Notice of Meeting for the Main Street Advisory Board of the City of Georgetown July 12, 2019 at 9:00 AM at Georgetown City Hall Community Room, 808 Martin Luther King St.

The City of Georgetown is committed to compliance with the Americans with Disabilities Act (ADA). If you require assistance in participating at a public meeting due to a disability, as defined under the ADA, reasonable assistance, adaptations, or accommodations will be provided upon request. Please contact the City Secretary's Office, at least three (3) days prior to the scheduled meeting date, at (512) 930-3652 or City Hall at 808 Martin Luther King Jr. Street, Georgetown, TX 78626 for additional information; TTY users route through Relay Texas at 711.

Regular Session

(This Regular Session may, at any time, be recessed to convene an Executive Session for any purpose authorized by the Open Meetings Act, Texas Government Code 551.)

- A Call to order Trisha Tallman, Board Chair
- B Consideration and possible action on the minutes of the June 4, 2019 board meeting *Trisha Tallman, Board Chair*
- C Discussion and possible action on a Facade Grant Request for 117 E. 7th Street *Kim McAuliffe, Downtown Development Manager*
- D Discussion on Project Teams and Partner Updates

Adjournment

Adjourn

Certificate of Posting

I, Robyn Densmore, City Secretary for the City of Georgetown, Texas, do hereby certify that this Notice of Meeting was posted at City Hall, 808 Martin Luther King Jr. Street, Georgetown, TX 78626, a place readily accessible to the general public as required by law, on the _____ day of ______, 2019, at

_____, and remained so posted for at least 72 continuous hours preceding the scheduled time of said meeting.

Robyn Densmore, City Secretary

<u>SUBJECT:</u> Call to order - *Trisha Tallman, Board Chair*

ITEM SUMMARY:

FINANCIAL IMPACT: NA

SUBMITTED BY: Kim McAuliffe

SUBJECT:

Consideration and possible action on the minutes of the June 4, 2019 board meeting - *Trisha Tallman, Board Chair*

ITEM SUMMARY:

FINANCIAL IMPACT: NA

SUBMITTED BY: KM

ATTACHMENTS:

Description

Minutes

Type Backup Material

Minutes of a Meeting of the Main Street Advisory Board of the City of Georgetown, Texas June 4, 2019

The Main Street Advisory Board met on Tuesday, June 4, 2019 at 9:30 AM at the Historic Casino Hall, 254 N. Jefferson, La Grange, TX 78945 for the annual Main Street Retreat.

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Trisha Tallman called the meeting to order at 9:46 AM. T. Tallman, A. Adams, D. Gaume, K. Hill, K. Curry, S. Rodocker, and C. Tomasewski were in attendance.

Guest in attendance, Paula Vogel, Assistant Main Street Manager La Grange

Staff in attendance, Kim McAuliffe, Downtown Development Manager.

Regular Session

(This regular session may, at any time, be recessed to convene an Executive Session for any purpose authorized by the Open Meetings Act, Texas Government Code 551.)

- A. Call to order at 9:46 a.m. by Trisha Tallman, Board Chair
- B. Welcome & overview of downtown from La Grange Main Street Program

Paula Vogel gave a brief overview and history of the Historic Casino Hall Building. The building was formerly used for various city services including a fire station in more recent years. Following the building restoration, the La Grange Visitors Center, Main Street Program, and Economic Development Department moved in and share the space downstairs. The upstairs is a large open event space used very regular for programs. Paula, and a couple of Main Street Board members will join the Georgetown Board for lunch and a walking tour following the retreat.

C. Discussion and possible action regarding approval of the April 12, 2019 board meeting minutes – Trisha Tallman, Board Chair

Motion by K. Hill for approval. Second by K. Curry.

Approved 7-0

D. Discussion and possible action regarding approval of the May 10, 2019 board meeting minutes – Trisha Tallman, Board Chair

Motion by K. Curry for approval. Second by S. Rodocker.

Approved 7-0

E. Discussion and possible action for the Georgetown Main Street Annual Board Retreat & Site Visit.

The board reviewed the mission and vision statements. There were no changes.

The board reviewed the Main Street Transformational Strategies that were drafted at the 2017 retreat and made a modification to a portion of the strategies. Strategy #2 will now have a supplemental bullet to say, "fundraising to support grant program" and remove the details of each fundraiser. The project teams will remain but some board members will be moving on or off various teams to allow for others to take part.

The board reviewed the accomplishments of the 2018-2019 year, recognizing the good work that has taken place since last year including a national award, the APA Great Places in America Great Neighborhood award. The board reviewed a nomination for a Main Street Star Award. The nominee has been a supporter and promoter of downtown Georgetown and the Main Street Program since 1982. She was selected by Anice

Read, founder of the Texas Main Street Program to be Georgetown's first Main Street Manager. Since that time, she has served on many local non-profit boards, including the Main Street Advisory Board, HARC, and is currently on the 2030 Comprehensive Plan Steering Committee. The board is supportive of awarding Linda McCalla with a Main Street Star Award for her continued dedication to Georgetown Main Street and the community as a whole.

Staff provided information on the Texas Downtown Association Conference October 29-November 1. This will bring 250-300 downtown professionals from all over the state to Georgetown. Volunteers will be needed throughout the conference, Kim reviewed where the needs will be and will send out a schedule of specific times for the board and other Main Street volunteers to sign up for shifts. Planning for the evening events with our downtown partners will be taking place over the next couple of weeks. There will be a mixer event in August/September to help inform and take questions of the merchants, so they know what to expect. The board was in favor of keeping this event to the TDA attendees only, not to the public. Staff also talked about the President's Awards Gala and asked for suggestions for nominations.

The board reviewed and filled out the annual work plan spreadsheet to identify leads for each item. Every board member has volunteered in some capacity to help achieve the goals of the annual work plan.

Motion for approval, by S. Rodocker. Second by C. Tomasewski.

Approved: 7-0

F. Project Team, Block Captains for BR&E, & Partner Updates

The Breakfast Bites team has a program coming up on June 12. The theme is preservation and will be called Georgetown: Then and Now. Next dates are September 11 and December 12.

The fundraising team reported on the 2019 ornament planning. The board gave the project team feedback on their ideas and the team will meet soon to gather artwork.

This year Shop Small will be spearheaded by the Chamber and Main Street and the DGA will assist in planning efforts. With the TDA Conference in Georgetown this fall, both organizations will be heavily involved in that event.

The board discussed working to encourage businesses to be open on Sundays because the increase in visitor traffic. An idea to have some sort of activity on Sunday might also help to encourage businesses to be open for a few hours in the afternoon. A way to help promote this could be on social media highlighting businesses that are open on Sunday.

Staff requested suggestions for future BR&E visits.

Adjourn

Motion by K. Curry to adjourn the meeting. Second by C. Tomasewski. T. Tallman adjourned the meeting at 11:34 AM.

Approved by the Main Street Advisory Board on

Date

Main Street Advisory Board Chair

Main Street Advisory Board Secretary

SUBJECT:

Discussion and possible action on a Facade Grant Request for 117 E. 7th Street - *Kim McAuliffe, Downtown Development Manager*

ITEM SUMMARY:

Roof replacement

FINANCIAL IMPACT:

Facade & Sign Grant Account

SUBMITTED BY:

KΜ

ATTACHMENTS:

	Description	Туре
D	Staff report	Cover Memo
D	Application	Backup Material
D	Supplemental Materials	Backup Material
D	Supplemental Materials 2	Backup Material
D	Supplemental Materials 3	Backup Material



- COVERSHEET -Main Street Program – Façade & Sign Grant Fund 9:00 a.m. – Friday, July 12, 2019 117 E. 7th Street

AGENDA ITEM DESCRIPTION

Discussion and possible action on a Main Street Facade Grant Fund application request for the property located at 117 E. 7th Street. The planned improvements include the replacement of the roof. The work will include a flat roof, installation of 4" insulation board, TPO roofing system, decking repairs and replacement of all plumbing flashing.

The Applicant will be working with Hometown Contractors. The estimate provided by applicant totals \$24,500 and applicant seeks a facade grant for the maximum award of 50% or - **\$12,250**.

AGENDA ITEM DETAILS

- Business Name: Camino Holdings LLC
- Applicant: Brad Strittmatter
- Property Owner: Same
- Property Address: 117 E. 7th Street
- Historical/Current Building Name: "Mecca" building
- Legal Description: GEORGETOWN CITY OF, BLOCK 39, LOT 1
- Historic Overlay: NA
- Application History: This is the first review for this application

ECONOMIC IMPACT

Extended hours of operation: Yes, 6 AM – 10 PM First Floor Use: Yes, only one floor in building Occupy a Vacant Structure: No Sales Subject to Sales Tax: Yes, business is subject to sales tax Capital Expenditures: The applicant is investing \$60,000 into the property for business improvements.

HISTORIC PRESERVATION

Date of construction: Unknown 2007 Historic Resources Survey Level of Priority: NA National Register Designation: None

Texas Historical Commission Designation: None

LOCATION

On the Square vs. Off the Square: The property does not face the Courthouse and is considered to be Off the Square



STAFF ANALYSIS

Staff has met with applicant and reviewed the application in its entirety. Staff finds that the request is complete and eligible for funding consideration by the Main Street Advisory Board.

ATTACHMENTS Facade Application Supplemental Materials

SUBMITTED BY Kim McAuliffe, Downtown Development Manager



Advisory Board Review

Approved_ Rejected_ Date_

FAÇADE & SIGN REIMBURSEMENT GRANT PROGRAM APPLICATION

Please return completed with necessary attachments and signatures to Georgetown Downtown Development office, 809 MLK Jr., no later than the THURSDAY prior to the first Friday of each month. If you have any grant application questions, please contact the Downtown Development Manager at 512/930-2027. If you have any building or sign permit/historic preservation or design questions, please contact the Historic District Planner at 512/930-3581.

٠	Applicant Name Brad Strittmatter Date 5/29/19	
•	Business Name_ Camino Holdings LLC	A word I
٠	Mailing Address 117 E 7th St. Georgetown TX 78626	
٠	Contact Phone 832-607-4778 Email Address brad@festrunk.com	
•	Building Owner (if different from applicant)	
•	Historical/Current Building Name Mecca Building	
•	Physical Building Address 117 E 7th St. Georgetown TX 78626	
	 Type of Work: (check all that apply) Sign □ Paint □ Masonry cleaning/paint removal □ Awning/Canopy □ Fire Sprinklers or Suppression S Uncovering/replacing windows □ Roof work ■ Foundation work □ Removal of barriers to public access Other:	
•	 Details of Planned Improvements for Façade & Sign Reimbursement Grant: (attach additional information if n Replace existing roof. 	ecessary)
•	 How will this project benefit downtown? (Check all that apply) 	
	Extended business hours 🗆 🛛 First floor usage 🗆 Occupying vacant/underutilized structure 💻	
	Subject to sales tax 📕 Enhance historic significance 🗆 Location is on the square 📕 Location is off th	e square 🗆
♦ 1.	 List Contractor/Project Architect Proposals and Total Amounts (attach original proposals): <u>1</u>. Hometown Contractors. \$24,500 	j.
2.	2	
3.	3	
•	✤ TOTAL COST OF PROPOSED GRANT PROJECT (CAPITAL EXPENDITURES): \$24,500	
٠	 AMOUNT OF FAÇADE AND/OR SIGN GRANT REQUESTED (MAY NOT EXCEED 50% OF TOTAL GRANT COSTS: \$50 MAX, \$20,000 FACADE MAX): \$12,250 	0 SIGN

Include all required color samples of paint fabric canopy, sign design, etc., as well as digital photographs of building's exterior, roof and foundation if applicable to grant.

1/29/19 Date

Applicant's Signature L:\Division\ms\cd\MAIN STREET\Design & Infrastructure\Facade & Sign Grant Progra

Application Form\2017 Facade Sign Reim

rsement Grant Appl

10



FAÇADE & SIGN REIMBURSEMENT GRANT AGREEMENT FORM

Please return completed with necessary attachments and signature to Georgetown Downtown Development office, 809 MLK Jr. no later than the Thursday prior to the first Friday of each month. If you have any grant application questions, please contact the Downtown Development Manager at 512/930-2027. If you have any historic preservation/design questions, please contact the Historic District Planner at 512/930-3581.

I have met with the Georgetown Downtown Development Manager, and I fully understand the Façade & Sign Reimbursement Grant Procedures and Details established by the Georgetown Main Street Advisory Board. I intend to use this grant program for the aforementioned renovation projects to forward the efforts of the downtown revitalization and historic preservation program known as the Georgetown Main Street Program. I have not received, nor will I receive insurance monies for this revitalization project.

I have read the Façade & Sign Reimbursement Grant Application Procedures including the Façade & Sign Reimbursement Grant Details.

I understand that if I am awarded a Façade & Sign Reimbursement Grant by the Georgetown Main Street Advisory Board, any deviation from the approved project may result in the partial or total withdrawal of the Façade & Sign Reimbursement Grant. If the façade or sign is altered for any reason within **one (1) year** from construction, I may be required to reimburse the City of Georgetown immediately for the full amount of the Façade & Sign Reimbursement Grant.

Camino Holdings LLC Business/Organization Name Brad Strittmatter 5/29/19 Applicant's Signature Printed Name Date Building Owner's Signature (if different from applicant) Printed Name Date

This section to be completed by City Staff:

Georgetown HARC's Design Approval (obtain signature of Historic District Planner or City Planning staff) Date

Georgetown Mair	Street Advisory Board's Approval	
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Date

L:\Division\ms\cd\MAIN STREET\Design & Infrastructure\Facade & Sign Grant Program\Grant Applications\Application Form\2017 Facade Sign Reimbursement Grant Application.doc



when the others leave town.

400 San Marino Tr Georgetown, TX 78633 (512) 635-4206 Phone

INVOICE

Bill To:

117 E. 7th Street Georgetown, TX 78626 5/25/19

Description		Amount
Flat Roof Only Install 4" insulation board Install TPO roofing system Repair rotted decking above delivery area Replace all plumbing flashings		\$ 27,000.00
	Discount	\$ (2,500.00)
	Balance Due	\$ 24,500.00

Gary Brown (512)635-4206 Hometown Contractors



We'll still be around when the others leave town.

400 San Marino Tr Georgetown, TX 78633 (512) 635-4206 Phone

INVOICE

Bill To:

117 E. 7th Street Georgetown, TX 78626 5/25/2019

Description		Amount
Flat Roof Only Install 4" insulation board Install TPO roofing system Repair rotted decking above delivery area Replace all plumbing flashings		\$27,000.00
Dis	scount	\$ (2,500.00)
		,
	Balance Due	\$24,500.00

Gary Brown (512)635-4206 Hometown Contractors

Contract		
Name		
Address Address		A-Tex Roofing Co.
City, State, Zip Phone: Business		BBB.
LOCATION (IF DIFFERENT FROM ABOVE)	217 Herr Hutto, T> (512) 731-1691	
Location Phone	DATE	GOOD THRU
PITCH E AT TYPE T: P-O GO MILL VALLEYS N/A STACKS NEW CLASHINGS VENTS N/A VENTS N/A SKYLIGHTS PEPTACH FELT N/A-ISO BOPSC CARPENTRY REPLACE ANY ROTTES	COLOR VI HITE RIDGE NA	
OTHER		
GUARATEE - LABOR <u>5 XR5</u> TOTAL JOB <u>5 28</u> PROTECT YARD - CLEAN AND HAUL ALL I THANKS FOR ALLOWING US TO INSTALL A Accepted By Page AT	IOB RELATED MATERIAL !! QUALITY ROOF FOR YOU!!! EX Representative	A

Wilson Roofing Company, Inc.

217-A South Commons Ford Rd Austin, Texas 78733 (512) 263-3157 Fax (512) 263-3329

Proposal submitted to		Job Name	
BRAD STRITTMATTER		COMMERCIAL REROOF	
Address		Job Location	
117 E. 7TH STREET		117 E. 7TH STREET	
City, State, Zip			
AUSTIN, TEXAS 78626		AUSTIN, TEXAS 78626	
Phone 1	Email	Phone 3	Phone 4
832-607-4778	BRAD@FESTRUNK.COM		

SPECIFICATIONS:

Estimator: James B.

- 1) Tear off existing built-up roofing. (ONLY TWO SECTIONS)
- 2) Replace up to 2 sheets of rotted decking.
- 3) Supply and install up to 100' of new parapet flashing.
- 4) Supply and install R-25 insulation.
- 5) Supply and install up to 18 squares of 60 mil TPO (10 year manufacture's warranty on product) (Meets City of Austin reflectivity code)
- 6) Clean up and haul away all roof-related trash.
- 7) All workmanship by this company is guaranteed for two years from date of installation.

OPTION: TO REPLACE THE OTHER TWO ROOF SECTIONS USING UP TO 19 SQUARES OF 60 MIL TPO AND THE SPECS AS ABOVE WOULD COST ADDITIONAL \$29,675.00. PLEASE INITIAL TO ACCEPT_____.

NOTE: BID PRICES INCLUDES ANY ROOFING PERMITS NEEDED FOR THIS JOB.

NOTE: IF ANY ADDITIONAL ROTTED WOOD IS FOUND DURING THESE REPAIRS IT CAN BE REPLACED FOR AN ADDITIONAL COST OF \$60 PER MAN HOUR PLUS COST OF MATERIALS. INITIAL TO ACCEPT____.

NOTE: ANY APPLICABLE SALES TAXES WILL BE ADDED TO INVOICE UNLESS SALES TAX CERTIFICATE IS PRESENTED.

NOTE: BID PRICE DOES NOT INCLUDE DISCONNECT OR RECONNECT OF ANY ELECTRICAL, PHONE, GAS, OR CONDUIT LINES.

NOTE: IF THIS BILL IS PAID WITH A CREDIT CARD AN ADDITIONAL 3% SERVICE FEE WILL BE ADDED.

WILSON ROOFING CO., INC. (hereinafter, "The Company") hereby proposes to furnish material and labor - complete and in accordance with the above specifications, for the sum of:

\$31,000.00

Owner Signature	Date	Colowner or Spouse Signature	Date 7/1/19
Contractor or Other Signature	Date	Respectfully submitted by Wilson Roofing	Date

SHINGLE COLOR SELECTION: If you have not already chosen a color, please contact our production department at your earliest convenience. We will arrange to have a sample board delivered to help in making the color selection. After you have chosen a color, please contact us with your selection so that the shingles can be ordered.

DELIVERY OF MATERIALS: Shingles and other roofing materials may be delivered prior to the start of your roof installation. In most cases, the materials will be roof-loaded. Wilson Roofing Company, Inc. shall not be responsible for unsupported driveways.

CONSTRUCTION PROCESS*: Please make sure that any bicycles, patio furniture, potted plants, and other items are moved to a safe distance in order to allow free access and protect your property from accidental damage. Wilson Roofing is not responsible for your satellite dish. Please contact your local satellite provider to remove and reinstall. Workers on the roof and the required hammering will cause vibrations in interior walls and ceilings. Please remove loose and/or breakable items from walls and shelves before work begins. In unusual cases, sheetrock nails may back out slightly causing the tape and float to break loose and, in worst case scenario, can lead to stress fractures. This cannot be avoided. Swimming pools and spas should remain covered throughout construction.

The Company shall have no responsibility for damages from rain, fire, tornado, windstorm, hail, ice, or other perils, as is normally contemplated to be covered by homeowners insurance or business risk insurance, unless a specified written agreement is made prior to commencement of the work.

Company agrees to perform the described work for Customer in accordance with normal common roofing practices unless otherwise specified.

Replacement of deteriorated decking, roof jacks, ventilators, flashing or other materials, unless otherwise stated in this contract, are not included and will be charged as an extra.

This agreement, if not signed by all relevant parties, will expire 30 days from the estimate date unless extended in writing by the Company. After 30 days, we reserve the right to revise our price in accordance with costs in effect at that time.

The Company shall not be liabile for failure of performances due to labor controversies, strikes, fires, weather, inability to obtain materials from usual sources, or any other circumstances beyond the control of the Company whether of similar or dissimilar nature.

The Company is not responsible for damage below the roof, due to leaks by gale force winds (54 mph), hail, or preexisting construction defects during the period of the warranty.

If any provision of this agreement should be held to be invalid or unenforceable, the validity and enforceability of the remaining provisions of this agreement shall not be affected thereby.

Any representation, statements, or other communications, not written in the Contract are agreed to be immaterial, and not relied on by either party, and do not survive the execution of this Contract. This Agreement constitutes the entire agreement between the parties. It may be changed only by written instrument signed by both parties.

This contract is subject to Chapter 27, Texas Property Code, and as such may affect your right to recover damages. You must provide notice to the contractor regarding any construction defect that has not been corrected through normal warranty service by certified mail, return receipt requested, no later than the 60th day before the date you file suit to recover damages in a court of law. If requested, you must provide the contractor an opportunity to inspect and cure the defect.

The Company will have the right to supplement the Insurance Co., in the event material and/or labor increases from the date of the damage. Any supplements paid by the insurance company for additional labor and/or materials needed beyond the original scope of the repairs are authorized to be paid directly to the Company.

Full scope of insurance proceeds shall be defined as the full price for repairs allowed by the insurance company before any deduction for deductible, depreciation, or ACV adjustment is subtracted. Your deductible should be paid at the time you authorize work to proceed on your roof, unless otherwise agreed upon. The balance is due upon completion.

These conditions shall be considered a part of any contract entered into or authorized to proceed, the same as if they were included therein.

Payment to the Company is due in full upon completion. We accept MasterCard, Visa, Discover and American Express. Purchaser agrees to pay reasonable collection fees and/or legal fees needed in pursuit of collecting any remaining unpaid portion commencing 60 days after installation.

The Customer grants the Company full access to the entire perimeter of building and electricity for staging and execution of work unless otherwise agreed.

THREE DAY RIGHT OF RECISSION: I HAVE HEREBY BEEN NOTIFIED THAT I MAY CANCEL THIS AGREEMENT AT ANYTIME PRIOR TO MIDNIGHT OF THE THIRD BUSINESS DAY AFTER THE DATE OF THIS AGREEMENT.

All parties agree that the Company will not be held responsible for punctures to air conditioner, gas, security, or electrical lines that have been installed closer than 3" to the underside of the roof deck.

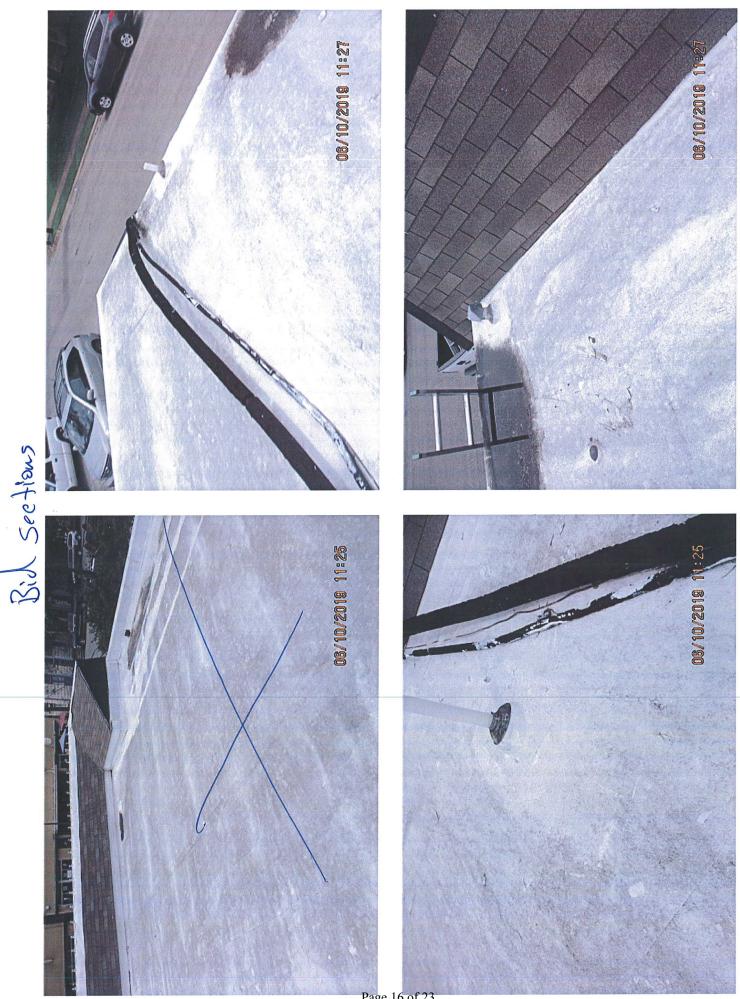
Please initial that all the relevant parties have read and understand the above information.

Owner Initials

Co-Owner or Spouse Initials

Contractor or Other Initials

Thank you for considering Wilson Roofing Co., for your repair and reroofing needs. Since 1976, our commitment to excellence with over 50,000 customers has established our reputation as a Leader in the roofing industry. We look forward to adding your name to our long list of satisfied customers.

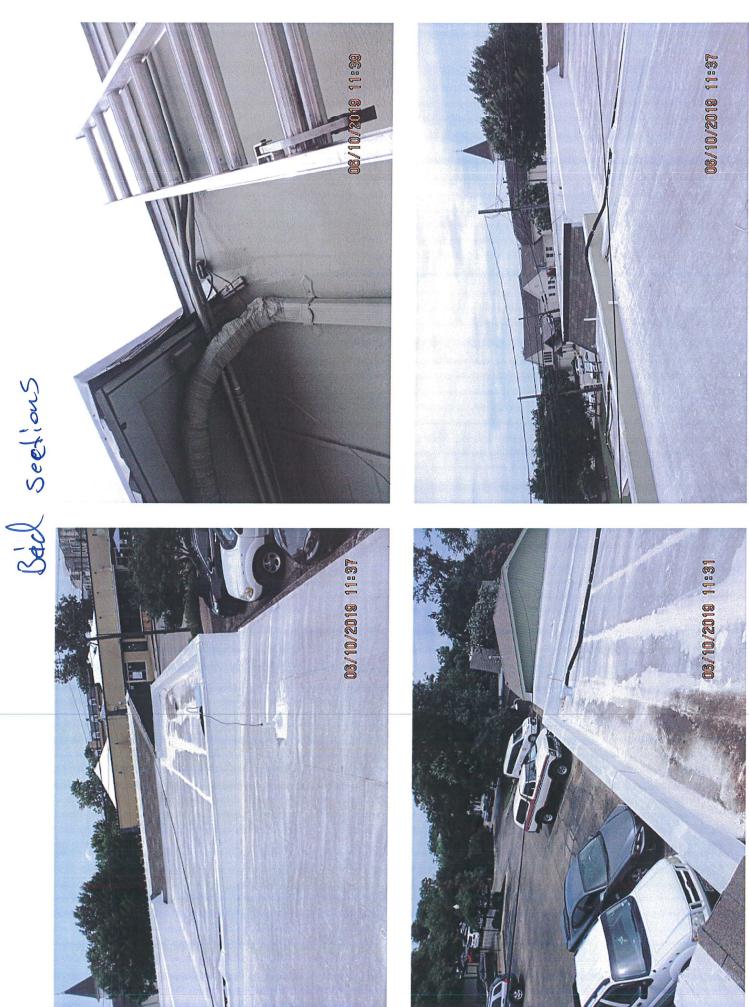


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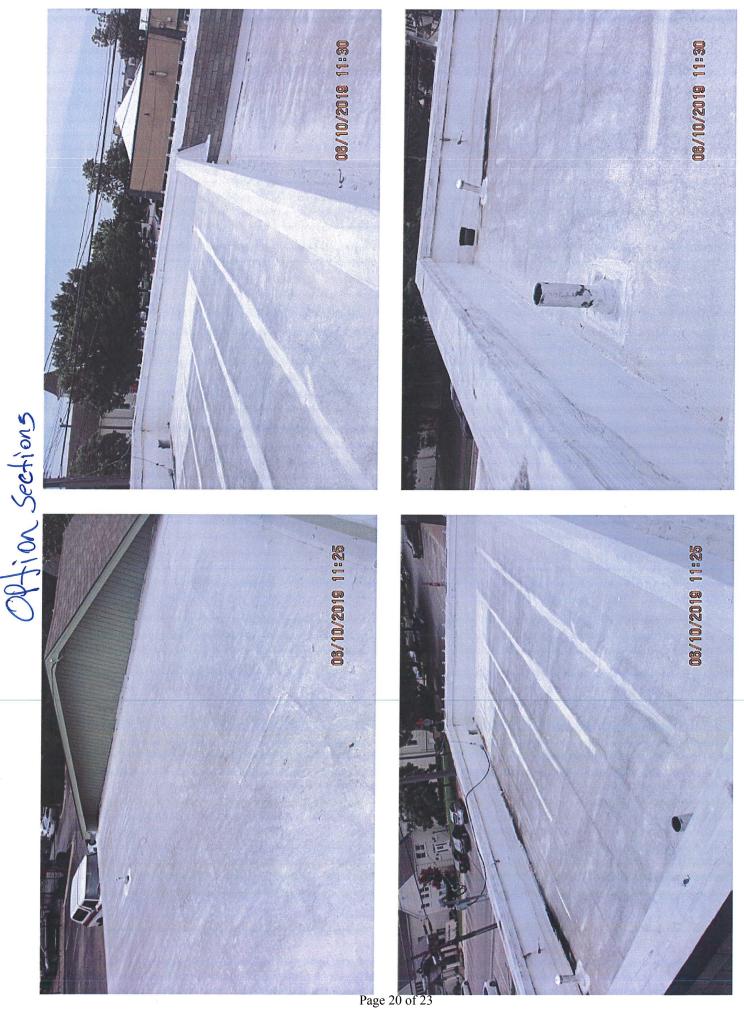


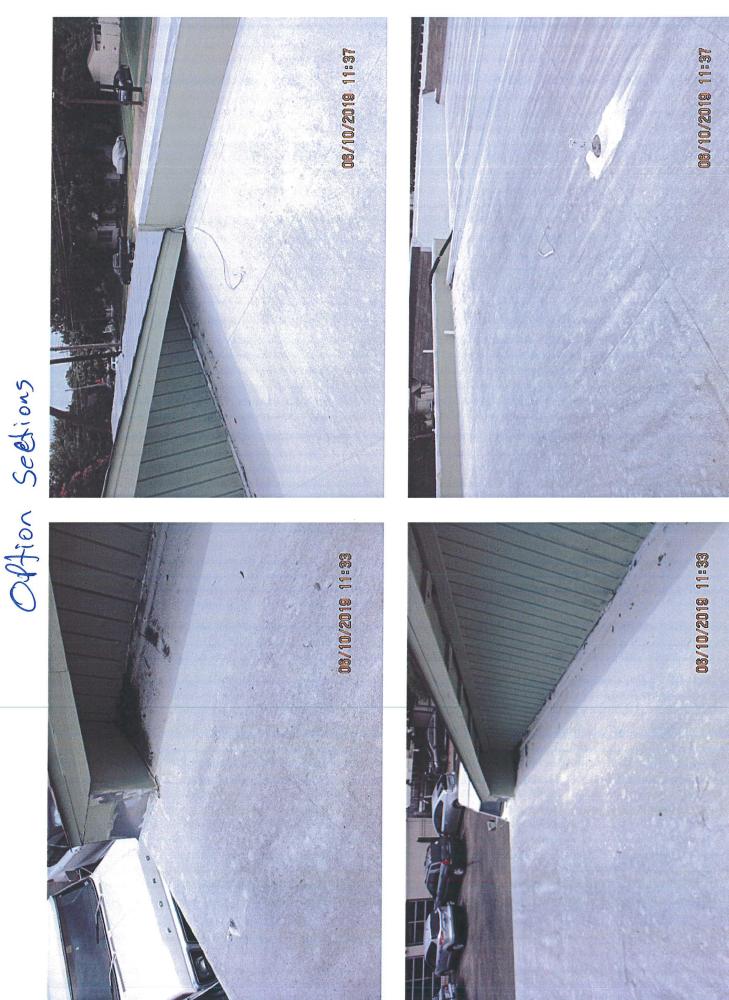
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SUBJECT:

Discussion on Project Teams and Partner Updates

ITEM SUMMARY:

Breakfast Bites Fundraising Blazin' Beer Crawl Shop Small - Small Business Saturday BRE Visits

FINANCIAL IMPACT: NA

SUBMITTED BY:

Kim McAuliffe

SUBJECT:

Adjourn

ITEM SUMMARY:

FINANCIAL IMPACT: NA

SUBMITTED BY: Kim McAuliffe