MAIN STREET ADVISORY BOARD MEETING
February 25, 2020

MINUTES

The meeting was called to order by Scott Dean, at 5:30 pm and a quorum was declared.

Present - Stephen Truex, Erwin Stauffer, Stacey Smith, and Scott Dean.
Absent - Shannon Grace, and Sharla Gola
Staff Present – Jan Harris, Main Street Manager and Tom Yantis, Development Services Director
Guests Present – Bo Brasfield and Judy Blundell

PUBLIC COMMENT

No public comments.

CONSENT AGENDA

1. **Approve the Minutes from the Main Street Advisory Board Meeting for January 15, 2020**
   Board members had been provided copies of the minutes in the February meeting packet.

2. **Receive Financials for December for the Main Street Advisory Board.**
   Board members had been provided copies of the January financials in the February meeting packet.
   MOTION: MOTION TO APPROVE THE ITEMS ON THE CONSENT AGENDA AS PRESENTED. TRUES/SMITH/APPROVED UNANIMOUSLY

REGULAR AGENDA

3. **Main Street Manager Report and Updates – Jan Harris**
   Please see attached sheet for full report. Some of the highlights were:
   - Presented the program at the Taylor Lions Club meeting
   - Attended New Texas Main Street Manager training in Elgin

- Preparing for upcoming events including:
    - Blackland Prairie Days,
    - Main Street Car Show
    - American Legion 5K Beer Run
    - Public Arts Advisory Board Arts Event
    - Easter Events
    - National Day of Prayer
- Submitted draft of Historic Preservation Demolition/Demolition by Neglect Ordinance for review
- Rewriting policies and procedures for Heritage Square Farmers Market
- Developing policies and procedures for Film Friendly Taylor

4. **Discuss, review and take possible action regarding Mural Application submitted by Judy Blundell for the Stomp N Holler Mural on Talbot Street**
   The board noted that no application had been presented for the mural prior to its installation in 2018. MSAB Minutes from July 26, 2018 note that murals are being installed without Main Street approval. Judy reported that she had been asked by the Chamber and the Stomp N Holler Committee to install the mural on her building's wall.
   MOTION: A motion was made to retroactively approve the request for a mural provided that the white arrow be painted in obliterating the 2018 date and that the website's address also be painted over. TRUEX/SMITH/UNANIMOUS
   ACTION ITEM: Staff was directed to speak with the Chamber about the procedures for having a mural installed in the downtown district.

5. **Discuss, review, and take possible action regarding a façade grant application submitted by Bo Brasfield to replace the canopy located at 202 N Main Street**
   Two contractors estimated were provided in the packet. The last grant applied and approved for this property was for roof replacement on 10/15/2007.
   MOTION: A MOTION WAS MADE TO APPROVE THE REQUERST FOR A FAÇADE GRANT FOR THE PURPOSE OF REPLACING THE EXISTING CANOPY ON 202 N MAIN STREET. UPON SUCCESSFUL COMPLETION, REVIEW OF ALL RECEIPTS, AND INSPECTION OF THE PROJECT, THE MAIN STREET ADVISORY BOARD WILL REIMBURSE BO BRASFIELD FOR 50% OF THE COST OF THE CANOLY REPLACEMENT NOT TO EXCEED $3,425.00. TRUEX/STAUFFER/UNANIMOUS

6. **Report on the square footage of available property in the Main Street District**
   Jan provided the board with a spreadsheet showing properties available for either lease or sale. No action was required.

7. **Discuss, review, and vote on possible revisions to the following grant applications and guidelines: Sign, Façade, Paint, Fire Suppression System, and Rental Assistance**
   Jan provided the board with a draft of a Façade Improvement Grant (FIG) which combines the sign, façade, and paint grants into one package.
   ACTION ITEMS: The board suggested that the phrase "for masonry building" be added to the last bullet point on the 1st page; also that it be made a requirement rather than a recommendation that applicants seek the assistance of the Texas Main Street Design Team under section E. Evaluation Criteria. Staff will bring the FIG Packet back before the board fur further review and approval.

8. **Discuss items for upcoming agenda:**
   a. Discussion and possible action regarding edits to Façade Improvement Grant and Rental Assistance Grant applications and guidelines
   b. Discuss ways to increase the use of Heritage Square and the Skate Park during the year

Adjournment -

There being no further business the meeting adjourned at 6.15 pm.
MOTION – MOTION WAS MADE TO ADJOURN THE MEETING
STAUFFER/SMITH/UNANIMOUS

Respectfully Submitted,

Jan Harris

Jan Harris, CMSM
Main Street Manager