SUMMARY</u>                                                                                       |              |                  |                   |                 |                |                  |                   |
| <div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div> </div> |              |                  |                   |                 |                |                  |                   |
| <u>EXPENDITURE SUMMARY</u>                                                                                   |              |                  |                   |                 |                |                  |                   |
| 524-MAIN STREET PROGRAM                                                                                      |              | 112,128.00       | 4,400.71          | 72,220.19       | 64.41          | 0.00             | 39,907.81         |
| *** TOTAL EXPENDITURES ***                                                                                   |              | 112,128.00       | 4,400.71          | 72,220.19       | 64.41          | 0.00             | 39,907.81         |
| *** TOTAL PROFIT / (LOSS) ***                                                                                | (            | 112,128.00)      | ( 4,400.71)       | ( 72,220.19)    | 64.41          | 0.00             | ( 39,907.81)      |

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

100-GENERAL FUND  
REVENUES

| ACCT # | ACCOUNT NAME | ANNUAL<br>BUDGET | CURRENT<br>PERIOD | Y-T-D<br>ACTUAL | % OF<br>BUDGET | Y-T-D<br>ENCUMB. | BUDGET<br>BALANCE |
|--------|--------------|------------------|-------------------|-----------------|----------------|------------------|-------------------|
|        |              |                  |                   |                 |                |                  |                   |

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

100-GENERAL FUND  
524-MAIN STREET PROGRAM  
DEPARTMENT EXPENSES

| ACCT #                                | ACCOUNT NAME             | ANNUAL<br>BUDGET | CURRENT<br>PERIOD | Y-T-D<br>ACTUAL | % OF<br>BUDGET | Y-T-D<br>ENCUMB. | BUDGET<br>BALANCE |
|---------------------------------------|--------------------------|------------------|-------------------|-----------------|----------------|------------------|-------------------|
| <u>100-EMPLOYEE SERVICES</u>          |                          |                  |                   |                 |                |                  |                   |
| <u>WAGES &amp; SALARIES</u>           |                          |                  |                   |                 |                |                  |                   |
| 524-111                               | REGULAR FULL TIME        | 69,225.00        | 2,727.43          | 47,334.65       | 68.38          | 0.00             | 21,890.35         |
| 524-115                               | LONGEVITY PAY            | 144.00           | 0.00              | 144.00          | 100.00         | 0.00             | 0.00              |
|                                       | * SUB-CATEGORY TOTAL *   | 69,369.00        | 2,727.43          | 47,478.65       | 68.44          | 0.00             | 21,890.35         |
| <u>PAID BENEFITS</u>                  |                          |                  |                   |                 |                |                  |                   |
| 524-120                               | UNUM LIFE                | 190.00           | 18.25             | 148.53          | 78.17          | 0.00             | 41.47             |
| 524-121                               | FICA SOCIAL SECURITY     | 5,400.00         | 203.14            | 3,533.15        | 65.43          | 0.00             | 1,866.85          |
| 524-122                               | WORKERS COMPENSATION     | 160.00           | 0.00              | 171.11          | 106.94         | 0.00             | ( 11.11)          |
| 524-123                               | STATE UNEMPLOYMENT TAXES | 162.00           | 0.00              | 9.00            | 5.56           | 0.00             | 153.00            |
| 524-124                               | RETIREMENT- TMRS         | 9,030.00         | 713.14            | 5,830.78        | 64.57          | 0.00             | 3,199.22          |
| 524-126                               | HEALTH INSURANCE         | 7,575.00         | 630.99            | 5,678.91        | 74.97          | 0.00             | 1,896.09          |
| 524-127                               | DENTAL INSURANCE         | 300.00           | 23.31             | 209.79          | 69.93          | 0.00             | 90.21             |
| 524-128                               | LONG TERM DISABILITY     | 205.00           | 38.38             | 177.98          | 86.82          | 0.00             | 27.02             |
| 524-129                               | VISION INSURANCE         | 50.00            | 0.00              | 31.68           | 63.36          | 0.00             | 18.32             |
|                                       | * SUB-CATEGORY TOTAL *   | 23,072.00        | 1,627.21          | 15,790.93       | 68.44          | 0.00             | 7,281.07          |
| <u>ALLOWANCES/REIMBURSEMENTS</u>      |                          |                  |                   |                 |                |                  |                   |
| 524-135                               | BUSINESS MEALS           | 1,000.00         | 0.00              | 857.97          | 85.80          | 0.00             | 142.03            |
|                                       | * SUB-CATEGORY TOTAL *   | 1,000.00         | 0.00              | 857.97          | 85.80          | 0.00             | 142.03            |
| <u>TRAINING/PROFESSIONAL DEVELOPM</u> |                          |                  |                   |                 |                |                  |                   |
| 524-141                               | WORKSHOP TRAINING        | 1,250.00         | 0.00              | 85.00           | 6.80           | 0.00             | 1,165.00          |
| 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              | 2,753.11        | 93.36          | 0.00             | 195.89            |
| 524-146                               | TRAINING- TRANSPORTATION | 1,100.00         | 0.00              | 0.00            | 0.00           | 0.00             | 1,100.00          |
| 524-147                               | TRAINING- LODGING        | 2,050.00         | 0.00              | 548.55          | 26.76          | 0.00             | 1,501.45          |
| 524-148                               | TRAINING- MEALS          | 850.00           | 0.00              | 216.96          | 25.52          | 0.00             | 633.04            |
|                                       | * SUB-CATEGORY TOTAL *   | 11,124.00        | 0.00              | 5,313.62        | 47.77          | 0.00             | 5,810.38          |
| ** CATEGORY TOTAL **                  |                          | 104,565.00       | 4,354.64          | 69,441.17       | 66.41          | 0.00             | 35,123.83         |

400-EQUIPMENT OPERATIONS/MAINT

| ACCT #                                | ACCOUNT NAME                  | ANNUAL<br>BUDGET | CURRENT<br>PERIOD | Y-T-D<br>ACTUAL | % OF<br>BUDGET | Y-T-D<br>ENCUMB. | BUDGET<br>BALANCE |
|---------------------------------------|-------------------------------|------------------|-------------------|-----------------|----------------|------------------|-------------------|
| <b>OFFICE EQUIPMENT</b>               |                               |                  |                   |                 |                |                  |                   |
| 524-462                               | OFFICE EQUIPMENT MAINT/REPAIR | 1,030.00         | 46.07             | 1,208.44        | 117.32         | 0.00             | ( 178.44)         |
| *                                     | SUB-CATEGORY TOTAL *          | 1,030.00         | 46.07             | 1,208.44        | 117.32         | 0.00             | ( 178.44)         |
| <b>** CATEGORY TOTAL **</b>           |                               |                  |                   |                 |                |                  |                   |
|                                       |                               | 1,030.00         | 46.07             | 1,208.44        | 117.32         | 0.00             | ( 178.44)         |
| <b>500-CONTRACT SERVICES AND FEES</b> |                               |                  |                   |                 |                |                  |                   |
| <b>PROFESSIONAL SERVICES</b>          |                               |                  |                   |                 |                |                  |                   |
| 524-512                               | ENGINEERING SERVICES          | 1,425.00         | 0.00              | 0.00            | 0.00           | 0.00             | 1,425.00          |
| 524-519                               | OTHER PROFESSIONAL SERVICES   | 600.00           | 0.00              | 0.00            | 0.00           | 0.00             | 600.00            |
| *                                     | SUB-CATEGORY TOTAL *          | 2,025.00         | 0.00              | 0.00            | 0.00           | 0.00             | 2,025.00          |
| <b>FEES FOR SERVICES</b>              |                               |                  |                   |                 |                |                  |                   |
| <b>CONTRACT SERVICES</b>              |                               |                  |                   |                 |                |                  |                   |
| 524-532                               | SOFTWARE MAINT/LICENSING      | 980.00           | 0.00              | 140.66          | 14.35          | 0.00             | 839.34            |
| 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              | 140.66          | 11.92          | 0.00             | 1,039.34          |
| <b>** CATEGORY TOTAL **</b>           |                               |                  |                   |                 |                |                  |                   |
|                                       |                               | 3,205.00         | 0.00              | 140.66          | 4.39           | 0.00             | 3,064.34          |
| <b>700-CAPITAL OUTLAY</b>             |                               |                  |                   |                 |                |                  |                   |
| <b>OFFICE FURNITURE/EQUIPMENT</b>     |                               |                  |                   |                 |                |                  |                   |

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

100-GENERAL FUND  
524-MAIN STREET PROGRAM  
DEPARTMENT EXPENSES

| ACCT #                                    | ACCOUNT NAME | ANNUAL<br>BUDGET | CURRENT<br>PERIOD | Y-T-D<br>ACTUAL | % OF<br>BUDGET | Y-T-D<br>ENCUMB. | BUDGET<br>BALANCE |
|-------------------------------------------|--------------|------------------|-------------------|-----------------|----------------|------------------|-------------------|
| <u>800-CONTRIBUTIONS &amp; CONTINGENC</u> |              |                  |                   |                 |                |                  |                   |
| <u>CONTRIBUTIONS/TRANSFERS</u>            |              |                  |                   |                 |                |                  |                   |
|                                           |              |                  |                   |                 |                |                  |                   |
|                                           |              |                  |                   |                 |                |                  |                   |
| *** DEPARTMENT TOTAL ***                  |              | 112,128.00       | 4,400.71          | 72,220.19       | 64.41          | 0.00             | 39,907.81         |
|                                           |              | =====            | =====             | =====           | =====          | =====            | =====             |
| *** TOTAL EXPENSES ***                    |              | 112,128.00       | 4,400.71          | 72,220.19       | 64.41          | 0.00             | 39,907.81         |
|                                           |              | =====            | =====             | =====           | =====          | =====            | =====             |
| *** TOTAL PROFIT / (LOSS) ***             |              | ( 112,128.00)    | ( 4,400.71)       | ( 72,220.19)    | 64.41          | 0.00             | ( 39,907.81)      |
|                                           |              | =====            | =====             | =====           | =====          | =====            | =====             |

\*\*\* END OF REPORT \*\*\*

C I T Y   O F   T A Y L O R  
F I N A N C I A L   S T A T E M E N T  
A S   O F :   J U N E   3 0 T H ,   2 0 2 3

PAG 1

123-MAIN STREET REVENUE FUND  
FINANCIAL SUMMARY

| ACCT #                     | ACCOUNT NAME              | ANNUAL<br>BUDGET | CURRENT<br>PERIOD | Y-T-D<br>ACTUAL | % OF<br>BUDGET | Y-T-D<br>ENCUMB. | BUDGET<br>BALANCE |
|----------------------------|---------------------------|------------------|-------------------|-----------------|----------------|------------------|-------------------|
| <u>REVENUE SUMMARY</u>     |                           |                  |                   |                 |                |                  |                   |
| 330-                       | INTERGOVERNMENTAL REV     | 60,625.00        | 0.00              | 0.00            | 0.00           | 0.00             | 60,625.00         |
| 440-                       | DONATIONS FROM PRIVAT     | 46,600.00        | 1,313.00          | 42,437.00       | 91.07          | 0.00             | 4,163.00          |
| 450-                       | INTERFUND OPERATING T     | 49,600.00        | 0.00              | 37,200.00       | 75.00          | 0.00             | 12,400.00         |
| ***                        | TOTAL REVENUES ***        | 156,825.00       | 1,313.00          | 79,637.00       | 50.78          | 0.00             | 77,188.00         |
| <u>EXPENDITURE SUMMARY</u> |                           |                  |                   |                 |                |                  |                   |
| 615-                       | CONTRIBUTE TO CIVIC P     | 156,825.00       | ( 256.69)         | 96,522.23       | 74.02          | 19,567.18        | 40,735.59         |
| ***                        | TOTAL EXPENDITURES ***    | 156,825.00       | ( 256.69)         | 96,522.23       | 74.02          | 19,567.18        | 40,735.59         |
| ***                        | TOTAL PROFIT / (LOSS) *** | 0.00             | 1,569.69          | ( 16,885.23)    | 0.00           | ( 19,567.18)     | 36,452.41         |

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

123-MAIN STREET REVENUE FUND  
REVENUES

| ACCT #                                | ACCOUNT NAME                  | ANNUAL<br>BUDGET | CURRENT<br>PERIOD | Y-T-D<br>ACTUAL | % OF<br>BUDGET | Y-T-D<br>ENCUMB. | BUDGET<br>BALANCE |
|---------------------------------------|-------------------------------|------------------|-------------------|-----------------|----------------|------------------|-------------------|
| <u>330-INTERGOVERNMENTAL REVENUES</u> |                               |                  |                   |                 |                |                  |                   |
| 330-235                               | GENERAL CONTRIBUTIONS         | 60,625.00        | 0.00              | 0.00            | 0.00           | 0.00             | 60,625.00         |
| ** 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>  |                               |                  |                   |                 |                |                  |                   |
| <u>440-DONATIONS FROM PRIVATE SOU</u> |                               |                  |                   |                 |                |                  |                   |
| 440-352                               | FARMERS' MARKET RENTAL FEES   | 7,000.00         | 1,313.00          | 4,426.00        | 63.23          | 0.00             | 2,574.00          |
| 440-353                               | MAIN STREET CAR SHOW          | 22,000.00        | 0.00              | 28,786.00       | 130.85         | 0.00             | ( 6,786.00)       |
| 440-356                               | CHRISTMAS BAZAAR              | 1,600.00         | 0.00              | 0.00            | 0.00           | 0.00             | 1,600.00          |
| 440-358                               | TAYLOR BLACKLAND PRAIRIE DAYS | 16,000.00        | 0.00              | 9,225.00        | 57.66          | 0.00             | 6,775.00          |
| ** REVENUE CATEGORY TOTAL **          |                               | 46,600.00        | 1,313.00          | 42,437.00       | 91.07          | 0.00             | 4,163.00          |
| <u>450-INTERFUND OPERATING TRANSF</u> |                               |                  |                   |                 |                |                  |                   |
| 450-361                               | TRANSFER FROM TIF             | 30,000.00        | 0.00              | 22,500.00       | 75.00          | 0.00             | 7,500.00          |
| 450-362                               | TRANSFER FROM H.O.T.          | 5,000.00         | 0.00              | 3,750.00        | 75.00          | 0.00             | 1,250.00          |
| 450-365                               | TRANSFER FROM GENERAL FUND    | 14,600.00        | 0.00              | 10,950.00       | 75.00          | 0.00             | 3,650.00          |
| ** REVENUE CATEGORY TOTAL **          |                               | 49,600.00        | 0.00              | 37,200.00       | 75.00          | 0.00             | 12,400.00         |
| *** TOTAL REVENUES ***                |                               | 156,825.00       | 1,313.00          | 79,637.00       | 50.78          | 0.00             | 77,188.00         |

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

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

| ACCT #                          | ACCOUNT NAME                  | ANNUAL<br>BUDGET | CURRENT<br>PERIOD | Y-T-D<br>ACTUAL | % OF<br>BUDGET | Y-T-D<br>ENCUMB. | BUDGET<br>BALANCE |
|---------------------------------|-------------------------------|------------------|-------------------|-----------------|----------------|------------------|-------------------|
| <u>100-EMPLOYEE SERVICES</u>    |                               |                  |                   |                 |                |                  |                   |
| <u>WAGES &amp; SALARIES</u>     |                               |                  |                   |                 |                |                  |                   |
| <u>200-OPERATIONAL SUPPLIES</u> |                               |                  |                   |                 |                |                  |                   |
| <u>PROGRAM/SPECIAL EVENTS</u>   |                               |                  |                   |                 |                |                  |                   |
| 615-231                         | TAYLOR PRIDE                  | 14,500.00        | 0.00              | 0.00            | 0.00           | 0.00             | 14,500.00         |
| 615-232                         | FARMERS' MARKET               | 2,000.00         | ( 29.89)          | 2,633.82        | 131.69         | 0.00             | ( 633.82)         |
| 615-233                         | CITY SPONSORED EVENTS         | 5,225.00         | 0.00              | 4,500.56        | 86.14          | 0.00             | 724.44            |
| 615-235                         | MAIN ST CAR SHOW              | 25,000.00        | 0.00              | 33,941.40       | 206.17         | 17,600.00        | ( 26,541.40)      |
| 615-236                         | TAYLOR BLACKLAND PRAIRIE DAYS | 25,000.00        | ( 226.80)         | 19,439.18       | 77.76          | 0.00             | 5,560.82          |
| 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        | ( 256.69)         | 61,654.75       | 100.04         | 17,600.00        | ( 29.75)          |
| <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              | 1,273.38        | 108.02         | 1,967.18         | ( 240.56)         |
| * SUB-CATEGORY TOTAL *          |                               | 3,000.00         | 0.00              | 1,273.38        | 108.02         | 1,967.18         | ( 240.56)         |
| ** CATEGORY TOTAL **            |                               | 107,225.00       | ( 256.69)         | 74,612.67       | 87.83          | 19,567.18        | 13,045.15         |

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

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

| ACCT #                                    | ACCOUNT NAME           | ANNUAL<br>BUDGET | CURRENT<br>PERIOD | Y-T-D<br>ACTUAL | % OF<br>BUDGET | Y-T-D<br>ENCUMB. | BUDGET<br>BALANCE |
|-------------------------------------------|------------------------|------------------|-------------------|-----------------|----------------|------------------|-------------------|
| <u>500-CONTRACT SERVICES AND FEES</u>     |                        |                  |                   |                 |                |                  |                   |
| <u>PROFESSIONAL SERVICES</u>              |                        |                  |                   |                 |                |                  |                   |
| <u>FEES FOR SERVICES</u>                  |                        |                  |                   |                 |                |                  |                   |
| 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          |
| <br>                                      |                        |                  |                   |                 |                |                  |                   |
| ** CATEGORY TOTAL **                      |                        | 5,000.00         | 0.00              | 219.94          | 4.40           | 0.00             | 4,780.06          |
| <br>                                      |                        |                  |                   |                 |                |                  |                   |
| <u>700-CAPITAL OUTLAY</u>                 |                        |                  |                   |                 |                |                  |                   |
| <u>OFFICE FURNITURE/EQUIPMENT</u>         |                        |                  |                   |                 |                |                  |                   |
| <br>                                      |                        |                  |                   |                 |                |                  |                   |
| <br>                                      |                        |                  |                   |                 |                |                  |                   |
| <u>800-CONTRIBUTIONS &amp; CONTINGENC</u> |                        |                  |                   |                 |                |                  |                   |
| <u>CONTRIBUTIONS/TRANSFERS</u>            |                        |                  |                   |                 |                |                  |                   |
| 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              | 20,887.50       | 69.63          | 0.00             | 9,112.50          |
|                                           | * SUB-CATEGORY TOTAL * | 44,600.00        | 0.00              | 21,689.62       | 48.63          | 0.00             | 22,910.38         |
| <br>                                      |                        |                  |                   |                 |                |                  |                   |
| ** CATEGORY TOTAL **                      |                        | 44,600.00        | 0.00              | 21,689.62       | 48.63          | 0.00             | 22,910.38         |
| <br>                                      |                        |                  |                   |                 |                |                  |                   |
| *** DEPARTMENT TOTAL ***                  |                        | 156,825.00       | ( 256.69)         | 96,522.23       | 74.02          | 19,567.18        | 40,735.59         |
| <br>                                      |                        |                  |                   |                 |                |                  |                   |
| *** TOTAL EXPENSES ***                    |                        | 156,825.00       | ( 256.69)         | 96,522.23       | 74.02          | 19,567.18        | 40,735.59         |

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

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

| ACCT # | ACCOUNT NAME              | ANNUAL<br>BUDGET | CURRENT<br>PERIOD | Y-T-D<br>ACTUAL | % OF<br>BUDGET | Y-T-D<br>ENCUMB. | BUDGET<br>BALANCE |
|--------|---------------------------|------------------|-------------------|-----------------|----------------|------------------|-------------------|
| ***    | TOTAL PROFIT / (LOSS) *** | 0.00             | 1,569.69          | ( 16,885.23)    | 0.00           | ( 19,567.18)     | 36,452.41         |

\*\*\* END OF REPORT \*\*\*

TAYLOR MAIN STREET ADVISORY BOARD

AGENDA ITEM COVER SHEET

JUNE 27, 2023

REGULAR AGENDA  
New Business

IV-A

Review/Discuss and Consider Action on the Sign Grant application presented by Jenn Lopez for her business Alchemy located at 119 W. 2nd St. (formerly located at 211 N Main in the Hawt Spot Building)

TAYLOR MAIN STREET ADVISORY BOARD  
AGENDA ITEM MEMORANDUM  
June 27, 2023

TO: MSAB  
FROM: Jan Harris, Main Street Manager  
DATE: June 16, 2023

**IV-A - Signage Grant for 119 W. 2<sup>nd</sup> St.**

Property owned by Nic Armstrong.

Tenant is Jenn Lopez – Alchemy

Project is signage – hand painted gold leaf lettering and logo on store front windows.

The project has received a Sign Permit from the City of Taylor (Permit # 2023-12569)

Artist is Casey Anderson

Cost of the signage is \$2,250 – 50% is \$1,125.00

Recommended reimbursement grant award upon successful completion of the project and presentation of proof of payment to the artist in full by Ms. Lopez is \$1,125.00.

**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 2<sup>nd</sup> Wednesday of the month.

- ◆ Applicant Name JENNIFER LOPEZ Date 6/4/23
- ◆ Business Name ALCHEMY
- ◆ Mailing Address 119 W 2ND ST, STE A TAYLOR, TX 76574
- ◆ Contact Phone 512.626.0488 Email Address SHOPALCHEMYTX@GMAIL
- ◆ Building Owner (if different from applicant) 2ND ST TAYLOR, LLC
- ◆ Building Name \_\_\_\_\_
- ◆ Building Address 119 W 2ND ST STE A, TAYLOR, TX 76574
- ◆ Description of sign/s and installation: (includes signboards, projecting signs, and pedestrian signage)

HANDPAINTED, GOLD LEAF TEXT & LOGO

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

1. CASEY ANDERSON - \$2250

2. \_\_\_\_\_

3. \_\_\_\_\_

◆ Total cost of proposed sign/s: \$2250

◆ Amount of Sign Grant requested: \$1125

(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.

J LOPEZ  
Applicant's Signature

6/4/23

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 2<sup>nd</sup> 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.

ALCHEMY

Business Name

Applicant's Signature

6/4/23

Date

Building Owner's Signature

Manager 2<sup>nd</sup> ST Taylor LLC

Date

6/5/23

Taylor Main Street Manager's Signature

Date

Taylor Main Street Advisory Board's Approval

Date

119

Wid - Tex  
Loan Co

CLOSED

HOURS

Mon., Tues., Thurs., Fri.  
8:30 - 5:30  
Wed. 8:30 - 12:00

B

119



HOURS HOURS  
HOURS HOURS  
HOURS HOURS  
HOURS HOURS

A

ALCHEMY

ALCHEMY

**CASEY ANDERSON**  
817 HOWARD ST.  
TAYLOR, TX 76574

# Alchemy Gilding Quote

PREPARED FOR

**Jennifer Lopez**  
119 W 2ND ST  
TAYLOR, TX 76574

| ITEM                 | AMOUNT     | TOTAL          |
|----------------------|------------|----------------|
| BACKING BLACK ENAMEL | 1 CAN      | \$38.89        |
| 18 KARAT GOLD LEAF   | 1 PACK     | \$626.79       |
| WINDOW GILDING       | 1,438 SQIN | \$1,584.32     |
|                      |            | <b>\$2,250</b> |

**THIS QUOTATION IS SUBJECT TO THE FOLLOWING  
TERMS AND CONDITIONS:**

1. 50% Down Payment of \$1,125 must be paid before the project can begin.
2. Weather conditions must be above 50 and below 100 degrees fahrenheit with as low humidity as possible in order to ensure quality.
3. 50% Remaining Balance of \$1,125 must be paid within 30 days of Project Completion or a late fee of \$100 per 30 days late will be applied.

### Project Overview

|                    |               |                     |             |
|--------------------|---------------|---------------------|-------------|
| Project Number:    | Jurisdiction: | Date Created:       | Created By: |
| 2023-12569         | Taylor        | 06/09/2023 03:55 PM | Ruby Lepe   |
| Address:           | City/State:   | Zip Code:           |             |
| 119 W 2ND ST STE A | TAYLOR/TX     | 76574               |             |

Search:    ☐ Show all pages

| Date Created           | Account Type | Created By                                   | Description                                                                               |
|------------------------|--------------|----------------------------------------------|-------------------------------------------------------------------------------------------|
| 06/13/2023 10:15:07 AM | Municipality | Colin Harrison (colin.harrison@taylortx.gov) | Project 2023-12569 - Permit Issued sent by email to JENNIFER LOPEZ                        |
| 06/13/2023 10:15:07 AM | Municipality | Colin Harrison (colin.harrison@taylortx.gov) | Project 2023-12569 - Permit Issued sent by email to 2nd St Taylor LLC                     |
| 06/13/2023 10:14:43 AM | Municipality | Colin Harrison (colin.harrison@taylortx.gov) | Permit Details Viewed                                                                     |
| 06/13/2023 10:14:40 AM | Municipality | Colin Harrison (colin.harrison@taylortx.gov) | Requirement (B) Issue Permit(s) completed                                                 |
| 06/13/2023 10:14:40 AM | Municipality | Colin Harrison (colin.harrison@taylortx.gov) | Requirement (B) Issue Permit(s) completed                                                 |
| 06/13/2023 10:14:40 AM | Municipality | Colin Harrison (colin.harrison@taylortx.gov) | The project requirement priority has changed from 4 to 6                                  |
| 06/13/2023 10:14:39 AM | Municipality | Colin Harrison (colin.harrison@taylortx.gov) | Permit Information was updated through completion of the requirement (B) Issue Permit(s). |

1 2 3 4 5 6 7

2023-12569

Group Type

- Select -



**DEADLINE:**  
2<sup>nd</sup> Wednesday  
of every month

## SIGN REIMBURSEMENT GRANT PROGRAM

### Application Instructions

Taylor Main Street seeks to improve the image of downtown Taylor through the restoration and rehabilitation of commercial building facades located in the Downtown Redevelopment Area. As an economic incentive, Taylor Main Street has developed the following sign reimbursement grant program:

- The Taylor Main Street Sign Reimbursement Grant Program is set up as a single payment reimbursement to property owners per building/business, and in some situations, tenants.
- **Grants are available on a 50/50 matching basis with a cap of \$1500 per sign grant (\$3,000+ total project).**
- Eligible signs include signboards/fascia signs, projecting signs, pedestrian signage (window sign, hanging sign and awning sign), etc. for commercial buildings located in the Downtown Redevelopment Area.
- Removal of old signage without it being replaced with a new sign are not eligible for this grant and instead should be addressed in a Façade Improvement Grant application.
- Grants are available starting October 1 of each year, on a first come, first serve basis until total funds are depleted.
- No grants will be awarded for work that has already been done.
- All submitted work must be reviewed by the Taylor Main Street Manager and approved by the Taylor Main Street Advisory Board before any eligible work may begin.
- If awarded a sign reimbursement grant, any deviation from the approved grant project may result in the total or partial withdrawal of the grant.
- *If you have any questions, please contact Jan Harris, Taylor Main Street Manager at 512/352-3463.*

### STEPS FOR A SUCCESSFUL SIGN GRANT APPLICATION:

1. **Determine eligibility:** All signage is required to be professionally produced and installed. Discuss project plans with the Taylor Main Street Manager and set up an appointment for free assistance in selecting layout and color schemes for your commercial sign/s through the Texas Main Street Center's Architectural Assistance Program.
2. **Fill out sign reimbursement grant application form and sign the agreement form.** All grant applications must include a scale drawing/s by the chosen sign company for the proposed work or the Texas Main Street Architect, as well as an explanation of the sign's method of installation. Color samples of all final paint colors and sign material(s) must be included with the application to be reviewed by the Taylor Main Street Manager and approved by the Taylor Main Street Advisory Board. The Applicant is required to obtain written proposals from three (3) qualified sign companies including installation of the proposed sign/s. Self-contracted work will be reimbursed for actual legitimate expenses, excluding labor.
3. **Return the completed application form** with all original contract proposals, color samples and example sign material(s) for the proposed work to the Taylor Main Street Office in City Hall (400 Porter Street) no later than the second (2<sup>nd</sup>) Wednesday of the month.
4. **The approval process will include the following without limitations:**
  - (a) All Sign Reimbursement Grant projects must meet current building standards (Standard Building Codes) and the City of Taylor's sign ordinance.
  - (b) The applicant must meet with the Taylor Main Street Manager to discuss the project prior to the review of the application by the Main Street Advisory Board.

- (c) Final approval for any grant shall be vested in the Main Street Advisory Board but it shall be subject to review authority retained by the Taylor City Council.
- (d) The Main Street Advisory Board may receive recommendations from committees, such as a Design Committee, which review all or a part of the application. Committee recommendations shall be advisory only and no recommendation shall be binding on the Main Street Advisory Board.
- (e) The Main Street Advisory Board shall consider only applications which have been properly and fully completed and which contain all the information required in the application or requested by the Main Street Manager, any committees, or the Main Street Advisory Board.
- (f) All bids submitted by an Applicant must be current and must be dated no earlier than thirty (30) days prior to the application request. Bids shall be submitted on the sign company's letterhead and shall contain the sign company contact's name, address, telephone number. The sign company must itemize the bid in a manner that allows the Main Street Advisory Board to determine the bid's components and authenticity.
- (g) In the event an Applicant's request for a sign grant is denied, the Applicant shall not be eligible to re-submit a grant application for six (6) months from the date the prior application was denied by the Main Street Advisory Board or, in a case reviewed by the Taylor City Council, from the date the Taylor City Council denied the application.
- (h) Work must commence on the installation of approved signs within sixty (60) days from the date the grant is awarded by the Main Street Advisory Board. All signage must be installed within (1) year from the date the grant is approved by the Main Street Advisory Board. If the Applicant is unable to begin installation within sixty (60) days from the date the grant is approved or complete the construction within one (1) year from the date the grant is approved, the Applicant can submit a written request for an extension to the commencement date or completion date provided the extension request is made prior to the sixty (60) day or one (1) year time limit. The Main Street Advisory Board shall not be obligated to allow extensions but may do so for good cause determined solely by the Main Street Advisory Board. The extensions, if granted, shall be for the term and for the conditions determined exclusively by the Main Street Advisory Board. An extension denial cannot be appealed and shall be final with the Main Street Advisory Board.
- (i) The Applicant, by submission of this application, attests that the installation described within the application shall be used in a building which complies with all codes and ordinances of the City of Taylor.
- (j) The Applicant, by submission of this application, further attests that s/he and the property in question is in good standing with the City of Taylor and that the Applicant owes no unpaid taxes, fees, or other debts to the City of Taylor.
- (k) No Applicant has a proprietary right to receive grant funds. The Main Street Advisory Board shall consider any application within its discretionary authority to determine what grant amount would be in the best interest of the Grant program.
- (l) The Applicant is required to obtain all applicable City permits and City approvals required for the construction if a grant is awarded.
- (m) No Applicant nor an Applicant's agent shall be entitled to receive sign grant approval on the same property if requested within three (3) years from the date a previous grant was awarded by the Main Street Advisory Board.
- (n) An Applicant must attend the Main Street Advisory Board meeting when his/her application is considered. Failure to attend a Main Street Advisory Board meeting when required shall be cause for rejection of the application.

5. **Reimbursement: When the entire grant project has been satisfactorily completed and reviewed, the applicant shall present the Taylor Main Street office with copies of all paid invoices for a single payment reimbursement of the approved funding.**

6. **Appeal Process:** Any application rejected by the Main Street Advisory Board shall be entitled to review by the Taylor City Council. The Applicant shall submit a written request for review to the City Manager no later than ten (10) days from the date the application is denied by the Main Street Advisory Board. The request for review by the Taylor City Council shall state reasons why the Applicant believes the application was improperly refused by the Main Street Advisory Board and the reasons why the Applicant believes the application should be approved. The written review request shall be furnished by the City Manager to the Chairperson of the Main Street Advisory Board. The Main Street Advisory Board's Chairperson shall, within ten (10) days of receipt of the Applicant's written request from the City Manager, furnish the Main Street Advisory Board's reasons for denying the application and shall state the reasons why the application should not be approved by the Taylor City Council. Review by the Taylor City Council will be scheduled within the time restraints and business issues of the Taylor City Council, but not later than ninety (90) days from the date the written request for review is received by the City Manager from the Applicant. The City Council shall review the application and consider the action taken by the Main Street Advisory Board regarding the application in question. The Taylor City Council shall not be required to reverse the Main Street Advisory Board's decision unless the Taylor City Council determines the Main Street Advisory Board did not act in substantial compliance with the application's request and the applicable policies relating to the Taylor Sign Grant Program. The determination by the Taylor City Council's determination shall be deemed final.

TAYLOR MAIN STREET ADVISORY BOARD

AGENDA ITEM COVER SHEET

JUNE 27, 2023

REGULAR AGENDA

New Business

IV-B

Review/Discuss and Consider Action on the Sign Grant application presented by Hayley Blundell for her business Hayley's Grains located at 100 N Main St. (formerly located in Suite G of the Titsworth Building and accessed from Talbot St.)

TAYLOR MAIN STREET ADVISORY BOARD  
AGENDA ITEM MEMORANDUM  
June 27, 2023

TO: MSAB  
FROM: Jan Harris, Main Street Manager  
DATE: June 16, 2023

**IV-A - Signage Grant for 119 W. 2<sup>nd</sup> St.**

Property owned by 2<sup>nd</sup> & Main Lofts LLC.

Tenant is Hayley Blundell – Hayley's Grains

Project is signage – hand painted gold lettering and logo on store front windows.

The project is in the process of applying for a Certificate of Occupancy from the City of Taylor and all appropriate permits from Williamson County and Cities Health District. Upon receipt of those permits, the business owner will then apply for the sign permit.

Artist is Adam Davenport

The cost of the signage is \$2,000 – 50% is \$1,000.00.

Staff recommendation is that the board approve the signage grant application as presented pending the presentation of copies of both the Certificate of Occupancy and the Sign Permit before a letter is issued by the Main Street Manager authorizing the artist to begin work on the project.

Upon successful completion of the project and proof of payment in full by the business owner, the Main Street Manager will begin the process to release a reimbursement grant check in the amount of \$1,000.00 to Haley's Grains.

**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 2<sup>nd</sup> Wednesday of the month.

- ◆ Applicant Name Hayley Blundell Date 06/13/23.
- ◆ Business Name Hayley's Grains LLC
- ◆ Mailing Address 120 W. 2nd St, Suite G, Taylor TX 76574.
- ◆ Contact Phone (512) 269-9947 Email Address hblundell@hayleysgrainstx.com
- ◆ Building Owner (if different from applicant) Doug Moss
- ◆ Building Name 2nd : Main Lofts.
- ◆ Building Address 100 E. 2nd St, Taylor TX 76574.
- ◆ Description of sign/s and installation: (includes signboards, projecting signs, and pedestrian signage)  
Window Art Only! Gold lettering ~~around~~ along bottom of  
all road facing windows - 10in high. Logo on windows  
adjacent to door. Please note - majority of sign is  
negative space as no background.
- ◆ List sign company proposals and total amounts (please attach original proposals):
  1. Davenport Studios: \$2,000.
  2. \_\_\_\_\_
  3. \_\_\_\_\_
- ◆ Total cost of proposed sign/s: \$2,000
- ◆ Amount of Sign Grant requested: \$ 1,000  
(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 \_\_\_\_\_

06/13/23  
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 2<sup>nd</sup> 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.

Hayley's Grains LLC  
Business Name

[Signature] 06/13/23.  
Applicant's Signature Date

\_\_\_\_\_  
Building Owner's Signature Date

-----  
\_\_\_\_\_  
Taylor Main Street Manager's Signature Date

\_\_\_\_\_  
Taylor Main Street Advisory Board's Approval Date



*Mayley's Grains*  
Sustainable Steps to a Healthy Plate  
EST. 2013 in TROBEN, TX

**ETHICAL CORNERSTORE**

**ORGANIC**

**LOCAL MEAT**



REFILL

LOCAL PRODUCE

SUSTAINABLE

SEAFOOD

APOTHECARY

SPECIALTY GROCER



*Hayley's Grains*  
Sustainable Steps to a Healthy Plate  
EST. 2014 • HOUSTON, TX



LOT WIDTH ALONG 2<sup>nd</sup> ST: 37'7.5"  
 LOT WIDTH ALONG MAIN: 43'8"  
 DISTANCE FROM 2<sup>nd</sup> ST CURB: 15'8"  
 DISTANCE FROM MAIN CURB: 4'9"

x = LETTERING OF  
 PROPOSED SIGN

≡ = LOGO PLACEMENT  
 OF PROPOSED  
 SIGN

# HOLZMAN MOSS BOTTING ARCHITECTURE

HOLZMAN MOSS BOTTING  
 ARCHITECTURE  
 100 EAST SECOND STREET, SUITE 100  
 TAYLOR, TEXAS 76774  
 TEL: 512.261.1111 FAX: 512.261.1112  
 WWW.HOLZMANMOSSBOTTING.COM

## DARWIN HARRISON

100 EAST SECOND STREET, SUITE 100  
 TAYLOR, TEXAS 76774  
 TEL: 512.261.1111 FAX: 512.261.1112

## HEDRICK CONSULTING

100 EAST SECOND STREET, SUITE 100  
 TAYLOR, TEXAS 76774  
 TEL: 512.261.1111 FAX: 512.261.1112

## ARCHITECTURAL ENGINEERS COLLABORATIVE

100 EAST SECOND STREET, SUITE 100  
 TAYLOR, TEXAS 76774  
 TEL: 512.261.1111 FAX: 512.261.1112

2ND & MAIN LOFTS, LLC

100 EAST SECOND STREET

TAYLOR, TEXAS 76774

2nd & main lofts

SEAL:



Project Status

ISSUE DATE: APRIL 28, 2013

REVISION DESCRIPTION DATE

1 REVISION 10.10.13

PROJECT NUMBER: 0000001

COVER

A-000

 me 11:00  
Hi Doug, I'm attaching the mock up of the wind...

 **Douglas Moss** 11:23  
to me ▾

Hayley:

As landlord of 2<sup>nd</sup> & Main Lofts, I have reviewed the design for Hayley's Grains and I approve of the design for the signage on this lease space.

Please contact me if you have any questions.

Douglas Moss, AIA

2<sup>nd</sup> & Main Lofts, LLC

...

I approve as well.      Approved.      Looks good, please proceed

# Quote

**From:** Adam Davenport  
309 Vernon St.  
Taylor, TX 76574

**To:** Hayley's Grains  
100 E 2nd St.  
Att: Hayley Blundell

**6/13/2023**

| <b>Item</b>                                       | <b>Amount</b> |
|---------------------------------------------------|---------------|
| Hayley's Grain store Front , left and right sides | \$2,000.00    |
| Painted Logos and lettering                       |               |

**Total:** \$2,000.00

TAYLOR MAIN STREET ADVISORY BOARD

AGENDA ITEM COVER SHEET

JUNE 27, 2023

REGULAR AGENDA

New Business

IV-C

Review/Discuss and Consider Action on the request by the Heritage Square Farmers Market that the Main Street Board agree to make a budget adjustment in their 123 Main Street Revenue Account in the amount of \$1,000 to cover the shortfall in their budget line item for this fiscal year

TAYLOR MAIN STREET ADVISORY BOARD

AGENDA ITEM COVER SHEET

JUNE 27, 2023

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TAYLOR MAIN STREET ADVISORY BOARD

AGENDA ITEM COVER SHEET

JUNE 27, 2023

REGULAR AGENDA  
Continuing Business

V-A

Main Street Manager's reports - Jan Harris:

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

## Main Street Monthly Report for May through June 9, 2023

### Downtown Property & Business Report:

#### Property:

- Number of properties listed for sale: 5
  - Assembly Square Footage: 7,515/SF
  - Industrial Square Footage: 0/SF
  - Retail/Service/Professional Square Footage: 23,350/SF
- Number of properties listed for lease: \*16 (+ 1 apartment) *\*Note: some of these are small spaces within larger buildings with other occupied spaces.*
  - Commercial Square Footage: 26,453/SF
  - Assembly Square Footage: 11,265/SF
  - Build to Suit Rental Space on a Vacant Lot: 6600/SF
  - Residential Square Footage: 2900/SF
- Leased properties during reporting period:
  - Square footage of lease properties: 3,149/SF
  - Property uses – retail & professional office

#### Businesses:

- New businesses in development: 4
  - Square footage: 6,636/SF
  - Property uses - Bakery (1); Restaurant/Bar (4); Offices/Showrooms (2)
- New businesses opened during reporting period: 2
  - Square footage: 5,460/SF
  - Property uses – Full-Service Restaurants
- Businesses Relocating: 2 (*both relocating to larger spaces within the district*)
  - Square footage: 2000/SF
  - Property uses: Retail
- Businesses Closed: 5
  - Square Footage: 5,166/SF
  - Property uses – 2-Retail; 3-Office

### Community Outreach / Meetings Attended:

- Main Street Advisory Board meeting – 5/17
- TIF #1 Board Meeting – 5/17
- Public Arts Advisory Board meeting – 5/24
- Breakfast Bites Meeting – 5/10
- Heritage Square Farmers Market Committee – 5/8
- TAB Meeting – 5/23
- Met with Representatives from Sun Radio re potential marketing efforts for DT Taylor – 5/18
- Taylor City Council – 5/11; 5/25

### Local Business / Owner Visits:

- Met with interested potential purchasers for the Howard Theater – 5/12
- Met with Judy Marvin, Owner of La Cantoncito about signage – 5/19
- Met with Chris Cottle, property manager of 415 & 417 N Main St regarding

façade grant to replace rotten canopy – 5/31

**Event Planning:**

- Juneteenth Planning Meeting – 5/16; 5/22
- Mamma Jamma Planning Meeting – 5/16
- Blackland Prairie Day planning meetings – 5/3
- Taylor Pride Day planning meeting – 5/4; 5/25

**Special Events:**

- Every Saturday – check on Farmers Market
- Blackland Prairie Day – 5/6
- 2<sup>nd</sup> Saturday Shop & Stroll – 10 am – 4 pm – 5/13
- Music on Main Concert – 5/18.
- Memorial Day Observance – 5/29

**Special Events Permits Issued or Pending:**

- National Day of Prayer – Heritage Square – 5/4
- Blackland Prairie Day – Heritage Square – 5/6
- Our Lady of Guadalupe Religions Educ. Spring Event – 5/7
- St. Mary's Eucharistic Procession – 5/13
- Music on Main Concert – Heritage Square – 5/18; 6/15
- Taylor Pride Music and Arts Festival – 6/24
- July 4<sup>th</sup> Fireworks and Festivities – 7/4

**Film Friendly Taylor –Film Events in Taylor:**

- None during the reporting period

**Professional Development:**

- Leadership Meeting – 5/1
- FY 24 Budget Meetings – 5/4; 5/10
- National Main Street Network Online Training – 5/30
- Held First Round of Interviews for the Events Coordinator: 6/2 and 6/5

**Other Duties:**

- Development Team Meetings – Every Monday at 9am
- 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)

**Upcoming Calendar of Events:**

- Every Saturday 10am-2pm – Taylor Farmers Market – Heritage Square Pavilion

- May 4<sup>th</sup> – National Day of Prayer – Farmers Pavilion – Heritage Square
- May 6<sup>th</sup> – Blackland Prairie Day – Heritage Square
- May 7<sup>th</sup> – Our Lady of Guadalupe Religious Education Spring Fair – OLG Campus
- May 12<sup>th</sup> – 2<sup>nd</sup> Saturday Shop & Stroll - Downtown
- May 13<sup>th</sup> – St. Mary's Eucharistic Procession from OLG to St M's
- May 18<sup>th</sup> – Music on Main Concert – Heritage Square
- June 10<sup>th</sup> - 2nd Saturday Shop & Stroll - Downtown
- June 15<sup>th</sup> - Music on Main Concert – Heritage Square
- June 17<sup>th</sup> – Movie in the Park – Robinson Park
- June 24<sup>th</sup> – Taylor Pride Music and Arts Festival – Heritage Square
- July 4<sup>th</sup> – Fireworks and Festivities – Murphy Park
- July 8<sup>th</sup> - 2nd Saturday Shop & Stroll - Downtown

# TAYLOR MAIN STREET PROPERTY BUSINESS REPORT

JUNE 2023

| PROPERTY FOR SALE:          | ADDRESS:          | OWNER/REALTOR                              | CONTACT INFO                                                                       | F2                                                                                                                                                                                              | PRICE                                 | STATUS        |
|-----------------------------|-------------------|--------------------------------------------|------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------|---------------|
| T Ford Enterprises Building | 113-115 E. 3rd St | Tommy M ford/Joe Williams<br>Redevelopment | Richard Gary - 512-415-9367                                                        | est 8584 SF total:<br>113 1st fl: 1590 SF<br>office/retail; 2301 SF<br>warehouse w/ 11' pull<br>up door 113 2nd fl<br>2818 SF office<br>115 1875 SF<br>office/retail pvt<br>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 E 3rd St      | Richard Torres/Shahzaib Lalani             |                                                                                    | 9916 SF                                                                                                                                                                                         | unpriced                              |               |
| 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                                |                                                                                    |                                                                                                                                                                                                 | \$950,000                             |               |
| PROPERTY FOR LEASE:         | ADDRESS           | OWNER/REALTOR                              | CONTACT INFO                                                                       | F2                                                                                                                                                                                              | PRICE                                 |               |
| upstairs apartment          | 103 W 4th St      | Monica Luxon                               | <a href="mailto:monica@luxonrealtyservices.com">monica@luxonrealtyservices.com</a> | 2900/SF                                                                                                                                                                                         | reduced to<br>\$2495/mo +<br>\$173/mo | was \$2900/mo |
| Taylorsville Hall           | 115 W 2nd St      | JB Goodwin Realtors                        |                                                                                    |                                                                                                                                                                                                 | \$7,500/mo                            |               |
| 117-119 N Main St           | Suite 109         | Ujjal Ghostagore/Julie Downs               |                                                                                    | 875SF                                                                                                                                                                                           | \$1,437.92/mo                         |               |

## TAYLOR MAIN STREET PROPERTY BUSINESS REPORT

JUNE 2023

| PROPERTY FOR LEASE:                                  | ADDRESS             | OWNER/REALTOR                | CONTACT INFO | sq<br>ft | PRICE            |  |
|------------------------------------------------------|---------------------|------------------------------|--------------|----------|------------------|--|
| 117-119 N Main St                                    | Ste 217 (1st floor) | Ujjal Ghostagore/Julie Downs |              | 1007 SF  | Upon Request     |  |
| 117-119 N Main St                                    | Ste 219 (1st Floor) | Ujjal Ghostagore/Julie Downs |              | 1007 SF  | Upon Request     |  |
| 117-119 N Main St                                    | Ste 221             | Ujjal Ghostagore/Julie Downs |              | 2364 SF  | Upon Request     |  |
| 117-119 N Main St                                    | Back Bar            | Ujjal Ghostagore/Julie Downs |              | 1800 SF  | Upon Request     |  |
| fmr Downtown Social                                  | 119-B E 3rd         | Richard Torres               | 209-605-4155 | 950/SF   | call for pricing |  |
| PROPERTY FOR LEASE:                                  | ADDRESS             | OWNER/REALTOR                | CONTACT INFO | sq<br>ft | PRICE            |  |
| 120 W 2nd St - McCrory-Timmerman/Titsworth Buildings | Ste 105 (1st Floor) | Judy Blundell/Julie Downs    |              | 600 SF   | Upon Request     |  |

# TAYLOR MAIN STREET PROPERTY BUSINESS REPORT

JUNE 2023

|                                                      |                     |                                                                                           |                    |         |                 |           |
|------------------------------------------------------|---------------------|-------------------------------------------------------------------------------------------|--------------------|---------|-----------------|-----------|
| 120 W 2nd St - McCrory-Timmerman/Titsworth Buildings | Ste G (1st Floor)   | Judy Blundell/Julie Downs                                                                 |                    | 455 SF  | Upon Request    |           |
| 120 W 2nd St - McCrory-Timmerman/Titsworth Buildings | Ste 104 (2nd Floor) | Judy Blundell/Julie Downs                                                                 |                    | 420 SF  | Upon Request    |           |
| 120 W 2nd St - McCrory-Timmerman/Titsworth Buildings | Ste 201 (2nd Floor) | Judy Blundell/Julie Downs                                                                 |                    | 2148 SF | Upon Request    |           |
| Howard Theater                                       | 308 N Main St       | Steve Turner-Turner Properties                                                            | 512-930-2800       | 7515 SF | \$12/PSF/YR     | \$1/SF/MO |
| fmr 46 & 2 Apothecary                                | 313 N Main St       | Ian Reddy/JB Goodwin Properties                                                           | 512-502-7715       | 3278SF  | NNN - \$3800/mo | \$1.16/SF |
| Restaurant building                                  | 405 S Main St       | Johan Borge                                                                               | 713-464-7656       |         | \$3,500/SF/MO   |           |
| 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 |                 |           |

## TAYLOR MAIN STREET PROPERTY BUSINESS REPORT

JUNE 2023

|                                                                    |                                                                                                                         |                                                      |                                                                                    |                |              |  |
|--------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------|------------------------------------------------------------------------------------|----------------|--------------|--|
| 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 - but the following properties are no longer listed for sale: | 301 W 2nd St - Erwin Teggemann building;<br>417 W 2nd St - Old Taylor Bedding;<br>Vacant Commercial Lot - 503 S Main St | 407 S Main - Johan Borge<br>409 S Main - Johan Borge |                                                                                    |                |              |  |
| LEASED PROPERTIES                                                  | ADDRESS                                                                                                                 | TENANT                                               | CONTACT INFO                                                                       | PROPOSED USE   | LEASE \$     |  |
|                                                                    | 119 W 2nd St                                                                                                            | Jenn Lopez                                           | <a href="mailto:shopalchemyt@gmail.com">shopalchemyt@gmail.com</a><br>512-626-0488 | clothing store |              |  |

## TAYLOR MAIN STREET PROPERTY BUSINESS REPORT

JUNE 2023

|                                                                     |               |                   |                                  |                                               |                           |                                              |
|---------------------------------------------------------------------|---------------|-------------------|----------------------------------|-----------------------------------------------|---------------------------|----------------------------------------------|
|                                                                     | 717 N Main St | Wesley "Wes" West |                                  | Attorney's Office                             | \$2400/MO;<br>\$1.60/SF   |                                              |
| PROPOSED NEW<br>CONSTRUCTION/MAJOR<br>RENOVATION                    | ADDRESS       | OWNER             | CONTACT INFO                     | PROPOSED USE                                  |                           |                                              |
| One building with 4<br>subdivisions (offices and<br>storage behind) | W 1st Street  | Jay McNabb        |                                  | Office space for<br>contractors, etc.         |                           |                                              |
| Two building to be<br>constructed for tenant<br>finish out          | 104 N Main St | Public Sketch     | (512) 365-8563                   | offices, bars,<br>restaurants                 | \$30.SF.Y<br>\$2.50/SF/MO | will build 2-800-<br>SF<br>buildings to suit |
| NEW<br>CONSTRUCTION/MAJOR<br>RENOVATION<br>PROJECTS                 | ADDRESS       | OWNER             | CONTACT INFO                     | PROPOSED USE                                  |                           |                                              |
| Talbot Commons Pocket<br>Hotel                                      | 114 W 6th St  | Public Sketch     | Julie Downs 512-<br>365-<br>8653 | pocket hotel in a<br>mixed use<br>development |                           |                                              |
| NEW BUSINESS<br>COMING<br>ON LINE                                   | ADDRESS       | OWNER             | CONTACT INFO                     | PROPOSED USE                                  | # EMPLOYEES<br>GAINED     |                                              |

## TAYLOR MAIN STREET PROPERTY BUSINESS REPORT

JUNE 2023

|                                        |               |                                          |                                                                                  |                            |                       |                      |
|----------------------------------------|---------------|------------------------------------------|----------------------------------------------------------------------------------|----------------------------|-----------------------|----------------------|
| Flake Bakery & Larder                  | 103 W 5th St  | Leisha Dowers                            | 512-643-5989                                                                     | bakery                     | TBD                   | 1346 SF HAS<br>CO    |
| The Builder Gallery                    | 113 W 4th St  | Mary Mariano-The Builder<br>Gallery      | <a href="mailto:marym.vkdesigns@gmail.com">marym.vkdesigns@gmail.com</a>         | showroom and offices       | TBD                   | 1176/SF Has<br>CO    |
| Top Hat Chimney Sweeps                 | 115 W 4th St  | Royal Pore - Top Hat Chimney<br>Sweeps   | <a href="mailto:royal@tophatchimneysweeps.com">royal@tophatchimneysweeps.com</a> | offices                    | TBD                   | 264/SF Has<br>CO     |
| Second Street Station                  | 201 N Main St | William Hogan - Second Street<br>Station | <a href="mailto:whogan@austin.rr.com">whogan@austin.rr.com</a>                   | bar-restaurant             | TBD                   | 3850/SF Has<br>CO    |
| NEW BUSINESSES<br>OPEN                 | ADDRESS       | OWNER                                    | CONTACT INFO                                                                     | PROPOSED USE               | # EMPLOYEES<br>GAINED |                      |
| Mixtape Restaurant                     | 108 E 2nd St  | Ryan Dale Davenport                      | 512-269-3136                                                                     | Full Service<br>Restaurant |                       |                      |
| El Cantoncito Salvadoran<br>Restaurant | 105 E 3rd St  |                                          |                                                                                  | full service restaurant    |                       |                      |
| BUSINESS CLOSING                       | ADDRESS       | OWNER                                    | CONTACT INFO                                                                     | FORMER USE                 | # EMPLOYEES<br>LOST   | YEARS IN<br>BUSINESS |
| Texas Comfort Air                      | 114 N Main St | Mark Scarborough                         | <a href="mailto:mark@texascomfortair.com">mark@texascomfortair.com</a>           | Office                     | 6                     | 3                    |

## TAYLOR MAIN STREET PROPERTY BUSINESS REPORT

JUNE 2023

|                                    |                       |                  |                                                                                   |                         |                            |                                                                 |
|------------------------------------|-----------------------|------------------|-----------------------------------------------------------------------------------|-------------------------|----------------------------|-----------------------------------------------------------------|
| DOT Flooring                       | 116 W 2nd St; Ste 104 | Robert Riggs     | <a href="mailto:robert.riggs@dotflooring.com">robert.riggs@dotflooring.com</a>    | Office                  | 1                          | 2                                                               |
| CMS Building Solutions             | 116 W 2nd St; Ste 105 |                  |                                                                                   |                         | 1                          |                                                                 |
| Yipiokya                           | 417-A N Main St       | Julie Bennett    | <a href="mailto:yipiokya@aol.com">yipiokya@aol.com</a>                            | retail                  | 1                          | 2                                                               |
| The Wild Tribe Children's Boutique | 211 N Main Unit B     | Jamie Diangson   | <a href="mailto:jamiefranz@gmail.com">jamiefranz@gmail.com</a> 541-233-3403       | retail                  | 1                          | less than a year                                                |
| BUSINESS EXPANDING                 | ADDRESS               | OWNER            | CONTACT INFO                                                                      | USE                     | GAINED OR                  |                                                                 |
| The Hawt Spot                      | 211 N Main            | Amanda Bertelson | <a href="mailto:amandab1315@hotmail.com">amandab1315@hotmail.com</a> 512-352-6695 | Retail/Personal Service | 0                          | expanding into the front space when Alchemy vacates it in June. |
| BUSINESS RELOCATING                | NEW ADDRESS           | OWNER            | CONTACT INFO                                                                      | OLD ADDRESS             | # EMPLOYEES GAINED OR LOST |                                                                 |
| Alchemy                            | 118 W 2nd St          | Jenn Lopez       | <a href="mailto:shopalchemytx@gmail.com">shopalchemytx@gmail.com</a> 512-626-0488 | 211 N Main St           |                            |                                                                 |
| BUSINESS BEING SOLD                | ADDRESS               | NEW OWNER        | CONTACT INFO                                                                      | OLD OWNER               | # EMPLOYEES GAINED OR LOST |                                                                 |
| NONE                               |                       |                  |                                                                                   |                         |                            |                                                                 |

TAYLOR MAIN STREET ADVISORY BOARD

AGENDA ITEM COVER SHEET

JUNE 27, 2023

REGULAR AGENDA  
Continuing Business

V-B

Review/Discuss and Consider Action on additional revisions to  
the Façade Improvement Grant

TAYLOR MAIN STREET ADVISORY BOARD

AGENDA ITEM COVER SHEET

JUNE 27, 2023

REGULAR AGENDA  
Continuing Business

V-C

Receive update on progress made with the 2nd Saturday Shop & Stroll Totes

# HATCHED NON-WOVEN TOTE BAG

Area: FRONT 9"H x 12"W

25268896-1

To: Carrie Berndt x8447  
06-15-23 From:

4imprint.

877.446.7746

Art Proof

LINE WILL NOT APPEAR ON YOUR IMPRINT ITEM

PROOF SHOWS THE APPROXIMATE SIZE, COLOR AND PLACEMENT  
OF YOUR IMPRINT RELATIVE TO THE SIZE OF THE ITEM.

25% ACTUAL SIZE



imprint color(s):

116 Yellow  
BLACK

Item #144723

HISTORIC DOWNTOWN TAYLOR

2ND

2ND SATURDAY

SAT

SHOP AND STROLL



101 Commerce Street  
Oshkosh, WI 54901  
Toll Free 877-446-7746  
Fax 800-355-5043



### Order Details

**Order Number:** 25268896

**Order Date:** 6/15/2023

### Delivery Address

Jan Harris  
Taylor Main Street Program  
400 PORTER ST  
TAYLOR, TX 76574-3600

### Crosshatched Non-Woven Tote Bag (144723)

| Description                     | Qty  | Color         | Cost/Unit  | Total      |
|---------------------------------|------|---------------|------------|------------|
| Crosshatched Non-Woven Tote Bag | 1000 | Green / Green | \$1.35     | \$1,350.00 |
| Coupon Code                     | 1    | n/a           | (\$185.00) | (\$185.00) |
| Add'l Color Run Charge          | 1000 | n/a           | \$0.50     | \$500.00   |
| Set-Up Charge                   | 2    | n/a           | \$45.00    | \$90.00    |
| Free Set-Up                     | 1    | n/a           | (\$90.00)  | (\$90.00)  |

### Artwork Instructions

Imprint Location : Front  
Color(s) : Black  
Yellow

### Shipment Details

Estimated Ship Date June 21, 2023  
Carrier Service UPS GROUND CWT  
Delivery Date June 23, 2023

### Order Total

|              |                   |
|--------------|-------------------|
| Freight      | \$117.18          |
| Tax          | \$0.00            |
| <b>Total</b> | <b>\$1,782.18</b> |

TAYLOR MAIN STREET ADVISORY BOARD

AGENDA ITEM COVER SHEET

JUNE 27, 2023

REGULAR AGENDA  
Continuing Business

V-D

Receive update on progress made with the "Shop Downtown Taylor" sign

TAYLOR MAIN STREET ADVISORY BOARD

AGENDA ITEM COVER SHEET

JUNE 27, 2023

REGULAR AGENDA  
Continuing Business

V-E

Receive preliminary report on Blackland Prairie Day

2023 BLACKLAND PRAIRIE DAY  
INCOME EXPENDITURES

|    | A              | B                          | C                    | D                           | E                    | F               | G                 |
|----|----------------|----------------------------|----------------------|-----------------------------|----------------------|-----------------|-------------------|
| 1  | <b>INCOME:</b> |                            |                      |                             |                      |                 |                   |
| 2  | <b>DATE</b>    | <b>COMPANY</b>             | <b>CONTACT</b>       | <b>PURPOSE / LEVEL</b>      | <b>AMOUNT</b>        | <b>PAID Y/N</b> | <b>BALANCE</b>    |
| 3  |                |                            |                      |                             |                      |                 |                   |
| 4  | 3/28/2023      | CWMRY Boyd II              | Judy Blundell        |                             | \$100                | Y               | \$100.00          |
| 5  | 3/23/2023      | Dovetail Wealth Management | Louis Hughes         | Bronze                      | \$250.00             | Y               | \$250.00          |
| 6  | 4/3/2023       | Citizens National Bank     | Debroah Parker       | Bronze                      | \$250.00             | Y               | \$250.00          |
| 7  | 3/17/2023      | Tierra Grande Real Estate  | Jullie Downs         | Silver                      | \$500.00             | Y               | \$500.00          |
| 8  | 4/5/2023       | FlorVino Winery            | Manny Ortiz          | Bronze                      | \$250.00             | Y               | \$250.00          |
| 9  | 4/13/2023      | Public Sketch              | Doug Moss            | Gold                        | \$1,500.00           | Y               | \$1,500.00        |
| 10 | 4/18/2023      | Eagle Bank                 | Robert Randig        | Bronze                      | \$250.00             | Y               | \$250.00          |
| 11 |                | Jeff's Resurrections       | Jeff Snyder          | Silver                      | \$500                | Y               | \$500.00          |
| 12 |                | Advance America            | Wendy Trevino        | Bronze                      | \$250                | Y               | \$250.00          |
| 13 | 4/27/2023      | BSW Health                 | Franny Patek         | Silver                      | \$500                | Y               | \$500.00          |
| 14 |                |                            |                      |                             |                      |                 |                   |
| 15 |                |                            |                      |                             | SPONSOR INCOME:      | 10 TOTAL        | <b>\$4,350.00</b> |
| 16 |                |                            |                      |                             |                      |                 |                   |
| 17 | 19 RETAIL      | 12 INFORMATION             | 3 POLITICAL; 11 FOOD | 3 KIDS; 6 CANCELLED/NO SHOW | VENDOR INCOME:       | 54 TOTAL        | <b>\$4,600.00</b> |
| 18 |                |                            |                      |                             |                      |                 |                   |
| 19 |                |                            |                      |                             | T-SHIRT INCOME:      |                 | <b>\$525.00</b>   |
| 20 |                |                            |                      |                             |                      |                 |                   |
| 21 |                |                            |                      |                             | <b>TOTAL INCOME:</b> |                 | <b>\$9,475.00</b> |
| 22 |                |                            |                      |                             |                      |                 |                   |

2023 BLACKLAND PRAIRIE DAY  
INCOME EXPENDITURES

|    | A                               | B                    | C                          | D                                      | E                  | F         | G         |
|----|---------------------------------|----------------------|----------------------------|----------------------------------------|--------------------|-----------|-----------|
| 23 | <b>MAIN STREET EXPENDITURES</b> |                      |                            |                                        |                    |           |           |
| 24 | <b>DATE</b>                     | <b>COMPANY</b>       | <b>CONTACT</b>             | <b>PURPOSE</b>                         | <b>AMOUNT</b>      | <b>W9</b> | <b>PO</b> |
| 25 |                                 | Honey Buckets        | Caryn Dobbs-Smith          | Porta Loos                             | \$1,370.00         | YES       | PO-042573 |
| 26 |                                 | Mobile Comm. America | Manny Artega               | Radios                                 | \$200.00           | YES       | N/A       |
| 27 |                                 | T-Shirts             | Main Avenue                | Promotion                              | \$1,294.00         | Yes       | PO-042651 |
| 28 |                                 | Czech Music Masters  | Dennis Svatek              | Entertainment - Music                  | \$500.00           | YES       | N/A       |
| 29 |                                 | Ballet Folklorico    | Johnathan Guzman           | Entertainment -Music                   | \$400.00           | YES       | N/A       |
| 30 |                                 | Blue Vibe            | Bob Kalka                  | Entertainment - Music                  | \$500.00           | YES       | N/A       |
| 31 |                                 | Black Bird Sing      | Robert Salinas             | Entertainment - Music                  | \$500.00           | YES       | N/A       |
| 32 |                                 | The Jerrells         | Jeremy Slemenda            | Entertainment - Music                  | \$500.00           | NO        | N/A       |
| 33 |                                 | National Anthem      | Ryan Dale                  | Entertainment- Music                   | \$0.00             | N/A       | N/A       |
| 34 |                                 | Emcee                | Martha Bowles              | Entertainment- Music                   | \$300.00           | YES       | N/A       |
| 35 |                                 | Audio Services       | Boss Radio - Buddy Hatcher | Audio Service                          | \$1,935.00         | YES       | PO-042623 |
| 36 |                                 | Banners on the Cheap |                            | Event Banners for Welcome Signs        | \$133.50           | YES       | N/A       |
| 37 |                                 | Signs on the Cheap   |                            | Directory & Entertainment Signs        | \$120.76           | YES       | N/A       |
| 38 |                                 | Banners on the Cheap |                            | Sponsor Banners                        |                    |           |           |
| 39 |                                 | Petting Zoo          | Fry's Family Farm          | Kid's Area                             | \$1,750.00         | YES       | PO-042671 |
| 40 |                                 | Event Logo           | Nick Ramos                 | Logo for posters and back of shirts    | \$750.00           | YES       | N/A       |
| 41 |                                 | Food/Drinks          | HEB                        | food/drinks for staff/entertainers     | \$92.78            | CC        | N/A       |
| 42 |                                 | Misc Items           | Wal Mart                   | Misc Items                             | \$6.12             | CC        | N/A       |
| 43 |                                 | CoT - PIO            | Kendra Dubee               | Promo - Facebook                       | \$125.00           |           |           |
| 44 |                                 | Taylor Press         | Jason H                    | Adverts – Taylor Press                 | \$657.00           |           |           |
| 45 |                                 |                      |                            |                                        |                    |           |           |
| 46 |                                 |                      |                            | <b>TOTAL EXPENDITURES OUTSIDE CoT:</b> | <b>\$11,134.16</b> |           |           |
| 47 |                                 |                      |                            |                                        |                    |           |           |
| 48 |                                 |                      | INCOME:                    | \$9,475.00                             |                    |           |           |
| 49 |                                 |                      | EXPENSES:                  | (\$11,134.16)                          |                    |           |           |
| 50 |                                 |                      |                            |                                        |                    |           |           |
| 51 |                                 |                      | <b>FINAL MSAB BALANCE</b>  | <b>(\$1,659.16)</b>                    |                    |           |           |
| 52 |                                 |                      |                            |                                        |                    |           |           |

2023 BLACKLAND PRAIRIE DAY  
INCOME EXPENDITURES

|    | A | B              | C               | D                  | E           | F | G |
|----|---|----------------|-----------------|--------------------|-------------|---|---|
| 53 |   |                |                 |                    |             |   |   |
| 54 |   |                |                 |                    |             |   |   |
| 55 |   | CITY OF TAYLOR | EXPENDITURES    |                    | \$16,000.00 |   |   |
| 56 |   | CoT – PW       | Brett Bachmayer | Cones              |             |   |   |
| 57 |   | CoT – PW       | Brett           | Barricades         |             |   |   |
| 58 |   | CoT -TKO       | Brett           | Signs              |             |   |   |
| 59 |   | CoT – PW       | Brett           | 2 Message Boards   |             |   |   |
| 60 |   | CoT – PW       | Jim Gray        | OT for personnel   |             |   |   |
| 61 |   | CoT – PW       | Brett           | Equipment          |             |   |   |
| 62 |   | Taylor PD      | CDR Lagrone     | TPD Coverage       | \$5,118     |   |   |
| 63 |   |                |                 | EXPENDITURES:      |             |   |   |
| 64 |   |                |                 |                    |             |   |   |
| 65 |   |                |                 | TOTAL EXPENDITURES |             |   |   |

TAYLOR MAIN STREET ADVISORY BOARD

AGENDA ITEM COVER SHEET

JUNE 27, 2023

REGULAR AGENDA  
Continuing Business

V-F

Receive update on the Events Coordinator hiring process

TAYLOR MAIN STREET ADVISORY BOARD  
AGENDA ITEM MEMORANDUM  
June 27, 2023

TO: MSAB  
FROM: Jan Harris, Main Street Manager  
DATE: June 19, 2023

**V-F Receive update on the Events Coordinator Position hiring process.**

At the time this report is being written, the process is nearing its final stages. There was a total of thirty-one applicants who submitted resumes for the Events Coordinator position with the City of Taylor under the Main Street Program. Those resumes were carefully reviewed and a pool of five candidates was chosen for the first round of interviews.

A team of City personnel representing departments that would sit on the Special Events Review Committee were selected to participate in these interviews. These interviews were held over two days. After further discussion, two candidates were selected to be called back for second interviews. Assistant City Manager Tom Yantis who is over Development Services where Main Street is housed, and I held those interviews. I am now in the process of checking references in anticipation of making an offer. Once the offer of employment is made and accepted, the next step will be additional vetting including drug and background screening required by the City of Taylor. Upon the successful completion of those tests by the candidate, I will be prepared to make the announcement.

TAYLOR MAIN STREET ADVISORY BOARD

AGENDA ITEM COVER SHEET

JUNE 27, 2023

REGULAR AGENDA  
Continuing Business

V-G

Update on downtown directory signage

TAYLOR MAIN STREET ADVISORY BOARD  
AGENDA ITEM MEMORANDUM  
June 27, 2023

TO: MSAB  
FROM: Jan Harris, Main Street Manager  
DATE: June 19, 2023

**V-G Update on downtown directory signage**

The sidewalks have been marked by the construction company in conjunction with the engineering firm who are preparing to set the directory signage downtown. They will be located in the following locations:

1. On the NE corner of N Main @ E 4<sup>th</sup> (Heritage Square side)
2. On the SW corner of N Main @ W 4<sup>th</sup> (Dee's Flowers Side)
3. On the NW corner of N Main @ W 2<sup>nd</sup> (2nd Street Station Side)
4. On the SE corner of N Main @ E 2<sup>nd</sup> (Hayley's Grains Side)
5. On the NW corner of W 2<sup>nd</sup> St @ Talbot (Kincl Antiques Side)
6. On the SE corner of S Main @ MLK (near the old Squirts location)

Also – I'm sure you've seen the new banners up on the poles on the entryways to downtown. They look great!

TAYLOR MAIN STREET ADVISORY BOARD

AGENDA ITEM COVER SHEET

JUNE 27, 2023

REGULAR AGENDA  
Continuing Business

V-H

Update on “sidewalk sticker” project

TAYLOR MAIN STREET ADVISORY BOARD

AGENDA ITEM COVER SHEET

JUNE 27, 2023

REGULAR AGENDA  
Continuing Business

V-I

Update on Tax Credit Workshop

TAYLOR MAIN STREET ADVISORY BOARD

AGENDA ITEM COVER SHEET

JUNE 27, 2023

REGULAR AGENDA  
Continuing Business

V-J

Receive any updates on the downtown property appraisal increases

TAYLOR MAIN STREET ADVISORY BOARD

AGENDA ITEM COVER SHEET

JUNE 27, 2023

REGULAR AGENDA  
Continuing Business

V-K

Receive any updates on the Historic Tax Credit Building Rehabilitation presentation for  
downtown property owners

TAYLOR MAIN STREET ADVISORY BOARD

AGENDA ITEM COVER SHEET

JUNE 27, 2023

REGULAR AGENDA  
Continuing Business

V-L

Discuss items for upcoming agendas