

AGENDA

CITY OF TAYLOR, TEXAS

MAIN STREET ADVISORY BOARD

5:30 pm on March 16, 2022

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 DT.**
- 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 one 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 February 16, 2022 – Chairman Moss
- B. Review and receive the financial reports from February 2022 – Jan Harris

IV. REGULAR AGENDA:

- A. Main Street Manager's reports – Jan Harris:
 1. Manager's activity report
 2. Main Street business & property report
 3. Board Member attendance report and update on revised term dates
 4. Upcoming special events report
- B. Discussion and make recommendation to City Council regarding the requested closure of North Main Street for the 2022 Texas Mamma Jamma Ride scheduled to be held on Saturday, September 17, 2022 – Chairman Moss

- C. Discussion and take possible action on the mural application presented by April Rector, owner of The Light House Boutique located at 105 W. 5th Street for a mural located on the west façade of that building.
- D. Discussion and provide feedback on the CoT parking space restriping project for downtown
- E. Receive update on OPEN Flag project – Jan Harris
- F. Receive updates on Blackland Prairie Days Festival, consider authorizing Michael Craig's Mobile Music System to provide sound services for the event, and establish a committee to assist with planning the event – Ruth Rivera and Jan Harris
 - 1. Updates
 - 2. Entertainment / Sound Services
 - 3. Planning Committee
- G. Receive update on the wayfinding signage projects – Jan Harris
- H. Receive staff update on the MembershipWare Digital Map Project – Ashley Doss/Jan Harris
- I. Discuss items for upcoming agendas – Doug Moss

V. ADJOURN

Next Meeting Date: April 20, 2022

The Board may vote and/or act upon each of the items listed in this Agenda. The Board reserves the right to retire into executive session concerning any of the items listed on this Agenda, whenever it is considered necessary and legally justified under the Open Meetings Act. 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: March 11, 2022
Jan Harris, Main Street Manager

Main Street Advisory Board

March 16, 2022

Agenda Item Cover Sheet

Consent Agenda

III-A

Approve February Meeting Minutes

MEETING MINUTES

CITY OF TAYLOR, TEXAS

MAIN STREET ADVISORY BOARD

5:30 pm on February 16, 2022
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 DT.
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.

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

MEMBERS ABSENT: none

STAFF PRESENT: Jan Harris - Main Street Manager

GUESTS PRESENT: None

1. **CALL TO ORDER AND DECLARE A QUORUM:** Chairman Moss called the meeting to order at 5:33 pm and noted that a quorum was present.
2. **CITIZENS COMMUNICATION:** None

CONSENT AGENDA:

1. **REVIEW AND APPROVE MINUTES FROM THE MSAB REGULAR MEETINGS HELD ON JANUARY 19, 2022**
MOTION: A motion was made to approve the January minutes as presented. STAUFFER / DOSS / UNANIMOUS
2. **RECEIVE THE FINANCIAL REPORTS FROM JANUARY 2022:**
MOTION: The board received the financial reports as information. No action was necessary.

REGULAR AGENDA:

1. **MAIN STREET MANAGER'S REPORTS:**
 - a. **MANAGER'S ACTIVITY REPORT** – Jan reviewed her monthly activity report with the board.
 - b. **DOWNTOWN PROPERTY AND BUSINESS REPORT** – Jan pointed out that she has divided Incoming Businesses into Incoming Businesses and New Businesses Open as several incoming businesses are having to do extensive renovations on their properties before actually opening their doors. Tim Kriegel has subdivided his building at 421 N Main into 2 spaces: 421-A will house Brookshire Insurance and 421-B will house Julie Downs' new realty office Tierra Grande Real Estate. Other new businesses coming online include Ironwood Industries (120 W 2nd St, Ste A), Piper & Paul Dog Grooming (111 N Main St), and Milestone CrossFit (310-A N Main St.).

- c. **BOARD MEMBER ATTENDANCE REPORT** – Jan reviewed the attendance report with the board.
 - d. **Upcoming Special Events:** Jan provided a list of special events in Taylor as they are currently on the books for 2022. There are 51 events on the calendar so far and the majority of them will be held in the downtown area.
2. **DISCUSS AND TAKE ACTION ON REMOVING THE REQUIREMENT THAT SIGN GRANTS MUST BE APPROVED PRIOR TO A SIGN BEING INSTALLED:**
Jan presented a proposed change to the sign grant program as businesses had complained that it was difficult for them to wait for the MSAB met before being able to install signs when they were ready to (or already) open for business. The MSAB does not have any regulatory powers nor are their design guidelines beyond those the board has developed that support the sign ordinance as currently written. The Codes Department reviews all signs and rules on their compliance with the sign ordinance. She pointed out that Main Street’s role with the signage grant is to encourage business owners to spend more money on better signage as the end cost will be offset by the grant.
MOTION: To keep the requirement that a signage grant be approved prior to a sign being installed in the grant application. McRAE / HUMPHRIES / UNANIMOUS
3. **DISCUSS AND TAKE ACTION ON THE FAÇADE GRANT REQUEST: 421 N MAIN STREET FOR BROOKSHIRE INSURANCE BY TIM KRIEGL:** Mr. Kriegel was requesting a grant for façade and building renovation work on his property. The following work was planned: reframe the front façade; replace soffit and fascia and trim out and paint; repair the roof leak and seal wall flashing and add lighting on the façade. The project is estimated to cost \$9,805.00 – 50% of that amount is \$4,902.50.
ACTION ITEM: To require both the applicant and the contractor to appear at the MSAB meetings when a grant is considered.
MOTION: To approve the request for a façade grant assuming the applicant can provide more information regarding the fascia of the canopy and how the new work will maintain the building’s historic character; better understand the exposed ceiling of the canopy; and to provide more detail on lighting to reflect the building’s historic character. MOSS / DOSS / UNANIMOUS
4. **DISCUSS AND TAKE ACTION ON THE SIGNAGE GRANT REQUEST: 421 N MAIN STREET FOR BROOKSHIRE INSURANCE BY TIM KRIEGL:** Mr. Kriegel is requesting a grant for wall and window signage. The contractor is Art Office Signs. The wall sign is 1” white flat cut acrylic letters 21” tall costing \$1,310.00. The window sign is white cut vinyl applique costing \$250. The total cost of the project is \$1560.00 – 50% is \$780.00.
MOTION: To approve the grant request - the wall sign is approved as presented. To approve the design and context of the window sign but the board would prefer the window sign be hand painted. MOSS / RIVERA / UNANIMOUS
5. **DISCUSS AND TAKE ACTION ON THE SIGNAGE GRANT REQUEST: 313 N MAIN STREET FOR 46 & 2 BY JENN GRIFFITH:**
ACTION ITEM: Obtain proof that the proposed signage seeking grant assistance is compliant to the City’s sign ordinance.
Jenn Griffith proposes a 23.75” x 189.5” alupanel sign with vinyl letters which will be placed within the mounding frame for a sign on the building’s façade. Art Office Signs is the contractor. The sign is estimated to cost \$350.00 – 50% is \$175.00.
MOTION: Approve the grant for a sign for 46 & 2 as illustrated. The board encourages the owner to consider a contrasting color for the sign’s background to differentiate it from the white of the building’s façade and pending the sign’s approval by Development Services. MOSS / RIVERA / UNANIMOUS
6. **UPDATE ON BLACKLAND PRAIRIE DAYS FESTIVAL:** Jan presented the board with a progress report on staff’s activities for this festival scheduled for May 7th. The board provided direction that in

previous years, the ponies and petting zoo were on 4th Street between Talbot and Main and not under the Pavilion. Jan asked for 3 subcommittees to assist with Sponsorship / Fundraising, Entertainment, and Day Of Event Volunteers. Ashley, John, Jeff, and Erv have volunteered to help with the Day of Event and Volunteers; Ruth and Doug have volunteered to help with Sponsorships and Fundraising; and Curie will help with entertainment. No further action was required of the board.

7. **UPDATE ON WAYFINDING SIGNAGE AND OTHER DOWNTOWN-RELATED STREETScape/HARDScape PROJECTS:** Jan presented the board with a dated schedule of the activities and costs for upgrades planned for the downtown district. Doug will meet with SEG Engineer Mark Baker to further discuss the board's thoughts on the downtown Wayfinding Signage project on February 17th. It is hoped that all of these projects will be able to go to bid at the same time. Report was received as information by the board.
8. **DISCUSS TOPIC(S), DATE AND LOCATION FOR MARCH DOWNTOWN BREAKFAST BITES MEETING:** Jan will approach El Corral Lozano for the use of their meeting room and make provisions to order off of a limited breakfast menu. The topics could be the DT OPEN flags and the MembershipWare project. Other topics for future Breakfast Bites meetings include signage guidelines, and Historic Tax Credits applications (this one will be targeted to property owners).
9. **DISCUSS AND TAKE ACTION ON THE MEMBERSHIP DIGITAL MAP PROJECT:** Ashley reported on the virtual meeting with MembershipWare staff, City staff, Curie & herself. The subcommittee recommended that the board register for the Full Showcase Website & Modules which would be interfaced with the City's website for ease of access while the site would have its own domain name. The Showcase includes modules for directory, events, news, properties, and a member app for Main Street Business Owners. This package costs \$59/month. A custom domain add on is \$10/month. Total cost of project is \$69.00/month or \$780 for the full year. Business owners would have access to their space on the site where they will be responsible for uploading information, photos, and whatever else they want to present to the shopping public.
MOTION: To recommend the purchase of the MembershipWare Full Showcase Website & Modules software plus the custom domain add-on for \$69.00/month. DOSS / HUMPHREYS / UNANIMOUS
10. **RECEIVE PROGRESS REPORT ON THE OPEN FLAG PROJECT:** Jan reported that Rick Jones will be marking the buildings where the OPEN flags will go on Tuesday, February 22nd for installation.
11. **REVIEW THE FY 22-23 WORK PLAN TO DETERMINE NEXT STEPS WITH IMPLEMENTATION:** In the interest of time, Jan requested that the board members read through the work plan and be prepared to share their thoughts on the implementation of projects listed there at the next meeting.
12. **DISCUSS ITEMS FOR THE UPCOMING AGENDA:**
 - Report on progress with the Digital Map Project
 - Open Flag Project report
 - Wayfinding signage report
 - Information on annual MSAB presentation to City Council
 - Blackland Prairie Days event
11. **ADJOURN –**
The meeting at 7.45 pm until March 16, 2022 at 5:30 pm.

Respectfully submitted,
Jan Harris – Main Street Manager

Main Street Advisory Board

March 16, 2022

Agenda Item Cover Sheet

Consent Agenda

III-B

Receive February Financial Reports

CITY OF TAYLOR
FINANCIAL STATEMENT
AS OF: FEBRUARY 28TH, 2022

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	121,376.00	7,189.48	41,105.73	33.87	0.00	80,270.27
***	TOTAL EXPENDITURES ***	121,376.00	7,189.48	41,105.73	33.87	0.00	80,270.27
***	TOTAL PROFIT / (LOSS) ***	(121,376.00)	(7,189.48)	(41,105.73)	33.87	0.00	(80,270.27)

CITY OF TAYLOR
FINANCIAL STATEMENT
AS OF: FEBRUARY 28TH, 2022

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: FEBRUARY 28TH, 2022

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
100-EMPLOYEE SERVICES							
WAGES & SALARIES							
524-111	REGULAR FULL TIME	65,780.00	5,059.67	24,639.80	37.46	0.00	41,140.20
524-114	OVERTIME	0.00	0.00	0.00	0.00	0.00	0.00
524-115	LONGEVITY PAY	100.00	0.00	0.00	0.00	0.00	100.00
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 *		65,880.00	5,059.67	24,639.80	37.40	0.00	41,240.20
PAID BENEFITS							
524-120	UNUM LIFE	140.00	15.64	79.31	56.65	0.00	60.69
524-121	FICA SOCIAL SECURITY	5,050.00	378.73	2,051.00	40.61	0.00	2,999.00
524-122	WORKERS COMPENSATION	130.00	0.00	72.54	55.80	0.00	57.46
524-123	STATE UNEMPLOYMENT TAXES	162.00	110.33	252.00	155.56	0.00	(90.00)
524-124	RETIREMENT- TMRS	8,870.00	653.71	2,608.97	29.41	0.00	6,261.03
524-126	HEALTH INSURANCE	7,750.00	630.99	3,154.95	40.71	0.00	4,595.05
524-127	DENTAL INSURANCE	320.00	24.39	146.34	45.73	0.00	173.66
524-128	LONG TERM DISABILITY	200.00	15.09	80.85	40.43	0.00	119.15
524-129	VISION INSURANCE	50.00	7.92	19.80	39.60	0.00	30.20
* SUB-CATEGORY TOTAL *		22,672.00	1,836.80	8,465.76	37.34	0.00	14,206.24
ALLOWANCES/REIMBURSEMENTS							
524-133	BUSINESS- TRANSPORTATION	0.00	0.00	0.00	0.00	0.00	0.00
524-135	BUSINESS MEALS	800.00	0.00	75.56	9.45	0.00	724.44
* SUB-CATEGORY TOTAL *		800.00	0.00	75.56	9.45	0.00	724.44
TRAINING/PROFESSIONAL DEVELOPM							
524-141	WORKSHOP TRAINING	350.00	0.00	0.00	0.00	0.00	350.00
524-142	PROFESSIONAL CONFERENCES	1,400.00	0.00	585.00	41.79	0.00	815.00
524-143	MEMBERSHIPS AND DUES	1,325.00	0.00	1,210.00	91.32	0.00	115.00
524-144	SUBSCRIPTIONS AND BOOKS	1,824.00	0.00	1,190.34	65.26	0.00	633.66
524-146	TRAINING- TRANSPORTATION	1,400.00	0.00	0.00	0.00	0.00	1,400.00
524-147	TRAINING- LODGING	2,200.00	0.00	507.49	23.07	0.00	1,692.51
524-148	TRAINING- MEALS	850.00	(18.00)	38.25	4.50	0.00	811.75
* SUB-CATEGORY TOTAL *		9,349.00	(18.00)	3,531.08	37.77	0.00	5,817.92

CITY OF TAYLOR
FINANCIAL STATEMENT
AS OF: FEBRUARY 28TH, 2022

PAG 4

100-GENERAL FUND
524-MAIN STREET PROGRAM
DEPARTMENT EXPENSES

ACCT #	ACCOUNT NAME	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
** CATEGORY TOTAL **		98,701.00	6,878.47	36,712.20	37.20	0.00	61,988.80

200-OPERATIONAL SUPPLIESOFFICE SUPPLIES

524-211	GENERAL OFFICE SUPPLIES	1,000.00	21.40	422.33	42.23	0.00	577.67
524-213	PHOTOGRAPHIC SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00
524-214	COMPUTER SUPPLIES	650.00	0.00	164.75	25.35	0.00	485.25
524-215	POSTAGE	100.00	0.00	0.00	0.00	0.00	100.00
* SUB-CATEGORY TOTAL *		1,750.00	21.40	587.08	33.55	0.00	1,162.92

PROGRAM/SPECIAL EVENTS

524-232	FOOD/MEALS	0.00	0.00	0.00	0.00	0.00	0.00
524-233	CITY SPONSORED EVENTS	17,000.00	0.00	0.00	0.00	0.00	17,000.00
524-234	FUND RAISING GOODS	0.00	0.00	0.00	0.00	0.00	0.00
524-235	PROMOTIONAL SUPPLIES	2,100.00	0.00	0.00	0.00	0.00	2,100.00
* SUB-CATEGORY TOTAL *		19,100.00	0.00	0.00	0.00	0.00	19,100.00

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 **		20,850.00	21.40	587.08	2.82	0.00	20,262.92
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300-FACILITIES OPERATIONS/MAINUTILITIES

524-323	TRUNK TELEPHONE SYSTEM	25.00	0.00	0.00	0.00	0.00	25.00
524-324	CELL PHONES	600.00	34.50	172.50	28.75	0.00	427.50
* SUB-CATEGORY TOTAL *		625.00	34.50	172.50	27.60	0.00	452.50

CITY OF TAYLOR
FINANCIAL STATEMENT
AS OF: FEBRUARY 28TH, 2022

100-GENERAL FUND
524-MAIN STREET PROGRAM
DEPARTMENT EXPENSES

ACCT #	ACCOUNT NAME	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
** CATEGORY TOTAL **		625.00	34.50	172.50	27.60	0.00	452.50

400-EQUIPMENT OPERATIONS/MAINT

OFFICE EQUIPMENT

524-461	OFFICE EQUIPMENT RENTAL	0.00	0.00	0.00	0.00	0.00	0.00
524-462	OFFICE EQUIPMENT MAINT/REPAIR	1,000.00	218.63	533.94	53.39	0.00	466.06
* SUB-CATEGORY TOTAL *		1,000.00	218.63	533.94	53.39	0.00	466.06
** CATEGORY TOTAL **		1,000.00	218.63	533.94	53.39	0.00	466.06

500-CONTRACT SERVICES AND FEES

PROFESSIONAL SERVICES

524-512	ENGINEERING SERVICES	0.00	0.00	1,383.75	0.00	0.00	(1,383.75)
524-519	OTHER PROFESSIONAL SERVICES	0.00	36.48	151.34	0.00	0.00	(151.34)
* SUB-CATEGORY TOTAL *		0.00	36.48	1,535.09	0.00	0.00	(1,535.09)

FEES FOR SERVICES

524-523	OUTSIDE PRINTING	0.00	0.00	0.00	0.00	0.00	0.00
524-528	ADVERTISING	0.00	0.00	0.00	0.00	0.00	0.00
* SUB-CATEGORY TOTAL *		0.00	0.00	0.00	0.00	0.00	0.00

CONTRACT SERVICES

524-532	SOFTWARE MAINT/LICENSES	200.00	0.00	64.92	32.46	0.00	135.08
524-539	OTHER CONTRACT SERVICES	0.00	0.00	1,500.00	0.00	0.00	(1,500.00)
* SUB-CATEGORY TOTAL *		200.00	0.00	1,564.92	782.46	0.00	(1,364.92)

** CATEGORY TOTAL **		200.00	36.48	3,100.01	550.01	0.00	(2,900.01)
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CITY OF TAYLOR
FINANCIAL STATEMENT
AS OF: FEBRUARY 28TH, 2022

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 ***	121,376.00	7,189.48	41,105.73	33.87	0.00	80,270.27
***	TOTAL EXPENSES ***	121,376.00	7,189.48	41,105.73	33.87	0.00	80,270.27
***	TOTAL PROFIT / (LOSS) ***	(121,376.00)	(7,189.48)	(41,105.73)	33.87	0.00	(80,270.27)

*** END OF REPORT ***

CITY OF TAYLOR
FINANCIAL STATEMENT
AS OF: FEBRUARY 28TH, 2022

PAG 1

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	17,000.00	0.00	0.00	0.00	0.00	17,000.00
430-	USE OF MONEY AND PROP	0.00	0.00	0.00	0.00	0.00	0.00
440-	DONATIONS FROM PRIVAT	51,500.00	3,215.00	30,429.00	59.09	0.00	21,071.00
450-	INTERFUND OPERATING T	39,600.00	0.00	9,900.00	25.00	0.00	29,700.00
***	TOTAL REVENUES ***	108,100.00	3,215.00	40,329.00	37.31	0.00	67,771.00
<u>EXPENDITURE SUMMARY</u>							
615-	CONTRIBUTE TO CIVIC P	108,100.00	8,428.24	57,403.01	54.33	1,325.00	49,371.99
***	TOTAL EXPENDITURES ***	108,100.00	8,428.24	57,403.01	54.33	1,325.00	49,371.99
***	TOTAL PROFIT / (LOSS) ***	0.00	(5,213.24)	(17,074.01)	0.00	(1,325.00)	18,399.01

CITY OF TAYLOR
FINANCIAL STATEMENT
AS OF: FEBRUARY 28TH, 2022

123-MAIN STREET REVENUE FUND
REVENUES

ACCT #	ACCOUNT NAME	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
<u>330-INTERGOVERNMENTAL REVENUES</u>							
330-234	TEDC CONTRIBUTIONS	0.00	0.00	0.00	0.00	0.00	0.00
330-235	GENERAL CONTRIBUTIONS	17,000.00	0.00	0.00	0.00	0.00	17,000.00
330-236	OTHER CONTRIBUTIONS	0.00	0.00	0.00	0.00	0.00	0.00
** REVENUE CATEGORY TOTAL **		17,000.00	0.00	0.00	0.00	0.00	17,000.00
<u>430-USE OF MONEY AND PROPERTY</u>							
430-331	INTEREST INCOME	0.00	0.00	0.00	0.00	0.00	0.00
430-335	REFUNDS AND REIMBURSEMENTS	0.00	0.00	0.00	0.00	0.00	0.00
** REVENUE CATEGORY TOTAL **		0.00	0.00	0.00	0.00	0.00	0.00
<u>440-DONATIONS FROM PRIVATE SOU</u>							
440-352	FARMERS' MARKET RENTAL FEES	6,000.00	1,040.00	4,121.00	68.68	0.00	1,879.00
440-353	MAIN STREET CAR SHOW	25,000.00	0.00	22,538.00	90.15	0.00	2,462.00
440-354	WINE SWIRL	4,500.00	0.00	0.00	0.00	0.00	4,500.00
440-355	HERITAGE SQ CHRISTMAS LIGHTS	0.00	0.00	0.00	0.00	0.00	0.00
440-356	CHRISTMAS BAZAAR	2,000.00	0.00	1,595.00	79.75	0.00	405.00
440-357	SALES AND OTHER FUNDRAISINGS	0.00	0.00	0.00	0.00	0.00	0.00
440-358	TAYLOR BLACKLAND PRAIRIE DAYS	14,000.00	2,175.00	2,175.00	15.54	0.00	11,825.00
440-359	SPOOKTACULAR	0.00	0.00	0.00	0.00	0.00	0.00
** REVENUE CATEGORY TOTAL **		51,500.00	3,215.00	30,429.00	59.09	0.00	21,071.00
<u>450-INTERFUND OPERATING TRANSF</u>							
450-361	TRANSFER FROM TIF	20,000.00	0.00	5,000.00	25.00	0.00	15,000.00
450-362	TRANSFER FROM H.O.T.	5,000.00	0.00	1,250.00	25.00	0.00	3,750.00
450-365	TRANSFER FROM GENERAL FUND	14,600.00	0.00	3,650.00	25.00	0.00	10,950.00
** REVENUE CATEGORY TOTAL **		39,600.00	0.00	9,900.00	25.00	0.00	29,700.00
*** TOTAL REVENUES ***		108,100.00	3,215.00	40,329.00	37.31	0.00	67,771.00

CITY OF TAYLOR
FINANCIAL STATEMENT
AS OF: FEBRUARY 28TH, 2022

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>							
615-232	FARMERS' MARKET	6,000.00	0.00	748.05	12.47	0.00	5,251.95
615-233	CITY SPONSORED EVENTS	5,225.00	0.00	2,000.00	38.28	0.00	3,225.00
615-234	FUND RAISING GOODS	0.00	0.00	0.00	0.00	0.00	0.00
615-235	MAIN ST CAR SHOW	25,000.00	0.00	30,573.76	123.50	300.00	(5,873.76)
615-236	TAYLOR BLACKLAND PRAIRIE DAYS	25,000.00	0.00	0.00	4.10	1,025.00	23,975.00
615-237	WINE SWIRL	4,000.00	0.00	0.00	0.00	0.00	4,000.00
615-238	CHRISTMAS BAZAAR	1,000.00	0.00	498.84	49.88	0.00	501.16
615-239	SPOOKTACULAR	1,550.00	0.00	656.41	42.35	0.00	893.59
	* SUB-CATEGORY TOTAL *	67,775.00	0.00	34,477.06	52.82	1,325.00	31,972.94
<u>SPECIALTY SUPPLIES</u>							
615-259	MISC. SUPPLIES	2,500.00	0.00	6,782.55	271.30	0.00	(4,282.55)
	* SUB-CATEGORY TOTAL *	2,500.00	0.00	6,782.55	271.30	0.00	(4,282.55)
	** CATEGORY TOTAL **	70,275.00	0.00	41,259.61	60.60	1,325.00	27,690.39

500-CONTRACT SERVICES AND FEES

CITY OF TAYLOR
FINANCIAL STATEMENT
AS OF: FEBRUARY 28TH, 2022

PAG 4

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

ACCT #	ACCOUNT NAME	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
<u>PROFESSIONAL SERVICES</u>							
615-519	OTHER PROFESSIONAL SERVICES	0.00	1,203.85	5,079.24	0.00	0.00	(5,079.24)
*	SUB-CATEGORY TOTAL *	0.00	1,203.85	5,079.24	0.00	0.00	(5,079.24)
<u>FEEES FOR SERVICES</u>							
615-523	OUTSIDE PRINTING	0.00	0.00	0.00	0.00	0.00	0.00
615-528	ADVERTISING	3,225.00	0.00	0.00	0.00	0.00	3,225.00
*	SUB-CATEGORY TOTAL *	3,225.00	0.00	0.00	0.00	0.00	3,225.00
**	CATEGORY TOTAL **	3,225.00	1,203.85	5,079.24	157.50	0.00	(1,854.24)
 <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	1,541.89	5,381.66	36.86	0.00	9,218.34
615-813	FACADE GRANT	20,000.00	5,682.50	5,682.50	28.41	0.00	14,317.50
615-819	OTHER CONTRIBUTIONS	0.00	0.00	0.00	0.00	0.00	0.00
*	SUB-CATEGORY TOTAL *	34,600.00	7,224.39	11,064.16	31.98	0.00	23,535.84
**	CATEGORY TOTAL **	34,600.00	7,224.39	11,064.16	31.98	0.00	23,535.84
***	DEPARTMENT TOTAL ***	108,100.00	8,428.24	57,403.01	54.33	1,325.00	49,371.99
***	TOTAL EXPENSES ***	108,100.00	8,428.24	57,403.01	54.33	1,325.00	49,371.99

CITY OF TAYLOR
FINANCIAL STATEMENT
AS OF: FEBRUARY 28TH, 2022

PAG 5

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
***	TOTAL PROFIT / (LOSS) ***	0.00	(5,213.24)	(17,074.01)	0.00	(1,325.00)	18,399.01

*** END OF REPORT ***

Main Street Advisory Board

March 16, 2022

Agenda Item Cover Sheet

Regular Agenda

IV-A

Main Street Manager's Reports:

1. Manager's activity report
2. MainStreet business and property report
3. Board member attendance report & update
on revised term dates
4. Upcoming special events report

Main Street Monthly Report for February 2022 activities

Community Outreach:

- Main Street Advisory Board meeting – 2/16
- TIF Board meeting – 2/16
- Taylor Farmers Market Steering Committee – no meeting
- Chamber Tourism Committee – no Tourism Committee meeting
- TDA Education & Outreach Committee meeting – 2/8
- Met with Ernest Luna (TX Commission for the Arts) re: Cultural Districts – 2/17
- Met with Main Street Digital Map Committee & representative from MembershipWare – 2/11
- Development Code Update Team meeting – 2/15
- CoT Culture Committee meeting – 2/22
- Public Arts Advisory Board meeting – 2/23
- Met with Retail Coach Team – 2/24

Local Business / Owner Visits:

- worked with City staff to begin installation of downtown OPEN flags

Event Planning:

- Main Street Car Show meeting – 2/7
- Taylor Pride planning meeting – 2/16
- Music on Main Committee meeting – 2/17
- Met with Tommie Garner re his fundraiser for his son participating in Deaf Olympics – 2/22

Film Friendly Taylor – December Film Events:

- No film events in February

Professional Development:

- Real Places Texas Historic Preservation Conference – 2/2-2/4

Other Duties:

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

- OPEN flag project progressing – flags being installed as business and property owner participation sheets are submitted

Upcoming Calendar of Events:

- Every Saturday 10am-2pm – Taylor Farmers Market – Heritage Square Pavilion
 - Mar 12 – 2nd Saturday – DT Taylor
 - Mar 17 – 3rd Thursday – DT Taylor
 - Mar 19 – CTX Yellow Jacket Event & Car Show – Memorial Field
 - April 9 – 2nd Saturday – DT Taylor
 - April 16 – Easter Egg Hunt
 - April 21 – 3rd Thursday – DT Taylor
 - April 21 – Music on Main Concert – Heritage Square
 - April 22 – Cancer Survivors' Celebration & Luminaires – Heritage Square
 - April 23 – St Mary's Catholic Church 125th Birthday Gala and Concert
 - May 7 – Blackland Prairie Days – Downtown and Heritage Square
 - May 7 – General Election – City Hall

TAYLOR MAIN STREET PROPERTY AND BUSINESS REPORT

February 2022

	A	B	C	D	E	F	G
1	PROPERTY FOR SALE:	ADDRESS:	OWNER/REALTOR	CONTACT INFO	F ²	PRICE	STATUS
2	Rococo's Building	119-121 W. 3rd St	Richard Torres/Kelly Loessin	830-542-9353	9916SF	\$975,000	
3	Texas Historic Café Bldg	219-221 N Main St	Tony Gomes/Sloan Spaeth	512-656-4034	16,138SF	\$3,900,000	
4	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	
5							
6	PROPERTY FOR LEASE:	ADDRESS	OWNER/REALTOR	CONTACT INFO	F ²	PRICE	
7	Vacant lot	104 N Main St	Public Sketch/Julie Downs	(512) 365-8563	6600SF	\$30/SF/Y	will build 2-800-SF buildings to suit
8	fmr E Jones office	109 W 3rd St	Tony Gomes	512-784+8712	980SF	\$1,600/mo	
9	Texas Historic Café Bldg	219-221 N Main St	Tony Gomes	512-784+8712	3,200SF	TBD	
10	fmr Boomers Advisory Group	408 W 2nd; Ste 2	Dapper Dog Ltd LLC/Robert Fischer		1517SF	\$675/mo	
11	fmr Southern Hospitality Restaurant	105 E 3rd St.	Cliff Olle/Julie Downs	512-489-9885	3300SF	\$1.35/SF	
12	fmr SRSly Chocolate	117 E 3rd St	Cliff Samuels / 1836 Property Mgmt	512-994-4323	2464SF	\$2,500/mo \$1.01/SF	
13	fmr. Location of Rhinestone Cowgirl	123 W 4th St					
14							
15	SOLD PROPERTIES	ADDRESS	PURCHASER	CONTACT INFO	PROPOSED USE	SALES PRICE	
16	NONE						
17							
18	LEASED PROPERTIES	ADDRESS	TENANT	CONTACT INFO	PROPOSED USE	LEASE \$	
19	original Frills location	201 W 4th St	Rhinestone Cowgirl	512-352-3559	retail		
20							
21							
22							
23							

TAYLOR MAIN STREET PROPERTY AND BUSINESS REPORT

February 2022

	A	B	C	D	E	F	G
24	PROPOSED NEW CONSTRUCTION						
	ADDRESS	OWNER	CONTACT INFO	PROPOSED USE			
25	vacant lots betw. Turning Heads & fmr. Taylor Station	110-112 E. 2nd St	Jason Simak	512-696-0239	Retail/Food Service/Bar		
26							
27	NEW CONSTRUCTION						
28	None						
29							
30	NEW BUSINESS COMING ON LINE					# EMPLOYEES GAINED	
	ADDRESS	OWNER	CONTACT INFO	PROPOSED USE			
31	Ironwood Industries	120 W 2nd St; ste A	Wells Mason	512-466-9577	design & fabrication studio	5	
32	Piper & Paul	111 N Main St	Stacey Sellers	432-599-2618	pet grooming	2	
33	Milestone Crossfit	310-A N Main St	Joe Rush	512-595-5055	gym	2	
34	Flake Bakery & Larder	103 W 5th St		512-643-5989	bakery		
35							
36							
37	NEW BUSINESSES OPEN					# EMPLOYEES GAINED	
	ADDRESS	OWNER	CONTACT INFO	PROPOSED USE			
38	Tierra Grande Real Estate		512-489-9885; julie@tierragrandetea m.com	real estate office			
39							
40	BUSINESS CLOSING					# EMPLOYEES LOST	
41	none					0	
42	BUSINESS EXPANDING					# EMPLOYEES GAINED OR LOST	
43	None					0	

TAYLOR MAIN STREET PROPERTY AND BUSINESS REPORT

February 2022

	A	B	C	D	E	F	G
44	BUSINESS RELOCATING	NEW ADDRESS	OWNER	CONTACT INFO	OLD ADDRESS	# EMPLOYEES GAINED OR LOST	
45	Rhinestone Cowgirl	201 W 4th St	Kourtney Jirosek	512-352-3559	123 W 4th Street	0	
46							
47	BUSINESS BEING SOLD	ADDRESS	NEW OWNER	CONTACT INFO	OLD OWNER	# EMPLOYEES GAINED OR LOST	
48	Taylor Sporting Goods	307 N Main St	Andrew Gonzales	512-736-3098	Tay & Stacy Campbell		

MAIN STREET ADVISORY BOARD

March 2022

MEMBER NAME	1/19/2022	2/16/2022	3/16/2022	4/20/2022	5/18/2022	6/15/2022	7/20/2022	8/17/2022	9/21/2022	10/19/2022	11/16/2022	12/21/2022	TOTAL MTGS CALLED	TOTAL MEETINGS ABSENT	Met Attendance Requirement per handbook
Doug Moss	P	P													
ErwinStauffer	P	P													
Jeff Snyder	P	P													
Ruth Rivera	P	P													
Curie Humphreys	P	P													
Ashley Doss	P	P													
John McRae	P	P													
EA = Excused Absence, per Chairman			A = Absent, not excused									P = Present at meeting			
Please Note:															
Attendance Requirement: Per City Council policy via B&C handbook, if a member is absent from more than twenty-five (25%) percent of the duly called meetings in any period of twelve (12) consecutive months or absent from more than two duly called meetings in any period of twelve consecutive months, whichever is greater, for any reason, other than a reason acceptable to the Chairman of that Board, which prevents the public officials' attendance, the member shall be disqualified and automatically removed from serving as a board member. The term "duly called meetings" includes all meetings of the board and all meetings of subcommittees of the board on which the public official serves. The Chairman of each Board, upon request by the Board's staff liaison or the City Clerk, shall forward to the liaison or City Clerk his/her opinion or reason for each member's absence over the 25% of the duly called meetings or more than two duly called meetings in any period of twelve (12) consecutive months. Final determination lies with the City Council.															

MONTH	DATE	NAME OF EVENT	PRESENTOR(S)	LOCATION
MARCH				
	3/12/2022	2nd Saturday	DT Businesses	DT Taylor
	3/17/2022	3rd Thursday	DT Businesses	DT Taylor
	2/19/2022	GTX Yellow Jacket semi-pro FB team event & car show	CTX Yellow Jacket coordinators & Robert Garcia	Memorial Field
APRIL				
	4/9/2022	2nd Saturday	DT Businesses	DT Taylor
	4/16/2022	Easter Egg Hunt	Main Street	Heritage Square
	4/21/2022	3rd Thursday	DT Businesses	DT Taylor
	4/21/2022	Music on Main Concert	PAAB	Heritage Square
	4/22/2022	Cancer Survivors Celebration	New Century Club & Immanuel Luth. Ch	Heritage Square
	4/23/2022	St Mary's 125 BD Gala & Concert	St Mary's Cathollic Church	St Mary's campus & surrounding streets
MAY				
	5/7/2022	Blackland Prairie Days	Main Street	DT & Heritage Square
	5/14/2022	2nd Saturday	DT Businesses	DT Taylor
	5/19/2022	3rd Thursday	DT Businesses	DT Taylor
	5/19/2022	Music on Main Concert	PAAB	Heritage Square
	30-May	Memorial Day Observance	City/Legion	Murphy Park
JUNE	6/11/2022	2nd Saturday	DT Businesses	DT Taylor
	6/11/2022	Pounds of Plenty	CoT/Moody Museum	Moody Museum
	6/11/2022	Movie in the Park	P&R	Heritage Square
	6/16/2022	3rd Thursday	DT Businesses	DT Taylor
	6/16/2022	Music on Main Concert	PAAB	Heritage Square
	6/19/2022	Juneteenth	CoT/Juneteenth Comm.	Dickey-Givens Center
	6/25/2022	2nd Annual Taylor Pride	COT/Pride Comm	DT between N Main & Talbot on W.2nd St

JULY	7/4/2022	July 4th Celeb & Fireworks	CoT/Legion	Murphy Park
	7/9/2022	2nd Saturday	DT Businesses	DT Taylor
	7/21/2022	3rd Thursday	DT Businesses	DT Taylor
	7/21/2022	Movie in the Park	P&R	Heritage Square
AUGUST	8/13/2022	2nd Saturday	DT Businesses	DT Taylor
	8/13/2022	3rd Thursday	DT Businesses	DT Taylor
	8/25/2022	Movie in the Park	P&R	Heritage Square
SEPTEMBER	9/10/2022	2nd Saturday	DT Businesses	DT Taylor
	9/11/2022	9-11 Parade & Commemoration	CoT	DT Taylor & Heritage Square
	9/15/2022	3rd Thursday	DT Businesses	DT Taylor
	9/15/2022	Music on Main Concert	PAAB	Heritage Square
	9/17/2022	2nd Mamma Jamma Bike Ride	DT Taylor/Heritage Square	Mamma Jamma Committee/Lone Star Circle of Care
	9/17/2022	KidFish	P&R	Bull Branch Park
OCTOBER				
	10/4/2022	National Night Out	TBD	TPD
	10/8/2022	2nd Saturday	DT Businesses	DT Taylor
	10/8/2022	Good Life 5/10K	Bull Branch Park	CoT/Good Life Comm
	10/20/2022	3rd Thursday	DT Businesses	DT Taylor
	10/20/2022	Music on Main Concert	PAAB	Heritage Square
	10/29/2022	MainStreet Car Show	Main Street/MSCS Comm	DT/Heritage Square
	10/31/2022	Spooktacular - Scare on the Square	Main Street/Library	Heritage Square
NOVEMBER	11/12/2022	2nd Saturday	DT Businesses	DT Taylor
	11/17/2022	3rd Thursday	DT Businesses	DT Taylor
	11/17/2022	Music on Main Concert	PAAB	Heritage Square

DECEMBER				
	12/3/2022	Christmas Fair on the Square	Main Street	Heritage Square/City Hall
	12/3/2022	Christmas Parade/Tree Lighting	CoT/Taylor Ministerial Assn	DT/Heritage Square
	12/10/2022	2nd Saturday	DT Businesses	DT Taylor
	12/10/2022	3rd Thursday	DT Businesses	DT Taylor

Main Street Advisory Board

March 16, 2022

Agenda Item Cover Sheet

Regular Agenda

IV-B

Discussion and make recommendation to City Council regarding the requested closure of North Main Street for the 2022 Texas Mamma Jamma Ride scheduled to be held on Saturday, September 17, 2022

MEMORANDUM

TO: Main Street Advisory Board
FROM: Jan Harris, Main Street Manager
DATE: March 11, 2022
RE: Staff Report – Recommendation to City Council regarding closure of N Main Street for 2022 Texas Mamma Jamma Ride scheduled for Saturday, September 17, 2022

BACKGROUND: The Texas Mamma Jamma Ride was held in Taylor for the first time on Saturday, September 18, 2021. The event was brought to Taylor from Martindale, TX because Lone Star Circle of Care which maintains the Big Pink Bus mobile mammography has obtained the old West School in Taylor for its offices. The Mamma Jamma Ride is coordinated by Cadence Sports in cooperation with Lone Star Circle of Care. This event is neither sponsored nor co-sponsored by the City of Taylor. The City provided requested services for which it charged LSCC.

The 2021 Special Event application requested that North Main Street be closed starting at 4:00 am and reopened at 5:00 pm. Main Street was reopened at 3:30 pm after the last rider completed their ride.

CURRENT STATUS: Cadence Sports have not submitted a 2022 Special Event Permit application to the Main Street office. Therefore, it is anticipated that the requested times for the closure of N. Main Street will be the same as in 2021 – from 4:00 am until 5:00 pm on Saturday, September 17, 2022.

MAIN STREET ADVISORY BOARD RECOMMENDATION: Senior City administrative staff have asked that the Main Street Advisory Board make a recommendation to the City Council to either vote:

___ to close N Main Street for the requested period of time during the Mamma Jamma Ride
or
___ to keep N Main Street open on Saturday, September 17, 2022.

This recommendation will be presented to City Council prior to their March 24, 2022 meeting.

Main Street Advisory Board

March 16, 2022

Agenda Item Cover Sheet

Regular Agenda

IV-C

Discussion and take possible action on the mural application presented by April Rector, owner of The Light House Boutique located at 105 W. 5th Street for a mural located on the west façade of that building.

MEMORANDUM

TO: Main Street Advisory Board
FROM: Jan Harris CMSM, Main Street Manager
DATE: March 8, 2022
RE: Staff Report - Mural Application – 105 W. 2nd St

April Rector, owner of The Light House Boutique, located at 105 W 5th Street has requested a mural permit for a mural already in progress on the west side of her rental property facing the City of Taylor Municipal Court building. The mural is a hand sprayed collection of hearts in red, pink, white, and blue with the words “I am loved” spray painted on the second door on the west-facing façade wall. The sketch provided by Ms. Rector indicates that the spray-painted hearts will continue north along that wall until the plate glass window and window box. The phrase “love is love” will be spray-painted by hand in cursive along the cornice of the wall.

Ms. Rector wrote on the application that while she was not in communication with the property’s owners (Jarrell & Shannon Boles), she did have verbal permission from the property manager.

Staff reached out to Chris Cotter, Property Manager, who said that he had not been contacted about this project. He submitted an email (included in this packet) that he had not given permission nor would not give permission for this mural to be installed.

This mural project does not have the permission of the property owner’s agent, Chris Cotter.

BY MAIN STREET ADVISORY BOARD

Name of Building Owner:

Chris Cottle (Property Manager)

Address of Building:

105 W. 5th St Taylor, Tx 76574

Building Owner Phone:

512 429 0848

Email:

I only communicate via phone.

Name of Artist:

April Rector

Artist Business Name, if applicable:

Artist Phone: 314-520-4490

Email: rectorboys@yahoo.com

Content Description of Mural:

This mural is in support of the "Love Is Love" Campaign for Diversity & Inclusion pertaining to "Love".

Projected Start Date:

March 2022

Projected Completion Date:

April 2022

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

☒ Completed and signed Application

☒ Description of Project to include materials, method of application

☒ Color drawings and/or renderings of design already on my building

☒ Examples of previous work, including location

Spray painted hearts in various colors

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

I never interact w/ the building owner: only the property manager & he doesn't live locally. I asked his permission before painting

Signature of Building Owner:

Chris Cottle

Date:

512-429-0848 the side of the building

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

Signature of Artist:

[Signature]

Date:

3-6-2022

Reviewed by Main Street Advisory Board? ☐ YES ☐ NO

Comments from Main Street Advisory Board:

From: [chris cottle](#)
To: [Jan Harris](#)
Subject: Re: FW: Artwork in lieu of renderings
Date: Tuesday, March 8, 2022 3:12:53 PM
Attachments: [image001.png](#)

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

Per our conversation. I did not give April rector permission to paint the mural on the side of the building. As a matter of fact I was not contacted at all.
Chris Cottle
Garry Brown Real Estate

On Tue, Mar 8, 2022, 11:27 AM Jan Harris <jan.harris@taylortx.gov> wrote:

Dear Chris – I have been speaking with Starla concerning a mural that requires a permit on 105 W 5th. I asked April Rector for additional photos of the mural (which is already up) and these just came – I thought you'd like to see them. I look forward to speaking to you about this at your earliest convenience.

Thank you,

Jan Harris

Jan Harris, CMSM MHP

Main Street Manager



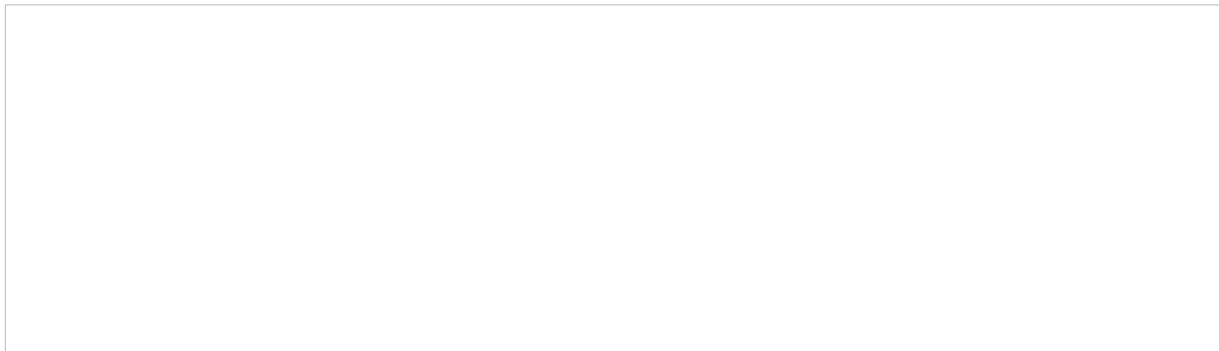
O: 512-352-3463

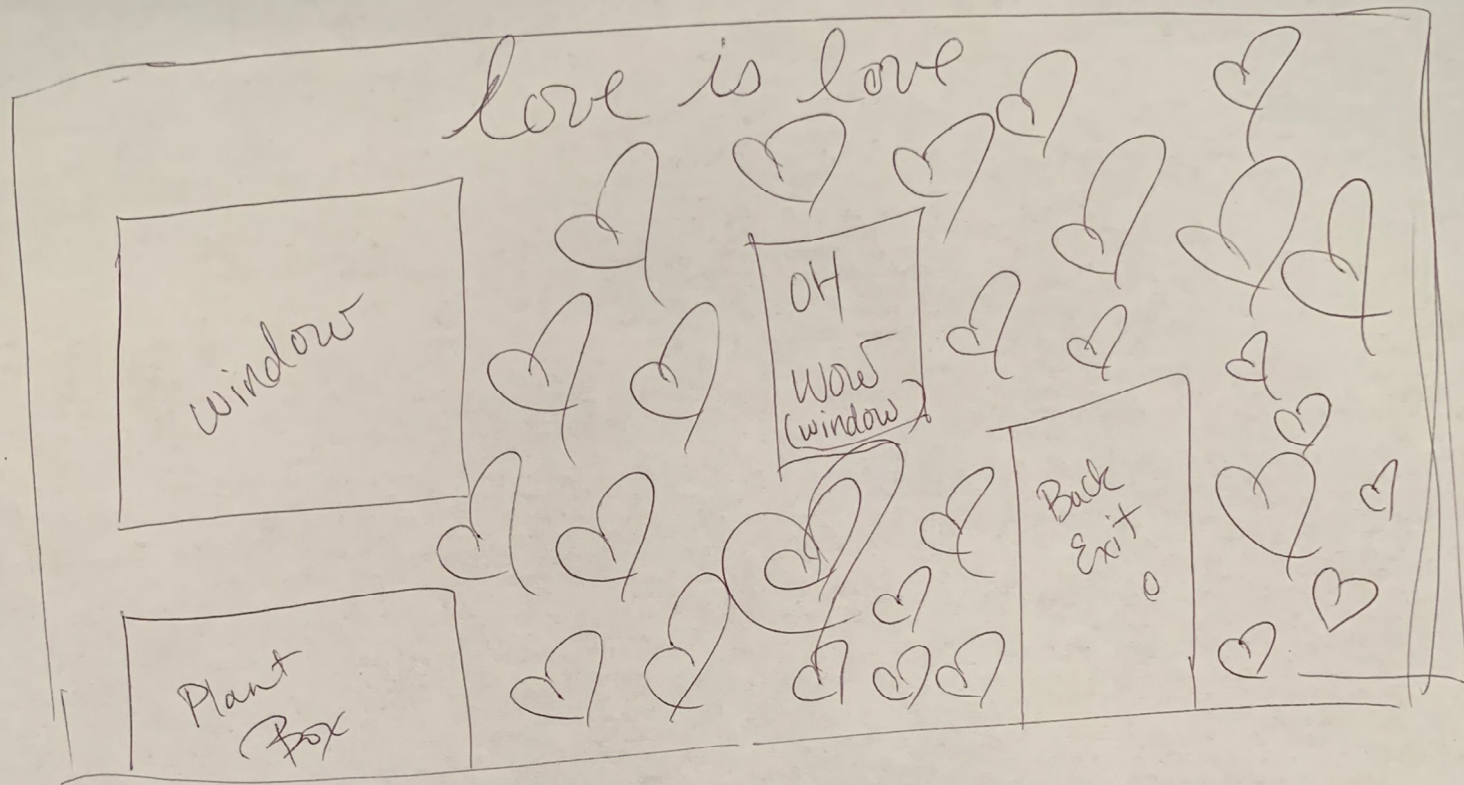
C: 512-365-4041

From: April Rector <rectorboys@yahoo.com>
Sent: Tuesday, March 8, 2022 11:15 AM
To: Jan Harris <jan.harris@taylortx.gov>
Subject: Artwork in lieu of renderings

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,
Here are some photos of the side of our building.
Thank you,
April Rector





The Hearts will be in Shades
of red, pink, white and blue







Main Street Advisory Board

March 16, 2022

Agenda Item Cover Sheet

Regular Agenda

IV-D

Discussion and provide feedback on the CoT parking space restriping project for downtown

MEMORANDUM

TO: Main Street Advisory Board
FROM: Jan Harris, Main Street Manager
DATE: March 11, 2022
RE: Staff Report – Downtown Taylor Parking Restriping Project

BACKGROUND: It has been several years since the available public parking spaces in the downtown core were studied. In light of current and projected growth, a parking study has been undertaken and the results are shown on a series of maps. The proposed changes to downtown parking will cover north to south: 6th Street to 1st Street and east to west: Washburn Street to Vance Street.

DESIGNATED ON-STREET PARKING SPACES (proposed)

	EXISTING	PROPOSED	% TOTAL SPACES
HANDICAPPED	13	21 (gain of 8 spaces)	3.5%
PARALLEL	24	140 (gain of 116 spaces)	23.3%
ANGLED	221	441 (gain of 220 spaces)	73.3%
TOTAL	258	602 (overall gain of 344 spaces)	

DESIGNATED CITY HALL PARKING SPACES (proposed)

	EXISTING	PROPOSED	% TOTAL SPACES
HANDICAPPED	7	7 (no change in spaces)	5.9%
PARALLEL	0	0 (no change in spaces)	0.0%
ANGLED	94	114 (gain of 20 spaces)	94.2%
STRAIGHT	5	0 (loss of 5 spaces)	0.0%
TOTAL	106	121 (overall gain of 15 spaces)	

ACTION BY THE MSAB: City staff requests feedback from the Main Street Advisory Board regarding the study and the proposed changes to the parking layout in downtown Taylor

PLOT DRIVER: TXDOT_PDF_BW.plt
USER: STOUENSENDATE: 2/15/2022
FILE: DST2W-STRIP05.dgn

PENTABLE: 10329915.tbl
TIME: 3:52:05 PM
SCALE: 1/50



- NOTE:**
1. ALL REQUIRED SIGNS AND PAVEMENT MARKINGS SHALL BE IN ACCORDANCE WITH THE "TEXAS MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES".
 2. SEE STRIPING DETAIL SHEET FOR INFORMATION NOT SHOWN.
 3. CONTRACTOR SHALL USE TEMPORARY PAINT (SPRAY CAN OR SIMILAR) TO MARK LIMITS AND LOCATIONS OF ALL STRIPING FOR ENGINEER'S/CITY'S APPROVAL. USE T, L, AND 1 SHAPED MARKINGS TO NOTATE WHERE FINAL PAVEMENT MARKINGS WILL BE INSTALLED. USE AT LEAST 2 ADDITIONAL DOTS FOR RADII. NOTIFY ENGINEER/CITY AT LEAST 1 WEEK PRIOR TO REQUESTED INSPECTION DATE. AFTER APPROVAL, PLACE FINAL PAVEMENT MAKINGS.
 4. ALL EXISTING PAVEMENT MARKINGS (EXCLUDING LANE LINES) ARE TO BE REMOVED UNLESS OTHERWISE SHOW. USE BLASTING METHODS TO REMOVE EXISTING PAVEMENT MARKINGS.

Designated Parking Spaces			
	Existing	Proposed	% Total
Handicap	13	21	3.5%
Parallel	24	140	23.3%
Angeled	221	441	73.3%
Total	258	602	-

City Hall Parking Spaces			
	Existing	Proposed	% Total
Handicap	7	7	5.8%
Parallel	0	0	0.0%
Angeled	94	114	94.2%
Straight	5	0	0.0%
Total	106	121	-



SCALE IN FEET

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Prepared by or under the direct supervision of
JUSTIN D. CARLTON, P.E. 127593
2/15/2022



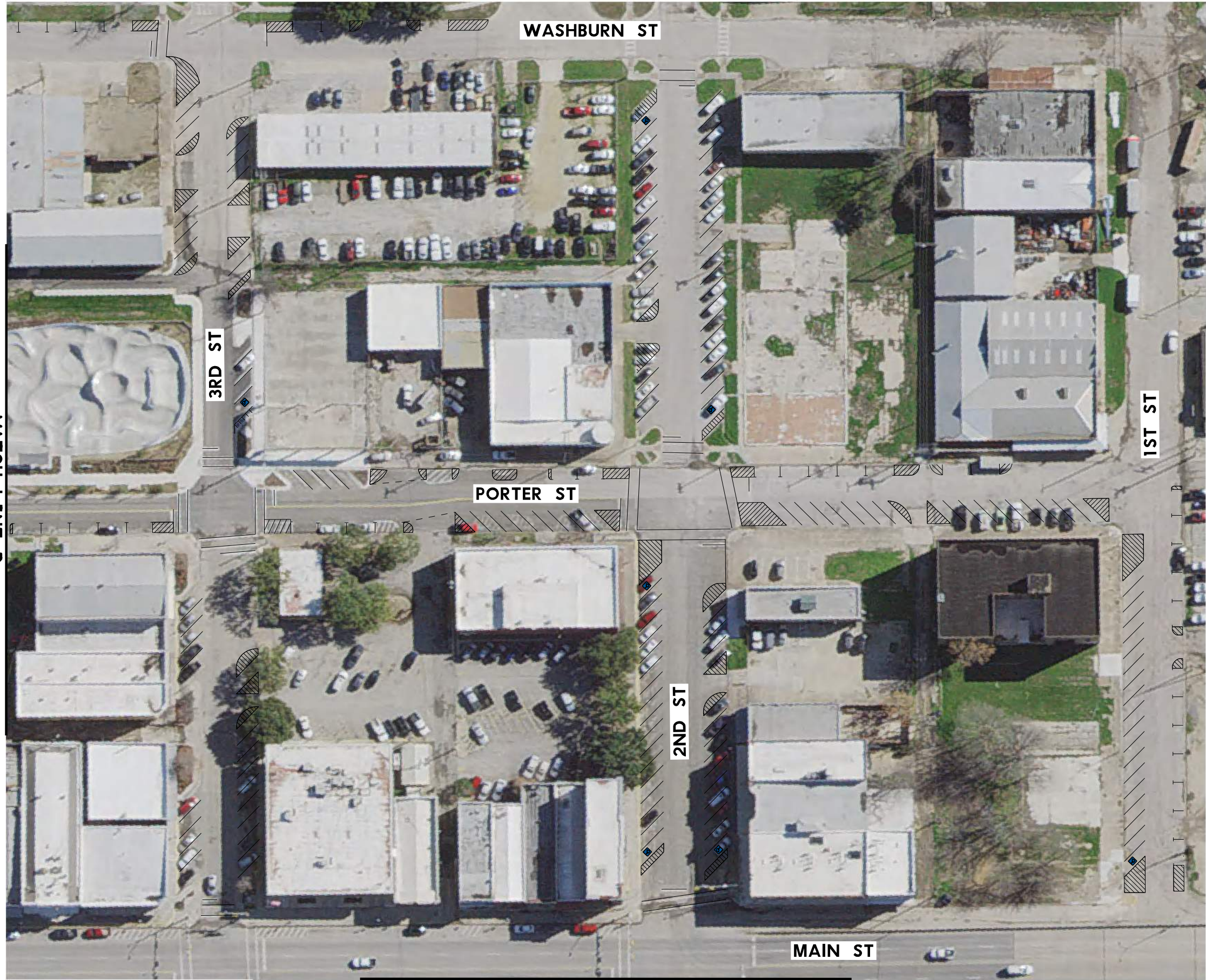
HDR ENGINEERING, INC.
Firm Registration No. F-754
710 Healers Crossing, Suite 150
Round Rock, Texas 78681
512.685.2900

PAVEMENT MARKINGS AND 2ND AT MAIN INTERSECTION IMPROVEMENTS

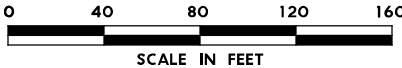
DOWNTOWN TAYLOR
OVERALL STRIPING LAYOUT

SHEET 1 OF 1

DSN: JC	CK:	DATE	CSJ	SHEET NO.
DRN: SJ	CK:	2/15/2022	SEE TITLE SHEET	41



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512.685.2900

PAVEMENT MARKINGS AND 2ND AT
MAIN INTERSECTION IMPROVEMENTS

**DOWNTOWN TAYLOR
PAVEMENT MARKING LAYOUT**

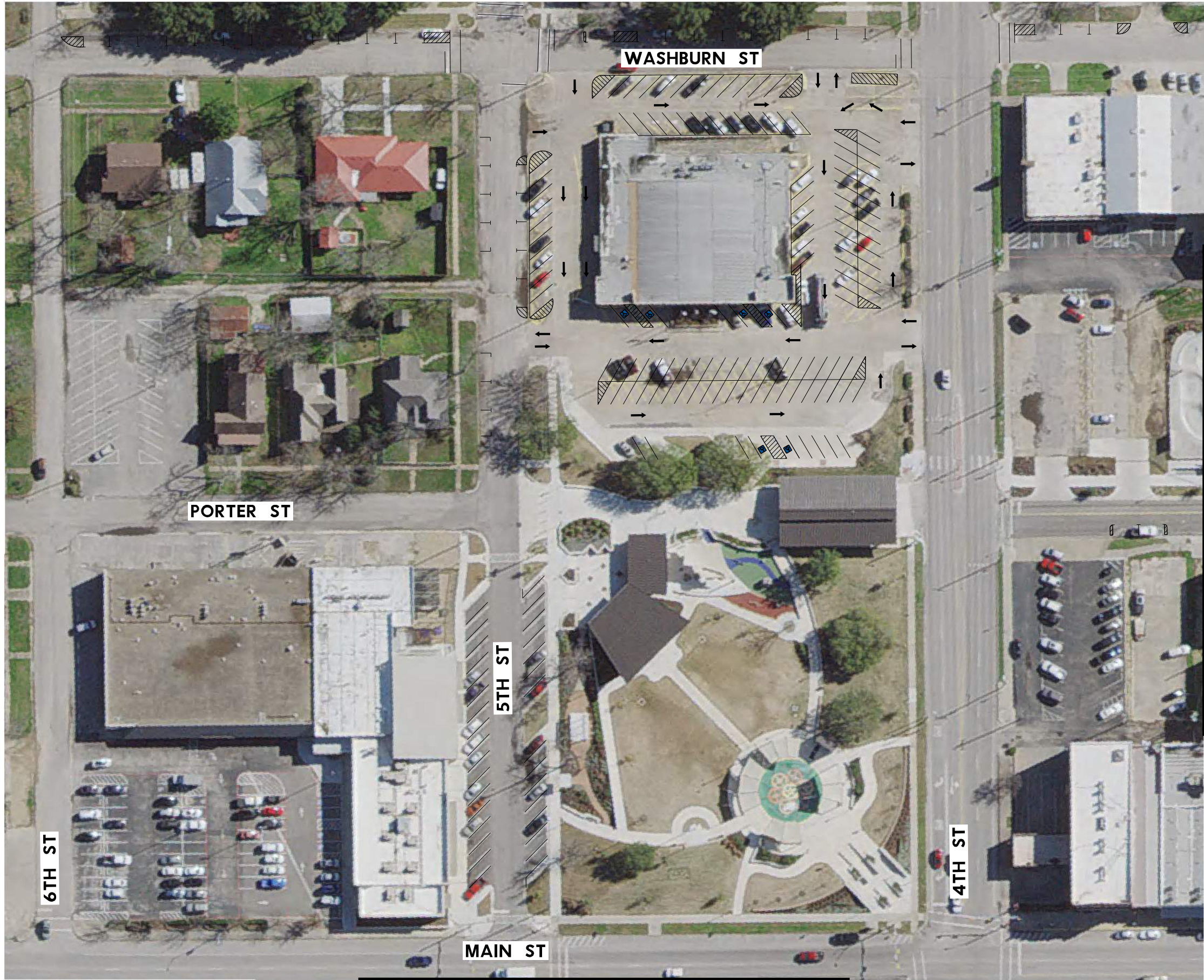
SHEET 1 OF 4

DSN: JC	CK:	DATE	CSJ	SHEET NO.
DRN: SJ	CK:	2/15/2022	SEE TITLE SHEET	32

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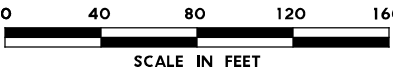
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SCALE: 1/80

TIME: 4:01:31 PM



- NOTE:**
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City Hall Parking Spaces			
	Existing	Proposed	% Total
Handicap	7	7	5.8%
Parallel	0	0	0.0%
Angeled	94	114	94.2%
Straight	5	0	0.0%
Total	106	121	-



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512.685.2900

PAVEMENT MARKINGS AND 2ND AT MAIN INTERSECTION IMPROVEMENTS

**DOWNTOWN TAYLOR
PAVEMENT MARKING LAYOUT**

SHEET 2 OF 4

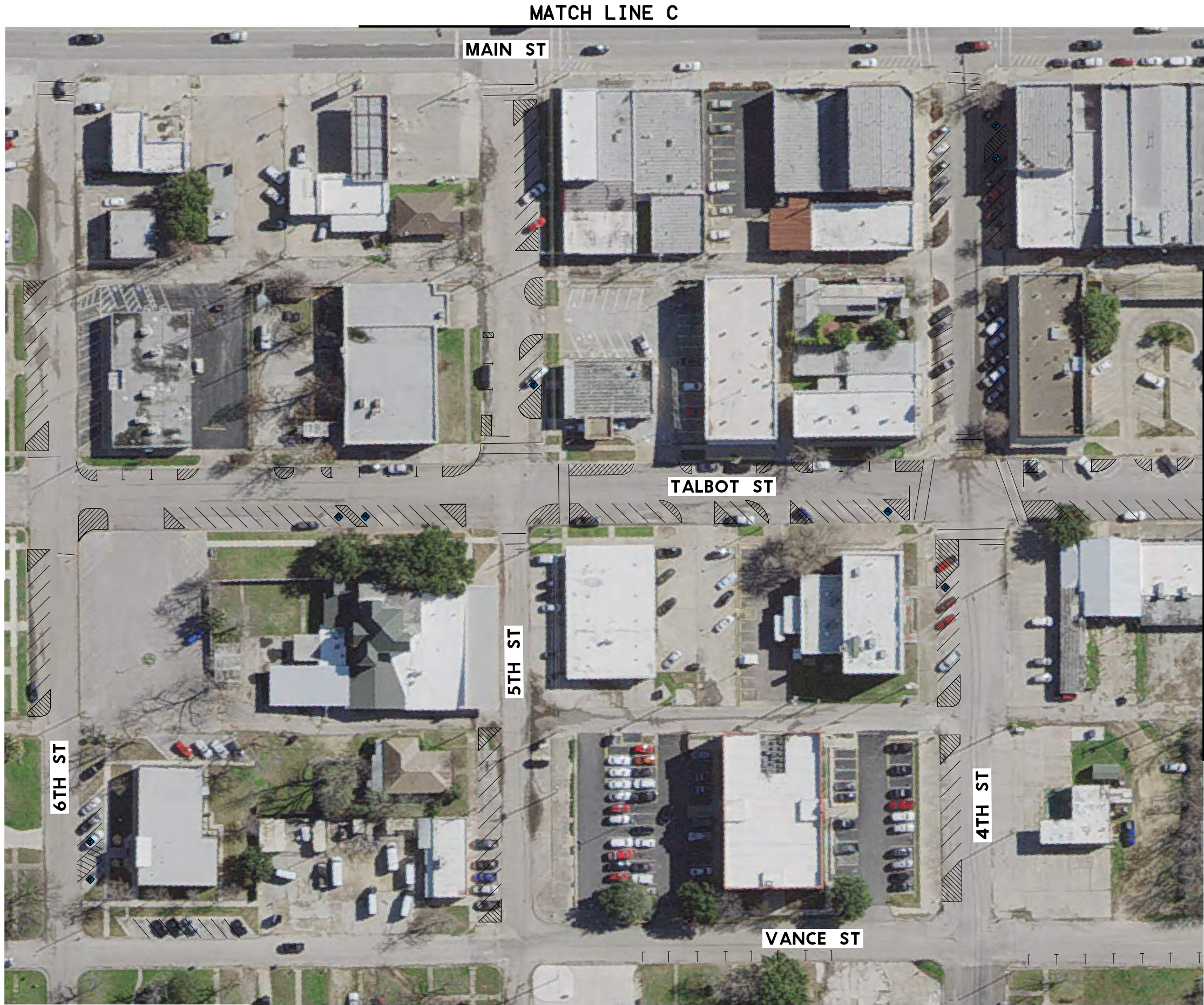
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DRN: SJ	CK:	2/15/2022	SEE TITLE SHEET	33

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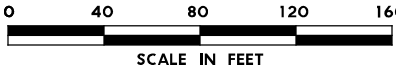
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SCALE: 1:80



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PAVEMENT MARKINGS AND 2ND AT
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**DOWNTOWN TAYLOR
PAVEMENT MARKING LAYOUT**

SHEET 3 OF 4

DSN: JC	CK:	DATE	CSJ	SHEET NO.
DRN: SJ	CK:	2/15/2022	SEE TITLE SHEET	34

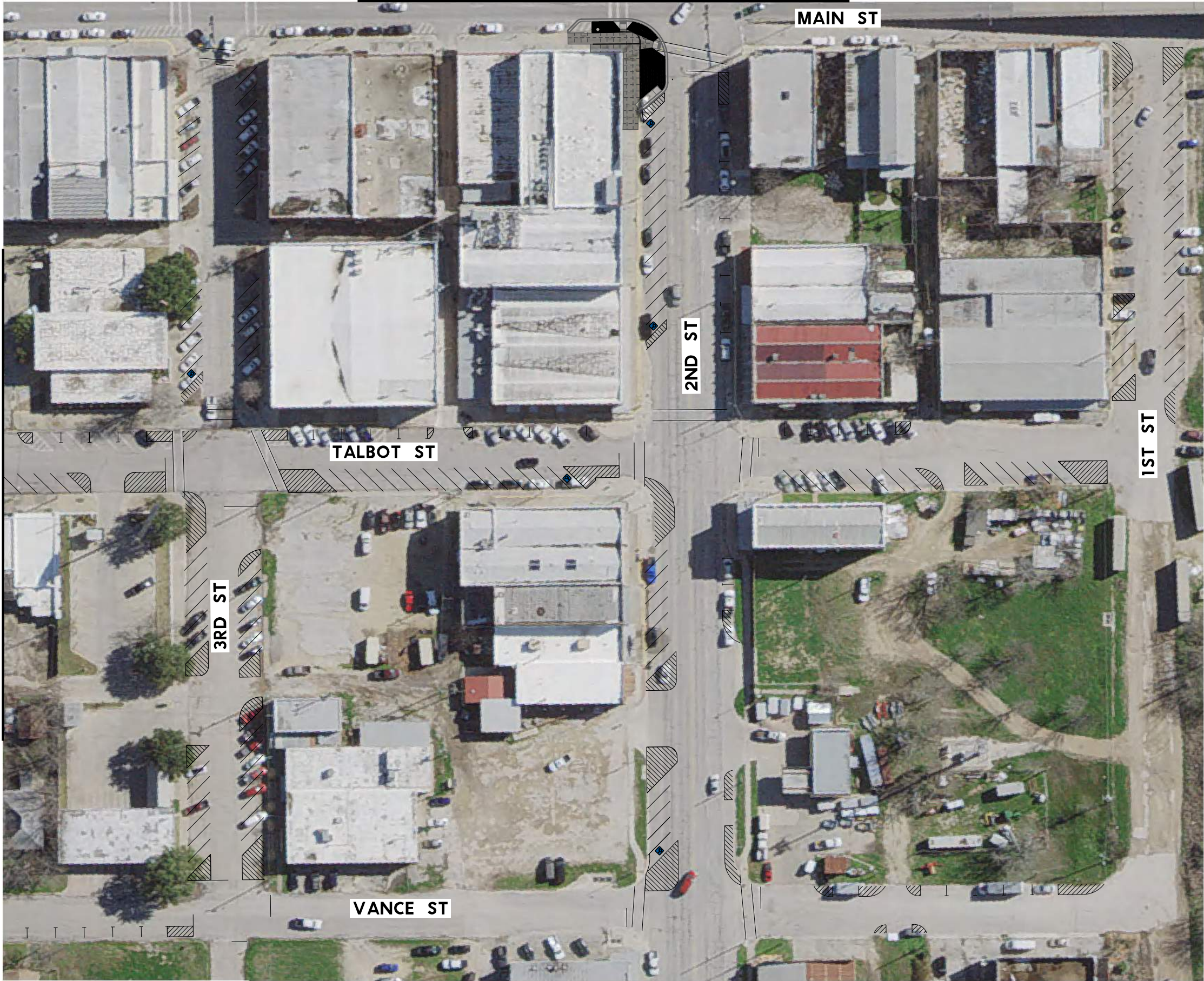
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PENTABLE: 10329915.tbl

TIME: 3:39:31 PM

SCALE: 1/80

MATCH LINE D



MATCH LINE A

MAIN ST

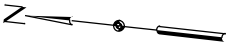
2ND ST

1ST ST

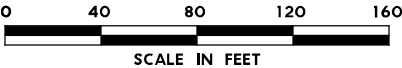
TALBOT ST

3RD ST

VANCE ST



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PAVEMENT MARKINGS AND 2ND AT
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**DOWNTOWN TAYLOR
PAVEMENT MARKING LAYOUT**

SHEET 4 OF 4

DSN: JC	CK:	DATE	CSJ	SHEET NO.
DRN: SJ	CK:	2/15/2022	SEE TITLE SHEET	35

Main Street Advisory Board

March 16, 2022

Agenda Item Cover Sheet

Regular Agenda

IV-E

Receive update on OPEN Flag project

MEMORANDUM

TO: Main Street Advisory Board
FROM: Jan Harris, Main Street Manager
DATE: March 11, 2022
RE: Staff Report – OPEN Flag Project

The OPEN Flag Project is continuing to progress. To date, 16 OPEN flags have been installed. Feedback has been very positive. It seems that the installation of these flags has had the desired result of increasing the number of new completed application packets. As of Friday, March 11th, we have 9 businesses ready to have their brackets installed. I sent out emails to other eligible businesses which has also netted positive results. Currently, I have packets sent to 21 eligible businesses awaiting their responses. There are 10 eligible businesses that I do not have email addresses for. These will be hand delivered.

TAYLOR OPEN FLAG PROJECT
BUSINESS PROPERTY OWNER AGREEMENT FORMS

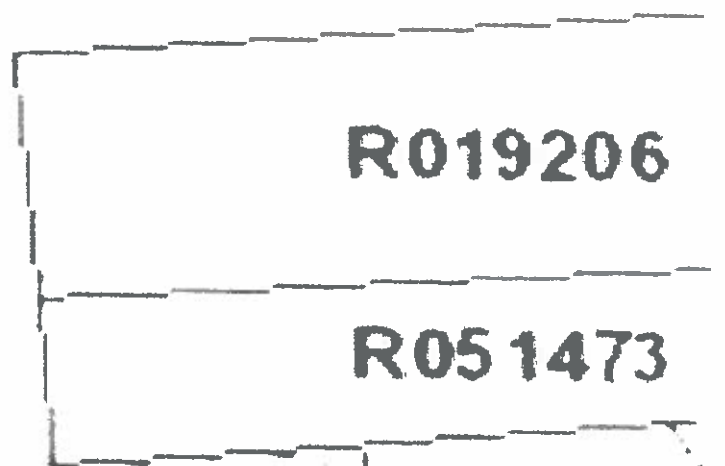
BUSINESS NAME	BUSINESS ADDRESS	BIZ OWNER APPROVAL	PROPERTY OWNER APPROVAL	INSTALLED	NOTES
Good Strangers	114 W. 2nd St	YES	YES	3/3/2022	
Vintage Affaire	106 E. 2nd St	YES	YES	3/3/2022	
Black Sparrow	113 W. 2nd St	YES	YES	3/3/2022	
Frills	102 E 2nd St	YES	YES	3/3/2022	
Hayley's Grains	120 W 2nd St; Ste G	y	YES	3/3/2022	
Cruio Mrvosa	302 N Main St	YES	YES	3/3/2022	
Taylor Sporting Goods	307 N Main St	YES	YES	3/3/2022	
Taylor Soap Bar	321 N Main St	YES	YES	3/2/2022	
Dee's Flowers & Gifts	323 N Main St	YES	YES	3/3/2022	
74 Main Store	407 -B N Main St	YES	YES	3/3/2022	
Friends of the Bride	407-A N Main St	YES	YES	3/3/2022	
Yipiokya	417 N Main St	YES	YES	3/3/2022	
Monarcas	121 E 3rd St	YES	YES	3/3/2022	
Lucky Duck	220 W 4th St	YES	YES	3/3/2022	
Mezoozah	120 W 4th St	YES	YES	3/3/2022	
Sweet & Southern Finds	519 N Main St	YES	YES	3/3/2022	
Trouvaille Antiques	401 N Main St	YES	YES	ready	do not block mural
Downtown Social	119-B E 3rd St	YES	YES	ready	
Hola Aloha	118 W 2nd St	YES	YES	ready	
Netta's Nook	317 N Main St	YES	YES	ready	
Taylor Soap Bar	321 N Main St	YES	YES	ready	
Cherrytree Home & Gifts	104 E 2nd St				has application

TAYLOR OPEN FLAG PROJECT
BUSINESS PROPERTY OWNER AGREEMENT FORMS

BUSINESS NAME	BUSINESS ADDRESS	BIZ OWNER APPROVAL	PROPERTY OWNER APPROVAL	INSTALLED	NOTES
El Corral Lozano	300 W 2nd St	YES	YES	ready	install on post replacing Ducks flag
Downtown Social	119 E 3rd St	YES			has application
Taylor Office Products	305 N Main St				has application
Youngs Store	315 N Main St				has application
46 & 2 Apothecary & Boutique	313 N Main St				has application
The Nail Shack	415 N Main St	YES	YES	ready	
The Light House Boutique	105 W 5th St	YES	YES	ready	
Drip n Rip Vapes	206 N Main				has application
Squirts Burgers & Wings	405 S Main St				has application
Western Darlin	112 N Main St				has application
Turning Heads Salon	114 N Main St				has application
Shepherd's Heart	121 N Main St				has application
Texas Beer Co	201 N Main St	YES	YES	ready	has application
La Scala	203 N Main St				has application
Salon J	205 N Main St				has application
Art Off Center	116 W 2nd St; Ste 108				has application
Hawt Spot	211 N Main St				has application
Cookies, Cupcakes & More	211 N Main St				has application

TAYLOR OPEN FLAG PROJECT
BUSINESS PROPERTY OWNER AGREEMENT FORMS

Red Cap Cigar Lounge	215 N Main St				has application
The Werx	111 W 3rd St				has application
Bland's Jewelry	304 N Main St				has application
Karch Music	423 N Main St				has application
Seed to Soulfood	203 W 4th St				has application
Trade Up	123 W 4th St				has application
M & M Mart	100 W MLK				no email - hand deliv.
Rojas Tacos	400 S Main St				no email - hand deliv.
Piper & Paul	111 N Main St				no email - hand deliv.
TL Nails & Spa	119 W 2nd St				no email - hand deliv.
St Vincent de Paul Thrist Store	209 N Main St				no email - hand deliv.
Ed's Place	209 W 3rd St				no email - hand deliv.
Correra's Chinese Cuisine	221 W 4th St				no email - hand deliv.
Ideal Barber Shop	118 W 4th St				no email - hand deliv.
Pfennig's Pharmacy	501 N Main St				no email - hand deliv.
Tangles Hair Salon	601 N Main St				no email - hand deliv.



Business Listing for DT Taylor Map/Directory

MAP #	BUSINESS NAME	ADDRESS	BUSINESS TYPE
1	M & M Mart	100 W. MLK Drive	Retail
2	Rojas Tacos	400 S. Main St	Restautant/Food Service/Bar
3	Squirts Burgers & Wings	405 S Main St	Restautant/Food Service/Bar
4	Piper & Paul	111 N Main St	Personal Service - Pets
5	Western Darlin	112 N Main St	Retail
6	El Corral Lozano	300 W 2nd St	Restautant/Food Service/Bar
7	Louis Mueller Barbeque	206 W 2nd St	Restautant/Food Service/Bar
8	Kincl House of Antiques	200 W 2nd St	Retail
9	Hayley's Grains	120 W 2nd St; Ste G (entrance on Talbot St)	Retail
10	TL Nails & Spa	119 W 2nd St	Personal Service
11	Xchange Nightlife	115 W. 2nd St	Entertainment
12	Greenhouse Craft Foods	113 W 2nd St	Restautant/Food Service/Bar
13	Waxplant Records, Skate, & Games	113 W 2nd St	Retail
14	Frock On Vintage	113 W 2nd St	Retail
15	Frills	102 E 2nd St	Retail
16	Cherry Tree Home & Gifts	104 E. 2nd Stq	Retail
17	Vintage Affaire	106 E 2nd St	Retail
18	TBD		
19	Turning Heads Salon & Boutique	114 E 2nd St	Personal Service
20	Shepherd's Heart Food Pantry & Thrift Shop	121 E 2nd St	Retail
21	True Barbershop	116 W 2nd, # 102	Personal Service
22	Hola Aloha	118 W 2nd St	Restautant/Food Service/Bar
23	Good Strangers	114 W 2nd St	Restautant/Food Service/Bar
24	The Flower Note	112 W 2nd; Suite 200	Retail
25	Texas Beer Company	201 N Main St	Restautant/Food Service/Bar
26	La Scala Taylor	203 N Main St	Restautant/Food Service/Bar
27	Salon J	205 N Main St	Personal Service
28	St. Vincent de Paul Thrift Store	209 N Main St	Retail
29	Art Off Center	116 W 2nd St; Ste 108 (enterance from Potter's Alley)	Retail

Business Listing for DT Taylor Map/Directory

MAP #	BUSINESS NAME	ADDRESS	BUSINESS TYPE
30	Drip n Rip Vapes Vapor Vape Shop	206 N Main St	Retail
31	The Hawt Spot Salon & Boutique	211 N Main St	Personal Service
32	Blue Sage Clothiers	211 N Main St	Retail
33	Taylor'd DermaGraphics	211 N Main St	Personal Service
34	Tylor Trading Co.	211 N Main St	Retail
35	Cookies, Cupcakes, & More	211 N Main St	Restautant/Food Service/Bar
36	Red Cap Cigar Lounge	215 N Main	Retail
37	Ed's Place	209 W 3rd St	Restautant/Food Service/Bar
38	The Werx	111 W 3rd St	Personal Service
39	Downtown Social	119-B E 3rd St	Restautant/Food Service/Bar
40	Monarcas Mexican Restaurant	121 E 3rd St	Restautant/Food Service/Bar
41	Taylor Office Products	305-A N Main St	Retail
42	Taylor Sporting Goods	305-B N Main St	Retail
43	Curio Mrvosa	302 N Main St	Retail
44	Bland's Jewelry & Design Studio	304 N Main St	Retail
45	Forty-Six & Two Apothecary & Boutique	113 N Main St	Retail
46	Young's Store	315 N Main St	Retail
47	Netta's Nook Antiques & Collectibles	317 N Main St	Retail
48	Taylor Soap Bar	321 N Main St	Retail
49	Dee's Flowers & Gifts	323 N Main St.	Retail
50	Correa's Chinese Cuisine	221 W 4th St	Restautant/Food Service/Bar
51	Seed to Soul Food	203 W 4th St	Restautant/Food Service/Bar
52	The Rhinestone Cowgirl	201 W 4th St	Retail
53	Mezoozah Boutique & Corner Sweets	120 W 4th St	Retail
54	Ideal Barber Shop	118 W 4th St	Personal Service
55	Trade Up	123 W 4th St	Retail
56	Lucky Duck Café	220 W 4th St	Restautant/Food Service/Bar
57	Trouvaille Antiques	401 N Main St	Retail
58	Friends of the Bride	407-A N Main St	Retail
59	74 Man Store	407-C N Main St	Retail
60	The Nail Shack	415 N Main St	Personal Service
61	Yipiokya	417-A N Main St	Retail
62	Karch Music	423 N Main St	Retail

Business Listing for DT Taylor Map/Directory

MAP #	BUSINESS NAME	ADDRESS	BUSINESS TYPE
63	The Light House Boutique	105 W 5th St	Retail
64	Phennig's Pharmacy	501 N Main St	Retail
65	Sweet & Southern Finds	519 N Main St	Retail
66	Tangles Hair Salon	601 N Main St	Personal Service

Main Street Advisory Board

March 16, 2022

Agenda Item Cover Sheet

Regular Agenda

IV-F

Receive updates on Blackland Prairie Days Festival, consider authorizing Michael Craig's Mobile Music System to provide sound services for the event, and establish a committee to assist with planning the event

1. Updates
2. Entertainment / Sound Services
3. Planning Committee

MEMORANDUM

TO: Main Street Advisory Board
FROM: Jan Harris, Main Street Manager
DATE: March 11, 2022
RE: Staff Report – Blackland Prairie Days

Musicians have been secured at \$300 each for 45 minutes:

Kelly McRae – Americana
Chubby Knuckle Choir – R&B
Rian C Band – Tejano
undisKovered Band – Rock/Country

Ballet Folklorico – traditional Mexican dance

Three bids for sound services were sought: Michael Craig Mobile Sound System, Lance Stacy, and Boss Radio.

Michael Craig - \$2,000
Lance Stacy – not available on that date
Boss Radio – did not respond

Sponsorships are coming in – as of 3/11/2022, we have \$2,300 in hand and an additional \$1,500 promised.

Vendors are continuing to trickle in – majority will wait until less than a month out to respond

Traffic Control Plan is in hand – will begin process of collecting information for the TxDOT permission close the road package soon

Kids Activities – we have a train ride, but the petting zoo/pony rides have not responded despite more than one attempt. Seeking other options for kids activities.

Michael Craig's Mobile Music System
351 C.R. 398
Taylor, Texas 76574
(512) 365-7530

Invoice No. **5072022**

INVOICE

Customer

Name City of Taylor
Address 400 Porter Street
City Taylor State Tx ZIP 76574
Phone (512) 352-3675 ext. 36 Jan Harris

Misc

Date 2/24/2022
Order No.
Rep
FOB

Qty	Description	Unit Price	TOTAL
1	BID FOR BLACKLAND PRAIRIE DAYS PA FOR BANDS		
1	SPEAKERS - 2 MAINS, 2 SUBS AND 4 MONITORS	\$ 525.00	\$ 525.00
1	36 CHANNEL ANALOG MIXING BOARD	\$ 250.00	\$ 250.00
1	MIC PACKAGE - 12 MICS PLUS DRUM MICS	\$ 250.00	\$ 250.00
1	MIC STANDS - INCLUDED WITH MICS	\$ -	\$ -
1	CABLE PACKAGE	\$ -	\$ -
1	CARTAGE - DELIVERY AND PICKUP	\$ 300.00	\$ 300.00
1	STAFF TO RUN SYSTEM	\$ 675.00	\$ 675.00
THIS DOES NOT INCLUDED A BACKLINE AS MOST MUSICIANS PERFER TO USE THERE OWN - WE HAVE NEVER HAD A BACKLINE FOR THE EVENT GOING BACK TO 2003			
THANK YOU FOR YOUR TIME - MICHAEL CRAIG			

SubTotal \$ 2,000.00
Shipping

Payment

Select One...

Tax Rate(s)

Comments
Name
CC #
Expires

TOTAL \$ 2,000.00

Office Use Only

Michael Craig's Mobile Music
E-Mail - 57mcmms@msn.com

Thank you

From: [Lance Stacy](#)
To: [Jan Harris](#)
Subject: 2022 Blackland Prairie Days
Date: Monday, February 28, 2022 9:20:48 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.

Hi Jan,
I am sad to say. I am booked May 7. 2022. I will not be able to submit a quote.
Thank you,

Lance Stacy

512-293-9628

lancestacyprosound@gmail.com

www.lancestacyprosound.com

Main Street Advisory Board

March 16, 2022

Agenda Item Cover Sheet

Regular Agenda

IV-G

Receive update on the wayfinding signage projects

MEMORANDUM

TO: Main Street Advisory Board
FROM: Jan Harris, Main Street Manager
DATE: March 11, 2022
RE: Staff Report – Wayfinding Signage Program

Staff has provided a map and key showing the retail, personal service, restaurant/food service/bar businesses in the downtown to Mark Baker with SEC.

Staff is pricing 45 28” x 60” banners for the cobra head poles (41 banner locations and 4 surplus) in the patterns of existing period pole small banners and will submit the results to Mark Baker for inclusion in the cost estimates of the Wayfinding Signage project.

Main Street Advisory Board

March 16, 2022

Agenda Item Cover Sheet

Regular Agenda

IV-H

Receive staff update on the MembershipWare Digital Map Project

MEMORANDUM

TO: Main Street Advisory Board
FROM: Jan Harris, Main Street Manager
DATE: March 11, 2022
RE: Staff Report – MembershipWare Project

Contract is pending. We have received a promotion sent out to National Main Street Cities providing us with 3 months free membership!

Main Street Advisory Board

March 16, 2022

Agenda Item Cover Sheet

Regular Agenda

IV-I

Discuss items for upcoming agendas