Notice of Meeting for the
Main Street Advisory Board
of the City of Georgetown
December 6, 2019 at 11:00 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 November 8, 2019 board meeting - Trisha Tallman, Board Chair
C  Discussion and possible action on a Sign Grant request for 109 W. 7th Street - Kim McAuliffe, Downtown Development Manager
D  Discussion and possible action on a Facade Grant request for 108 8th Street - Kim McAuliffe, Downtown Development Manager

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
SUBJECT:
Call to order - Trisha Tallman, Board Chair

ITEM SUMMARY:

FINANCIAL IMPACT:
NA

SUBMITTED BY:
Kim McAuliffe
City of Georgetown, Texas  
Main Street Advisory Board  
December 6, 2019

SUBJECT:  
Consideration and possible action on the minutes of the November 8, 2019 board meeting - Trisha Tallman, Board Chair

ITEM SUMMARY:

FINANCIAL IMPACT:  
NA

SUBMITTED BY:  
KM

ATTACHMENTS:

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<td>Minutes</td>
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The Main Street Advisory Board met on Friday, November 8, 2019 at 9:00 AM at the 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 Street for additional information; TTY users route through Relay Texas at 711.

Trisha Tallman called the meeting to order at 9:02 AM. T. Tallman, A. Adams, S. Rodocker, C. Tomasewski, K. Hill, and D. Gaume were in attendance. K. Curry was absent.

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 9:01 a.m.

B. Discussion and possible action regarding approval of the October 11, 2019 board meeting minutes – Trisha Tallman, Board Chair

   Motion by K. Hill to approve the minutes as presented. Second by A. Adams

   **Approved: 6-0**

C. Discussion and possible action on a Façade Grant request for 712 S. Austin Avenue – Kim McAuliffe, Downtown Development Manager

   Staff provided a project overview and summary of the grant request to the board. The applicant is planning to install a fire suppression system in the building which includes connecting to an underground fire line, as well as adding sprinklers to the first and second floors of the property. The project estimate is over $50,000 for the fire suppression work, and the owner plans to make additional building improvements totaling over $200,000 to the building once complete. The project was scored and qualifies for the maximum award amount of $20,000.

   A. Adams made a motion to grant the request for a façade grant to cover 50% of the reimbursement costs pending a final estimate. The motion also includes for an extension to begin work from the standard 90 days to 180 days to account for the current tenant vacating the property at the end of the year. Second by K. Hill.

   **Approved: 6-0**

D. Annual Main Street Community Accreditation Report – Trisha Tallman, Board Chair

   The board reviewed the report document and contributed feedback to incorporate into the document. Staff will complete the remainder of the document and submit to the state once it is finished.

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

   T. Tallman reported on attending the College Town Meeting last month. The quarterly meeting included updates from various community organizations including the Palace Theater who is interested in applying for a façade grant from Main Street.

   A. Adams reported on the Breakfast Bites event planning for future programs. The December program will feature the Georgetown 2030 Comp Plan with Nat and Susan from the Planning Department.
D. Gaume reported on the fundraising team’s activities. The ornaments and holiday greeting cards are on sale now at the Georgetown Visitors Center. To date, there are over 200 ornaments sold and expect to sell out before Christmas. The greeting cards are also selling well and a special event is being planned to celebrate the artists who were selected for this project.

A. Adams reported on the Shop Small – Small Business Saturday event. Everything seems to be underway and looking positive. There are over 30 businesses participating this year. We will request to have Mayor Ross issue a proclamation for the event during the kick-off event at the Visitors Center.

K. Hill reported on the Georgetown Swirl. We are seeking sponsors for this event and the board is encouraged to help share this information with potential leads.

C. Tomaszewski reported on the volunteer lunch. The last one was at Blue Corn Harvest and the November lunch will be at Lark & Owl Bistro. The holiday lunch is planned, the December “ugly sweater” party will be at Wildfire as in year’s past.

Staff reported on the BRE at Handcrafts Unlimited. The organization is a non-profit and has items from over 200 vendors in the store. They requested some assistance with regards to the sidewalk and drainage area in front of the store.

F. Staff Report

Staff gave a brief report on upcoming event dates. These include the holiday greeting card artist celebration event, a thank you for those that helped with the TDA event, and the Main Street Christmas Party. Details will be sent out via e-mail and calendar invites for the board. The meeting in December will be moved to December 6 and instead be a Christmas Party for the board.

Adjourn

Motion by D. Gaume to adjourn the meeting. Second by S. Rodocker. T. Tallman adjourned the meeting at 10:23 AM.

Approved by the Main Street Advisory Board on ____________________________ Date

_________________________ ____________________________
Main Street Advisory Board Chair Main Street Advisory Board Secretary

Page 5 of 20
Subject: Discussion and possible action on a Sign Grant request for 109 W. 7th Street - Kim McAuliffe, Downtown Development Manager

Item Summary:

Financial Impact:
Facade Fund

Submitted By:
Kim McAuliffe

Attachments:

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<tr>
<td>Staff Report</td>
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<td>Application</td>
<td>Backup Material</td>
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<td>Supplemental Materials-COA</td>
<td>Backup Material</td>
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<td>Supplemental Materials</td>
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AGENDA ITEM DESCRIPTION
Discussion and possible action on a Main Street Sign Grant Fund application request for the property located at 109 W. 7th Street. The planned improvements include a new sign for the building as well as a hanging awning sign and vinyl lettering for the windows. The applicant will be investing $4,112.74 in signage improvements at this time with plans to clean and paint the building and add a new roof.

The applicant has selected Affordable Signs to perform the required work for the signage improvements. The estimate provided by the applicant totals $4,112.74 and the applicant seeks a grant for the maximum award they are eligible for, which is 50% or $500.

AGENDA ITEM DETAILS
- **Business Name:** Red Bird Mercantile
- **Applicant:** Paige Pullen
- **Property Owner:** Red Bird Mercantile
- **Property Address:** 109 W. 7th Street
- **Historical/Current Building Name:** NA
- **Legal Description:** S3667 - Georgetown City Of, BLOCK 38, Lot 2-3, 1(PT), ACRES 0.2421
- **Historic Overlay:** Williamson County Courthouse Historic District
- **Application History:** This is the first review for this application

ECONOMIC IMPACT
- **Extended hours of operation:** Yes, new retail store
- **First Floor Use:** Yes, the owner is a retail store
- **Occupy a Vacant Structure:** No, the building is not vacant
- **Sales Subject to Sales Tax:** Yes
- **Capital Expenditures:** The applicant is investing $4,112.74 into the property for signage improvements

HISTORIC PRESERVATION
- **Date of construction:** 1912
- **2016 Historic Resources Survey Level of Priority:** Medium Priority
- **National Register Designation:** Contributes to the Williamson County Courthouse District
- **Texas Historical Commission Designation:** None
LOCATION
On the Square vs. Off the Square: The property does face the Courthouse and is considered to be On the Square

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

ATTACHMENTS
Exhibit A – Application
Exhibit B – Estimates

SUBMITTED BY
Kim McAuliffe, Downtown Development Manager
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.

- Applicant Name: Paige Pullen
- Business Name: Red Bird Mercantile
- Mailing Address: 125 S. Main St. Georgetown, TX 78626
- Contact Phone: 512-800-5925
- Email Address: paige.pullen@hotmail.com
- Building Owner (if different from applicant): Kevin Lange, Durtex LLC
- Historical/Current Building Name
- Physical Building Address: 109 W. 7th St. #100
- Type of Work: (check all that apply)
  - Sign □, Paint □, Masonry cleaning/paint removal □, Awning/Canopy □, Fire Sprinklers or Suppression Systems □, Uncovering/Replacing windows □, Roof work □, Foundation work □, Removal of barriers to public accessibility □
  - Other:
- Details of Planned Improvements for Façade & Sign Reimbursement Grant: (attach additional information if necessary)
  - New Signage
- 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 the square □
- List Contractor/Project Architect Proposals and Total Amounts (attach original proposals):
  1. CMS Cash
  2. Affordable Signs
  3. 
- TOTAL COST OF PROPOSED GRANT PROJECT (CAPITAL EXPENDITURES): $412,74
- AMOUNT OF FAÇADE AND/OR SIGN GRANT REQUESTED (MAY NOT EXCEED 50% OF TOTAL GRANT COSTS: $500 SIGN MAX, $20,000 FACADE MAX): 

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.

Applicant’s Signature: 

Date: 11-22-19
October 24, 2019

RE: 109 W. 7th Street Suite 100

This is the Letter of Intent for “Red Bird Mercantile”, located at 109 W. 7th Street, Suite 100. The tenant has requested that a new building sign be put up to match the overall character of the building. Paige’s idea is for a black and white long but short sign with raised lettering and border.

The sign is made of 18” x 185” 6mm black maxmetal, with ½” thick white laser cut acrylic lettering and border.

Paige would also like to replace the existing 7” x 72” hanging awning sign. It is a custom cut wooden, double sided sign. It will be replaced with a 7” x 72” MDO with black reverse out vinyl applied, double sided.

We will also be putting white vinyl lettering on the windows of the building, towards the bottom with the name of the business. This will not cover more than 30% of the windows.

We believe that the new signage will be within the Historic District’s standards.

Regards,

Sammy Scott
Affordable Signs
512-869-7446
512-869-5888 (fax)
sammy@affsigns.com
Property Owner’s Consent Form

Property Owner’s Consent is required for each Development Application. A completed and signed copy of this form is required to be included with every application packet. For property with more than one owner, each owner must sign a copy of this form. In the event that the owner of property is an organization/entity, proof of signature authority on behalf of the organization/entity must be attached to this form.

Authorization by Property Owner(s)

I, DuvTex LLC – Kevin Lange, Managing Member, swear and affirm that I am the owner of property at 109 W. 7th St. Suite 100, as shown in the records of Williamson County, Texas, which is the subject of this Application. I further affirm that I am fully aware of the City’s application, fee(s) and procedural requirements, and consent to this Application.

I authorize Sammy Scott - Affordable Signs to submit this application and serve as my representative for this request.

Property Owner’s Signature: __________________________ Date: 10/24/19

(property owner’s signature)
Qty 1: 7" x 72" MDO black reverse out vinyl, double sided
Installed with hardware
Qty 1: 18" x 185" Black 6mm Maxmetal (2 pieces) with 9" x 1/2" White laser cut acrylic lettering & 2" x 1/2" White laser cut acrylic border stud mounted & silicone glue 25.7" x 40" White high performance vinyl, applied to both windows.
**Bill to:**
Red Bird Mercantile  
109 W. 7th St. #100  
Georgetown, Tx. 78626  
Attn. Paige Pullen

**Ship to:**
Install on site  
512-800-5925

**P.O. No.**
Due on receipt

**Due Date**
9/26/2019

**Rep**
SJS

**Install**

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<th>QTY</th>
<th>PRICE EA.</th>
<th>AMOUNT</th>
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| 03002-DIBOND | Dibond - Sign Service Item  
18"x185" black 6mm maxmetal blank in 2 pieces - 18"x92.5" | 1 | 275.00 | 275.00T |
| 15000-GEMI | GEMINI LETTERS - Sign Item  
1/2 thick acrylic lettering (9" tall) and border (2" wide) | 1 | 1,989.99 | 1,989.99T |
| 00500-INST | INSTALLATION - Sign Service Item  
Mount above lettering and border to blank with studs and silicone glue | 1 | 479.00 | 479.00T |
| 00700-CRANE | CRANE FEE - Service Item  
Bucket truck charge | 1 | 150.00 | 150.00T |
| 00500-INST | INSTALLATION - Sign Service Item  
Install above sign on site | 1 | 450.00 | 450.00T |
| 00550-LABOR | LABOR - Service  
Permit acquisition fee, paperwork, emails, layouts, samples if needed, etc. | 1 | 350.00 | 350.00T |
| Permit Fee | Permit fee | 1 | 32.00 | 32.00 |
| Permit Fee | Pre ap fee paid to City of Georgetown | 1 | 82.00 | 82.00 |
| Deposit | Order Deposit  
Paid 50% Deposit with Visa on 9-26-19 - difference of amount - no tax on permits | -2,061.07 | -2,061.07 |
| Sales Tax | 8.25% | 304.75 |

**Total Due**
$2,051.67

*Thank you for your business.*

*Past due invoices will incur 2% interest per month.*
**SUBJECT:**
Discussion and possible action on a Facade Grant request for 108 8th Street - Kim McAuliffe, Downtown Development Manager

**ITEM SUMMARY:**

**FINANCIAL IMPACT:**
Facade Fund

**SUBMITTED BY:**
Kim McAuliffe

**ATTACHMENTS:**

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AGENDA ITEM DESCRIPTION
Discussion and possible action on a Main Street Façade Grant Fund application request for the property located at 108 8th Street. The planned improvements include roof replacement for the building. The applicant will be investing $19,000 worth of improvements at this time with future plans to clean and repair the masonry on the building.

Applicant has selected Hometown Contractors to perform the required work for the roof replacement. The estimate provided by applicant totals $19,000 and applicant seeks a grant for the maximum award they are eligible for of 50% or $10,000.

AGENDA ITEM DETAILS
• Business Name: Troutfish Holdings, LLC
• Applicant: Troy Hellmann
• Property Owner: Troutfish Holdings, LLC
• Property Address: 108 8th Street
• Historical/Current Building Name: PH Dimmitt & Co. Building
• Legal Description: S3667 - Georgetown City Of, BLOCK 52, Lot 1(W/PT), 2, ACRES 0.1347
• Historic Overlay: Williamson County Courthouse Historic District
• Application History: This is the first review for this application

ECONOMIC IMPACT
Extended hours of operation: No, the business will remain the same.
First Floor Use: Yes, the owner is an office user
Occupy a Vacant Structure: No, the building is not vacant
Sales Subject to Sales Tax: No
Capital Expenditures: The applicant is investing $19,000 into the property for improvements

HISTORIC PRESERVATION
Date of construction: 1901
2016 Historic Resources Survey Level of Priority: High Priority
National Register Designation: Contributes to the Williamson County Courthouse District.
Texas Historical Commission Designation: None
LOCATION
On the Square vs. Off the Square: The property does face the Courthouse and is considered to be On the Square

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

ATTACHMENTS
Exhibit A – Application
Exhibit B – Estimates

SUBMITTED BY
Kim McAuliffe, Downtown Development Manager
FAÇADE & SIGN REIMBURSEMENT GRANT PROGRAM APPLICATION

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- Applicant Name: Troy Hellmann
  Date: 11/20/19

- Business Name: Troutfish Holdings, LLC
  @ Century 21 HS, 801 S Main St, Georgetown, TX 78626

- Mailing Address

- Contact Phone: 512-683-0021
  Email Address: admin@century21hs.com

- Building Owner (if different from applicant) (Contact: Shannon Crawford at our office number above)

- Historical/Current Building Name: PH Dimmitt & Co

- Physical Building Address: 108 8th St

- Type of Work: (check all that apply)
  Sign: ☐  Paint: ☐  Masonry cleaning/paint removal: ☐  Awning/Canopy: ☐  Fire Sprinklers or Suppression Systems: ☐
  Uncovering/Replacing windows: ☐  Roof work: ☐  Foundation work: ☐  Removal of barriers to public accessibility: ☐
  Other: ___________________________________________________________

- Details of Planned Improvements for Façade & Sign Reimbursement Grant: (attach additional information if necessary)

- 108 8th St (replace roof)

- 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 the square: ☐

- List Contractor/Project Architect Proposals and Total Amounts (attach original proposals):
  1. Hometown Contractors: $19,000

  2. ______________________________________________________________

  3. ______________________________________________________________

- TOTAL COST OF PROPOSED GRANT PROJECT (CAPITAL EXPENDITURES): $19,000

- AMOUNT OF FAÇADE AND/OR SIGN GRANT REQUESTED (MAY NOT EXCEED 50% OF TOTAL GRANT COSTS; $500 SIGN MAX, $20,000 FACADE MAX): ________________

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.

Applicant's Signature: ________________
Date: 11/20/19
INVOICE

Bill To: C21 HS
801 S Main
Georgetown, TX 78626

Project: Sneed Vine Building roof

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<tr>
<td>Tear off current roof</td>
<td>$ 19,000.00</td>
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<td>Replace with 60mil TPO</td>
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<td>Iso Board up to R30</td>
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<td>Owners will supply street permit for dumpster</td>
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<tr>
<td>Does not include any wood work</td>
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Balance Due $ 19,000.00

Gary Brown
(512)635-4206
Hometown Contractors
SUBJECT:
Adjourn

ITEM SUMMARY:

FINANCIAL IMPACT:
NA

SUBMITTED BY:
Kim McAuliffe