AGENDA
MAIN STREET ADVISORY BOARD
6:00 pm – January 17, 2024
City of Taylor Conference Room

MISSION STATEMENT: The Taylor Main Street Program strives to fill all downtown buildings with businesses and residents by prioritizing historic preservation, cultural experiences, community partnerships, and cultivated growth.

VISION STATEMENT: Taylor, where experiences are on every block; where you are greeted with a Texas smile; and where growth is cultivated to create a vibrant historic downtown that has something for everyone. To be that place!

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 December 13, 2023 (Doug Moss)

B. Review and receive the financial reports from January 2024 – (Jan Harris)

IV. REGULAR AGENDA-New Business:

A. Receive information, discuss, and take possible action on the results from board input for the Annual Assessment. (Jan Harris)

B. Receive information, discuss, and take possible action to issue an RFP (Request for Proposal) from entities to run the Heritage Square Farmers Market. (Jan Harris)

C. Receive information, discuss, and take possible action regarding the Façade Improvement Grant presented by Doug Moss, Talbot Commons LLC for the Presbyterian Church building (114 W. 6th St.). (Jan Harris)

D. Receive information, discuss, and take possible action on the 2024 Breakfast Bites Topics List (Jan Harris)

E. Receive information, discuss, and take possible action on coordination efforts of the Spring Festival. (Ruby Fisher/Jeff Snyder)

F. Receive information, discuss, and take possible action to recommend ways to streamline the Main Street Grant Process. (Doug Moss)

G. Receive information, discuss, and take possible action to recommend to the City Council the installation of high-tension light strands on side streets in the downtown core. (Doug Moss)

V. REGULAR AGENDA - Continuing Business:

A. Main Street Manager's reports (Jan Harris)
   1. Manager's activity report
   2. Main Street business & property report

B. Special Events Coordinator's report (Ruby Fisher)

C. Review the Action Item List and receive updated reports on the items listed. (Doug Moss)

D. Receive and take possible action on committee reports:
   1. New Justice Center-City Hall Advisory Committee (John McRae)
   2. Downtown Beautification Committee (Jenn Lopez)
   3. Stakeholders Communication Committee (Jenn Lopez)
   4. Festival Committee (Ruby Fisher/Jenn Lopez)

E. Discuss items for upcoming agendas (Doug Moss)

VI. ADJOURN

NEXT MEETING DATE: February 21, 2024

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 January 9, 2024
Main Street Manager

TAYLOR MAIN STREET ADVISORY BOARD
AGENDA ITEM COVER SHEET

JANUARY 17, 2024

CONSENT AGENDA

III-A

Review and approve minutes from the MSAB regular meeting held on December 13, 2023

MINUTES
MAIN STREET ADVISORY BOARD
6:00 pm – December 13, 2023
City of Taylor Conference Room

MISSION STATEMENT: The Taylor Main Street Program strives to fill all downtown buildings with businesses and residents by prioritizing historic preservation, cultural experiences, community partnerships, and cultivated growth.

VISION STATEMENT: Taylor, where experiences are on every block; where you are greeted with a Texas smile; and where growth is cultivated to create a vibrant historic downtown that has something for everyone. To be that place!

MEMBERS PRESENT: Jeff Snyder, Ruth Rivera, John McRae, Curie Humphreys, Erwin Stauffer, Jennifer Lopez, and Chairman Doug Moss
GUESTS PRESENT: Chuck Farr, William Hogan, and Mike Hobble
STAFF PRESENT: Ruby Fisher, Special Events Coordinator and Jan Harris, Main Street Manager

I. CALL TO ORDER AND DECLARE A QUORUM: The meeting was called to order at 6.23 pm by Chairman Doug Moss. A quorum was present.

II. CITIZEN COMMUNICATION: No citizen communication.

Ill. CONSENT AGENDA:

A. Review and approve minutes from the MSAB regular meeting held on October 18, 2023, the special called meeting on October 30, 2023, and the board training/planning retreat held on November 15, 2023:
MOTION: To approve the minutes from the October 18, 2023 regular meeting, the October 30, 2023 special called meeting, and the November 15, 2023 board retreat as presented. E STAUFFER / R RIVERA / UNANIMOUS

B. Review and receive the financial reports from December 2023:
ACTION ITEM: Jan to provide the board with the total amount remaining in the Main Street Revenue Account.
MOTION: To receive by acclamation the December financial reports as presented.

IV. REGULAR AGENDA-New Business:

A. Receive information, discuss, and consider action on a Façade Improvement Grant from William Holden for 201 N Main Street:
MOTION: To approve the Façade Improvement Grant submitted by William Hogan, owner of the 2nd Street Station Kitchen & Bar located at 201 N Main Street and approved by property owner Judy Blundell. The project will include the replacement of the fixed glass in 3 bays of 201 N Main Street facing West 2nd with moveable glass panels. The entire project is estimated to cost $37,110.00. After the project is completed, all invoices are paid, and proof is submitted to the Main Street Manager, a $18,555.00 reimbursement check will be issued to Mr. Hogan. J MCRAE / C HUMPHREYS / UNANIMOUS

B. Receive information, discuss, and consider action on a Façade Improvement Grant from Mike Hobble for 415-417 N Main Street:
MOTION: To approve the Façade Improvement Grant requested by Mike Hobble, property owner of 115-117 North Main Street. The project entailed the repair and replacement of the rotting canopy across the front of the building and the repair and replacement of the transom windows above the canopy. The board requires Mr. Hobble to install mullions to the outside of the transom glass panels to return the window lights to their original configuration. The project is estimated to cost $35,700.00. Upon receipt of proof that the invoices have been paid, a $17,850.00 reimbursement check will be issued to Mr. Hobble. J SNYDER / E STAUFFER / UNANIMOUS

C. Set date for special called meeting to discuss new Justice Center-City Hall and the DT Master Plan:
ACTION: This item was tabled until a future meeting.

V. REGULAR AGENDA - Continuing Business:

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

ACTION: The board received the Main Street Manager's activity report and business & property report as presented.

B. Special Events Coordinator's report:
ACTION: The board received the Special Events Coordinator's report as presented.

C. Review the Action Item List and receive updated reports on the items listed.
ACTION: The board received the Action Item List as presented.

D. Receive and take possible action on committee reports:
1. New Justice Center-City Hall Advisory Committee: John McRae presented his report of the information-gathering trip to view City Halls in 4 cities in the Houston area. The Main Street Advisory Committee, senior staff, and the architect's team participated in this trip. The need to create a strong connection between the downtown and the new Judicial Center/City Hall complex was a major takeaway.
2. Downtown Beautification Committee: Jennifer Lopez reported that the members of her committee were Hayley Blundell (Hayley's Grains), Bryan Richie (Chairman of the Public Arts Advisory Board), and Alyse Mrvosh (Curio Mrvosa), with Janetta McCoy (retired college professor and former member of the PAAB) as an advisor. The goal of the committee is to create engaging spaces through art.
3. Stakeholders Communication Committee: Jennifer Lopez reported she is working with Brad Domitrovich, owner of the Red Cap Cigar Lounge, to develop different ways to communicate with the downtown stakeholders.
4. Blackland Heritage Festival Committee: Jennifer Lopez reported that the goal for the event was to celebrate not only the land where Taylor is located but also the heritage of the people living here. She reported that she's reached out to the owners of a traditional chuckwagon who brings it to festivals to provide a "taste" of history experienced by settlers, representatives of the Chickasaw Nation for stomp dance performances, and Black Student

Union members at nearby colleges/universities for stomp performances. Erwin Stauffer is working on bringing in the Farm Bureau display trailer and antique tractors. The members of this committee are Jeff Snyder, Erwin Stauffer, Ruth Rivera, Curie Humphreys, Ruby Fisher, and Jennifer Lopez.

E. Review the Chair assignments from the board retreat and fill unassigned chairs: Jan Harris asked the board to review the work plan approved in November and to volunteer to chair the committees for projects without Chairpersons.
MOTION: To table further discussion until the January meeting. C HUMPHREYS / J LOPEZ / UNANIMOUS

F. Staff update on downtown directory signage: Jan Harris reported that the map updates were scheduled to be installed on Thursday, December 14th, weather permitting.

G. Staff update on Shop Downtown Taylor website: Jan Harris reported that the QR code stickers were being distributed to downtown businesses. She was updating the website as needed.

H. Discuss items for upcoming agendas:
1. Topics for the 2024 Breakfast Bites (January meeting will discuss the updated sign ordinance).
2. To discuss and recommend ways to spend the profits from the Main Street Car Show.
3. Discuss ways to streamline the process for grants.
4. Discuss the installation of high-tension light strands across the side streets downtown.

VI. ADJOURN: **MOTION:** To adjourn the meeting at 8.23 pm. R RIVERA / J LOPEZ / UNANIMOUS

NEXT MEETING DATE: January 18, 2024

Respectfully submitted,

Jan Harris
Main Street Manager

TAYLOR MAIN STREET ADVISORY BOARD
AGENDA ITEM COVER SHEET

JANUARY 17, 2024

CONSENT AGENDA

III-B

Review and receive the financial reports from January 2024

FINANCIAL STATEMENT
AS OF: JANUARY 31ST, 2024

100-GENERAL FUND
FINANCIAL SUMMARY

ACCT # ACCOUNT NAME	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
REVENUE SUMMARY						
*** TOTAL REVENUES ***	0.00	0.00	0.00	0.00	0.00	0.00
EXPENDITURE SUMMARY						
524-MAIN STREET PROGRAM	200,132.00	5,233.78	47,580.68	23.77	0.00	152,551.32
*** TOTAL EXPENDITURES ***	200,132.00	5,233.78	47,580.68	23.77	0.00	152,551.32
*** TOTAL PROFIT / (LOSS) ***	(200,132.00)	(5,233.78)	(47,580.68)	23.77	0.00	(152,551.32)

FINANCIAL STATEMENT
AS OF: JANUARY 31ST, 2024

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

FINANCIAL STATEMENT
AS OF: JANUARY 31ST, 2024

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	130,701.00	4,809.25	33,629.65	25.73	0.00	97,071.35
524-114	OVERTIME	0.00	0.00	0.00	0.00	0.00	0.00
524-115	LONGEVITY PAY	192.00	0.00	192.00	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 *	130,893.00	4,809.25	33,821.65	25.84	0.00	97,071.35
PAID BENEFITS							
524-120	UNUM LIFE	297.00	0.00	36.90	12.42	0.00	260.10
524-121	FICA SOCIAL SECRUITY	10,012.00	362.90	2,545.71	25.43	0.00	7,466.29
524-122	WORKERS COMPENSATION	344.00	0.00	75.53	21.96	0.00	268.47
524-123	STATE UNEMPLOYMENT TAXES	162.00	4.81	4.81	2.97	0.00	157.19
524-124	RETIREMENT-TMRS	17,300.00	0.00	2,510.38	14.51	0.00	14,789.62
524-126	HEALTH INSURANCE	15,400.00	0.00	4,623.94	30.03	0.00	10,776.06
524-127	DENTAL INSURANCE	576.00	47.24	188.96	32.81	0.00	387.04
524-128	LONG TERM DISABILITY	369.00	0.00	61.66	16.71	0.00	307.34
524-129	VISION INSURANCE	99.00	9.58	38.32	38.71	0.00	60.68
	* SUB-CATEGORY TOTAL *	44,559.00	424.53	10,086.21	22.64	0.00	34,472.79
ALLOWANCES/REIMBURSEMENTS							
524-133	BUSINESS- TRANSPORTATION	0.00	0.00	0.00	0.00	0.00	0.00
524-135	BUSINESS MEALS	1,500.00	0.00	246.26	16.42	0.00	1,253.74
	* SUB-CATEGORY TOTAL *	1,500.00	0.00	246.26	16.42	0.00	1,253.74
TRAINING/PROFESSIONAL DEVELOPM							
524-141	WORKSHOP TRAINING	400.00	0.00	0.00	0.00	0.00	400.00
524-142	PROFESSIONAL CONFERENCES	1,545.00	0.00	0.00	0.00	0.00	1,545.00
524-143	MEMBERSHIPS AND DUES	1,375.00	0.00	0.00	0.00	0.00	1,375.00
524-144	SUBSCRIPTIONS AND BOOKS	2,250.00	0.00	0.00	0.00	0.00	2,250.00
524-146	TRAINING- TRANSPORTATION	1,700.00	0.00	0.00	0.00	0.00	1,700.00
524-147	TRAINING- LODGING	2,500.00	0.00	0.00	0.00	0.00	2,500.00
524-148	TRAINING- MEALS	880.00	0.00	0.00	0.00	0.00	880.00
	* SUB-CATEGORY TOTAL *	10,650.00	0.00	0.00	0.00	0.00	10,650.00

FINANCIAL STATEMENT
AS OF: JANUARY 31ST, 2024

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 **	187,602.00	5,233.78	44,154.12	23.54	0.00	143,447.88
	200-OPERATIONAL SUPPLIES						
	OFFICE SUPPLIES						
524-211	GENERAL OFFICE SUPPLIES	1,545.00	0.00	453.33	29.34	0.00	1,091.67
524-213	PHOTOGRAPHIC SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00
524-214	COMPUTER SUPPLIES	500.00	0.00	139.20	27.84	0.00	360.80
524-215	POSTAGE	100.00	0.00	10.05	10.05	0.00	89.95
	* SUB-CATEGORY TOTAL *	2,145.00	0.00	602.58	28.09	0.00	1,542.42
	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	2,100.00	0.00	0.00	0.00	0.00	2,100.00
	* SUB-CATEGORY TOTAL *	2,100.00	0.00	0.00	0.00	0.00	2,100.00
	OPERATIONAL EQUIPMENT(ADMIN)						
524-261	OFFICE FURNITURE	800.00	0.00	135.98	17.00	0.00	664.02
524-267	COMPUTERS	2,000.00	0.00	1,556.32	77.82	0.00	443.68
524-269	OTHER OFFICE EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00
	* SUB-CATEGORY TOTAL *	2,800.00	0.00	1,692.30	60.44	0.00	1,107.70
	** CATEGORY TOTAL **	7,045.00	0.00	2,294.88	32.57	0.00	4,750.12
	300-FACILITIES OPERATIONS/MAIN						
	UTILITIES						
524-323	TRUNK TELEPHONE SYSTEM	0.00	0.00	0.00	0.00	0.00	0.00
524-324	CELL PHONES	600.00	0.00	257.61	42.94	0.00	342.39
	* SUB-CATEGORY TOTAL *	600.00	0.00	257.61	42.94	0.00	342.39
	** CATEGORY TOTAL **	600.00	0.00	257.61	42.94	0.00	342.39

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
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	2,000.00	0.00	46.07	2.30	0.00	1,953.93
	* SUB-CATEGORY TOTAL *	2,000.00	0.00	46.07	2.30	0.00	1,953.93
	** CATEGORY TOTAL **	2,000.00	0.00	46.07	2.30	0.00	1,953.93
500-CONTRACT SERVICES AND FEES							
PROFESSIONAL SERVICES							
524-512	ENGINEERING SERVICES	1,425.00	0.00	0.00	0.00	0.00	1,425.00
524-519	OTHER PROFESSIONAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
	* SUB-CATEGORY TOTAL *	1,425.00	0.00	0.00	0.00	0.00	1,425.00
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/LICENSING	1,260.00	0.00	828.00	65.71	0.00	432.00
524-539	OTHER CONTRACT SERVICES	200.00	0.00	0.00	0.00	0.00	200.00
	* SUB-CATEGORY TOTAL *	1,460.00	0.00	828.00	56.71	0.00	632.00
	** CATEGORY TOTAL **	2,885.00	0.00	828.00	28.70	0.00	2,057.00

FINANCIAL STATEMENT
AS OF: JANUARY 31ST, 2024

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
700-CAPITAL OUTLAY						
OFFICE FURNITURE/EQUIPMENT						
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
800-CONTRIBUTIONS & CONTINGENC						
CONTRIBUTIONS/TRANSFERS						
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 ***	200,132.00	5,233.78	47,580.68	23.77	0.00	152,551.32
*** TOTAL EXPENSES ***	200,132.00	5,233.78	47,580.68	23.77	0.00	152,551.32
*** TOTAL PROFIT / (LOSS) ***	(200,132.00)	(5,233.78)	(47,580.68)	23.77	0.00	(152,551.32)

*** END OF REPORT ***

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
REVENUE SUMMARY						
330-INTERGOVERNMENTAL REV	0.00	0.00	0.00	0.00	0.00	0.00
430-USE OF MONEY AND PROP	0.00	0.00	0.00	0.00	0.00	0.00
440-DONATIONS FROM PRIVAT	32,600.00	575.00	17,327.00	53.15	0.00	15,273.00
450-INTERFUND OPERATING T	156,100.00	0.00	20,000.00	12.81	0.00	136,100.00
*** TOTAL REVENUES ***	188,700.00	575.00	37,327.00	19.78	0.00	151,373.00
EXPENDITURE SUMMARY						
615-CONTRIBUTE TO CIVIC P	188,700.00	350.00	63,418.25	33.61	0.00	125,281.75
*** TOTAL EXPENDITURES ***	188,700.00	350.00	63,418.25	33.61	0.00	125,281.75
*** TOTAL PROFIT / (LOSS) ***	0.00	225.00	(26,091.25)	0.00	0.00	26,091.25

FINANCIAL STATEMENT
AS OF: JANUARY 31ST, 2024

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	0.00	0.00	0.00	0.00	0.00	0.00
330-236	OTHER CONTRIBUTIONS	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
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	575.00	6,644.00	94.91	0.00	356.00
440-353	MAIN STREET CAR SHOW	10,000.00	0.00	10,658.00	106.58	0.00	(658.00)
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	14,000.00	0.00	0.00	0.00	0.00	14,000.00
440-359	SPOOKTACULAR	0.00	0.00	25.00	0.00	0.00	(25.00)
	** REVENUE CATEGORY TOTAL **	32,600.00	575.00	17,327.00	53.15	0.00	15,273.00
450-INTERFUND OPERATING TRANSF							
450-361	TRANSFER FROM TIF	75,000.00	0.00	18,750.00	25.00	0.00	56,250.00
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	76,100.00	0.00	0.00	0.00	0.00	76,100.00
	** REVENUE CATEGORY TOTAL **	156,100.00	0.00	20,000.00	12.81	0.00	136,100.00
	*** TOTAL REVENUES ***	188,700.00	575.00	37,327.00	19.78	0.00	151,373.00

FINANCIAL STATEMENT
AS OF: JANUARY 31ST, 2024

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
100-EMPLOYEE SERVICES							
WAGES & SALARIES							
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
200-OPERATIONAL SUPPLIES							
PROGRAM/SPECIAL EVENTS							
615-231	TAYLOR PRIDE	0.00	0.00	0.00	0.00	0.00	0.00
615-232	FARMERS' MARKET	7,000.00	0.00	1,430.96	20.44	0.00	5,569.04
615-233	CITY SPONSORED EVENTS	15,100.00	350.00	1,266.99	8.39	0.00	13,833.01
615-235	MAIN ST CAR SHOW	30,000.00	0.00	24,273.96	80.91	0.00	5,726.04
615-236	TAYLOR BLACKLAND PRAIRIE DAYS	20,000.00	0.00	0.00	0.00	0.00	20,000.00
615-237	WINE SWIRL	5,000.00	0.00	561.27	11.23	0.00	4,438.73
615-238	CHRISTMAS BAZAAR	1,600.00	0.00	0.00	0.00	0.00	1,600.00
615-239	SPOOKTACULAR	1,500.00	0.00	1,371.62	91.44	0.00	128.38
	* SUB-CATEGORY TOTAL *	80,200.00	350.00	28,904.80	36.04	0.00	51,295.20
PUBLIC SAFETY SUPPLIES							
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
SPECIALTY SUPPLIES							
615-259	MISC. SUPPLIES	3,500.00	0.00	350.20	10.01	0.00	3,149.80
	* SUB-CATEGORY TOTAL *	3,500.00	0.00	350.20	10.01	0.00	3,149.80
	** CATEGORY TOTAL **	108,700.00	350.00	29,255.00	26.91	0.00	79,445.00

FINANCIAL STATEMENT
AS OF: JANUARY 31ST, 2024

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
500-CONTRACT SERVICES AND FEES							
PROFESSIONAL SERVICES							
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
FEES FOR SERVICES							
615-523	OUTSIDE PRINTING	0.00	0.00	0.00	0.00	0.00	0.00
615-528	ADVERTISING	5,000.00	0.00	1,392.94	27.86	0.00	3,607.06
	* SUB-CATEGORY TOTAL *	5,000.00	0.00	1,392.94	27.86	0.00	3,607.06
	** CATEGORY TOTAL **	5,000.00	0.00	1,392.94	27.86	0.00	3,607.06
700-CAPITAL OUTLAY							
OFFICE FURNITURE/EQUIPMENT							
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
800-CONTRIBUTIONS & CONTINGENC							
CONTRIBUTIONS/TRANSFERS							
615-811	RENTAL ASSISTANCE	0.00	0.00	0.00	0.00	0.00	0.00
615-813	FACADE GRANT	75,000.00	0.00	32,770.31	43.69	0.00	42,229.69
615-819	OTHER CONTRIBUTIONS	0.00	0.00	0.00	0.00	0.00	0.00
	* SUB-CATEGORY TOTAL *	75,000.00	0.00	32,770.31	43.69	0.00	42,229.69
	** CATEGORY TOTAL **	75,000.00	0.00	32,770.31	43.69	0.00	42,229.69

FINANCIAL STATEMENT
AS OF: JANUARY 31ST, 2024

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
*** DEPARTMENT TOTAL ***	188,700.00	350.00	63,418.25	33.61	0.00	125,281.75
*** TOTAL EXPENSES ***	188,700.00	350.00	63,418.25	33.61	0.00	125,281.75
*** TOTAL PROFIT / (LOSS) ***	0.00	225.00	(26,091.25)	0.00	0.00	26,091.25

*** END OF REPORT ***

TAYLOR MAIN STREET ADVISORY BOARD
AGENDA ITEM COVER SHEET

JANUARY 17, 2024

REGULAR AGENDA
New Business

IV-A

Receive information, discuss, and take possible action on the results from board input for the Annual Assessment.

TAYLOR MAIN STREET ADVISORY BOARD
AGENDA ITEM COVER SHEET

JANUARY 17, 2024

REGULAR AGENDA
New Business

IV-B

Receive information, discuss, and take possible action to issue an RFP (Request for Proposal) from entities to run the Heritage Square Farmers Market.

STRATEGIC PILLAR
☐ Streets/Infrastructure
X Quality of Life
X Economic Vitality

MSAB Meeting
January 17, 2024
Transmittal Letter

Agenda Item #: IV - B

Agenda Title: Receive information, discuss, and take possible action to issue an RFP (Request for Proposal) from entities to run the Heritage Square Farmers Market.

Board Action to be taken: Approve request for the issuance of an RFP to seek a group interested in providing an on-site market manager and a governing board for the Heritage Square Farmers Market.

Staff Contact: **Jan Harris, Main Street Manager**

1. PURPOSE/DESCRIPTION

The purpose of this agenda item is for the Main Street Advisory Board to support staff's request for an RFP to be issued for the reorganization of the Heritage Square Farmers Market under the control of the City of Taylor and the Main Street Advisory Board.

2. STAFF ANALYSIS / BACKGROUND / PRIOR ACTIONS

Background

A farmers market has been in existence in downtown Taylor for several years. Upon the completion of the Pavilion in Heritage Square, the market relocated there. In 2020, the market manager position was assumed by Molly Pantalone and the Taylor Farmers Market was reformed under the Heritage Square Farmers Market with a board formed from market vendors in charge of day-to-day operations. Because ongoing for-profit ventures are not allowed in city parks, the market became a public-private venture with the City of Taylor and general oversight of the project was assigned to the Main Street program.

The vendor fees are collected by the City and deposited into the Main Street Revenue Fund. There is an annual line in the Main Street Special Events budget for the market's use for advertising, promotions, entertainment, etc. The goal is to have the fees collected match the funds available for the market's use so that the project is a net zero for the Main Street Program's budget. The market does not pay fees for the use of the Pavilion as it is a project under the City's Main Street Program.

In December 2023, Molly Pantalone resigned as the on-site market manager and 3 of the 4 members of the HSFM board also resigned. This presents itself as an opportunity to reset the relationship between the HSFM and the City of Taylor to achieve a smoother running farmers market in downtown Taylor.

Issues and Analysis

The Heritage Square Farmers Market is an asset to downtown Taylor. It generates interest and energy on Saturdays and brings shoppers from around the area to downtown. Two downtown brick and mortar businesses started as vendors at the farmers market.

While the Main Street Program oversees the HSFM, Main Street staff do not participate in the day-to-day operations of the market. This falls to a volunteer board and an on-site market manager whose job it is to approve vendor applications ensuring that a sizeable portion of the market is dedicated to fresh /frozen meats/produce and value-added food products; collect vendor fees; arbitrate in the event of any market disputes; promote the market on social media, etc. Currently, the on-site manager and the operating board members' annual market fees are waived as compensation for their service to the market.

Currently, the current HSFM an operating board that meets the need of the current structure. Additionally, the relationship between the HSFM and the City lacks a definition of authority on issues of liability and public safety as well as a format for timely progress reports provided to the Main Street Board and the City. The Request for Proposals would be publicized, and respondents would be vetted by City staff and the Main Street Board. Anyone associated with the current market is welcome and encouraged to submit an RFP for consideration.

3. PROS and CONS

At this point, the current iteration of the HSFM cannot continue with only one board member and no on-site market manager. Reforming a new HSFM board with more oversight by the City via the Main Street program would provide the structure necessary to encourage further growth and success. The flow chart of oversight would be City of Taylor → Taylor Main Street → HSFM Board → HSFM Vendors.

4. RECOMMENDATION

That the Main Street Advisory Board approve staff's request for the issuance of an RFP to seek a group interested in providing an on-site market manager and a governing board for the Heritage Square Farmers Market.

5. FUNDING SOURCE

123-615-232 – Farmers Market funds raised through the

TAYLOR MAIN STREET ADVISORY BOARD
AGENDA ITEM COVER SHEET

JANUARY 17, 2024

REGULAR AGENDA
New Business

IV-C

Receive information, discuss, and take possible action regarding the Façade Improvement Grant presented by Doug Moss, Talbot Commons LLC for the Presbyterian Church building (114 W. 6th St.)

Applicant Name:	Douglas Moss	Date:	January 5, 2024
Business Name:	Talbot Commons, LLC		
Mailing Address:	1122 Colorado Street #1206 Austin, TX 78701		
Phone:	917-576-7044	Email:	dmoss@publicsketch.com
Building Owner:	Talbot Commons, LLC		
Contact Phone:	917-576-7044	Email:	dmoss@publicsketch.com
Project Site/Address:	114 West 6th Street Taylor, TX 76574 (former First Presbyterian Church)		

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	$ $18,250.00
8.	Repair roof, parapet, and /or flashing	$
9.	Other: Gutter Replacement (Gutter Brothers)	$ $3,047.00
10.	Other: Window Plexiglass	$ $43,375.00
11.	Other: Door Replacement and Stair Plaster Repair	$ $5,150.00
	HJD Homes - Overhead & profit	$3,338.75
	TOTAL ESTIMATED COSTS:	$ $73,160.75

DETAILS OF PLANNED IMPROVEMENTS RELATING TO GRANT REQUEST (attach additional information if necessary).

Repainting all exterior wood trim; replace plexiglas window coverings on exterior stained glass windows; new plexiglas on existing historic first floor windows; new rear solid core wood door and hardware; new downspout leaders tied-into existing leader boxes.

REQUIRED ATTACHMENTS:

_XX_ 1. Color photographs, showing the entire façade(s) where work will take place.

_XX_ 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.

_N/A_ 3. Detailed drawings showing the proposed work to be done. Drawings must be drawn to scale.

_XX_ 4. If adding or changing materials, include a sample of the product to be used.

_XX_ 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: $ $73,160.75

TOTAL GRANT REQUEST: $ $25,000.00
(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. HJD Homes
2. Brothers Gutters of Austin
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:

BM 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.

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

BM 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.)

BM I understand that no work can begin on a project seeking a Façade Improvement Grant before it is considered by the Main Street Advisory Board. If work begins before the Board can vote on the application, the project becomes ineligible for the reimbursement grant.

BM 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

JAN. 5, 2024 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: ______________

(For official use only)

Date FIG Packet was received: 1/8/2023

Is the FIG Packet complete: YES

Date FIG Packet was considered by the MSAB: ____________________

Results of MSAB's consideration: ____________________

Main Street Manager's Signature: ____________________

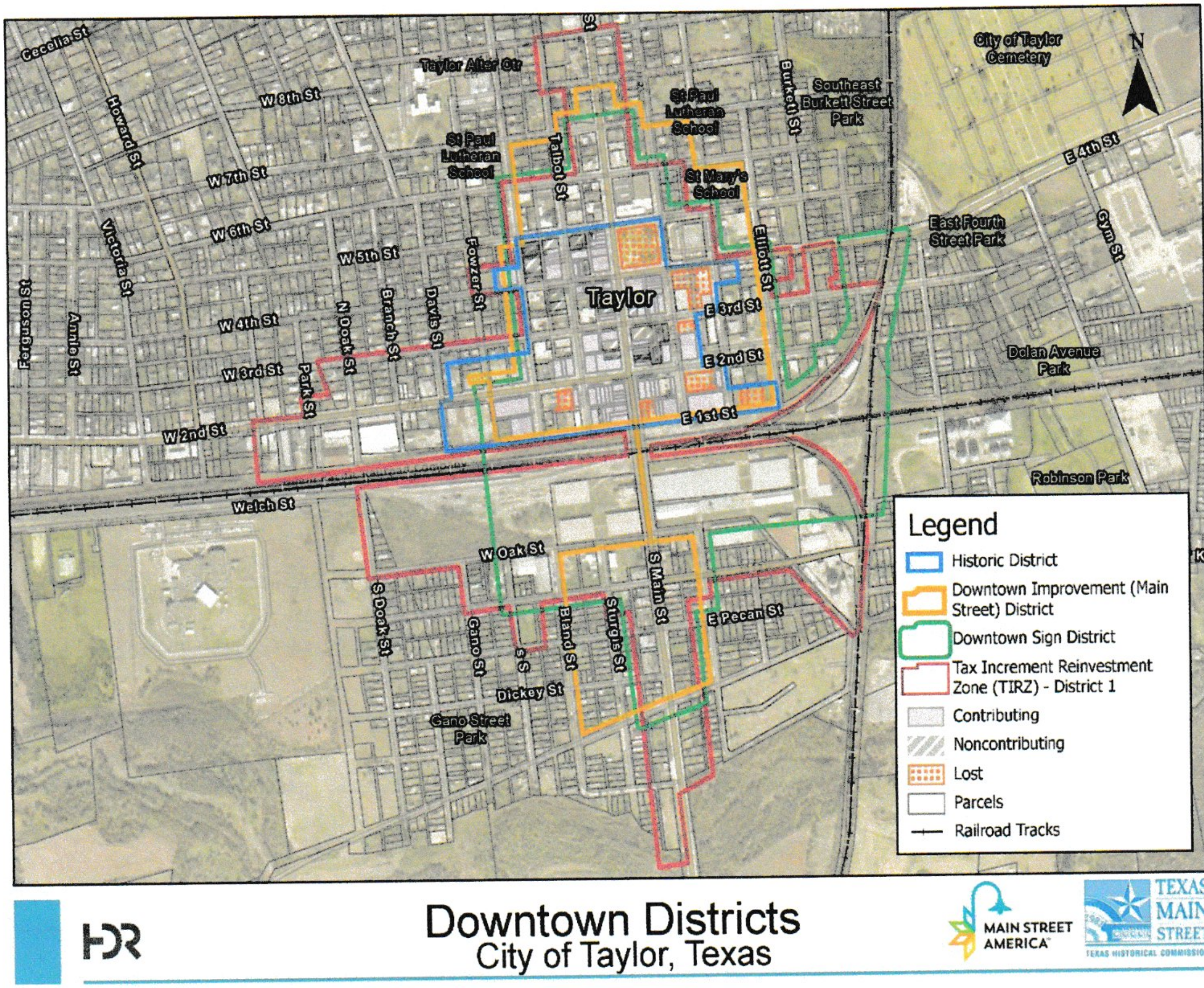
Date: ____________________

MSAB Chairman's Signature: ____________________

Date: ____________________

FAÇADE IMPROVEMENT GRANT REQUIREMENTS:

1. Projects must be located in the Taylor Downtown Improvement District (within the gold lines):



2. Applicants must be current in their payment of city utilities and local property taxes (city, county, and TISD).

3. If work begins on project before the Main Street Advisory Board has considered the application and voted on the grant, the project becomes ineligible to receive a reimbursement grant.

4. Reimbursement will be made after the completion of the work specified in the application and upon evidence of paid receipts.

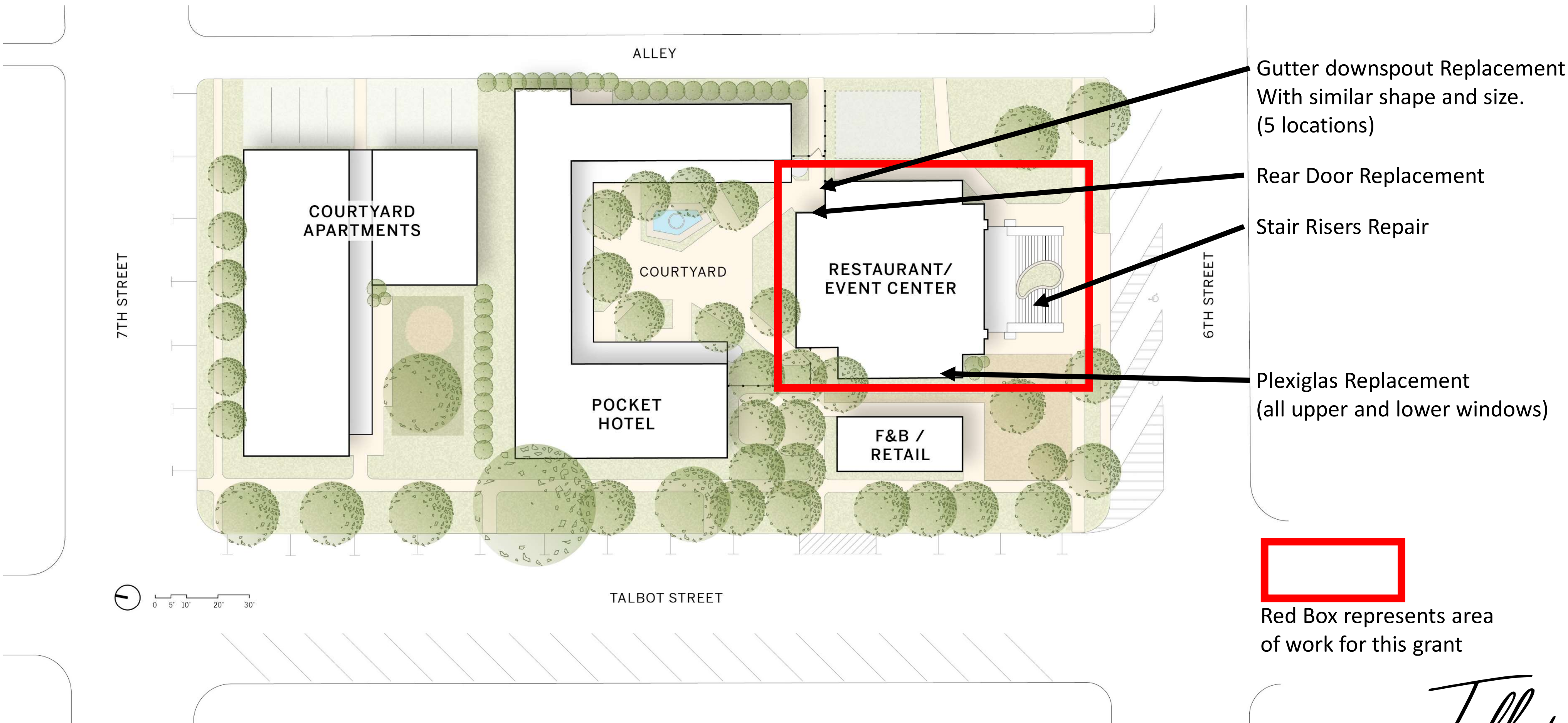
Talbot
COMMONS

Main Street Advisory Board
FAÇADE IMPROVEMENT GRANT APPLICATION
January 5, 2024

THE CHURCH (1912)

Talbot
COMMONS

THE OVERALL VISION



Main Street Advisory Board
January 5, 2024

Talbot COMMONS

SOUTHEAST CORNER

Painting existing wood cornice and steel support angles (all 4 sides)

Painting existing wood windows and Plexiglas replacement (all 4 sides)

Painting existing wood windows and new Plexiglas covers (removing all lattice) (all 4 sides)

Talbot COMMONS

FRONT STEPS

Paint Existing Light Fixtures

Paint Existing Handrails

Riser Plaster Repair on
front steps

Main Street Advisory Board
January 5, 2024

Talbot
COMMONS

REAR DOOR

Painting existing wood cornice and steel support angles (all 4 sides)

Painting existing wood windows and Plexiglas replacement (all 4 sides)

Replace with new solid core wood door and new hardware

Painting existing wood windows and new Plexiglas covers (removing all lattice) (all 4 sides)

Talbot COMMONS

WEST ELEVATION

Painting existing wood cornice and steel support angles (all 4 sides)

Painting existing wood windows and Plexiglas replacement (all 4 sides)

Painting existing wood windows and new Plexiglas covers (removing all lattice) (all 4 sides)

Talbot COMMONS

PROPOSED RENDERING

Talbot
COMMONS

Taylor Economic Development Corporation
November 29, 2023

Proposal HJD REHAB, LLC; DBA HJD Homes
116 W. Second St. STE CR
Taylor TX 76574
512-461-5573
david@hjdhomes.com

** RESIDENTIAL AND COMMERCIAL**
** CUSTOM BUILDERS**
** ADDITIONS AND REMODELING**
** TENANT FINISH OUT**
** METAL BUILDINGS**

PROPOSAL SUBMITTED TO: Douglas Moss

NAME: Talbot Commons (Church)
STREET: 620 Talbot St. CITY: Taylor
ST: TX ZIP: 76574

PLANS SUBMITTED: No Plans Submitted

First Floor
Second Floor
Garage and Storage
Porches/Patio's
Total Slab

Window Prep and Paint Work Prep and paint work on all windows for the Talbot St. church. Prep and paint work to consist a general scraping and sanding of all wood pieces that make up the windows exterior jamb, and mulling's. Surface will not be prepped in such a manner to be a new like wooden material, simply to remove the existing caulking where possible in addition to the deteriorating wood that is causing the unsightly cosmetic appearances. HJD to then caulk all wooden windows with a painters caulking in order to prepare them for a new coat of paint. HJD to apply a new primer and paint to all windows for the church. Paint will be provided by HJD Homes and is currently estimated for one color on all windows.	**$12,250.00**
Window Plexiglass Removal and disposal of existing plexiglass on all Talbot Church windows. Replacement of the plexiglass with a 3/8" plexiglass material on all windows. Cost associated for the existing schematics of the window plexiglass layout and to be completed with three total sheets of plexiglass on each tall arched window. Plexiglass will be fastened together with an H-Mold material where the seams meet up and painters will paint these seam at each arched window location. Total windows set for a total of 6-74"x14'6" windows including arched top, 4-37"x14'6" windows including arched tops, 9-74"x70" windows without arched tops, 8-37"x70" windows without arched tops, 2- 6'x18" transom windows over doors, 3-6'x52" windows on the front of the church. Total cost is estimated for all material, labor and a lift for a total of 4 days use during the construction. Plexiglass will be pre-drilled and screwed to the window mulling's and window frames with a stainless steel screw. Screws will not be painted.	**$43,375.00**
Door Replacement Door on the Northeast side of the basement to be replaced with a steel 28/68 door to match the Commons door. Door hardware will be re-keyed with a deadbolt and door knob. Brick molding around the jamb will be replaced and caulked to the door and masonry.	**$1,650.00**
Plaster Repair HJD to repair the underpinning/plaster for the stairs on the south side of the building leading into the church. All risers will have the existing underpinning removed where possible and skimmed coated with a sand and cement mix to repair the unsightly cosmetic appearance they currently offer. HJD is disclaiming that the underpinning will look differently when completed and will not be a permanent fix as there is not an anchoring system to this underpinning. HJD will remove as much as of the exiting riser plastering as possible in order to prevent water from penetrating the void between the concrete and the plaster. Total cost is estimated at $3500.00 for labor and material.	**$3,500.00**
General Paint	**$6,000.00**

HJD is estimating to paint the remaining parts of the church that were not estimated within the window prep and paint line item. HJD to paint the steel supports on the exterior of the building, all exterior doors, all wood cornice around the perimeter of the church. HJD as well to seal all penetrations that are in need of re-caulking where a wood material meets the masonry material. HJD to provide all paint material for the project. Total estimate for all General Paint set at a cost of $6000.00.

Exclusions

*Fascia paint to be completed once the gutter system is removed from the perimeter fascia boards. Gutters will not be re-installed until fascia board has been caulked and repainted. Fascia board underneath gutter system is an unknown, if fascia board has deteriorated areas that cannot be repaired HJD will assess and estimate a cost of replacement to share with owner.

Cost	**$66,775.00**
HJD Homes Cost	**$3,338.75**
Total	**$70,113.75**

Changes and Change Orders

* Any changes in scope or in allowances to be done by written request and will result in additional charges that will include charges and additional 15% mark ups.
* Any overages to allowances will result in an additional charge for the difference between the allowance and the actual expenditure plus a 15% mark up. E.g. if over by $100 the total additional charge will be $115.

We Hereby Submit Specifications and Estimate for: Draw and Payment Schedule

* Client Acceptance of work and City Inspection will be sufficient for the completed work to be drawn upon.
*Owner shall cause Payments to be made to Builder within four(4) business days following the receipt of a Request. In the event the Additional Cash Payment Request is not signed within (4) days, Builder shall have the right to stop work progress until payment is made and Owners will be charged $250.00 per day until the Additional Cash Payment Request is signed.

* Additional draws will be submitted weekly based on percentage of material expenditure and completion of construction.

*All budgets include taxes.
*HJD Homes is not liable for potential price increases due to limited supply in the market.

Client Acceptance ____

Client Acceptance ____

Brothers Gutters of Austin, TX
100 Precision Dr
Unit 201
Buda, TX 78610
Email: greg.merola@brothersgutters.com
Web https://www.brothersgutters.com/austin-tx/

Estimate
#EST 7990205

Service Address

Atc contractors inc
620 Talbot St
Taylor, TX 76574

Work Date:	12/20/2023	**Tech Phone:**	
Contact:	Nathan Roppolo	**Technician(s):**	Greg Merola
Summary	Church downspout replacement		

Scope:

Removing 5 downspouts on the church. Installing new 4 inch aluminum downspouts with a similar color (antique Ivory). Using downspout brackets painted the same color to add to the style of the old building. Leaving the copper scupper boxes. To avoid the two metals touching, at the top of the downspouts we will add barrier tape to prevent two dislike metals touching.

Company policy is 50% down payment & obtain a signature or email approval to proceed with ordering and installation.

Payment can be made in cash, check, credit card, or financing (cc and financing can be processed over the phone).

There are several ways to approve this estimate.
- Electronically sign on sales iPad
- Click "approve" below
- Send email approval to
greg.merola@Brothersgutters.com
-Text “I approve estimate #_________” to
512-516-2720

Check out our 240+ google reviews!

See our work on Instagram: http://www.instagram.com/brothersguttersATX

Thank You for your business!!

Item	Description
6HR Antique Ivory Spectra Install	Install Package
4" Aluminum Antique Ivory Spectra Half Round Outlet	Outlets are secured into the gutter opening that leads into the downspout. The downspout is secured directly to the outlet.
4" Aluminum Antique Ivory Spectra Smooth Round Downspout	Downspouts carry rainwater from the gutter to the ground.
4" Aluminum Antique Ivory Spectra Smooth Round Elbow	Elbows attach to a downspout enabling it to conform to the contour of a structure.
4" Aluminum Antique Ivory Spectra Smooth Round Offset Elbow	Elbows attach to a downspout enabling it to conform to the contour of a structure. An offset elbow is used for smaller transitions, ensuring the downspout remains close to the home.
Miscellaneous	To include: 4 inch round downspout hangers
Miscellaneous	To include: Barrier tape

Subtotal: $3,047.00

Tax: $0.00

Total: $3,047.00

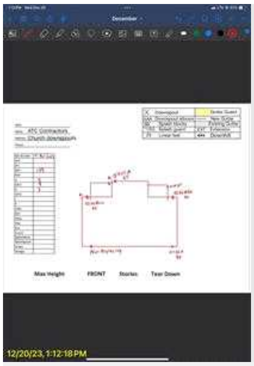
Payment Date	Type	CC/Check Number	Amount
		Total	**$0.00**

By affixing my signature hereto, I represent that I have read this proposal and accept it as written, and agreeable to me. I understand that I have the legal right to cancel up to three (3) days from the date of signing this contract. I am requesting that The Brother That Just Do Gutters proceed to order materials and schedule work. I further understand that there is a 50% deposit required to schedule my installation.

Customer Signature

Date **12/20/2023**

Photos Before



Color match

Not replacing

Example of bracket, and will be painted to match downspout color

The Brothers that just do Gutters | Terms and Conditions of Service

1. Introduction. Our estimate is based upon our reasonable judgment and expires after 30 days. The following are our Terms and Conditions of Service. These Terms and Conditions of Service, together with the estimate above, form an agreement (“Agreement”). Even if this Agreement is not signed, through oversight, or because it is misplaced, or any other reason, you understand that unless we otherwise agree in writing, any work we do for you is subject to the Terms and Conditions of Service set forth in this Agreement. Therefore, we ask that you review the Agreement carefully and contact us promptly if you have any questions. We suggest that you retain a copy of the Agreement. We and you are defined above and referred to collectively herein as the “parties,” and each individually as a “party.”

2. Services. We shall provide you with such services (the “Services”) as may be requested by you from time to time during the Term (as defined below) and as specifically described in the above. You acknowledge that our obligations under this Agreement are limited to providing the Services identified in the above. We are not responsible for and shall not be liable for: fascia rot, soffit rot/damage, rafter tail rot/damage, utility line removal or other repairs or preparatory work needed before Services can be performed; unforeseen conditions discovered after Services begin; vermin, pests or other infestations; the performance, acts, omissions, or breaches of contract of any party providing goods or services to you, including, any vendor, or supplier, and delays of any kind (including delays in obtaining permits, licenses, approvals, installation or delivery); errors or omissions in materials or design; nor cost overruns or changes, whatsoever. Title and risk of loss to materials furnished by us during performance of the Services shall pass to you upon delivery, subject to our right to a purchase money security interest until you have paid for such materials.

3. Certain Consents. You authorize and consent to our taking the steps we deem necessary to comply with all applicable federal, state and local safety regulations and industry standards relative to fall protection applicable to work being conducted on elevated surfaces or in areas with the potential for falls including, without limitation, the use of lifelines, lanyards, and climbing devices attached to your roof or ridgeline. You further authorize and consent to our placing any yard sign advertising our services on your lawn that is permitted by applicable zoning and other regulations.

4. Fees and Payment. You shall pay to us the fees set forth; plus, other amounts described in this Section (collectively the “Fees”). You must pay us ninety (90%) of the total fees due at the time you request a delay in our Services for any reason. Except to the extent provided above, you shall pay Fees for all Services on a time-and-materials basis pursuant to our then-current rates. You shall compensate us for all costs and other overhead and expenses that are incurred by us in providing the Services including, without limitation: (i) required permits, licenses, and approvals; (ii) materials and services; (iii) contractor subcontractor, supplier and other fees and costs we incur on your behalf; and (iv) all other costs and expenses incurred in providing the Services. All Fees are fully earned upon signing the Agreement and are nonrefundable. You shall make payment as indicated above, but in no event later than five (5) days after the date of completion of Services unless we agree otherwise in writing. Thereafter, we may impose a late charge of 1% of the unpaid balance of the invoice per month. You also agree to pay for all cost of collection, including but not limited to, collection agency costs, court costs, and reasonable attorney fees, due to your failure to make payments under this Agreement when due. Any deficiencies in the Services must be identified in a written rejection within ten (10) business days of receipt of the applicable invoice, otherwise, payment shall constitute acceptance of the Services, such that we are deemed to have met all requirements set forth in this Agreement.

5. Term and Termination. This Agreement will commence upon the parties signing and remain in effect until all Services described in the Agreement are completed (the “Term”). We may terminate this Agreement at any time if you fail to make any payment when due or you are in material breach of this Agreement, effective upon written notice to you. Expiration or termination of this Agreement will not excuse you of your obligation to pay us any Fees or other monies that have accrued as of the effective date of expiration or termination. This Agreement and the payment of Fees is noncancellable.

6. Warranty. We shall perform the Services in accordance with a reasonable standard of care or skill consistent with applicable industry standards. If a court of competent jurisdiction determines that we have breached the applicable standard

of care, your sole and exclusive remedy shall be for us to reperform the Services or, at our option, refund the amount actually paid for such Services found to be deficient. All installation of gutters, hangers, corners, end caps, elbows and downspouts performed by Supplier ("Installation Work"), will include the following Limited Warranty ("Limited Warranty"). Subject to the conditions and exclusions set forth below, all Installation Work will be free from material defects in our workmanship for a period beginning on the date of completion of the Services and lasting for ten (10) years for Installation Work that includes our approved gutter guard system, and five (5) years for all other Installation Work (as applicable, the "Warranty Period"). Your sole and exclusive remedy and our sole and exclusive liability under this Limited Warranty will be for us to repair or replace the deficiency or, at our option, to refund the amount paid for the deficient Installation Work. This Limited Warranty does not apply to materials, components, supplies, parts, or goods manufactured by a party other than us (the "OEM"), including that the Limited Warranty does not cover defects in the finish, color, chipping, or blistering of gutters. All such materials will be governed solely by the OEM's warranty, and your sole recourse with respect to such materials will be under the OEM's warranty to the extent the warranty is transferrable to you. This Limited Warranty does not apply to any damage, failure or other issues caused by your failure to comply with our and/or the OEM's instructions, requirements or warranty conditions including, without limitation, to regularly maintain and remove debris from all parts of the gutter system, refrain from altering or repairing the gutters except by us and notify us of your claim within the Warranty Period. THE EXPRESS WARRANTIES IN THIS AGREEMENT ARE THE ONLY WARRANTIES WE MAKE AND ARE IN LIEU OF ALL OTHER WARRANTIES, WHETHER EXPRESS OR IMPLIED, COURSE OF DEALING, COURSE OF PERFORMANCE, USAGE OF TRADE OR OTHERWISE. WE HEREBY DISCLAIMS ALL OTHER WARRANTIES, INCLUDING, WITHOUT LIMITATION, THE IMPLIED WARRANTIES OF MERCHANTABILITY, AND FITNESS FOR A PARTICULAR PURPOSE.

7. LIMITATION OF LIABILITY. NOTWITHSTANDING ANYTHING HEREIN TO THE CONTRARY, WE WILL NOT BE LIABLE FOR ANY INDIRECT, INCIDENTAL, SPECIAL, OR CONSEQUENTIAL DAMAGES. OUR CUMULATIVE LIABILITY TO YOU OR ANY THIRD PARTY UNDER ANY CLAIM FOR LOSS OR LIABILITY BASED ON, RESULTING OUT OF, OR IN ANY WAY CONNECTED WITH THE PERFORMANCE OR BREACH OF THIS AGREEMENT SHALL IN NO CASE EXCEED THE AMOUNT OF THE FEES THEN DUE AND OWING BY YOU TO US. EXCEPT FOR CLAIMS ARISING FROM YOUR NONPAYMENT OF FEES OR OTHER AMOUNTS DUE US, ANY AND ALL CLAIMS ARISING OUT OF OR RELATING TO THIS AGREEMENT WILL BE BARRED UNLESS A JUDICIAL PROCEEDING IS COMMENCED WITHIN ONE (1) YEAR FROM WHICH THE PARTY ASSERTING THE CLAIM KNEW OR SHOULD HAVE KNOWN OF THE FACTS GIVING RISE TO THE CLAIM.

8. Force Majeure. Neither party shall be held responsible or liable for any loss, damage or delay caused by accidents, strikes, fires, pandemic, government action, floods or other circumstances or other causes beyond its reasonable control (each, a "Force Majeure Event"). A party's performance under this Section will be suspended only for so long as the Force Majeure Event exists. Notwithstanding the foregoing, a Force Majeure Event will not excuse your duty to make timely payment due under this Agreement.

9. French Drains. You agree to inform us or provide a map of any and all subsurface systems in the ground around which we will be excavating for French Drains. We will not be responsible for any damage to any subsurface systems including, but not limited to irrigation, fiber optic, gas, electric or water lines. By accepting this agreement, YOU RELEASE US FROM ANY LIABILITY FOR ANY DAMAGE TO A SUBSURFACE SYSTEM OR ANY DAMAGE RELATING TO OR RESULTING FROM A SUBSURFACE SYSTEM. FURTHER, YOU INDEMNIFY AND DEFEND US FOR ANY LIABILITY (INCLUDING DIRECT, INDIRECT, INCIDENTAL, SPECIAL OR CONSEQUENTIAL DAMAGES AND RESULTING FEES AND EXPENSES) RESULTING FROM YOUR FAILURE TO PROPERLY DISCLOSE ALL SUBSURFACE SYSTEMS LOCATED AROUND THE AREA WHERE WE WILL BE EXCAVATING.

10. Miscellaneous. This Agreement embodies the entire agreement and understanding between the parties and supersedes all prior oral or written agreements and understandings relating to the subject matter hereof. We provide the Services as an independent contractor and are not your agent, joint venturer, partner, representative, or employee. If you are signing this Agreement as a business entity, then the liability of the business entity and each person signing this Agreement shall be joint and several. Except as to payment of Fees, time is not of the essence in relation to any obligation under this agreement. Any notice required or permitted to be given by this Agreement shall be in writing and delivered by a nationally

recognized overnight courier of general commercial use and acceptance to the contact person for the recipient party at the mailing address above and shall be deemed delivered upon receipt or, if receipt is refused, upon tender of delivery. This Agreement shall be governed by and construed in accordance with the laws of the state where our principal office is located without regard to conflict of law principles, and the parties agree that all actions must be commenced in a state court of general jurisdiction closest to our principal office. No amendment, waiver or consent shall be valid unless in a writing signed by all parties. The headings of the sections and paragraphs are for convenience only and do not define, limit, or construe the contents of these sections or paragraphs. Obligations and rights that, by their nature, are intended to survive termination or expiration of this Agreement shall so survive. This Agreement can be executed in multiple counterparts by facsimile or electronic transmission, and each will be deemed an original.

YOU MAY CANCEL THIS AGREEMENT, WITHOUT PENALTY OR OBLIGATION, WITHIN THREE BUSINESS DAYS FROM SIGNING BY SENDING WRITTEN NOTICE TO US

Name of Owner

LIMITED WARRANTY

WHAT THIS WARRANTY COVERS

The Brothers That Just Do Gutters ("Brothers Gutters") Limited Warranty guarantees that all work performed by Brothers Gutters, including the installation of the gutters, hangers, corners, end caps, elbows and downspouts will be in accordance with the generally accepted home improvement standards and, with regular maintenance (see Customer Obligations below), will properly function for the life of this warranty. Brothers Gutters will also guarantee against any defects in material including any defects in finish, color, chipping, or blistering of the products under ordinary use and wear for the life of this warranty.

WHAT THIS WARRANTY DOES NOT COVER

The Limited Warranty does not cover: Damage caused by owner abuse, malicious and/or intentional destruction or damage caused to the gutter system. Any acts of Vandalism. Natural wear and or change in finish or color caused by wind, rain, sleet, hail, ice, snow, or by any other Act of God or other environmental conditions. Damage or defects which are the result of characteristics common to the materials used or conditions resulting from condensation, expansion, or contraction of such materials. Any damage to the home as a result of damage to the gutter system. Any alterations or modifications made by anyone other than a Brothers Gutters Specialist. Any defect or damage caused by another person or contractor's work to the building or home following the gutter installation including any work performed to the roof, fascia, drip edge or shingles. Any water going behind their gutters as a result of shingles extending less than 1 inch past the drip edge or fascia. Any damage caused by fire. Any damage caused by impact from any foreign objects. Any damage or malfunction caused by building or home structure settling or foundational distortion.

WHAT IS THE PERIOD OF COVERAGE

The five (5) year Limited Warranty commences upon the completion of the installation of the gutter system and payment is received by Brothers Gutters in full and will continue for five (5) years thereafter. The Limited Warranty may be extended for an additional five (5) years, for a total of ten (10) years, by the purchase and installation of an approved gutter guard system. The approved gutter guard system must be purchased and installed by a Brothers Gutters Specialist within 90 days from the date of the original installation. If the approved gutter guard system is installed on a date after the original installation, the extension of the Limited Warranty will be subject to an evaluation of the gutter system by a Brothers Gutters Installation Specialist.

WHAT ARE THE CUSTOMERS OBLIGATIONS

Customers, in order to be eligible for any benefits set forth in this Limited Warranty, must provide regular maintenance and debris removal from the gutter system including the gutters, elbows, down spouts, extensions and drainage pipes. Failure to provide evidence of regular maintenance may void any Warranty.

WHAT WE WILL DO TO CORRECT PROBLEMS

Brothers Gutters will repair or replace any damaged portion of the gutter system up to the entire gutter system. The Limited Warranty will cover up to the total amount of footage of gutter, downspout and/or gutter guards purchased in the original contract. In the event the entire footage initially purchased by customer in the contract is replaced, the Limited Warranty will automatically terminate.

WHAT WE WILL NOT DO

Brothers Gutters will not repair or replace any undamaged portions of the gutter system as determined by a Brothers Gutters Installation Specialist. Brothers Gutters will not for any reason repair or replace any damage to Customer's home.

HOW TO MAKE A WARRANTY CLAIM

Customer must notify Brothers Gutters within five (5) days of any claimed damage or as soon thereafter as the damage is discovered by phone and email. Brothers Gutters will accept warranty claims 24 hours a day, 7 days a week, 365 days a year at the number and email address set forth within the original contract. All claims must be made within the period of coverage and provide the name and address of the Customer; a brief description of the damage; location of the damage; what caused the damage and a number and email address where the Customer can be reached during the day and night.

FAILURE TO PROVIDE NOTICE AS SET FORTH ABOVE WILL VOID ANY WARRANTY.

A Brothers Gutters representative will contact you within five (5) days to schedule a mutually convenient appointment for an Installation Specialist to evaluate the damage. If, in the discretion of the Installation Specialist, the damage is covered under the Limited Warranty, the Installation Specialist will determine and provide a remediation plan to the Customer. All warranty repairs and/or replacement will be scheduled within two weeks of the date the Installation Specialist provides a remediation plan to the Customer.

THE LIMITED WARRANTY IS TRANSFERABLE

This Limited Warranty is transferable to all subsequent purchasers of the home, dwelling building or structure. To transfer this warranty to a new owner, the Customer must have the new owner sign and date the original warranty and forward the same to the Brothers Gutters. Under no circumstance can a warranty be extended by any such transfer. The customer can only transfer the remaining time left on the Limited Warranty. New owner may inquire regarding purchasing an approved gutter guard system to extend the Limited Warranty for an additional five (5) years subject to the provisions set forth herein.

MEDIATION

In the event of a dispute over claims or coverage, Customer agrees to file a written claim to the Brother Gutters and Brothers Gutters will have thirty (30) days to respond to the claim. The parties agree to mediate in good faith before resorting to mandatory arbitration in the state in which the Brothers Gutters division is located as set forth within the contract. Except where prohibited, if a dispute arises from or relates to this Agreement or its breach, and if the dispute cannot be settled through direct discussions Customer, agrees that;

1. Any and all disputes, claims and causes of action arising out of or connected with this Agreement shall be resolved individually, without resort to any form of class action.

2. Any and all disputes, claims and causes of action arising out of or connected with this Agreement (including but not limited to whether a particular dispute is arbitrable hereunder) shall be resolved exclusively by the American Arbitration Association of the state in which The Brothers That Just Do Gutters division is located under its Commercial mediation rules Controversies or claims shall be submitted to arbitration regardless of the theory under which they arise, including without limitation contract, tort, common law, statutory, or regulatory duties or liability.

3. Any and all claims, judgments and awards shall be limited to actual out of pocket costs incurred to a maximum of $1500 per claim, but in no event shall include attorneys' fees.

4. Under no circumstance will Customer be permitted to obtain awards for, and Customer hereby waives all rights to claim, indirect, punitive, incidental and consequential damages and any and all rights to have damages multiplied or otherwise increased. All issues and questions concerning the construction, validity, interpretation and enforceability of this Limited Warranty Agreement, shall be governed by, and construed in accordance with, the laws of the state in which the Brothers Gutters division is located as set forth within the contract without giving effect to any choice of law or conflict of law rules, which would cause the application of the laws of any jurisdiction other than the state in which the Brothers Gutters division is located as set forth within the contract.

SEVERABILITY

If any provision of this Limited Warranty is found to be contrary to law by a court of competent jurisdiction, such provision shall be of no force of effect; but the remainder of this Limited Warranty shall continue in full force and effect.

GUTTER MAINTENANCE AGREEMENT

The Contractor's Obligations.

Contractor will clean all leaves and debris from the inside of all gutters, down spouts, elbows and joints. Contractor will remove all gutter debris from the premises, sweep all sidewalks, decks, patios, and driveways of any debris created as a result of the gutter cleaning. Contractor will perform minor repairs such as re-securing gutters, elbows and applying sealant to any leaky joints or corners. Contractor will provide Owner with an email notification of the scheduled maintenance (due to the volume and nature of the gutter cleaning and maintenance contractor, will not accommodate requests for specific times or dates for scheduled maintenance). Contractor will not be responsible for any damage to the Owner's home or property caused by debris in the gutter system.

The Owner's Obligations.

The Owner shall provide the Contractor with such access to the property as is reasonably necessary for the Contractor to comply with the terms of this agreement. The Owner shall immediately notify the Contractor once the property has been sold, and no longer requires property maintenance services. Owners must maintain a valid credit card on file with Contractor for the payment of each scheduled gutter maintenance/cleaning. Any failure to provide payment within 30 days will be subject to the Delinquent Account Disclaimer set for the below and may result in an immediate termination of this agreement.

Pricing.

Contractor will provide the services set forth herein and outlined in the estimate at the prices quoted therein. Contractor reserves the right to change the price of this agreement upon renewal and can choose not to renew the agreement at their discretion. Contractor also reserves the right to decline and/or renegotiate the maintenance/cleaning upon arrival at the premises if any of the following conditions exist: (i) the scope work is beyond routine maintenance; (ii) there is excessive linear footage; (iii) there is inaccessible or difficult access to the home or gutters; (iv) the house or gutters are in significant disrepair; (v) there is existing gutter protection; (vi) there exists unsafe working conditions. If such an agreement cannot be made service will be cancelled at no further charge to the Owner.

Cancellation Policy.

The Owner may cancel this agreement at any time prior to any maintenance scheduled. All previous balances for work performed must be paid in full before cancellation. Cancellations must be in writing and received via email, fax or mail 30 days prior to the scheduled cleaning dates. Owners that cancel within the maintenance cleaning dates will be charged a cancellation fee up to or equivalent to the full cost of the maintenance/cleaning.

Delinquent Account Declaimer.

Any sum which is more than thirty (30) days past due will accrue interest at 18% per year. In the event Contractor seeks legal advice with respect to the collection of any amounts due as a result of work performed for the Owner, Contractor will be entitled to collect its actual legal fees, cost, and disbursements, in addition to the principal sum due plus interest.

Term.

This Agreement will automatically renew every year and remain in effect until terminated as set forth herein.

Entire Agreement and Amendment.

This Agreement supersedes all prior negotiations, agreements, and understandings between the Parties with respect to the subject matter hereof and constitutes the entire Agreement. Any amendment or modification to this Agreement must be in writing and must be signed by both Parties.

TAYLOR MAIN STREET ADVISORY BOARD
AGENDA ITEM COVER SHEET

JANUARY 17, 2024

REGULAR AGENDA
New Business

IV-D

Receive information, discuss, and take possible action on the 2024 Breakfast Bites Topics

2024 BREAKFAST BITES TOPICS

DATE	TOPIC	SPEAKER
January 10, 2024	Updates to Sign Ordinance; Review of Signage Grant	Jan Harris
February 14, 2024	Crime Prevention & Neighborhood Watch	TPD Rep.
March 13, 2024		
April 10, 2024		
May 8, 2024		
June 12, 2024		
July 10, 2024		
August 14, 2024		
September 11, 2024		
October 9, 2024		
November 13, 2024		
December 11, 2024		

TAYLOR MAIN STREET ADVISORY BOARD
AGENDA ITEM COVER SHEET

JANUARY 17, 2024

REGULAR AGENDA
New Business

IV-E

Receive information, discuss, and take possible action on coordination efforts of the Spring Festival.

STRATEGIC PILLAR

☐ Streets/Infrastructure

☒ Quality of Life

☐ Economic Vitality

MSAB Meeting
January 17, 2024
Transmittal Letter

Agenda Item #: IV - E

Agenda Title: **Receive information and take possible action on naming the Spring Festival**

Board Action to be taken: Select a name and date for the spring festival

Staff Contact: **Ruby Fisher, Special Events Coordinator**

1. PURPOSE/DESCRIPTION

The purpose of the agenda item is to consider and select a name and date of the spring festival.

2. STAFF ANALYSIS / BACKGROUND / PRIOR ACTIONS

Previously, Taylor Blackland Prairie Day occurred on the first Saturday of May. It has been put forward that the festival lacks a strong identity that would pull folks into downtown and have the desired impact.

3. PROS and CONS

N/A

4. RECOMMENDATION

It is recommended that the event name change to Blackland Heritage Festival or Taylor Heritage Festival to better convey the purpose of the event.

5. FUNDING SOURCE

FY2023-24 General Fund (City Labor) and outside sponsorship

TAYLOR MAIN STREET ADVISORY BOARD
AGENDA ITEM COVER SHEET

JANUARY 17, 2024

REGULAR AGENDA
New Business

IV-F

Receive information, discuss, and take possible action to recommend ways to streamline the Main Street Grant Process.

TAYLOR MAIN STREET ADVISORY BOARD
AGENDA ITEM COVER SHEET

JANUARY 17, 2024

REGULAR AGENDA
Continuing Business

V-A

Main Street Manager's reports

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

Main Street Monthly Report
for December, 2023 through January 12, 2024

Downtown Property & Business Report:

Property:

- Number of properties listed for sale: 6 – Howard Theater is under contract
- Number of commercial properties listed for lease: *17 **Note: some of these are small spaces within larger buildings with other occupied spaces.*
- Number of residential properties listed for lease: 1
- Leased properties during reporting period: 1
- Sold properties during reporting period: 1

Businesses:

- New businesses in development: 0
  - Square footage:
  - Property uses –
- New businesses opened during reporting period: 1
  - Square footage: 900
  - Property uses: food/beverage
- Businesses Relocating: 0
  - Property uses:
- Businesses Closed: 2
  - Square Footage: 4058/SF
  - Property uses – Retail and office

Community Outreach / Meetings Attended:

- TIF #1 meeting – 12/13
- Main Street Advisory Board meeting – 12/13
- Public Arts Advisory Board meeting – 12/19
- Taylor Area Businesswomen – 12/26
- TAB Officers Meeting – 1/3
- Heritage Farmers Market Meeting – no meeting
- Breakfast Bites – 12/6; 1/10

Local Business / Owner Visits:

- Mid Tex Loans
- Tierra Grande Real Estate
- The Spot
- Trouvaille Antiques

Pre-Application Meeting:

- 200 N Main Street – 1/10

Event Planning:

- Christmas Parade post event meeting – 12/11
- MLK March/Observance planning meeting – 12/4; 12/9

Special Events:

- Every Saturday – Heritage Square Farmers Market 9 am until 1 pm
- 2nd Saturday Shop & Stroll – 10 am – 4 pm – 12/9; 1/13

Special Event Permits Issued or Pending:

- MLK March/Observance
- Run for the Roses

Film Friendly Taylor –Film Events in Taylor:

- Go Daddy Commercial – 1/8-1/11

Professional Development:

- Submitted Main Street Program Activity Report and Reinvestment Statistics for Quarter 4 to State Main Street Office – 1/10

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:

- Digital map updates
- Breakfast Bites monthly downtown business meetings (2nd Wednesday of each month)

TAYLOR MAIN STREET PROPERTY BUSINESS REPORT
JANUARY 2024

PROPERTY FOR SALE:	ADDRESS:	OWNER/REALTOR	CONTACT INFO	SQUARE FEET	PRICE	STATUS
Taylor Feed	102 Talbot St	Rodney Schmidt / Weldon Copeland-Rainbow Properties	512-914-7727	6,750 SF	$1,100,000.00 $163.00/SF	
Nelson-Davis & Son Wholesale Grocer	110 W 1st St	Charles Dailey / Erica Urbanovsky - Remax & Associates	512.365.8563	4825 SF	$189,000	built in 1900
Eanes/Prewett Building	119-121 E 3rd St	RichardTorres/ Bryan McLane	bryanmclane@gmail.com; 512-615-1240	9916 SF	$1,500,000.00 $151/SF	
Howard Theater	306 N Main St	Farney Entertainment Ltd, LLC - Steve Turner - Turner Properties	512-930-2800	7515 SF	$695,000	UNDER CONTRACT
Restaurant building	405 S Main St	Johan Borge	johanborge@gmail.com	1800 SF	$900,000	zoned P4 - mixed
	407 S Main St	Johan Borge	johanborge@gmail.com	1450 SF	$750,000	zoned P4 - mixed
		Johan Borge	johanborge@gmail.com	2000 SF	$850,000	zoned P4 - mixed
PROPERTY FOR LEASE:	ADDRESS	OWNER/REALTOR	CONTACT INFO	SQUARE FEET	PRICE	
2nd & Main Lofts	102 E 2nd St; Loft 203	2nd & Main Lofts, LLC / Julie Downs - Tierra Grande Realty	512.497.3697 juliedowns4@gmail.com	1000	$1,600	
	107 W 4th Street	Gary & Sharla Gola / Cornerstone Realty	512.365.9548	900		
Luhn-Johns Building	109 W. 3rd St	Ujjal Ghostagore / Monica Luxon-Luxon Realty Services	512.203.7663 monica@luxonrealtyservices.com	875SF	$1,750.00	

TAYLOR MAIN STREET PROPERTY BUSINESS REPORT
JANUARY 2024

PROPERTY FOR LEASE:	ADDRESS	OWNER/REALTOR	CONTACT INFO	SQUARE FEET	PRICE	
Richter Furniture Building	111 W 3rd St	Ryder Jeanes - CLD Realty	rjeanes@cldrealth.com 512.441.8888	4 spaces: Ste 100 - 2848 SF Ste 200 - 1829 SF Ste 300 - 1829 SF Ste 500 - 1245 SF	undisclosed rate	recently revised the suite # & sizes - were 3 spaces -1081 SF; 1816-3694 SF; & 2276 SF.
2nd & Main Lofts	114 N Main St	2nd & Main Lofts, LLC / Julie Downs - Tierra Grande Realty	512.497.3697 juliedowns4@gmail.com	1360 SF	Call for information	
Luhn-Johns Building	117-119 N Main St Ste 217 (1st Floor)	Ujjal Ghostagore/Julie Downs	512.203.7663 monica@luxonrealtyservices.com	4 spaces: Ste 217 - 1007 SF Ste 219 - 1007 SF Ste 221 - 2364 SF Back Bar - 1800 SF	Upon Request	
the Hawt Spot	211 N Main St; Ste B-1	Ricardo Zuniga / Julie Downs-Tierra Grande Real Estate	Julie Downs-512-487-3967	405 SF	$2.73SF/mo. $1106/mo	
The Hawt Spot	211 N Main ST; Ste B-2	Richard Torres/Julie Downs	Julie Downs-512-487-3967	1497 SF	$2994/MO; $2/SF/MO	

TAYLOR MAIN STREET PROPERTY BUSINESS REPORT

JANUARY 2024

PROPERTY FOR LEASE:	ADDRESS	OWNER/REALTOR	CONTACT INFO	SQUARE FEET	PRICE	
Young's Store	315 N Main St	Young Chong Kin & Howard Martin / Se Kyu Kim - Austin Grace Realty	512.947.5599	3158 SF	$3,663.00	
Restaurant building	405 S Main St	Johan Borge	713-464-7656	1800 SF	$3,500/SF/MO	
Large Office Building	700 N Main St	TC Building One LLC / Dan Reuter	512-991-2849	2000-7202 SF	$1.40/SF/MO	was $3.49/SF
SOLD PROPERTIES	ADDRESS	PURCHASER	CONTACT INFO	PROPOSED USE	SALES PRICE	
Eames-Jacobsen Building	113-115 E 3rd St	Big Blue Stem LLC (Louis Hughes)	louis @dovetailwealth.com	office space	not disclosed	

TAYLOR MAIN STREET PROPERTY BUSINESS REPORT

JANUARY 2024

LEASED PROPERTIES	ADDRESS	TENANT	CONTACT INFO	PROPOSED USE	LEASE $	
	119 E 3rd St; Ste B	The Spot Taylor		healthy tea and shake shop		
PROPOSED NEW CONSTRUCTION/MAJOR RENOVATION	ADDRESS	OWNER	CONTACT INFO	PROPOSED USE		
	W 1st Street	Jay McNabb	jan.mcnabb@outlook.com	Office space for contractors, etc.		One building with 4 subdivisions (offices and storage behind)
	104 N Main St	Public Sketch	(512) 365-8563	offices, bars, restaurants		will build 2-800-SF buildings to suit
Historic Presbyterian Church building	114 W 6th St	Talbot Commons LLC	(512) 365-8563	restaurant/event center		Tax Credit Project

TAYLOR MAIN STREET PROPERTY BUSINESS REPORT
JANUARY 2024

PROPOSED NEW CONSTRUCTION/MAJOR RENOVATION	ADDRESS	OWNER	CONTACT INFO	PROPOSED USE		
	115 W 3rd St	Ryder Jeanes	rjeanes@cldrealth.com 512.441.8888	retail / office spaces		Tax Credit Project
Taylor National Bank Bldg.	200 N Main St	Cissy Pierce (Chism Pierce is the main contact)	chism@getchismed.com	boutique hotel and restaurant		pre-app held 1/10; mtg w/ THC staff (MS Design & Tax Credit) 1/11 Tax Credit Project
NEW CONSTRUCTION/MAJOR RENOVATION PROJECTS	ADDRESS	OWNER	CONTACT INFO	PROPOSED USE		
Heidenheimer Co Wholesale Grocery Warehouses	209 E 1st St	Jeff Snyder	512.365.5346	storage associated with Jeff's Resurrections		Tax Credit Project
Talbot Commons Pocket Hotel	114 W 6th St	Public Sketch	Julie Downs 512-365-8653	pocket hotel in a mixed use development		

TAYLOR MAIN STREET PROPERTY BUSINESS REPORT
JANUARY 2024

NEW BUSINESS COMING ON LINE	ADDRESS	OWNER	CONTACT INFO	PROPOSED USE	# EMPLOYEES GAINED	
None						
NEW BUSINESSES OPEN	**ADDRESS**	**OWNER**	**CONTACT INFO**	**PROPOSED USE**	**# EMPLOYEES GAINED**	
The Spot Taylor	119 e 3rd St; Ste B			healthy teas & shakes	2	no CO or sign permit as of 1/8/24
BUSINESS CLOSING	**ADDRESS**	**OWNER**	**CONTACT INFO**	**FORMER USE**	**# EMPLOYEES LOST**	**YEARS IN BUSINESS**
Young's Store	316 N Main St	Young Kim	Youngkim2040@att.net	retail store	2	24
Mid Tex Loan Company	119 w 2nd St; Ste A	Bill Hathaway		pay day loans	1	19

TAYLOR MAIN STREET PROPERTY BUSINESS REPORT
JANUARY 2024

BUSINESS CLOSING	ADDRESS	OWNER	CONTACT INFO	FORMER USE	# EMPLOYEES LOST	YEARS IN BUSINESS
Trouvaille Antiques	401 N Main St	Ben Morgan	(512) 309-4386	retail store	1	7
BUSINESS EXPANDING	ADDRESS	OWNER	CONTACT INFO	USE	GAINED OR	
NONE						
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	
NONE						

TAYLOR MAIN STREET ADVISORY BOARD
AGENDA ITEM COVER SHEET

JANUARY 17, 2024

REGULAR AGENDA
Continuing Business

V-B

Special Events Coordinator’s report

Main Street Special Events Coordinator
Monthly Report
for October 18th through December 7th

Event Planning:
- Special Events Committee Meeting – 11/20
- Christmas Parade Committee Meeting –10/03, 10/11, 10/24, 10/27, 10/31, 11/7. 11/14, 11/20, 11/21, 11/28 (two meetings), 11/30
    - Meeting with Chamber – 11/7, 11/28
- Main Street Car Show Committee Meeting – 10/25
- Reverend Dr. Martin Luther King Jr. Celebration Day March Committee Meeting – 11/28

Special Events:
- Main Street Car Show – 10/28/2023
- Spooktacular – 10/31/2023
- Christmas Parade – 12/02

Special Events Permits Issued or Pending:
- Issued: Spooktacular – 10/31
- Issued: American Legion – Taylor Veteran 5k Beer Run – 11/4
- Issued: Salute to the Troops - 11/5
- Issued: Dickey Day - 11/11
- Issued: Our Lady of Guadlupe – Eucharistic Procession 12/09
    - Meet with Coordinators 11/6
- Pending: City of Taylor Christmas Parade – 12/09
- Pending: Reverend Dr. Martin Luther King Jr. Celebration Day March Committee Meeting – 01/15
- Pending: Taylor Garden Club Run for the Roses 5k and 10k – 01/09
    - Meet with Coordinators 11/16

Meetings Attended:
- Main Street Advisory Board Meeting – 10/18, 10/30
- Main Street Advisory Board Retreat – 11/15
- Moody Museum Board Meeting – 11/21/2023
    - Grounds Assessment with Public Works 12/06
- Breakfast Bites – 11/08, 12/06

Other Duties:
- Updating Directory Map for downtown business directories
- Generating marketing materials for Taylor Main Street

Upcoming Projects:
- Second Saturday Committee Meeting - 12/18
- Blackland Heritage Festival Meeting –
- Special Event Permit Application Refresh

Business Visits:

- Good Strangers
- 2^{nd} Street Station Kitchen and Bar
- Taylor Bike Shop
- The 74 Man Store
- Trouvaille Antiques
- Hola Aloha
- Alchemy
- Red Cap Cigar Lounge

TAYLOR MAIN STREET ADVISORY BOARD
AGENDA ITEM COVER SHEET

JANUARY 17, 2024

REGULAR AGENDA
Continuing Business

V-C

Review the Action Item List and receive updated reports on the items listed.

MAIN STREET ADVISORY BOARD ACTION ITEM REPORT
JANUARY 2024

DATE	ACTION ITEM	ASSIGNED TO:	DUE DATE:	NOTES:
	Submit a TL for the Sidewalk Sticker project at the November 9th City Council meeting	Jan Harris	10/27/2023	postponed until we know that the TIF board will underwrite the funding for this projecgt
12/13/2023	Provide the amount of unassigned MS Revenue Account funds to the board	Jan Harris	1/17/2024	$89,736.00 with $10,000encumbered for DT Christmas pole decorations from TAB

TAYLOR MAIN STREET ADVISORY BOARD
AGENDA ITEM COVER SHEET

JANUARY 17, 2024

REGULAR AGENDA
Continuing Business

V-D

Receive and take possible action on committee reports:

1. New Justice Center-City Hall Advisory Committee (John McRae)

TAYLOR MAIN STREET ADVISORY BOARD
AGENDA ITEM COVER SHEET

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REGULAR AGENDA
Continuing Business

V-D

Receive and take possible action on committee reports:

2. Downtown Beautification Committee (Jenn Lopez)

TAYLOR MAIN STREET ADVISORY BOARD
AGENDA ITEM COVER SHEET

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REGULAR AGENDA
Continuing Business

V-D

Receive and take possible action on committee reports:

3. Stakeholders Communication Committee (Jenn Lopez)

TAYLOR MAIN STREET ADVISORY BOARD
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Continuing Business

V-D

Receive and take possible action on committee reports:

4. Festival Committee (Ruby Fisher/Jenn Lopez)

TAYLOR MAIN STREET ADVISORY BOARD
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Continuing Business

V-E

Discuss items for upcoming agendas