

MAIN STREET ADVISORY BOARD MEETING MINUTES

CITY OF TAYLOR, TEXAS MAIN STREET ADVISORY BOARD

May 19, 2021

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

MEMBERS ABSENT: Steve Truex

STAFF PRESENT: Tom Yantis, Assistant City Manager and Jan Harris, Main Street Manager

OTHERS PRESENT: None

- I. **ELECT A CHAIRPERSON AND VICE CHAIRPERSON AND DECLARE A QUORUM: MOTION:** To nominate Doug Moss as Chairperson. E. STAUFFER / J. McRAE / UNANIMOUS. **MOTION:** To nominate Erwin Stauffer as Vice Chairperson. J. McRAE / A. DOSS / UNANIMOUS. As Doug was in transit, Erwin assumed the Chairmanship and declared that a quorum was present.
- II. **CITIZENS COMMUNICATION:** No communication from the citizenry.
- III. **CONSENT AGENDA**
 1. **MOTION:** To approve the April 19, 2021 Meeting Minutes as presented. J McRAE / C HUMPHREYS / UNANIMOUS
 2. **MOTION:** To receive the April Financial Reports as information. E STAUFFER / J McRAE / UNANIMOUS
- IV. **REGULAR AGENDA: Review, Discuss, and Consider Action:**
 1. **Main Street Manager's reports** - Jan presented the following reports to the board:
 - a. **Manager's Activity Report:** Jan reported that she has met with downtown stakeholders including Ian Davis and Ruth Rivera. She reported that Fear the Walking Dead would be filming in downtown on Thursday, May 20th. In addition, the Taylor Main Street program received word that it was accredited by the National Main Street Center for 2020. Special events were starting to ramp up with Mamma Jamma Bike Ride coming in September and the Car Show in October.
 - b. **Downtown Property Report:** Jan reviewed the two reports indicating properties for sale and those for lease in the downtown district. She reported that there was one property sold (103 W. 5th Street) and that Flake Bakery and Larder will open there. The group of buildings located between 108-116 E. 2nd St may have serious buyers looking at it. Should that follow through, she will report back to the board. There 12 properties/spaces currently for lease in the downtown ranging in size from 1400-16,000SF.
 - c. **Downtown Business Report:** Jan reported that the House of Vintique will not be opening in 302 N Main Street but that another business, Curio Mrvosa will open there soon. Other new businesses in downtown include HJD Homes, Flake Bakery & Larder, and Hayley's Grains. Vintage Affaire has reopened now that the COVID vaccine is readily available. Outgoing businesses include Red Rider Studios, The Shack Restaurant, and The Pink Coconut.
 - d. **Board Member Attendance Report:** The attendance report was reviewed with the board.
 2. **Consideration of a Rental Assistance Grant request from Dee Reyes, owner of Dee's Florist & Gifts at 323 N. Main Street:** Dee Reyes has been in business in Taylor for 9 years. With her relocation in March, she has changed her business model from flowers and formal wear to flowers and gift items. **MOTION:** To award a Rental Assistance Grant to Dee Reyes in the total amount of \$6598.54 beginning in June 2021 and ending in May 2022. The Main Street Manager and Board Members Curie Humphreys and Ashley Doss will meet with Dee in November to evaluate her progress and provide assistance as needed through mentoring and technical support. C HUMPHREYS / J McRAE / UNANIMOUS

3. **Discuss changes/updates/additions to the current City of Taylor Sign Ordinance and make recommendations to the City Council: MOTION:** To recommend to the City Council to keep the current language forbidding internally illuminated signs except for neon signage. J SNYDER / J McRAE / UNANIMOUS
4. **Report on progress with the Signage Design Guidelines:** Jan reported that she gave the draft to members of the sub-committee (John, Doug, and Steve) for their comments. Additional members were added to the sub-committee – Curie and Ashley who will also review the document and make suggestions. Other parts of the packet will ultimately include information on design assistance from the Texas Main Street Office, grant information from the Main Street office, a step-by-step guide for sign permits, and a copy of the sign ordinance. Jan will seek assistance from the PIO to put final product in a professional format for distribution.
5. **Discuss enhanced enforcement of no thru trucks in the downtown district and make recommendations to the City Council: MOTION:** To recommend to the City Council that the Main Street Advisory Board supports the continued enforcement of the no thru truck zone as the result improves the overall quality of life in downtown Taylor while also protecting the historic fabric of the district. Such enforcement helps downtown pedestrians to feel increased levels of comfort and security as they visit downtown for shopping, dining, and recreation. J McRAE / D MOSS / UNANIMOUS
6. **Information on “open banners” for downtown businesses:** Jan presented information on a program she developed for Kings Mountain, NC’s downtown to show the number of businesses that were open during business hours. This downtown banner program was also utilized in Shelby, NC. These banners were installed on no-wrap flag poles with brackets placed in the building façade of each participating business. The Main Street Program funded the project and provided the bracket, pole, and banner free to businesses with the notice that, should they lose their banner, the business would be responsible for the cost of replacement. She showed a photograph showing the banners installed in the downtown. Jan also showed a photograph of the open banner project in Elgin. These are hung on iron stands placed on the sidewalks. A sub-committee was formed with Ashley and Curie charged with working with Jan to gather information and make recommendations for this project. **MOTION:** To move forward with the open banner program in this fiscal year. D MOSS / C HUMPHREYS / UNANIMOUS
7. **Discuss items for upcoming agendas**
 - Progress with the Sign Design Guidelines
 - Progress with the downtown open banner project
 - Possible Rental Assistance Grant application from Alli Holder with Cherry Tree
 - Report on the future of the Rental Assistance Program - # of grants issued, # of businesses retained after grants ended, etc.

V. ADJOURN: MOTION: A motion to adjourn was made by J McRAE / J SNYDER / UNANIMOUS. Meeting adjourned at 7.30 pm.

Respectfully submitted: 
Jan Harris, CMSM, MHP
Main Street Manager