

AGENDA
MAIN STREET ADVISORY BOARD
6:00 pm – May 17, 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 April 19, 2023 - Chairperson Moss
- B. Review and receive the financial reports from May 2023 – Jan Harris

IV. REGULAR AGENDA-New Business:

- A. Discuss and provide direction for the purchase of shopping bags for 2nd Saturday Shop & Stroll – Jan Harris
- B. Discuss and provide direction for the possible updating of the “Shop Downtown Taylor” circular sign located at 519 N Main Street – Jan Harris
- C. Receive progress report re: the Events Coordinator position – Jan Harris
- D. Review and discuss MSAB City Council Presentation (please attend the Council Meeting on Thur., May 25; 6:00 pm) – Chairperson Moss
- E. Receive Ashley Doss’ resignation from the Main Street Advisory Board – Jan Harris
- F. Review and discuss the potential downtown impact of significant property appraised value increases – Chairperson Moss
- G. Review and discuss setting the date for Historic Tax Credit Building Rehabilitation presentation for downtown property owners – Jan Harris

V. REGULAR AGENDA - Continuing Business:

- A. Main Street Manager's reports - Jan Harris:
 - 1. Review of Taylor Main Street's State Report for Quarter 1 of 2023
 - 2. Manager's activity report
 - 3. Main Street business & property report
- B. Discuss, review, and potentially approve the revisions to the Façade Improvement Grant – Chairperson Moss
- C. Parking Committee – Jan Harris
- D. Receive report from May 10th Breakfast Bites meeting - Jan Harris
- E. Receive report on Second Saturday Shop & Stroll – Jan Harris
- F. Receive preliminary report on Blackland Prairie Day – Jan Harris
- G. Membershipware project update - Update on database and video/photography – Jan Harris
- H. Update on large banner project – Jan Harris
- I. Review status of "sidewalk sticker" – Jan Harris
- J. Discuss items for upcoming agendas – Jan Harris

VI. ADJOURN

NEXT MEETING DATE: JUNE 21, 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: Jan Harris Date: May 12, 2023
Main Street Manager

TAYLOR MAIN STREET ADVISORY BOARD

AGENDA ITEM COVER SHEET

MAY 17, 2023

III-A

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

AGENDA
MAIN STREET ADVISORY BOARD
6:00 pm – April 20, 2023
Taylor City Hall Conference Room

MEMBERS PRESENT: Curie Humphreys, Erwin Stauffer, John McRae, Jeff Snyder, and Vice Chairperson Ruth Rivera

MEMBERS ABSENT: Ashley Doss and Doug Moss

GUESTS PRESENT: Rhonda Reid, Kourtney Jirosek, and Chuck Farr

STAFF PRESENT: Jan Harris, Main Street Manager

I. CALL TO ORDER AND DECLARE A QUORUM – The meeting was called to order at 6.00 pm by Vice Chairperson Ruth Rivera who noted that a quorum was present.

II. CITIZEN COMMUNICATION – There was no communication.

III. CONSENT AGENDA:

- A. Review and approve minutes from the MSAB regular meeting held on March 15, 2023 –**
MOTION: To approve the minutes as presented: E STAUFFER / J SNYDER / UNANIMOUS
- B. Review and receive the financial reports from April 2023 – MOTION:** To accept the financial reports as presented: R RIVERA / J SNYDER / UNANIMOUS

IV. REGULAR AGENDA-New Business:

- A. TRAINING MOMENT: Main Street America** – Jan showed a brief video created by the National Main Street Center to act as a refresher course for the board and as a reminder that Main Street is an economic development generator as well as a social movement with a 40+ year track record of success.
- B. FIG Application – Roof repair/replacement at 203 W 4th St.** – This property is owned by Larry and Rhonda Reid. It is subdivided into 2 separate addresses: 201 and 203 W 4th. 201 W 4th received a FIG in November 2020. 203 W 4th is eligible for a grant currently. The project plans to replace the roofing material with thermoplastic polyolefin which has a lifespan of up to 20 years. The cost of the project is \$17,103.50. The maximum allowable reimbursement is \$5,000. **MOTION:** To approve the request for a Façade Improvement for 103 W 4th Street by Larry and Rhonda Reid with a reimbursement of \$5,000 payable upon completion of the project and submission of proof of payment in full to the Main Street Manager. J MCRAE / J SNYDER / UNANIMOUS

V. REGULAR AGENDA - Continuing Business:

- A. Main Street Manager's reports** - Jan Harris:
 - Manager's activity report** – Jan reported attending numerous meetings for community outreach as well as business and property owner visits. Especially of note include the Jay McNabb new construction project located on 1st Street. She is currently working on 11 Special Events permit projects in various stages of completion.
 - Main Street business & property report** – There are currently 9 downtown properties listed for sale; 10 commercial properties are listed for lease along with 1 loft apartment; no properties have been sold in the past month. Several businesses are in the last stages of opening their doors – this includes 3 eateries, 1 bakery, 2 businesses.

Report on the Easter Egg Hunt – The Easter Egg Hunt was held on Saturday April 10th. Frontier Bank and Linea de Vida were co-sponsors. Main Street Volunteers were Ruth, Jeff, and Doug. The event cost \$3,731.75 and featured 11,000 candy and toy eggs, music, games, and lots of fun plus the Easter Bunny.

Update on large banner project – The proof of the banner that will be hung on large cobra head poles along 79 and 95 into downtown has been approved. Jan showed the map with the increased number of banners Main Street is requesting to increase the banners' visibility in the Southside district. We are requesting 9 additional banners.

Downtown Parking Striping Project – The striping project is done!!

- B. **Discuss and approve the revisions to the Façade Improvement Grant** – This item was tabled until the May meeting when changes proposed by Chairman Doug could be incorporated into the latest draft.
- C. **Parking Committee** – Jan reported that this committee has not been able to meet. She asked that the item be tabled until a later meeting.
- D. **Receive report from April 12th Breakfast Bites meeting** - Jan reported that there were 19 attendees with 4 being property owners. Two MSAB members attended: Curie and Jeff, and MSAB Volunteer Chuck was also in attendance. The topic was Marketing and Promotion on Social Media with speakers Trey Ancira and Curie Humphreys. There is interest in a morning workshop where Trey and Curie could drill down deeper with attendees for more information.
- E. **Receive report on Second Saturday Shop & Stroll** – Jan reported that the weather was cold and damp, but people still came out. She saw several bags provided by Frontier Bank in downtown so egg hunt attendees stayed to shop. One business forgot it was 2nd Sat but when a customer came in and asked about the drawings, it showed that it is gaining traction in people's minds. Another business took a video of their business' basket winner and posted it on social media.
- F. **Receive update on Blackland Prairie Day:**
 - 1. **Draft Budget** – \$6,075.00 (\$2,850.00-sponsors) (\$3,225.00 – with \$200 outstanding – vendors)
 - 2. **Sponsorship Update** – Jan reported that 6 businesses have provided sponsorships ranging from \$100 to \$1,500
 - 3. **Antique Tractor Update** – Jeff Snyder and Erv Stauffer are still working on getting tractors confirmed.
 - 4. **Entertainment Update** – All of the musicians/dancers are confirmed with W-9's filed.
 - 5. **Logistics Update** – Jan Harris
 - Audio Services – all confirmed
 - Porta-Potties – all confirmed
 - Radios – all
 - 6. **Kid's Games** – Ruth Rivera and Jan Harris – Several companies are bringing children's games and Fry's Animal Farm is confirmed to have at least 25 baby farm animals.
 - 7. **Vendor Update** – Jan has 27 confirmed vendors but expects a last-minute flurry of entries to come in the last 3 weeks.
 - 8. **Logo Update** – Jan revealed the logo Nick Ramos has created for both the poster and the T-shirt. It features a word cloud with the names of the bands, etc.
- G. **Membershipware project update** - Update on database and video/photography – Jan confessed that she has not had time to work on this project but will once the Special Events Coordinator is in place.
- H. **Discuss items for upcoming agendas** - 2nd Saturday Shopping Bags; updated FIG App; 1st

review of BPD.

VI. ADJOURN – MOTION - To adjourn the meeting at 7.45 pm. E STAUFFER / J SNYDER /
UNANIMOUS

Respectfully submitted,

Jan Harris, Main Street Manager

TAYLOR MAIN STREET ADVISORY BOARD

AGENDA ITEM COVER SHEET

MAY 17, 2023

III-B

Review and receive the financial reports from May 2023

CITY OF TAYLOR
FINANCIAL STATEMENT
AS OF: MAY 31ST, 2023

100-GENERAL FUND
FINANCIAL SUMMARY

ACCT #	ACCOUNT NAME	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
<u>REVENUE SUMMARY</u>							
***	TOTAL REVENUES ***	0.00	0.00	0.00	0.00	0.00	0.00
<u>EXPENDITURE SUMMARY</u>							
	524-MAIN STREET PROGRAM	112,128.00	745.39	61,022.95	54.42	0.00	51,105.05
***	TOTAL EXPENDITURES ***	112,128.00	745.39	61,022.95	54.42	0.00	51,105.05
***	TOTAL PROFIT / (LOSS) ***	(112,128.00)	(745.39)	(61,022.95)	54.42	0.00	(51,105.05)

CITY OF TAYLOR
FINANCIAL STATEMENT
AS OF: MAY 31ST, 2023

100-GENERAL FUND
REVENUES

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

CITY OF TAYLOR
FINANCIAL STATEMENT
AS OF: MAY 31ST, 2023

100-GENERAL FUND
524-MAIN STREET PROGRAM
DEPARTMENT EXPENSES

ACCT #	ACCOUNT NAME	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
<u>100-EMPLOYEE SERVICES</u>							
<u>WAGES & SALARIES</u>							
524-111	REGULAR FULL TIME	69,225.00	0.00	39,152.36	56.56	0.00	30,072.64
524-114	OVERTIME	0.00	0.00	0.00	0.00	0.00	0.00
524-115	LONGEVITY PAY	144.00	0.00	144.00	100.00	0.00	0.00
524-118	INSURANCE ALLOWANCE	0.00	0.00	0.00	0.00	0.00	0.00
524-119	CERTIFICATION PAY	0.00	0.00	0.00	0.00	0.00	0.00
	* SUB-CATEGORY TOTAL *	69,369.00	0.00	39,296.36	56.65	0.00	30,072.64
<u>PAID BENEFITS</u>							
524-120	UNUM LIFE	190.00	0.00	130.28	68.57	0.00	59.72
524-121	FICA SOCIAL SECURITY	5,400.00	0.00	2,923.73	54.14	0.00	2,476.27
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	707.09	5,117.64	56.67	0.00	3,912.36
524-126	HEALTH INSURANCE	7,575.00	0.00	5,047.92	66.64	0.00	2,527.08
524-127	DENTAL INSURANCE	300.00	23.31	186.48	62.16	0.00	113.52
524-128	LONG TERM DISABILITY	205.00	0.00	139.60	68.10	0.00	65.40
524-129	VISION INSURANCE	50.00	0.00	27.72	55.44	0.00	22.28
	* SUB-CATEGORY TOTAL *	23,072.00	730.40	13,753.48	59.61	0.00	9,318.52
<u>ALLOWANCES/REIMBURSEMENTS</u>							
524-133	BUSINESS- TRANSPORTATION	0.00	0.00	0.00	0.00	0.00	0.00
524-135	BUSINESS MEALS	1,000.00	0.00	743.77	74.38	0.00	256.23
	* SUB-CATEGORY TOTAL *	1,000.00	0.00	743.77	74.38	0.00	256.23
<u>TRAINING/PROFESSIONAL DEVELOPM</u>							
524-141	WORKSHOP TRAINING	1,250.00	0.00	0.00	0.00	0.00	1,250.00
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	2,602.12	88.24	0.00	346.88
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	106.96	12.58	0.00	743.04
	* SUB-CATEGORY TOTAL *	11,124.00	0.00	4,967.63	44.66	0.00	6,156.37

CITY OF TAYLOR
FINANCIAL STATEMENT
AS OF: MAY 31ST, 2023

100-GENERAL FUND
524-MAIN STREET PROGRAM
DEPARTMENT EXPENSES

ACCT #	ACCOUNT NAME	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
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** CATEGORY TOTAL **		104,565.00	730.40	58,761.24	56.20	0.00	45,803.76
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200-OPERATIONAL SUPPLIES

OFFICE SUPPLIES

524-211 GENERAL OFFICE SUPPLIES		1,030.00	14.99	705.65	68.51	0.00	324.35
524-213 PHOTOGRAPHIC SUPPLIES		0.00	0.00	0.00	0.00	0.00	0.00
524-214 COMPUTER SUPPLIES		300.00	0.00	305.52	101.84	0.00	(5.52)
524-215 POSTAGE		100.00	0.00	3.42	3.42	0.00	96.58
* SUB-CATEGORY TOTAL *		1,430.00	14.99	1,014.59	70.95	0.00	415.41

PROGRAM/SPECIAL EVENTS

524-232 FOOD/MEALS		0.00	0.00	0.00	0.00	0.00	0.00
524-233 CITY SPONSORED EVENTS		0.00	0.00	0.00	0.00	0.00	0.00
524-235 PROMOTIONAL SUPPLIES		1,288.00	0.00	0.00	0.00	0.00	1,288.00
* SUB-CATEGORY TOTAL *		1,288.00	0.00	0.00	0.00	0.00	1,288.00

OPERATIONAL EQUIPMENT (ADMIN)

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

** CATEGORY TOTAL **		2,718.00	14.99	1,014.59	37.33	0.00	1,703.41
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300-FACILITIES OPERATIONS/MAIN

UTILITIES

524-323 TRUNK TELEPHONE SYSTEM		10.00	0.00	0.00	0.00	0.00	10.00
524-324 CELL PHONES		600.00	0.00	289.45	48.24	0.00	310.55
* SUB-CATEGORY TOTAL *		610.00	0.00	289.45	47.45	0.00	320.55

** CATEGORY TOTAL **		610.00	0.00	289.45	47.45	0.00	320.55
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CITY OF TAYLOR
FINANCIAL STATEMENT
AS OF: MAY 31ST, 2023

100-GENERAL FUND
524-MAIN STREET PROGRAM
DEPARTMENT EXPENSES

ACCT #	ACCOUNT NAME	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
<u>400-EQUIPMENT OPERATIONS/MAINT</u>							
<u>OFFICE EQUIPMENT</u>							
524-461	OFFICE EQUIPMENT RENTAL	0.00	0.00	0.00	0.00	0.00	0.00
524-462	OFFICE EQUIPMENT MAINT/REPAIR	1,030.00	0.00	838.65	81.42	0.00	191.35
	* SUB-CATEGORY TOTAL *	1,030.00	0.00	838.65	81.42	0.00	191.35
** CATEGORY TOTAL **		1,030.00	0.00	838.65	81.42	0.00	191.35
 <u>500-CONTRACT SERVICES AND FEES</u>							
<u>PROFESSIONAL SERVICES</u>							
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
 <u>FEES FOR SERVICES</u>							
524-523	OUTSIDE PRINTING	0.00	0.00	0.00	0.00	0.00	0.00
524-528	ADVERTISING	0.00	0.00	0.00	0.00	0.00	0.00
	* SUB-CATEGORY TOTAL *	0.00	0.00	0.00	0.00	0.00	0.00
 <u>CONTRACT SERVICES</u>							
524-532	SOFTWARE MAINT/LICENSING	980.00	0.00	119.02	12.14	0.00	860.98
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	119.02	10.09	0.00	1,060.98
** CATEGORY TOTAL **		3,205.00	0.00	119.02	3.71	0.00	3,085.98

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 : M A Y 3 1 S T , 2 0 2 3

100-GENERAL FUND
524-MAIN STREET PROGRAM
DEPARTMENT EXPENSES

ACCT #	ACCOUNT NAME	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
<u>700-CAPITAL OUTLAY</u>							
<u>OFFICE FURNITURE/EQUIPMENT</u>							
524-714	COMPUTER EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00
*	SUB-CATEGORY TOTAL *	0.00	0.00	0.00	0.00	0.00	0.00
**	CATEGORY TOTAL **	0.00	0.00	0.00	0.00	0.00	0.00
<u>800-CONTRIBUTIONS & CONTINGENC</u>							
<u>CONTRIBUTIONS/TRANSFERS</u>							
524-819	OTHER CONTRIBUTIONS	0.00	0.00	0.00	0.00	0.00	0.00
*	SUB-CATEGORY TOTAL *	0.00	0.00	0.00	0.00	0.00	0.00
**	CATEGORY TOTAL **	0.00	0.00	0.00	0.00	0.00	0.00
***	DEPARTMENT TOTAL ***	112,128.00	745.39	61,022.95	54.42	0.00	51,105.05
***	TOTAL EXPENSES ***	112,128.00	745.39	61,022.95	54.42	0.00	51,105.05
***	TOTAL PROFIT / (LOSS) ***	(112,128.00)	(745.39)	(61,022.95)	54.42	0.00	(51,105.05)

*** END OF REPORT ***

C I T Y O F T A Y L O R
FINANCIAL STATEMENT
AS OF: MAY 31ST, 2023

123-MAIN STREET REVENUE FUND
FINANCIAL SUMMARY

ACCT #	ACCOUNT NAME	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
<u>REVENUE SUMMARY</u>							
330-INTERGOVERNMENTAL REV		60,625.00	0.00	0.00	0.00	0.00	60,625.00
430-USE OF MONEY AND PROP		0.00	0.00	0.00	0.00	0.00	0.00
440-DONATIONS FROM PRIVAT		46,600.00	200.00	40,884.00	87.73	0.00	5,716.00
450-INTERFUND OPERATING T		49,600.00	0.00	37,200.00	75.00	0.00	12,400.00
*** TOTAL REVENUES ***		156,825.00	200.00	78,084.00	49.79	0.00	78,741.00
<u>EXPENDITURE SUMMARY</u>							
615-CONTRIBUTE TO CIVIC P		156,825.00	1,450.00	69,691.62	57.29	20,159.00	66,974.38
*** TOTAL EXPENDITURES ***		156,825.00	1,450.00	69,691.62	57.29	20,159.00	66,974.38
*** TOTAL PROFIT / (LOSS) ***		0.00	(1,250.00)	8,392.38	0.00	(20,159.00)	11,766.62

CITY OF TAYLOR
FINANCIAL STATEMENT
AS OF: MAY 31ST, 2023

123-MAIN STREET REVENUE FUND
REVENUES

ACCT #	ACCOUNT NAME	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
330-INTERGOVERNMENTAL REVENUES							
330-234	TEDC CONTRIBUTIONS	0.00	0.00	0.00	0.00	0.00	0.00
330-235	GENERAL CONTRIBUTIONS	60,625.00	0.00	0.00	0.00	0.00	60,625.00
330-236	OTHER CONTRIBUTIONS	0.00	0.00	0.00	0.00	0.00	0.00
** REVENUE CATEGORY TOTAL **		60,625.00	0.00	0.00	0.00	0.00	60,625.00
430-USE OF MONEY AND PROPERTY							
430-331	INTEREST INCOME	0.00	0.00	0.00	0.00	0.00	0.00
430-335	REFUNDS AND REIMBURSEMENTS	0.00	0.00	0.00	0.00	0.00	0.00
** REVENUE CATEGORY TOTAL **		0.00	0.00	0.00	0.00	0.00	0.00
440-DONATIONS FROM PRIVATE SOU							
440-351	TAYLOR PRIDE	0.00	0.00	0.00	0.00	0.00	0.00
440-352	FARMERS' MARKET RENTAL FEES	7,000.00	0.00	3,073.00	43.90	0.00	3,927.00
440-353	MAIN STREET CAR SHOW	22,000.00	0.00	28,786.00	130.85	0.00	6,786.00
440-354	WINE SWIRL	0.00	0.00	0.00	0.00	0.00	0.00
440-355	HERITAGE SQ CHRISTMAS LIGHTS	0.00	0.00	0.00	0.00	0.00	0.00
440-356	CHRISTMAS BAZAAR	1,600.00	0.00	0.00	0.00	0.00	1,600.00
440-357	SALES AND OTHER FUNDRAISINGS	0.00	0.00	0.00	0.00	0.00	0.00
440-358	TAYLOR BLACKLAND PRAIRIE DAYS	16,000.00	200.00	9,025.00	56.41	0.00	6,975.00
440-359	SPOOKTACULAR	0.00	0.00	0.00	0.00	0.00	0.00
** REVENUE CATEGORY TOTAL **		46,600.00	200.00	40,884.00	87.73	0.00	5,716.00
450-INTERFUND OPERATING TRANSF							
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	200.00	78,084.00	49.79	0.00	78,741.00

CITY OF TAYLOR
FINANCIAL STATEMENT
AS OF: MAY 31ST, 2023

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

ACCT #	ACCOUNT NAME	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
<u>100-EMPLOYEE SERVICES</u>							
<u>WAGES & SALARIES</u>							
615-111	REGULAR FULL TIME	0.00	0.00	0.00	0.00	0.00	0.00
	* SUB-CATEGORY TOTAL *	0.00	0.00	0.00	0.00	0.00	0.00
** CATEGORY TOTAL **		0.00	0.00	0.00	0.00	0.00	0.00
<u>200-OPERATIONAL SUPPLIES</u>							
<u>PROGRAM/SPECIAL EVENTS</u>							
615-231	TAYLOR PRIDE	14,500.00	0.00	0.00	0.00	0.00	14,500.00
615-232	FARMERS' MARKET	2,000.00	(300.00)	1,992.67	99.63	0.00	7.33
615-233	CITY SPONSORED EVENTS	5,225.00	0.00	2,739.70	52.43	0.00	2,485.30
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	1,750.00	6,968.50	38.11	2,559.00	15,472.50
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	1,450.00	46,782.06	84.49	20,159.00	12,283.94
<u>PUBLIC SAFETY SUPPLIES</u>							
615-240	CITY PARADES	25,000.00	0.00	0.00	0.00	0.00	25,000.00
	* SUB-CATEGORY TOTAL *	25,000.00	0.00	0.00	0.00	0.00	25,000.00
<u>SPECIALTY SUPPLIES</u>							
615-259	MISC. SUPPLIES	3,000.00	0.00	1,000.00	33.33	0.00	2,000.00
	* SUB-CATEGORY TOTAL *	3,000.00	0.00	1,000.00	33.33	0.00	2,000.00
** CATEGORY TOTAL **		107,225.00	1,450.00	47,782.06	63.36	20,159.00	39,283.94

CITY OF TAYLOR
FINANCIAL STATEMENT
AS OF: MAY 31ST, 2023

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

ACCT #	ACCOUNT NAME	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
<u>500-CONTRACT SERVICES AND FEES</u>							
<u>PROFESSIONAL SERVICES</u>							
615-519	OTHER PROFESSIONAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
	* SUB-CATEGORY TOTAL *	0.00	0.00	0.00	0.00	0.00	0.00
<u>FEES FOR SERVICES</u>							
615-523	OUTSIDE PRINTING	0.00	0.00	0.00	0.00	0.00	0.00
615-528	ADVERTISING	5,000.00	0.00	219.94	4.40	0.00	4,780.06
	* SUB-CATEGORY TOTAL *	5,000.00	0.00	219.94	4.40	0.00	4,780.06
** CATEGORY TOTAL **		5,000.00	0.00	219.94	4.40	0.00	4,780.06
<u>700-CAPITAL OUTLAY</u>							
<u>OFFICE FURNITURE/EQUIPMENT</u>							
615-719	OTHER CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00
	* SUB-CATEGORY TOTAL *	0.00	0.00	0.00	0.00	0.00	0.00
** CATEGORY TOTAL **		0.00	0.00	0.00	0.00	0.00	0.00
<u>800-CONTRIBUTIONS & CONTINGENC</u>							
<u>CONTRIBUTIONS/TRANSFERS</u>							
615-811	RENTAL ASSISTANCE	14,600.00	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
615-819	OTHER CONTRIBUTIONS	0.00	0.00	0.00	0.00	0.00	0.00
	* SUB-CATEGORY TOTAL *	44,600.00	0.00	21,689.62	48.63	0.00	22,910.38
** CATEGORY TOTAL **		44,600.00	0.00	21,689.62	48.63	0.00	22,910.38

CITY OF TAYLOR
FINANCIAL STATEMENT
AS OF: MAY 31ST, 2023123-MAIN STREET REVENUE FUND
615-CONTRIBUTE TO CIVIC PROGRA
DEPARTMENT EXPENSES

ACCT #	ACCOUNT NAME	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
***	DEPARTMENT TOTAL ***	156,825.00	1,450.00	69,691.62	57.29	20,159.00	66,974.38
***	TOTAL EXPENSES ***	156,825.00	1,450.00	69,691.62	57.29	20,159.00	66,974.38
***	TOTAL PROFIT / (LOSS) ***	0.00	(1,250.00)	8,392.38	0.00	(20,159.00)	11,766.62

*** END OF REPORT ***

TAYLOR MAIN STREET ADVISORY BOARD

AGENDA ITEM COVER SHEET

MAY 17, 2023

NEW BUSINESS

IV-A

Discuss and provide direction for the purchase of shopping bags for 2nd Saturday Shop &
Stroll

REPORT ON SHOPPING BAGS FOR 2ND SATURDAY – Jan Harris

Company: 4Imprint

Count: 250

Design: 2nd Saturday logo in 2 colors

Two-Town Shopper Tote	\$749.06
Color Combo Grocery Pocket Tote	\$899.15
Heavy Duty Market Tote	\$864.06
Crosshatched Non-Woven Tote Bag	\$631.19



Product Details

Materials & Features

Request A Free Sample

Use these custom reusable grocery bags for your next trip to the market. Easily folds down flat to store in your car.

- Your price includes a one-color imprint on the front of the tote.
- Additional imprint colors/location available for an extra charge.
- Set-up charge: add \$45 per color/location.
- Imported, logo applied in USA.
- Maximum number of imprint colors: 2
- Ready to ship in : 3 business days *.

* Excludes art preparation time, applies only to orders of 2500 items or fewer with 1 imprint color(s) and 1 imprint location(s).



Item #107815

Two-Tone Shopper Tote

Shop away like nobody's business! [Read More...](#)

★★★★☆ 4 stars(46)

Select a Color:



12 color(s) to choose from!



Forest Green / Ivory



Kelly Green / Black



Kelly Green / Ivory



Ivory / Forest Green



Tan / Ivory



Product Color Selection: Kelly Green / Ivory

Tote : Kelly Green Handles/Trim : Ivory

Choose Your Quantity:

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



Quantity	Price Each
250	\$1.92

Subtotal **\$480.00**

You save \$82.50 over minimum quantity pricing



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



Product Details

Request A Free Sample

- Leave paper and plastic waste behind!
- The large gusseted main compartment of this reusable tote can fit a load of groceries.
- Stash grocery lists and coupons in the front slip pocket for easy access.
- Bold color combinations between the front pocket, bag body and gussets create visual interest.
- Trust the heavy lifting to the dual reinforced 27" handles which won't bust out like disposable bag handles.
- The hardworking shopping bags are made of 80gsm non-woven polypropylene.
- Size: 15" x 13" x 10".
- Your price includes a one-color imprint on the front pocket.
- Set-up charge: add \$55.
- Imported.
- Maximum number of imprint colors: 2
- Ready to ship in : 3 business days *.



Item #132971

Color Combo Grocery Pocket Tote

Influence their shopping behaviors with this personalized tote bag! [Read More...](#)



4 stars(4)

Select a Color:



6 color(s) to choose from!



Red



Orange



Purple



Royal Blue



Navy



Product Color Selection: Lime

Tote : Gray Side Panels/Straps : Lime

Choose Your Quantity:

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



Quantity

25 0

Price Each

\$2.49

Subtotal

\$622.50

You save \$40.00 over minimum quantity pricing



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



Product Details

Request A Free Sample

- Take this tote to the market and promote your brand.
- These heavy duty totes are made of 100 gram non-woven polypropylene.
- Large 9-1/2" gusset with a matching bottom insert provides stability and enough room to haul your largest loads!
- Large 22" handles make it easy to carry this bag by hand or over the shoulder.
- These market totes are great alternatives to plastic grocery bags.
- And they're reusable, making this a long-lasting advertiser!
- Size: 15" x 13" x 9-1/2".
- Your price includes a one color imprint on the front of the bag.
- Additional imprint colors/locations are available for an extra charge.
- Set-up charge: add \$45.
- Imported, logo applied in USA.
- Maximum number of imprint colors: 2
- Ready to ship in : 3 business days *.



Item #131515

Heavy Duty Market Tote

Get your shopping done with this heavy duty giveaway! [Read More...](#)

★★★★☆ 4 stars(6)

Select a Color:



5 color(s) to choose from!



Purple



Royal Blue



Lime Green



Red



Black

Product Color Selection: Please select your color above
Tote :

Choose Your Quantity:

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



Quantity	Price Each
200	\$2.42

Subtotal \$484.00

You save \$80.00 over minimum quantity pricing



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



Product Details

Materials & Features

Thank you, your request has been submitted.

Store a variety of different items inside the large, main compartment of these customizable tote bags. These reusable totes are perfect for trips to the store, tradeshow, or keep on hand in your car while traveling.

- Your price includes a one color imprint on the front of the tote.
- Additional imprint colors/locations available for an extra charge.
- Set-up charge: add \$45.
- Imported, logo applied in USA.
- Maximum number of imprint colors: 2
- Ready to ship in : 3 business days *

* Excludes art preparation time, applies only to orders of 1000 items or fewer with 1 imprint color(s) and 1 imprint location(s).



Item #144723

Crosshatched Non-Woven Tote Bag

Open the hatch and enter a new promotional level! [Read More...](#)



4 stars(46)

Select a Color:



6 color(s) to choose from!



Blue

Out of Stock



Silver



Green



Red



Black

Product Color Selection: Green

Bag : Green

Choose Your Quantity:

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



Quantity	Price Each
25 0	\$1.52

Subtotal **\$380.00**

You save \$32.50 over minimum quantity pricing



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

HISTORIC DOWNTOWN TAYLOR

2

N

D

2ND SATURDAY

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A

T

SHOP AND STROLL

TAYLOR MAIN STREET ADVISORY BOARD

AGENDA ITEM COVER SHEET

MAY 17, 2023

NEW BUSINESS

IV-B

Discuss and provide direction for the possible updating of the "Shop Downtown Taylor"
circular sign located at 519 N Main Street



shop
DOWNTOWN
taylor

Dutch
Grub

David's
Hardware

David's
Hardware



6201 East Oltorf
Suite 100
Austin, TX 78741
(512) 444-4421

ESTIMATE

EST-42077

www.speedproaustin.com

Payment Terms: Due on Completion

Created Date: 3/6/2023

DESCRIPTION: 53" Round Sign

Bill To: Sweet and Southern Finds
519 N Main
Taylor, TX 76574
US

Pickup At: SpeedPro Austin
6201 East Oltorf
Suite 100
Austin, TX 78741
US

Requested By: Kary Morris
Email: karyn@sweetandsouthernfinds.com
Cell Phone: (512) 595-3025

Salesperson: George Kocurek
Email: georgek@speedpro.com
Work Phone: (512) 444-4421
Cell Phone: (512) 413-7644

NO.	Product Summary	QTY	UNIT PRICE	AMOUNT
1	53" Round Polymetal Signs	2	\$400.00	\$800.00
Subtotal:				\$800.00
Taxes:				\$66.00
Grand Total:				\$866.00

This estimate is valid for four weeks. Changes, additions and deletions to the estimate may result in additional charges. The estimate is based on print-ready files. Design is available at an hourly rate. Sales tax will be added to the invoice unless a Sales Tax Exemption Certificate is on file.

Acceptance of the estimate authorizes Speedpro Imaging to initiate production. A deposit may be required. All amounts are due upon delivery of the products unless other arrangements have been formally agreed upon.

Manufacturer Warranties covering adhesion and durability of the adhesive films may exist. However, SpeedPro does not guarantee adhesion of films to substrates not provided by SpeedPro and is not responsible for unusual wear and tear due to external forces such as power washing or car wash systems.

50% advance payment and production artwork must be received by Month Day, Year, in order to meet the timing requirements of this project. The remaining balance will be due upon completion of the work. SpeedPro can provide banking information for EFT payment of amounts to be paid for the project.

CANCELLATION POLICY: This project may be canceled at any time prior to [SAME MONTH DAY YEAR AS ABOVE] at no cost to customer. Cancellation subsequent thereto will result in a cancellation fee of 25% of the project total (including, but not limited to, cancellations due to force majeure), PLUS the project cost of any items produced or in production as of SpeedPro's receipt of cancellation notice PLUS any restocking fees that may be associated with returning materials and hardware to suppliers.

....ESTIMATE ONLY....

Any changes to this estimate will result in price changes. Completion will vary based on the date you place your order! Please let us know if you have a specific due date.



Shannon Davis

to Austin, me ▾

Wed, Mar 15, 1:47 PM (6 days ago)



Hi Karyn,

The circular signs, without installation, would be \$1,200.00 + tax! I forgot to mention in my previous email that the lift is an additional \$330.00.

Thank you,

Shannon Davis | Graphics

Art Office Signs | A Full Service Sign Company

201 W. 2nd Street | Taylor, Tx 76574

Austin 512 365 2010 | Fax 512 365 7210

San Antonio 210 731 0878 | Houston 713 862 2994

Shannon@artofficesigns.com | www.artofficesigns.com

TAYLOR MAIN STREET ADVISORY BOARD

AGENDA ITEM COVER SHEET

MAY 17, 2023

NEW BUSINESS

IV-C

Receive progress report re: the Events Coordinator position

TAYLOR MAIN STREET ADVISORY BOARD

AGENDA ITEM COVER SHEET

MAY 17, 2023

NEW BUSINESS

IV-D

Review and discuss MSAB City Council Presentation (please attend the Council Meeting on
Thur., May 25; 6:00 pm)

TAYLOR MAIN STREET ADVISORY BOARD

AGENDA ITEM COVER SHEET

MAY 17, 2023

NEW BUSINESS

IV-E

Receive Ashley Doss' resignation from the Main Street Advisory Board

From: [Ashley Doss](#)
To: [Jan Harris](#)
Subject: MSAB
Date: Wednesday, April 19, 2023 2:52:18 PM

CAUTION: This email originated from outside of the City of Taylor. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hey Jan!

I hope you're doing well!

I just wanted to check in about the meeting tonight and my role on the MSAB going forward.

To be completely honest, I'm struggling with juggling everything I have going on in my life right now...I keep thinking everything will ease up or slow down, but honestly it's just the opposite.

I was planning to make it this evening, but realized that I overlooked a couple of things for today/this evening and have some conflicts. If we already have people out and I'm needed to make a quorum, let me know and I can call in some extra help and make it, but otherwise I will be absent.

As for my role and going forward- I don't feel like it is fair to you or the rest of the board that I can't give my role 100% (or even 50% right now). As much as I hate to say this, I think it would be best for me to step down from my position on the board and give someone else that has the time and energy a go at it.

Please know that it has been an absolute pleasure to work with you all...I will always support the board and help in whatever ways I can!

I really wish I could continue and finish my term, but my life and recent/upcoming changes are pulling me in the opposite direction.

I hope you can understand and will keep me in the loop with projects or any ways that I can lend a hand in the future.

Thanks for everything Jan!

Ashley

P.S. Just let me know about this evening.

Sent from my iPhone

TAYLOR MAIN STREET ADVISORY BOARD

AGENDA ITEM COVER SHEET

MAY 17, 2023

NEW BUSINESS

IV-F

Review and discuss the potential downtown impact of significant property appraised value increases

TAYLOR MAIN STREET ADVISORY BOARD

AGENDA ITEM COVER SHEET

MAY 17, 2023

NEW BUSINESS

IV-G

Review and discuss setting the date for Historic Tax Credit Building Rehabilitation presentation for downtown property owners

TAYLOR MAIN STREET ADVISORY BOARD

AGENDA ITEM COVER SHEET

MAY 17, 2023

REGULAR AGENDA

V-A

Main Street Manager's reports

1. Review of Taylor Main Street's State Report for Quarter 1 of 2023
2. Manager's activity report
3. Main Street business & property report

#56

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Sunday, April 30, 2023 1:59:41 PM
Last Modified: Sunday, April 30, 2023 4:16:41 PM
Time Spent: 02:16:59
IP Address: 12.110.208.218

Page 1: Reporting is a virtue!

Q1

Q1: Jan-Mar

This report documents Main Street program work and work that impacts the Main Street district during which quarter?

Q2

Community

Taylor

Q3

Name of your local program

Taylor Main Street

Q4

Name of Main Street manager; note VACANT if no full-time manager in place.

Jan Harris, M.A., M.H.P., C.M.S.M.

Q5

Respondent skipped this question

Your name and title; if different than noted in question 4.

Q6

Full board has met 3 times or more

Indicate the number of times your Main Street board has held proper meetings during this quarter--not committee meetings but full board meetings. Choose the best answer.

Q7

Note professional development opportunities that the Main Street manager and/or support staff have taken this quarter.

Civility in the Workplace Training offered by CoT - 1/7/23; Records Retention Training offered by CoT - 3/14/23.

Page 2: Social Media Efforts and Downtown TX Activity

Q8

Please note special social media efforts that pulled higher than normal likes, shares, etc. We're just curious to know what is attracting attention to your community and programming.

In February, we kicked off our monthly Second Saturday Shop & Stroll effort which brought in a high number of "likes" and "shares." March's numbers were not quite so high, but the weather was not as good as in February for that Saturday.

Q9

Please note efforts to add or clean up data on DowntownTX. Note ways that you used the platform or its functionality to produce promo material and/or attract people to your district. If you don't use DowntownTX, use the box below to tell us why.

I have gone through to add/remove/update properties that are or have been for sale or lease. I've also updated properties that have sold with new owners' data. Updating photos of the properties has also been a task. Future tasks include uploading historic photos of the properties and adding historic information as well as stylistic descriptions of the buildings themselves.

Page 3: Transformation Strategies Update

Q10

Select the best answer that describes your program's Transformation Strategy framework.

We are implementing one or more Transformation Strategies.

Q11

If applicable, please enter your Transformation Strategy/Strategies below.

#1 - Become a pedestrian-friendly downtown: welcoming, walkable, and comfortable.

#2 - Nurture and activate the downtown business community.

Page 4: FOUR POINTS REPORTING: Organization

Q12

Provide a summary of how your local Main Street program contributed to ORGANIZATION in ways that directly or indirectly impacted your program and/or your Main Street district (buildings, streetscape, stakeholders, etc.) during the past three months.

Taylor Main Street is consistently holding monthly Breakfast Bites meetings (now on the 2nd Wednesday of each month) where a topic is discussed, questions fielded, and relationships are forged. TMS provides warm breakfast tacos, pastries, yoghurt, fruit, coffee, and juice. Attendance averages between 25-30 for these events that begin at 8 am in the City Hall Auditorium. These meetings bring together "old Taylor" and "new Taylor" and provide an opportunity for common ground to be developed. While mostly business owners/employees, there are a few property owners and general stakeholders at these meetings.

We have been working with the Engineers from HDR to complete the wayfinding improvement project that has been slowly moving toward completion. This cross-departmental cooperation is helping chivvy the process along.

Page 5: FOUR POINTS REPORTING: Economic Vitality

Q13

Provide a summary of how your local Main Street program contributed to ECONOMIC VITALITY in ways that directly or indirectly impacted your program and/or your Main Street district (buildings, streetscape, infrastructure, etc.) during the past three months.

The Main Street Advisory Board serves on the TIF #1 Board along with a representative from Williamson County and another from the Taylor ISD. Together, this board has made significant recommendations which will help change the way TIF #1 funds are spent in and for the downtown district. It recommended that the scope of the TIF be expanded to include hiring additional staff to enable the Main Street Manager to concentrate more fully on the mission of Main Street (economic development through historic preservation), to enable the hiring of contract labor to maintain the appearance of downtown, and to increase the level and scope of economic assistance the TIF could provide for targeted business types which may choose to locate to downtown Taylor.

Page 6: FOUR POINTS REPORTING: Design

Q14

Provide a summary of how your local Main Street program contributed to DESIGN in ways that directly or indirectly impacted your program and/or your Main Street district (buildings, streetscape, infrastructure, etc.) during the past three months.

The Main Street Manager and members of the board continue to meet with property owners to encourage them to renovate their properties and especially to make use of the Historic Preservation Tax Program, the Taylor Main Street Façade Improvement Grant Program, and the TIF #1 Fire Suppression Grant Program.

The Main Street Manager is being brought in on early discussions with downtown property owners who are planning to renovate buildings earlier in the process than heretofore thus enabling her to inform them of the funding options available to property owners within the National Register Historic District.

Q15

Have any buildings been demolished within your Main Street district? Any buildings in danger of demolition? Please note if any of the buildings are 50 years or older.

No buildings have been demolished in Quarter 1 of 2023; nor are there any currently in peril.

Q16

Do you have any questions about Main Street design services? Note questions or concerns related to local planning and development issues--local code enforcement, building codes, potential or ongoing development, etc.

I have two parties interested in the Howard Theater (108 N Main St). During the Big Freeze (Snowmageddon) of 2020, the pipes burst in the theater and also the roof partially failed in the rear of the building resulting in mould and water damage. I am encouraging both of these parties to consider a flexible entertainment venue space where movies could be shown (there still is a screen - hopefully, it is retractable); Taylor needs a venue for a Little Theatre group that is searching for a home (there is a stage); and Shannon with the Black Sparrow is burned out so the Sparrow probably won't be a music venue anytime soon. Taylor was beginning to get a reputation for music before we lost the Sparrow, TX Beer Co, and Taylor Station, BUT, the Howard could fill part of that gap. Maybe Mix Tape (where Taylor Station was - 108 E 2nd) and Second Street Station (where TBC was - 101 N Main) will also help. Anyway - all of that is an ask for assistance for interior theatre redesign/acoustics, etc. to help with the Howard. I'm thinking about how the Georgia Theater (215 N Lumpkin St) was transformed).

Page 7: FOUR POINTS REPORTING: Promotion

Q17

Provide a summary of how your local Main Street program contributed to PROMOTION in ways that directly or indirectly impacted your program and/or your Main Street district (buildings, streetscape, stakeholders, programs, etc.) during the past three months.

The talking, the numbers demonstrating just how many special events permits (97) and how many film permits (11) in 2022, finally paid off when the joint City Council/TIF #1 board agreed to move forward with the revision of the plan and budget of the TIF to include a staff member to handle special events. This person will be funded in FY 23. I have a new lease on life!

The Board contracted with Nick Ramos with Graphismo to create some sidewalk stickers (about 2'in diameter) that encourage people to move throughout the district rather than just stay on Main. Once the designs are complete, the project will be taken to Council for approval.

Page 8: Reinvestment Figures--Project-Oriented Numbers

Q18

Note PRIVATE SECTOR activity. Enter only numbers--no \$ or commas or periods. Round to nearest dollar; no cents.

Number of rehabilitation projects	0
Total monies from rehabilitation projects	0
Number of new construction projects	0
Total monies from new construction projects	0
Number of building/property sales	0
Total monies from building/property sales	0

Q19

Note JOINT VENTURE activity--projects funded with public and private monies. Remember to enter only numbers--no \$ or commas or periods. Round to nearest dollar; no cents.

Number of projects that used public and private funding **3**
 Total monies attributed to public funding (for all joint venture projects) **15896**
 Total monies attributed to private funding (for all joint venture projects) **51181**

Q20

Note PUBLIC SECTOR activity--projects funded with public and private monies. Public monies may come from city, county, state, or federal agencies. Also, let's try to distinguish generally publicly funded projects from specific public improvement projects that are geared toward infrastructure, blight, etc.

Number of projects that were fully funded with public funding **0**
 Total public monies used to complete projects/formal phase of project **0**
 Number of public improvement projects **0**
 Total of public monies used for public improvement projects **0**

Page 9: Reinvestment Figures--Job Creation and Downtown Housing

Q21

Please note numbers related to business creation/loss. Net new businesses is asking that you determine the number of new businesses minus any businesses that may have been lost due to relocation out of the Main Street district or businesses that closed.

Net new businesses created this quarter **0**
 Total businesses in your Main Street district **144**

Q22

Please note numbers related to job creation/loss. Net new jobs is asking that you determine the number of new full-time jobs minus any full-time jobs that may have been lost due to businesses closing or relocating out of the Main Street district. This year, we're going to ask that you note part-time job numbers, too. For this exercise, we'll use the retail full-time definition—full-time is at least 32 hours a week and part-time less than 32 hours. If you don't track these numbers, try working on that for next quarter.

Net new full-time jobs created this quarter **0**
 Total full-time jobs in your Main Street district **0**
 Net new part-time jobs created this quarter **0**
 Total part-time jobs in your Main Street district **0**

Q23

Please provide info related to downtown housing.

Number of housing units gained this quarter **0**
Total number of housing units in your Main Street district **20**
Number of downtown residents gained this quarter **0**
Total number of downtown residents in your Main Street district **18**

Page 10: You are SO close to the finish line!

Q24

Share information about volunteer hours--YOU MUST TRACK THESE NUMBERS! We're going to start separating out board member hours from volunteers. Do your best this quarter and start tracking accordingly for next quarter. Thanks!

Board member volunteer hours for this quarter **82**
Remaining volunteer hours for your Main Street program **202**

Q25

Please note your organizational budget number; round to nearest dollar, please.

229476

Page 11: How you doin'?!

Q26

How do you feel about your job and the work you've been able to accomplish?

We're not making as much progress as I'd like but we're moving forward.

Q27

Feel free to expand on your answer to the previous question.

Getting my board to volunteer beyond the meeting can be challenging. But I feel that when I can hire the Special Events Coordinator, I will be able to concentrate fully on being a MS Manager, working with my businesses, and chivvying along my board.

Page 12: Share images to complement/illustrate your reporting information.

Q28

Respondent skipped this question

Please upload the provided template that specifies your community and labels the images you are sharing. BE SURE TO INCLUDE YOUR COMMUNITY NAME IN THE DOCUMENT NAME. For instance, TMSP-Activity-Report_ImageDocumentationUpload_McKinney

**Main Street Monthly Report
for April 2023 through May 11, 2023**

Downtown Property & Business 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

Community Outreach / Meetings Attended:

- Main Street Advisory Board meeting – 4/19
- TIF #1 Board Meeting – 4/19
- Public Arts Advisory Board meeting – cancelled – lack of a quorum
- Breakfast Bites Meeting – 4/12; 5/10
- Heritage Square Farmers Market Committee – 4/10; 5/8
- TAB Meeting – 4/25
- Interviewed on the Taylor Press Podcast – 4/10

Local Business / Owner Visits:

- Met with John Jones and City staff to discuss rehabilitation options for 315 N Main Street – 4/26
- Met with Jeff Snyder to review progress with the Heidenheimer Wholesale Grocery rehabilitation project – 106 E 1st St. – 4/28

Event Planning:

- Blackland Prairie Day planning meetings – 4/27; 5/3
- Taylor Pride Day planning meeting – 5/4

Special Events:

- Every Saturday – check on Farmers Market
- 2nd Saturday Shop & Stroll – 10 am – 4 pm – 4/8
- Easter Egg Hunt – 4/8
- Music on Main Concert – 4/20 – CANCELLED.
- Blackland Prairie Day – 5/6

Special Events Permits Issued or Pending:

- Bird Parade – Murphy Park – 4/1
- Easter Egg Hunt – Heritage Square – 4/10
- Luminaries in the Square – Heritage Square – 4/14
- Break the Silence Walk – Murphy Park – 4/15
- Music on Main Concert – Heritage Square – 4/20
- St. Mary of the Assumption's Spring Gala – 4/22
- Cinderella's Closet A Magical Spring Affaire – 4/22-4/23
- 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

Film Friendly Taylor –Film Events in Taylor:

- None during the reporting period

Professional Development:

- Submitted the Quarter 1 Report with Reinvestment Figures to TxMS Office – 4/24
- Leadership Meeting – 4/3
- Member of interview team to hire D. Charbonneau's replacement in Manor – 4/4; 4/11
- TX Main Street Network Virtual Spring Meeting – 4/6
- Met to discuss Event Coordinator position – 4/17

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
- April 1 – Bird Parade – Murphy Park
- April 8th – Easter Egg Hunt – Heritage Square
- April 8th – 2nd Saturday Shop & Stroll
- April 14th – Luminaries on the Square – Heritage Square
- April 15th – Break the Silence Walk/Run – Murphy Park
- April 20th – Music on Main Concert – Heritage Square
- April 22nd – St Mary's Spring Gala – St Mary's School Gym
- April 22nd & 23rd - Cinderella's Closed – A Magical Spring Affaire – Murphy Park
- May 4th – National Day of Prayer – Farmers Pavilion – Heritage Square
- May 6th – Blackland Prairie Day – Heritage Square
- May 7th – Our Lady of Guadalupe Religious Education Spring Fair – OLG Campus
- May 12th – 2nd Saturday Shop & Stroll - Downtown
- May 13th – St. Mary's Eucharistic Procession from OLG to St M's
- May 18th – Music on Main Concert – Heritage Square

TAYLOR MAIN STREET PROPERTY BUSINESS REPORT

MAY 2023

PROPERTY FOR SALE:	ADDRESS:	OWNER/REALTOR	CONTACT INFO	F2	PRICE	STATUS
Fmr Vol Fire Equiptment Storage	301 W 2nd St	Erwin Teggemann/Keller Williams Realty	5125-868-1771	22,284 SF	\$759,000 \$34/SF	
old Taylor Bedding Co.	417 W. 2nd St	Taylor Second LLC/Ryan Perry; Asterra Properties	512-694-5426	Bldg: 23,100SF; land: 103,398SF	serious enquiries only	
Howard Theater	308 N Main St	Steve Turner-Turner Properties	512-930-2800	7515 SF	\$795,000	
fmr 46 & 2 Apothecary	313 N Main St	Ian Reddy/JB Goodwin Properties	512-502-7715	3278SF	\$875,000 \$267/SF	
T Ford Enterprises Building	113-115 E. 3rd St	Tommy M ford/Joe Williams Redevelopment	512-901-9833	6435 SF	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/Kelly Loessin	512-426-2721	9916 SF	unpriced	
Vacant Commercial Lot	503 S Main St	Montecillo Bros. Properties LLC/Alice Duffy - KW Commercial Lake travis	512-263-9090	5227 SF	\$90,000	

TAYLOR MAIN STREET PROPERTY BUSINESS REPORT

MAY 2023

PROPERTY FOR LEASE:	ADDRESS	OWNER/REALTOR	CONTACT INFO	F ²	PRICE	
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
	407 S Main St	Johan Borge/Realty Assoc.	713-464-7656	1500/SF	\$2/SF/MO \$3000/mo	
	409 S Main ST	Johan Borge/Realty Assoc.	713-464-7656	2000/SF	\$1.60/SF/MO \$3,200/MO	
Large Office/Church Building	700 N Main St	Daniel Reuter	512-991-2849	7202 SF	\$3.49/SF/MO	

TAYLOR MAIN STREET PROPERTY BUSINESS REPORT

MAY 2023

PROPERTY FOR LEASE:	ADDRESS	OWNER/REALTOR	CONTACT INFO	F2	PRICE	
Fmr. Amy's Attic	717 N Main St	John Jones	512-461-5743	2750SF	\$2000/month - includes empty lot to the south for parking	\$0.73/SF
fmr Downtown Social	119-B E 3rd	Richard Torres	209-605-4155	950/SF	call for pricing	
upstairs apartment	103 W 4th St	Monica Luxon	monica@luxonrealtyservices.com	2900/SF	reduced to \$2495/mo + \$173/mo preventative maint. Fee	was \$2900/mo
SOLD PROPERTIES	ADDRESS	PURCHASER	CONTACT INFO	PROPOSED USE	SALES PRICE	
NONE						

TAYLOR MAIN STREET PROPERTY BUSINESS REPORT

MAY 2023

LEASED PROPERTIES	ADDRESS	TENANT	CONTACT INFO	PROPOSED USE	LEASE \$	
NONE						
PROPOSED NEW CONSTRUCTION/MAJ OR RENOVATION	ADDRESS	OWNER	CONTACT INFO	PROPOSED USE		
One building with 4 subdivisions (offices and storage behind)	W 1st Street	Jay McNabb		Office space for contractors, etc.		
Two building to be constructed for tenant finish out	104 N Main St	Public Sketch	(512) 365-8563	offices, bars, restaurants	\$30.SF.Y \$2.50/SF/MO	will build 2-800-SF buildings to suit

TAYLOR MAIN STREET PROPERTY BUSINESS REPORT

MAY 2023

NEW CONSTRUCTION/MAJ OR RENOVATION PROJECTS	ADDRESS	OWNER	CONTACT INFO	PROPOSED USE		
Talbot Commons Pocket Hotel	114 W 6th St	Public Sketch	Julie Downs 512- 365- 8653	pocket hotel in a mixed use development		
NEW BUSINESS COMING ON LINE	ADDRESS	OWNER	CONTACT INFO	PROPOSED USE	# EMPLOYEES GAINED	
Flake Bakery & Larder	103 W 5th St		512-643-5989	bakery	TBD	1346 SF HAS CO
La More Mexican Restaurant	405 S Main St	Yenifer Coto Redriguez & Mariela Carreto Martinez		full service restaurant	TBD	2386/SF HAS CO
The Builder Gallery	113 W 4th St	Mary Mariano-The Builder Gallery	marym.vkdesigns@gmail.com	showroom and offices	TBD	1176/SF Has CO

TAYLOR MAIN STREET PROPERTY BUSINESS REPORT

MAY 2023

Top Hat Chimney Sweeps	115 W 4th St	Royal Pore - Top Hat Chimney Sweeps	royal@tophatchimneysweeps.com	offices	TBD	264/SF Has CO
Second Street Station	201 N Main St	William Hogan - Second Street Station	whogan@austin.rr.com	bar-restaurant	TBD	3850/SF Has CO
Taylorville Station	115 W 2nd St	Ian Reddy	512-900-2460	Event Center	TBD	3750/SF NO CO AS OF 5.12.23
NEW BUSINESSES OPEN	ADDRESS	OWNER	CONTACT INFO	PROPOSED USE	# EMPLOYEES GAINED	
Mixtape Restaurant	108 E 2nd St	Ryan Dale Davenport	512-269-3136	Full Service Restaurant		
El Cantoncito Salvadoran Restaurant	105 E 3rd St			full service restaurant		
BUSINESS CLOSING	ADDRESS	OWNER	CONTACT INFO	FORMER USE	# EMPLOYEES LOST	YEARS IN BUSINESS
Frills Boutique	100 N Main St	Ashley Doss		retail	1 FT /	10

TAYLOR MAIN STREET PROPERTY BUSINESS REPORT

MAY 2023

BUSINESS EXPANDING	ADDRESS	OWNER	CONTACT INFO		GAINED OR	
NONE					0	
BUSINESS RELOCATING	NEW ADDRESS	OWNER	CONTACT INFO	OLD ADDRESS	# EMPLOYEES GAINED OR LOST	
NONE						
BUSINESS BEING SOLD	ADDRESS	NEW OWNER	CONTACT INFO	OLD OWNER	# EMPLOYEES GAINED OR LOST	
Salon J	105 N Main St	Salvador Tinajero		Jill Simank		5

TAYLOR MAIN STREET ADVISORY BOARD

AGENDA ITEM COVER SHEET

MAY 17, 2023

REGULAR AGENDA

V-B

Discuss, review, and potentially approve the revisions to the Façade Improvement Grant



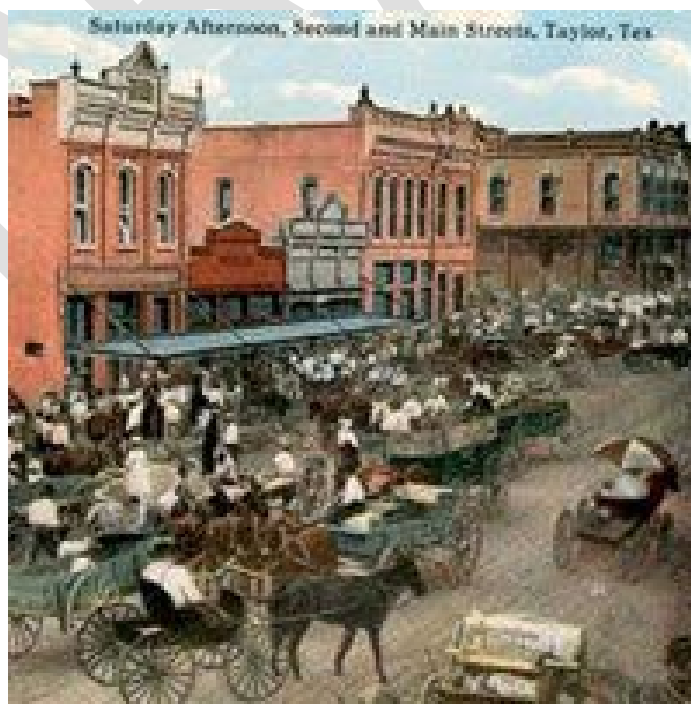
TAYLOR MAIN STREET Façade Improvement Grant (FIG) Program Application

We are delighted you are considering improving your building in historic downtown Taylor. Downtown Taylor is the heart of our city, and it beats with life and vibrancy. The buildings are a large part of what gives downtown the charm and character people enjoy. One of the goals of the Main Street Advisory Board is to help building owners maintain, improve, and rehabilitate their buildings. This Façade Improvement Grant is funded by the downtown Taylor "TIF (Tax Increment Financing) District 1". An important aspect of this grant is that it be provided to building owners that use the United States Secretary of the Interior's Rehabilitation Standards as the renovation guideline. This ensures that the building will continue to contribute to the excellent building stock that is in downtown Taylor.

If you are planning a large renovation project for your property beyond paint or awning/canopy repair/replacement, we also encourage you to discuss with the Main Street Manager the potential use of Texas Historic Tax Credits and the National Park Service Tax Credits. A large portion of downtown Taylor is listed as a National Register Historic District, and this automatically qualifies most buildings within it to be qualified for these tax credits. The tax credits are substantial (25% for the State and 20% for the Federal based on construction costs) and can greatly assist you in the improvement and transformation of your building.

This is a program of the Main Street Advisory Board (of which members are appointed by the Taylor City Council) and administered by the Taylor Main Street Manager, Jan Harris. Funding for this program is provided by the downtown Tax Increment Financing (TIF) District #1.

Should you have any questions as you complete this application, please contact the Main Street Manager (Jan Harris) at 512-352-3463. Please return the completed application with requested attachments and signatures to the Main Street office at Taylor City Hall.



Applicant Name:

Date:

Business Name:

Mailing Address:

Phone:

Email:

Building Owner:

Contact Phone:

Email:

Project Site/Address:

SCOPE OF WORK (see required attachments):

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

TOTAL ESTIMATED COSTS:**\$ _____****DETAILS OF PLANNED IMPROVEMENTS RELATING TO GRANT REQUEST (attach additional information if necessary).**

REQUIRED ATTACHMENTS:

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

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

TOTAL COST OF PROPOSED PROJECT: \$ _____

TOTAL GRANT REQUEST: \$ _____

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

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

1. _____
2. _____
3. _____

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

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

_____ I have met with the Main Street Manager, and I have read and fully understand the Façade Improvement Grant procedures established by the Taylor Main Street Advisory Board. I intend to use this grant program for a renovation project to advance the efforts of revitalization and historic preservation of Taylor's historic downtown.

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

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

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

Applicant's Signature

Date

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

OWNER APPROVAL FOR TENANT APPLICANT:

I, (please print clearly) _____, owner of the building at

_____, give my consent to the applicant to go forward with the façade work on the building as outlined in the Scope of Work section of this application.

Signature: _____ Date: _____

APPLICATION REQUIREMENTS:

1. Submit completed application PRIOR to starting your project. Incomplete applications will not be considered.
2. Include a written description of the work to be completed and a cost estimate.
3. Include detailed drawings or sketches showing the proposed scope of work. The drawings need to be drawn to scale to adequately illustrate the proposed project.
4. Submit color photographs of the building façade(s) to be improved.
5. Applications will be reviewed and acted upon by the Taylor Main Street Advisory Board and the Main Street Manager. For additional information, contact the Taylor Main Street office at 512-352-3463 or jan.harris@taylortx.gov.

(For official use only)

Date FIG Packet was received: _____

Is the FIG Packet complete: YES NO

Date FIG Packet was considered by the MSAB: _____

Results of MSAB's consideration: _____

Main Street Manager's Signature: _____ Date: _____

MSAB Chairman's Signature: _____ Date: _____

Secretary of the Interior's 10 Standards for Rehabilitation

The Standards are a series of concepts about maintaining, repairing, and replacing historic materials, as well as designing new additions or making alterations. The Guidelines apply the Standards and describe specific treatments that do and do not meet the Standards. They offer general design and technical recommendations to assist in applying the Standards to a specific property. Together, the Standards and Guidelines provide a framework and guidance for decision-making about work or change to a historic property.

These standards can also be found at <https://www.nps.gov/subjects/taxincentives/secretarys-standards-rehabilitation.htm> for more in-depth information. You may also choose to speak with an architect who focuses on the preservation of historic structures for guidance. The Main Street Manager can assist you with this process.

8. Applicants receiving approval by the Main Street Advisory Board (MSAB) shall commence construction described within the Application within sixty (60) days from the date the grant is awarded by the MSAB, or in a case reviewed by the City Council, from the date the awarded is granted by the Taylor City Council. All Applicants must complete the construction described within the Application within one (1) year from the date the grant is approved by the MSAB or the Taylor City Council when reviewed by the Taylor City Council. If the Applicant is unable to commence construction within sixty (60) days from the date the grant is approved or complete construction within one (1) year from the date the award approval is granted, the Applicant can submit a written extension for the commencement date, or the completion date PROVIDED the 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 be granted for good cause determined solely by the MSAB.
9. The Applicant, by submission of this Application, represents the construction described within the Application shall be used in a building which complies with the codes and ordinances pertaining to the construction.
10. No Applicant shall be entitled to receive grant approval if requested within three (3) years from the date a previous grant was awarded either by the Taylor Main Street Advisory Board or the Taylor City Council.
11. An Applicant is strongly advised to attend the Main Street Advisory Board meetings which consider the Application or when requested to do so by the MSAB. Failure to attend a Main Street Advisory Board meeting may result in the grant application being tabled until a later meeting if the board has questions regarding the information included in the grant request.
12. 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 was denied by the MSAB. The request for review by the Taylor City Council should state the reasons why the Applicant believes the Application was improperly rejected by the MSAB 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 MSAB. The Chairperson shall, within ten (10) days of the receipt of the Applicant's written request from the City Manager, furnish to the City Manager the MSAB reasons for refusing the Application and shall state reasons why the Application should not be approved by the Taylor City Council. A review by the Taylor City Council will be scheduled within the time restraints and business issues of the Taylor City Council, but in no event later than sixty (60) days from the date of the written request for review is received by the City Manager. The City Council shall review the Application and consider the action taken by the MSAB regarding the Application. The Taylor City Council shall not be required to reverse the MSAB unless the Taylor City Council determines the MSAB did not act in substantial compliance with the Application request.

Please send completed application packets to:

Taylor Main Street
 Jan Harris, Main Street Manager
 400 Porter Street
 Taylor, Texas 76574
 512-352-3463
jan.harris@taylortx.gov

APPENDIX A

SECRETARY OF INTERIOR'S STANDARDS FOR THE REHABILITATION OF HISTORIC STRUCTURES

REHABILITATION IS DEFINED as the act or process of making possible a compatible use for a property through repair, alterations and additions while preserving those portions or features which convey its historical, cultural or architectural values.

1. A property will be used as it was historically or be given a new use that requires minimal change to its distinctive materials, features, spaces and spatial relationships.
 2. The historic character of a property will be retained and preserved. The removal of distinctive materials or alteration of features, spaces and spatial relationships that characterize a property will be avoided.
 3. Each property will be recognized as a physical record of its time, place and use. Changes that create a false sense of historical development, such as adding conjectural features or elements from other historic properties, will not be undertaken.
 4. Changes to a property that have acquired historic significance in their own right will be retained and preserved.
 5. Distinctive materials, features, finishes and construction techniques or examples of craftsmanship that characterize a property will be preserved.
 6. Deteriorated historic features will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture and where possible, materials. Replacement of missing features will be substantiated by documentary and physical evidence.
 7. Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.
 8. Archaeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.
 9. New additions, exterior alterations or related new construction will not destroy historic materials, features and spatial relationships that characterize the property. The new work will be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion and massing to protect the integrity of the property and its environment.
 10. New additions and adjacent or related new construction will be undertaken in a such manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.
-

TAYLOR MAIN STREET ADVISORY BOARD

AGENDA ITEM COVER SHEET

MAY 17, 2023

REGULAR AGENDA

V-C

Parking Committee

TAYLOR MAIN STREET ADVISORY BOARD

AGENDA ITEM COVER SHEET

MAY 17, 2023

REGULAR AGENDA

V-D

Receive report from May 10th Breakfast Bites meeting

REPORT ON BREAKFAST BITES – MAY 10, 2023 – Jan Harris

Attendance: 15

MSAB Board/Volunteers – Jeff Snyder and Chuck Farr

Property Owners – Buzans & Heils

Businesses Represented – 74 Man Store, Curio Mrvosa, Kincl Antiques, Urban Threads, Taylor Sporting Goods, McCrory-Timmerman/Titsworth Building Businesses, Jeff's Resurrections, Sweet & Southern Finds

Topic: **Reviewed Blackland Prairie Day** – results mixed on impact:

Taylor Sporting Goods – 1 sale

Curio Mrvosa – 51 sales

74 Man Store – sales were good

Urban Threads – sales were good – people came in groups

Discussed issue that the # of vendors were down since COVID.

Reasons: Manor Palooza is on that weekend – Huge festival with a big budget

Locally competing head-to-head with OTH and its Vendors Market – they had 60 plus arts/crafts vendors – more than BPD had with information, etc. combined.

OTH charges \$35-\$50 for vendors – up to twice/month

MS charges \$100 for a 10' x 10' booth twice/year

How can we combine our drawing power to bring people to TAYLOR and have them shop at both places? Work with OTH not against them.

Discussed impact of high tax rates on rental rates

This has happened before in WilCo – 10-15 years ago, it happened in Georgetown. It is going to be difficult as businesses that cannot handle the higher rental rates will be pushed out.

Main Street needs to work with property owners to improve their buildings and bring them up to code and to a higher level of quality – no more shoddy coverage of leaks or wood rot. If they are going to charge the higher rates, their tenants deserve, need to demand, buildings that are up to code and up to scratch.

Billboard

Those in attendance asked if Main Street could lease a billboard somewhere to promote downtown. Probably not in FY 24 – the budget has been submitted. But if we want to make that a priority for FY 25, we need to put that in our work plan.

Street Repair

Ed Hile asked Main Street if it would use the extra funds from TIF #1 to repair the roads in Downtown especially the dip at 4th and Talbot, etc. We would have to go back and add those kinds of capital projects to our scope of work which only extends to beautification and not infrastructure repair/replacement.

TAYLOR MAIN STREET ADVISORY BOARD

AGENDA ITEM COVER SHEET

MAY 17, 2023

REGULAR AGENDA

V-E

Receive report on Second Saturday Shop & Stroll

TAYLOR MAIN STREET ADVISORY BOARD

AGENDA ITEM COVER SHEET

MAY 17, 2023

REGULAR AGENDA

V-F

Receive preliminary report on Blackland Prairie Day

TAYLOR MAIN STREET ADVISORY BOARD

AGENDA ITEM COVER SHEET

MAY 17, 2023

REGULAR AGENDA

V-G

Membershipware project update - Update on database and video/photography

TAYLOR MAIN STREET ADVISORY BOARD

AGENDA ITEM COVER SHEET

MAY 17, 2023

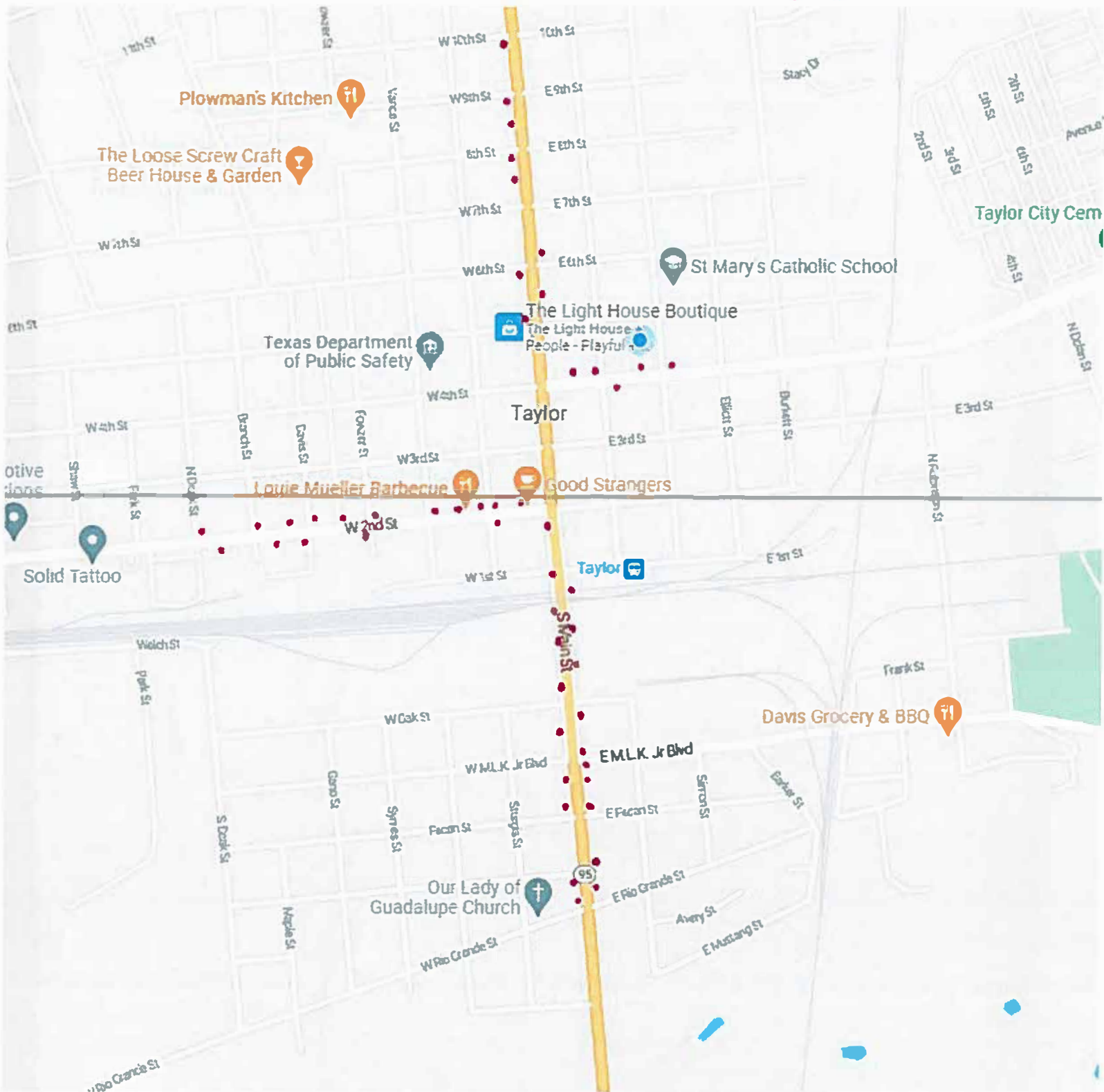
REGULAR AGENDA

V-H

Update on large banner project

LAYOUT OF LARGE LIGHT POLE BANNERS IN DOWNTOWN

● = light pole with banner





This is an original un-published drawing created by Southwest Monument & Sign, unless otherwise indicated. It is submitted for your personal use in regards to the project being considered. You are not to show these drawings to anyone outside your organization, nor can you use, reproduce, copy or otherwise exhibit them in any fashion not directly related to the project being planned and produced by Southwest Monument & Sign.



2008 Windy Terrace
Cedar Park, TX 78613
Phone/Fax: 866-331-1522
www.swmsigns.com

Client Name: Fazzone Construction
Project Name: City of Taylor Heritage Downtown
Revision Date: 4/6/23
Specifications/Conditions: To Provide, Deliver and Install
To Provide, Deliver and Install
Qty 55) Light Pole Banners Dbl Sided
28" x 60" Double Sided Banners with
Mounting Brackets and Arms

☐ **Approved**

PROOF READING: I have verified the layout, spelling and content are correct. SWM is not responsible errors, including but limited to spelling, grammar, and/or punctuation as proper names and design intent vary. I understand that ANY errors found are my financial responsibility from this point forward.

Signature: _____

Date: _____

To Resubmit - Please decline to sign and state in notes corrections needed.



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

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

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

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

Description of the Proposed Change:

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

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

By _____

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

☐ Increased ☐ Decreased ☒ Unchanged

by _____ calendar days.

This change will: ☒ Add ☐ Deduct ☐ No Change

\$ 4,702.05

Carrie Wyman

General Contractor

Date 04/20/2023

HDR Recommendation:

☐ Recommend Acceptance
☐ Do Not Recommend Acceptance

By: HDR Engineering, Inc.

Date _____

Owner's Action:

☐ Accepted ☐ Not Accepted

By: Owner

Date _____

ARTICLE 5 – BASIS OF BID

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

BASE BID – DOWNTOWN SIGNAGE

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

BASE BID – DOWNTOWN SIGNAGE

ITEM NO.	SPEC.	ITEM DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICE	TOTAL ESTIMATED PRICE
HARDSCAPE						
14		ELECTRICAL WORK AS NEEDED (CONNECT TO OWNER- PROVIDED POWER SOURCE)	LS	1	3000	3000
15		GENERAL CONDITIONS (MAY INCLUDE INSPECTION FEES, ENGINEERING, AND OTHER MISCELLANEOUS ITEMS)	LS	1	5700	5700
16		SURVEYS FOR PROPOSED AREAS (NECESSARY SURVEYS TO COMPLETE WORK SCOPE, COMPLETED AS-BUILTS)	LS	1	1800	1800
17		MISCELLANEOUS WORK ALLOWANCE	LS	1	600	600
GRAND TOTAL DOWNTOWN SIGNAGE						150966.62

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

GRAND TOTAL FOR DOWNTOWN SIGNAGE \$ _____
(use words)

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

ARTICLE 6 – TIME OF COMPLETION

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

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



QUOTATION & PURCHASE CONTRACT

Southwest Monument & Sign

Job #2318

04/20/2023

BILL TO

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

JOB LOCATION

2318. City of Taylor Heritage Park
Taylor, TX

1302 West Blanco Road
San Antonio, TX 78232
United States

Website: www.swmsigns.com

Phone/Fax: 844.331.1522

Email: info@swmsigns.com

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

THIS AGREEMENT IS ACCEPTED AND APPROVED BY:

Subtotal \$4,276.98

Total Tax \$0

Fazzone Construction

Southwest Monument & Sign

TOTAL CONTRACT \$4,276.98

Sign: _____

Sign: _____

Required Deposit \$2,138.49

Print: _____

Print: _____

FINAL BALANCE \$2,138.49

Date: _____

Date: _____

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

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

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

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

From: Jan Harris <jan.harris@taylortx.gov>

Sent: Thursday, April 6, 2023 10:16 AM

To: Windy Smith <windy@swmsigns.com>

Cc: Tom Yantis <tom.yantis@taylortx.gov>; Alan Green <alan.green@hdrinc.com>; Walker, Jacob <jacob.walker@hdrinc.com>

Subject: RE: Taylor Banner Design

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

Let’s print 55 banners.

Thanks,

Jan Harris

Jan Currahee Davis Harris, CMSM MHP
Main Street Manager

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

Per the Finance Director, no further change orders will be approved until a funding source is identified. Staff has requested funds to cover the new banners as an ATB in the FY 24 budget.



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TAYLOR MAIN STREET ADVISORY BOARD

AGENDA ITEM COVER SHEET

MAY 17, 2023

REGULAR AGENDA

V-I

Review status of "sidewalk sticker" project





From: [Douglas Moss](#)
To: [Jan Harris](#)
Subject: Sidewalk decals
Date: Friday, July 29, 2022 3:11:46 PM

CAUTION: This email originated from outside of the City of Taylor. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Jan:

An update for sidewalk "stickers" for our August discussion.

1. Two Taylor graphic designers have agreed to participate in developing designs: Carlos Menchaca and Nick Ramos. I think their fee would be \$600 each +- (I will confirm).
2. Art Office Signs created a mock-up that is located near their front door. Go by and take a look and see what you think. I will review this weekend.
3. The size can be 40" diameter and a cost of \$250/each.
4. Do you think we would have adequate money for 1-2 stickers on every Main Street corner downtown and maybe a couple near Louie Mueller? Total quantity 18-22 ?????
5. Do we need to get a sign permit for this idea? Other city approval? TXDOT approval?
6. Do we need to get competitive bids or since these are all local people and it's a low dollar amount that we can go with a single provider? Thoughts on this topic?
7. If we can get this approved in August, we can get the designs approved in September and get them printed for an installation date of early October. Does this sound reasonable?

I may need to call in for part/all of the August MSAB meeting. I have a city council presentation in Richardson, Texas that afternoon and I won't be able to get back in time for the meeting.

Thanks,

Douglas Moss, AIA, LEED AP, NCARB
President
PUBLIC SKETCH, LLC

C 917 576 7044

E dmoss@publicsketch.com

TAYLOR MAIN STREET ADVISORY BOARD

AGENDA ITEM COVER SHEET

MAY 17, 2023

REGULAR AGENDA

V-J

Discuss items for upcoming agendas