

**AGENDA**  
**CITY OF TAYLOR, TEXAS**  
**TAX INCREMENT FINANCING (TIF) #1 BOARD MEETING**  
**CITY HALL CONFERENCE ROOM - 400 PORTER STREET, TAYLOR, TX 76574**  
**APRIL 15, 2026, 4:00 PM**

I. CALL TO ORDER AND DECLARE A QUORUM

II. CITIZEN COMMUNICATION

*(The Board or Commission welcomes public comment on items not listed on the agenda. However, the Board or Commission cannot respond until the item is posted on a future agenda. All public comments are limited to 3 minutes.)*

III. CONSENT AGENDA

1. Review and consider action on minutes from the March 18, 2026 Meeting
2. Review the TIF # (119) Fund Report.

IV. REGULAR AGENDA - NEW BUSINESS

3. Review and consider action on the Facade Grant Requests for 219 and 221 N Main Street

V. REGULAR AGENDA - CONTINUING BUSINESS

4. Discuss and consider action on Economic Development budget suggestions

VI. ADJOURN

The Board or Commission may vote and/or act upon each of the items listed on this Agenda. The Board or Commission 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 the meeting was posted in the Taylor City Hall Lobby for at least three business days before the scheduled date of said meeting.

Posted by: Niecy Baum Date: 4/8/2026

# MINUTES

## CITY OF TAYLOR, TEXAS

### TIF #1 ADVISORY BOARD MEETING

City Hall Conference Room 400 Porter Street, Taylor, Texas 76574

March 18, 2026 – 5:00 PM

#### MEMBERS PRESENT

Alyse Mervosh  
Kirsten Sheldrake  
Mike Kaspar  
Doug Moss  
Jeff Snyder  
Curie Humphreys

#### MEMBERS ABSENT

Ron Verano  
Mitch Drummond  
(excused)

#### OTHERS PRESENT

Ruby Fisher, City Liaison  
Niecy Baum, Director of  
Downtown  
Chuck Farr  
Mark Pratz  
Jeannette Pratz

#### I. CALL TO ORDER AND DECLARE A QUORUM

A quorum was declared, and the meeting was called to order at 5:45 pm.

#### II. CONSENT AGENDA

1. Review and consider action on the minutes from the February 18, 2026, meeting
2. Receive the TIF#1 (119) Fund report as information.

A motion was made by Curie Humphreys to approve the consent agenda as presented, seconded by Jeff Snyder. The motion passed unanimously.

#### IV. REGULAR AGENDA - NEW BUSINESS:

3. Swearing in of new board members if required direction (placeholder).

*This is not legally required, and it's skipped.*

4. Discuss and consider action on moving the board meeting start time

a. A motion was made to move the meeting from 5 pm to 4 pm by Jeff Snyder, seconded by Alyse Mervosh. The motion passed unanimously.

5. Discuss and take action on the appointment of the Chair position

a. Kirsten Sheldrake nominated Doug Moss for Chair, seconded by Alyse Mrvosh. A motion was made by Curie Humphreys to have Doug Moss serve as Chair, seconded by Alyse Mervosh. Passed unanimously.

6. Discuss and take action on the appointment of the Vice-Chair position.

a. Doug Moss nominated Jeff Snyder for Chair, seconded by Alyse Mrvosh. A motion was made by Curie Humphreys to have Jeff Snyder serve as Chair, seconded by Alyse Mervosh. Passed unanimously.

#### V. REGULAR AGENDA - CONTINUING BUSINESS:

7. Receive the report from the Budget Committee.

Niecy Baum reported that the recommended changes from tonight's meeting would be put in front of the City Council in April of 2026 to adjust for the rest of this year. Niecy Baum explained that an adjustment would be made in the recommendation for the budget to adjust personnel to meet emerging needs.

8. Review and consider action on budget adjustments.

9. Receive report from Front Porch Committee.

10. Discuss and consider action on Front Porch Initiative.

A motion was made by Doug Moss to approve in concept the entire Front Porch Initiative as presented, considering the comments from the board. Curie Humphreys seconded the motion. Passed unanimously.

11. Receive report from the Economic Development Committee.

A motion was made to table items 11 and 12 to a Special Called meeting on April 7<sup>th</sup> by Doug Moss, seconded by Alyse Mervosh. Passed unanimously.

12. Discuss and consider action on Economic Development budget suggestions.

VI. ADJOURN – Alyse Mervosh made a motion to adjourn at 7:39 pm, and seconded by Mike Kasper, passed unanimously.

Line Item	Budget		YTD Spends			YTD Balance	
119-520-815	\$ 504,850.00	Fixed =>	Annual Debt Service	\$ 252,425.00			\$ 252,425.00
				Oct	126,212.50		
					Annual Dept. se	Heritage Park	\$ 85,450.00
					Landscaping		\$ 17,500.00
					City staff		\$ 23,262.50
				Jan	126,212.50		
					Annual Dept. se	Heritage Park	\$ 85,450.00
					Landscaping		\$ 17,500.00
					City staff		\$ 23,262.50
119-520-519	\$125,000		Economic Development Consult	\$2,160			
				Dec	2,160.00		
119-520-539	\$12,000		Other contract Services	\$ -			
119-520-817	is included in 815		Staff Support (Special Events Coordinator)				
119-520-819	\$ 225,000		Fire Suppression Grants	\$10,069	25,000.00		\$ 189,931.00
				Dec Downtown Master plan Update	\$10,069.00		
	Lionheart						
	Lionheart	Outstanding		Downtown Maste	\$ 25,801.25		
	Lionheart	Partial		Downtown Maste	\$ 41,931.00		
119-520-813	\$75,000		Façade Grants	\$ 1,500.00			\$ 23,500.00
				Jan Sign grant 112 W 2nd	\$ 1,500.00		
				Façade Grant	\$ 50,000.00		

Starting balance	1,131,231.41	Oct 1 2025	
Annual Dept Servic	(504,850.00)		815
Façade Grant	(1,500.00)	sign	813
	(50,000.00)	Hughes	813
	(50,000.00)	Denton	813
Fire Sup	(25,000.00)	Denton	813
Eco Dev Grant	(51,448.00)	Lion Hart	819
	(37,000.00)	art	519 539
Balance 3/11/26	411,433.41		
revenue 2026	\$1,400,330		
Total =	1,811,763.60		

Street #	Street	Grant type	App Date	Grant Amount Requested	Award Date	Award Amount	Due Date	Paid Date	Qtr Reported HTC	Amount Paid	Total Cap investment	Budget Year Burdened	Notes
119-520-813	GRANT BUDGET		\$100,000	GRANT AWARDED		\$ 126,500.00	GRANT BALANCE		\$ (26,500.00)				
113	E 3rd St	Facade	1/4/2025	\$ 25,000.00	12/18/2024	\$ 25,000.00	12/18/2025	1/30/2026	Q1 26	\$ 25,000.00	\$ 50,602.00	25/26	Extension to Jan 31, 2026 awarded on 11/19/2025
115	E 3rd St	Facade	1/4/2025	\$ 25,000.00	12/18/2025	\$ 25,000.00	12/18/2025	1/30/2026	Q1 26	\$ 25,000.00	\$ 53,748.00	25/26	Extension to Jan 31, 2026 awarded on 11/19/2025
112	W 2nd St	Sign	1/4/2025	\$ 7,188.50	12/17/2025	\$ 1,500.00	1/4/2026	1/13/2026	Q1 26	\$ 1,500.00	\$ 14,377.00	25/26	
119	E 3rd St	Facade	1/21/2026	\$ 25,000.00	2/18/2026	\$ 25,000.00					\$ 62,769.00	25/26	need budget adj
121	E 3rd St	Facade	1/21/2026	\$ 25,000.00	2/18/2026	\$ 25,000.00					\$ 89,786.00	25/26	need budget adj
119	E 3rd St	Fire Sup	1/21/2026	\$ 25,000.00	2/18/2026	\$ 25,000.00					\$ 63,000.00	25/26	cont on est
121	E 3rd St	Fire Sup	1/21/2026	\$ 25,000.00	declined						\$ 63,000.00	25/26	out of budget
						\$ 126,500.00				\$ 51,500.00	\$ 397,282.00		

C I T Y O F T A Y L O R  
 FINANCIAL STATEMENT  
 AS OF: MARCH 31ST, 2026

119-TIF NO.1 (DOWNTOWN)  
 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>							
310-TAXES		660,000.00	0.00	0.00	0.00	0.00	660,000.00
330-INTERGOVERNMENTAL REV		450,000.00	0.00	0.00	0.00	0.00	450,000.00
430-USE OF MONEY AND PROP		25,000.00	0.00	18,743.57	74.97	0.00	6,256.43
*** TOTAL REVENUES ***		<u>1,135,000.00</u>	<u>0.00</u>	<u>18,743.57</u>	<u>1.65</u>	<u>0.00</u>	<u>1,116,256.43</u>
<u>EXPENDITURE SUMMARY</u>							
520-TIF NO. 1 ADMINISTRAT		941,850.00	0.00	313,994.00	40.53	67,732.25	560,123.75
*** TOTAL EXPENDITURES ***		<u>941,850.00</u>	<u>0.00</u>	<u>313,994.00</u>	<u>40.53</u>	<u>67,732.25</u>	<u>560,123.75</u>
*** TOTAL PROFIT / (LOSS) ***		<u>193,150.00</u>	<u>0.00</u>	<u>( 295,250.43)</u>	<u>187.93-</u>	<u>( 67,732.25)</u>	<u>556,132.68</u>

CITY OF TAYLOR  
 FINANCIAL STATEMENT  
 AS OF: MARCH 31ST, 2026

119-TIF NO.1 (DOWNTOWN)  
 REVENUES

ACCT #	ACCOUNT NAME	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
<u>310-TAXES</u>							
310-111	CURRENT PROPERTY TAXES	660,000.00	0.00	0.00	0.00	0.00	660,000.00
** REVENUE CATEGORY TOTAL **		660,000.00	0.00	0.00	0.00	0.00	660,000.00
<u>330-INTERGOVERNMENTAL REVENUES</u>							
330-242	TIF-WILLIAMSON COUNTY	450,000.00	0.00	0.00	0.00	0.00	450,000.00
** REVENUE CATEGORY TOTAL **		450,000.00	0.00	0.00	0.00	0.00	450,000.00
<u>430-USE OF MONEY AND PROPERTY</u>							
430-331	INTEREST INCOME	25,000.00	0.00	18,543.57	74.17	0.00	6,456.43
430-334	MISCELLANEOUS REVENUE	0.00	0.00	200.00	0.00	0.00	(200.00)
** REVENUE CATEGORY TOTAL **		25,000.00	0.00	18,743.57	74.97	0.00	6,256.43
<u>450-INTERFUND OPERATING TRANSF</u>							
*** TOTAL REVENUES ***		1,135,000.00	0.00	18,743.57	1.65	0.00	1,116,256.43

CITY OF TAYLOR  
 FINANCIAL STATEMENT  
 AS OF: MARCH 31ST, 2026

119-TIF NO.1 (DOWNTOWN)  
 520-TIF NO. 1 ADMINISTRAT  
 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 &amp; SALARIES</u>						
	<u>PAID BENEFITS</u>						
<u>500-CONTRACT SERVICES AND FEES</u>							
	<u>PROFESSIONAL SERVICES</u>						
520-519	OTHER PROFESSIONAL SERVICES	125,000.00	0.00	0.00	0.00	0.00	125,000.00
	* SUB-CATEGORY TOTAL *	125,000.00	0.00	0.00	0.00	0.00	125,000.00
	<u>CONTRACT SERVICES</u>						
520-539	OTHER CONTRACT SERVICES	12,000.00	0.00	0.00	0.00	0.00	12,000.00
	* SUB-CATEGORY TOTAL *	12,000.00	0.00	0.00	0.00	0.00	12,000.00
	<u>ANNUAL MAINTENANCE FEES</u>						
	** CATEGORY TOTAL **	137,000.00	0.00	0.00	0.00	0.00	137,000.00
<u>700-CAPITAL OUTLAY</u>							
	<u>OFFICE FURNITURE/EQUIPMENT</u>						

CITY OF TAYLOR  
 FINANCIAL STATEMENT  
 AS OF: MARCH 31ST, 2026

119-TIF NO.1 (DOWNTOWN)  
 520-TIF NO. 1 ADMINISTRAT  
 DEPARTMENT EXPENSES

ACCT #	ACCOUNT NAME	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
<u>CAPITAL IMPROVEMENTS/ACQUISITI</u>							
<u>800-CONTRIBUTIONS &amp; CONTINGENC</u>							
<u>CONTRIBUTIONS/TRANSFERS</u>							
520-813	FACADE GRANTS	75,000.00	0.00	51,500.00	68.67	0.00	23,500.00
520-815	INTERFUND TRANSFER OUT	504,850.00	0.00	252,425.00	50.00	0.00	252,425.00
520-819	OTHER CONTRIBUTIONS	225,000.00	0.00	10,069.00	34.58	67,732.25	147,198.75
	* SUB-CATEGORY TOTAL *	804,850.00	0.00	313,994.00	47.43	67,732.25	423,123.75
** CATEGORY TOTAL **		804,850.00	0.00	313,994.00	47.43	67,732.25	423,123.75
*** DEPARTMENT TOTAL ***		941,850.00	0.00	313,994.00	40.53	67,732.25	560,123.75
*** TOTAL EXPENSES ***		941,850.00	0.00	313,994.00	40.53	67,732.25	560,123.75
*** TOTAL PROFIT / (LOSS) ***		193,150.00	0.00	( 295,250.43)	187.93-	( 67,732.25)	556,132.68

\*\*\* END OF REPORT \*\*\*



**TAYLOR MAIN STREET**  
**Façade Improvement Grant (FIG) Program Application**

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

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

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

Should you have any questions as you complete this application, please contact the Main Street Manager at 512-352-3463. Please return the completed application with requested attachments and signatures to the Main Street office at Taylor City Hall or by email to [TaylorMainStreet@TaylorTX.gov](mailto:TaylorMainStreet@TaylorTX.gov).



**Applicant Name:** Ujjal Ghoshtagore

**Date:** 2/11/2026

**Business Name:** dba 217 219 221 Main St & 109 W 3rd St

**Mailing Address:**

**3090 San Pasqual St, Pasadena, CA 91107**

**Phone:** 562.301.1424

**Email:** [ujjeg@gmail.com](mailto:ujjeg@gmail.com)

**Building Owner:** Same

**Contact Phone:** Same

**Email:** Same

**Project Site/Address:**

**219-221 N Main St, Taylor, TX 75674 (two parcels)**

**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 \$ 70,000
- 5. Repair/replace transom windows \$ \_\_\_\_\_
- 6. Repair/replace awnings or canopy \$ \_\_\_\_\_
- 7. Paint stucco, wood or painted masonry \$ \_\_\_\_\_
- 8. Repair roof, parapet, and /or flashing \$ \_\_\_\_\_
- 9. Other: \_\_\_\_\_ \$ \_\_\_\_\_
- 10. Other: \_\_\_\_\_ \$ \_\_\_\_\_
- 11. Other: \_\_\_\_\_ \$ \_\_\_\_\_

**TOTAL ESTIMATED COSTS: \$ 70,000**

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

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Restore 31 windows facing Main St & 3rd St by replacing wood sashes with new wood sashes with the same profile, reworking jambs and sills as necessary.

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**REQUIRED ATTACHMENTS:**

- 1. Color photographs, showing the entire façade(s) where work will take place.
- 2. A detailed narrative describing the scope of work for each enumerated section listed on the application sheet. This brief narrative should describe accurately how the proposed work is to be conducted and the materials to be used.
- 3. Detailed drawings showing the proposed work to be done. Drawings must be drawn to scale.
- 4. If adding or changing materials, include a sample of the product to be used.

5. Signed and ITEMIZED estimate(s) on company letterhead from contractor(s) covering ALL proposed work. All construction bids/estimates must be current and must be dated no earlier than thirty (30) days prior to the Application request.

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

TOTAL COST OF PROPOSED PROJECT: \$ 70,000

TOTAL GRANT REQUEST: \$ 35,000 (for 2 parcels)

(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. Leeds Clark 70,000 (anticipated)
2. Red River Restoration 150,000 (anticipated)
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:

UJ 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/or historic preservation of Taylor's historic downtown.

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

UJ 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.)

UD 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.

[Signature]  
Applicant's Signature

2/11/2026  
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: 2/11

Is the FIG Packet complete: NO  
~~YES~~

NO

Date FIG Packet was considered by the MSAB: \_\_\_\_\_

Results of MSAB's consideration:

Application not complete. Missing 2 detailed bids + renderings. Requested Feb 12 + March 13.

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: \$ 70,000

TOTAL GRANT REQUEST: \$ 35,000 (for 2 parcels)

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

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3. \_\_\_\_\_

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

UG 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







## Downtown Recruitment Grant

Oct 1-Sept 30

A reimbursement grant of up to \$50,000 per project to encourage the recruitment of ground-level restaurant, entertainment, and retail businesses. The grant is for a business owner. The percentage of eligible reimbursement grant funds varies based on contributing factors. Grants are contingent upon available funds. The City Fiscal year is Oct 1-Sept 30.

**Applicant Name:**                      Phone:                      Email                      Address

Relation to Business (title):

**Business Name:**                      Address:                      Tax ID:                      EIN:

**Building Owner Name:**                      Phone:                      Email                      Address

### Project description:

- Business type, goods and services offered
- Detailed list of the scope work to be done with line item cost estimates
- Estimated start date of work
- Estimated completion date of work
- Business fully operational by date
- Concept drawing, rendering, or design plans
- Number of full-time employees, and number of part-time employees
- Average expected wages
- Planned open days and hours
- Estimated total cost of the project
- Business plan
- Before pictures

## Grant Information

### Approved build-out expenses may include:

- Historic preservation or restoration (following approved guidelines)
- Planning costs like engineering or design fees
- Permit fees
- Electrical
- Plumbing
- HVAC
- Attached equipment (example: vent-a-hood)
- Internal demolition and clean-up
- Paint, drywall, framing, flooring, and ceilings
- Limited items approved by the board

### Requirements and Process

- Projects must be located in the Taylor Downtown Improvement District (TIF # 1):  
See Appendix A \_ Map of Taylor Downtown Improvement District
- The application must be submitted and approved by the TIF # 1 Board before any work commences.
- A signed 380 Performance Agreement (formal contract with the City) will be required.
- Detailed line item list of cost estimates. 2 bids on letterhead with current contact information less than 30 days old are REQUIRED.
- Must have a notarized building owner-signed permission letter agreeing to the work proposed in the grant application.
- Grant funds will be issued only for work that has been reviewed and approved by the Board as part of the original project scope.
- Any changes or additions to the project must receive written approval from the Board prior to implementation to remain eligible for reimbursement.
- Must be in good standing with the City and County, including current payment of city utilities and local property taxes (city, county, and TISD).
- A copy must be provided of all required permits before work starts.
- All work requiring permits must pass inspections.
- Required contractors must be licensed and registered with the City of Taylor.
  - For any rehabilitations of existing structures deemed as historic structures or those listed in the National Register of Historic Places, grant applications will be reviewed using the Secretary of the Interior's 10 Standards for Rehabilitation (see Appendix B) to ensure that rehabilitations are consistent

with the historic character of the structure or the district in which it is located. The Standards are a series of concepts about maintaining, repairing, and replacing historic materials, as well as designing new additions or making alterations. The Guidelines apply the Standards and describe specific treatments that do and do not meet the Standards. They offer general design and technical recommendations to assist in applying the Standards to a specific property. Together, the Standards and Guidelines provide a framework and guidance for decision-making about work or change to a historic property. These standards can also be found at <https://www.nps.gov/subjects/taxincentives/secretarys-standards-rehabilitation.htm> for more in-depth information. You may also choose to speak with an architect who focuses on the preservation of historic structures for guidance. The Main Street Manager can assist you with this process.

- Applicants receiving approval from the TIF # 1 Board shall commence construction described within the Application within sixty (60) days from the date the grant is awarded by the TIF # 1 Board, or in a case reviewed by the City Council, from the date the grant is awarded by the Taylor City Council.
- All Applicants must be completed with the work described in the grant and be fully operational within the due date set by the TIF # 1 Board at a maximum of (1) year from the date the grant is approved by the TIF # 1 Board or the Taylor City Council, when reviewed by the Taylor City Council.
- If the Applicant is unable to commence construction within sixty (60) days from the date the grant is approved or complete construction within the due date, the Applicant can submit a written extension for the commencement date, or the completion date, provided the request is made at least sixty (60) days before the sixty (60) day or final due date. The TIF # 1 Board shall not be obligated to allow extensions, but may be granted for good cause determined solely by the TIF # 1 Board .
- The Applicant, by submission of this Application, represents that the construction described within the Application shall be used in a building which complies with the codes and ordinances pertaining to the construction.
- No Applicant shall be entitled to receive grant approval if requested within five (5) years from the date a previous grant was awarded either by the TIF # 1 Board or the Taylor City Council.
- Applicants must submit paid-in-full, itemized receipts and invoices documenting all completed work and expenses, pictures of completed work, and copies of all permitting and approved inspections must be turned into the City before 5 PM on the completion due date.

- Applicant are to submit a written letter from all sub-contractors their services were paid in full.
- Reimbursement can take up to 4 weeks to process once all required documentation is received.
- Legal disclaimer: The City of Taylor accepts no liability for the quality or future maintenance of the project work.
- Any application rejected by the TIF # 1 Board shall be entitled to review by the Taylor City Council. The Applicant shall submit a written request for review to the City Manager no later than ten (10) days from the date the Application was denied by the TIF # 1 Board . The request for review by the Taylor City Council should state the reasons why the Applicant believes the Application was improperly rejected by the TIF # 1 Board and the reasons why the Applicant believes the Application should be approved. The written review request shall be furnished by the City Manager to the Chairperson of the TIF # 1 Board . The Chairperson shall, within ten (10) days of the receipt of the Applicant's written request from the City Manager, furnish to the City Manager the TIF # 1 Board reasons for refusing the Application and shall state reasons why the Application should not be approved by the Taylor City Council. A review by the Taylor City Council will be scheduled within the time restraints and business issues of the Taylor City Council, but in no event later than sixty (60) days from the date of the written request for review is received by the City Manager. The City Council shall review the Application and consider the action taken by the TIF # 1 Board regarding the Application. The Taylor City Council shall not be required to reverse the TIF # 1 Board unless the Taylor City Council determines the TIF # 1 Board did not act in substantial compliance with the Application request.
- NOTE: Only completed applications will be presented to the Board.

**Not Eligible or cause for forfeiture of funds.**

- Funds are not eligible for any part of the project in which any other funds or incentives were or will be granted. Example, but not limited to, other City grants or incentives, or TEDC grants or incentives.
- Funds not eligible for any part of the project covered by insurance or insurance deductibles.
- Funds are not eligible for any unapproved expenses.
- Grant will be forfeited if any parts of the 380 Agreement are not met in full.
- Grant will be forfeited if any documentation submitted for the project is false or misrepresented.

- Grant will be forfeited if the project is amended without prior approval from the Board.

**CHECK LIST:**

\_\_\_ 1. The application must be completed, and all required signatures and notarizations must be present.

\_\_\_ 2. Color pictures, showing where the work will take place.

\_\_\_ 3. A detailed narrative describing the scope of work listed on the application. This narrative should accurately describe how the proposed work is to be conducted.

\_\_\_ 4. Detailed plans showing the proposed work to be done.

\_\_\_ 5. Include a listing of the product to be used.

\_\_\_ 6. 2 (two) 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.

\_\_\_ 7. Complete business plan.

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

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

\_\_\_ I have met with the Main Street Manager, and I have read and fully understand the Grant procedures established by the TIF # 1 Board. I intend to use this grant program for a renovation project to advance the efforts of revitalization and/or historic preservation of Taylor's historic downtown.

\_\_\_ I attest that I have not received, nor will I receive insurance monies or funds from other grants or incentives from the City, EDC or County for the work represented by this project.

\_\_\_ I understand that if I am awarded a Grant by the TIF # 1 Board, any deviation from the approved project may result in the partial or total withdrawal of the grant. If I am awarded a grant and the work is altered for any reason within five (5) years from construction, I may be required to reimburse the City of Taylor immediately for the full amount of the grant.

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

\_\_\_\_\_

\_\_\_\_\_

Applicant's Signature

Date

Please return to Taylor City Hall, 400 Porter Street, or email TaylorMainStreet@TaylorTX.gov. Grants awarded as budgeted funds are available, following the City of Taylor's rules and ordinances. The Downtown Recruitment Grant supports economic vitality. The applicant understands and agrees to the terms and requirements by signing.

**SIGNATURE and CERTIFICATION PAGE**

**Applicant Certification**

I certify that the information provided in this application is true and correct to the best of my knowledge. I understand that approval of this application does not authorize work to or imply promise of funds in any way. I further understand that work completed prior to receiving a notice of approval will not be eligible for reimbursement.

I agree to comply with all applicable local, state, and federal laws, including obtaining any required permits and approvals before beginning work. I understand that failure to obtain required permits or comply with applicable regulations may result in forfeiture of grant funding.

**Applicant Signature:** \_\_\_\_\_

Date: \_\_\_\_\_

Notary:

Building Owner Signature:

Date

Notary:

**or Office Use Only**

**Application Received Date:** \_\_\_\_\_

**Application Reviewed By:** \_\_\_\_\_

**OWNER APPROVAL FOR TENANT APPLICANT:**

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

I, (please print clearly) \_\_\_\_\_, owner of the building at \_\_\_\_\_, give my consent to the applicant to go forward with the work on

the building as outlined in the Scope of Work section of this application. Signature:

\_\_\_\_\_ Date: \_\_\_\_\_

**Approval Status:**  Approved  Denied  Pending

**Notice to Proceed Issued:** \_\_\_\_\_

**Project Completion Date:** \_\_\_\_\_

380 Agreement signed and dated: \_\_\_\_\_

**Reimbursement Amount:** \$ \_\_\_\_\_

Award or Decline Letter Sent Date : \_\_\_\_\_

Main Street Manager's Signature: \_\_\_\_\_

Date: \_\_\_\_\_

MSAB Chairman's Signature: \_\_\_\_\_

Date: \_\_\_\_\_

APPENDIX A - insert Map

APPENDIX B

SECRETARY OF INTERIOR'S STANDARDS FOR THE REHABILITATION OF HISTORIC STRUCTURES REHABILITATION IS DEFINED as the act or process of making possible a compatible use for a property through repair, alterations and additions while preserving those portions or features which convey its historical, cultural or architectural values.

1. A property will be used as it was historically or be given a new use that requires minimal change to its distinctive materials, features, spaces and spatial relationships.
2. The historic character of a property will be retained and preserved. The removal of distinctive materials or alteration of features, spaces and spatial relationships that characterize a property will be avoided.

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

Questions: Contact Taylor Downtown Department (512) 352 - 3463

## Multi-Businesses Event Grant

Oct 1-Sept 30.

To encourage private sector-driven events, including multiple downtown businesses.

Reimbursement Grant of up to \$100 per participating permanent brick-and-mortar business. The Grants are contingent upon available funds. The City Fiscal year is Oct 1-Sept 30.

It is the sole discretion of the TIF # 1 Board to approve participants and events.

- The event must be initiated and supported by the participating businesses (not a city or chamber event).
- Eligible businesses must be brick-and-mortar and have a permanent address inside the TIF # 1 boundaries.
- A minimum of three eligible businesses must participate and have a cost associated with an approved event to qualify.
- The application must be submitted to the TIF #1 Board by the 1<sup>st</sup> Friday of the month and approved before the date of the event.
- The event actively encourages business for all participants.
- The event must be open to all the general public.
- The event must follow all local and state laws and regulations.
- An event cannot be submitted by non-profits, fundraisers, or in favor of any political campaigns, causes, or issues.
- It is the sole discretion of the TIF # 1 Board to approve an event or promotion.
- For reimbursement
  - Proof of event must be provided to the TIF # 1 Board, including pictures
  - Copies of receipts for approved expenses related to the event.
  - Recap narrative of the event, including the number of people who attended and the economic impact of the event.

### Applicant Information

Name:(primary contact for event or promotion):

Email:

Phone Number:

### Participating Businesses Information:

*Use additional pages if needed*

Business Name:

Address:

