



**Main Street Board
December 15, 2025**

Notice is hereby given of a Regular Meeting of Nacogdoches Main Street Board to be held on the above date beginning at 4:00 p.m. for the purpose of considering the following agenda items.

Some Board Members may attend via videoconference. There will be an opportunity for the public to comment on agenda items in person at the specified location.

**PLEASE LIMIT PRESENTATIONS TO THREE MINUTES
(UNLESS PRIOR APPROVAL IS OBTAINED)**

1. CALL TO ORDER.
2. REGULAR AGENDA: City Council will receive staff recommendations and public input on the following items, and may deliberate and take formal action on the item.
 - A. Consider Approval of Minutes from the November 17th Board Meeting
 - B. Review and consider November Financial Statement
 - C. Discuss and Consider Main Street Beautification Grant Reimbursement 02.2024 Willis
3. Receive Committee Updates
 - A. Organization Committee
 - B. Promotions Committee
 - C. Design Committee
 - D. Economic Vitality Committee
4. ADJOURN.

CERTIFICATION

This meeting will be conducted pursuant to Chapter 551 of the Texas Government Code. The City of Nacogdoches is committed to compliance with the Americans with Disabilities Act. Reasonable modifications and equal access to communications may be provided upon request. Please contact the City Secretary at (936) 559-2506 for information. I certify the notice of meeting was posted in the directory outside of City Hall, 202 E. Pilar Street, Nacogdoches, Texas 75961, on December 8th, 2025 by 5:00 p.m. pursuant to Chapter 551 of the Texas Government Code.



Tori Proctor, Main Street Manager

Main Street Advisory Board Minutes – November 17, 2025

Members Present: Bret Arrant, Hollie Atherton, Bailey McLain, Brandon Rowell, Brandi Cartwright, CC Conn

Staff/Guest Present: Tori Huddleston, Ashley Morgan, Carlie Allen

Call to Order: Bret Arrant calls the meeting to order at 4:04 PM

Approval of the minutes: Brandon Rowell made a motion to approve the October meeting minutes as presented. The motion was seconded by Bret Arrant and approved unanimously by the board.

Financial Statements: Tori provided an overview of the Main Street financials. With the 2024–2025 fiscal year ending in September, the board received the year-end balance for the Main Street sundry account. For October, two expenses appeared for downtown lamp post bows—one under *Miscellaneous Downtown Events* and another under *Downtown Lighting*. Tori is reviewing the entries to resolve the duplication. Additionally, an \$850 withdrawal was made to fund the Burger Battle winners.

Beautification Grants: The release of funds for the previously approved grant to Hannah Willis of Both Bloom Studio was tabled. A board member left the meeting, resulting in the loss of quorum.

Adjourn: With no quorum remaining, the meeting concluded at 4:30 PM.

MAIN ST. (SUNDRY ACCT)**11/30/2025**

	<u>BALANCE @ 10/31/2025</u>	<u>BOARD APPROVED ADJUSTMENTS</u>	<u>FY24 EXPENSES</u>	<u>FY24 REVENUES</u>	<u>BALANCE @ 10/31/2025</u>
WINE SWIRL 86-02	\$ 60,680.13	\$ -	\$ -	\$ -	\$ 60,680.13
MISC DOWNTOWN EVENTS 86-03	\$ 683.91	\$ -	\$ (850.00)	\$ 400.00	\$ 233.91
DOWNTOWN LIGHTING 86-07	\$ 5,083.57	\$ -	\$ -	\$ -	\$ 5,083.57
BEAUTIFICATION GRANT 86-09	\$ 4,819.75	\$ -	\$ -	\$ -	\$ 4,819.75
DOWNTOWN MURALS 86-11	\$ 10,779.99	\$ -	\$ -	\$ -	\$ 10,779.99
TOTAL ACCOUNT BALANCE:	\$ 82,047.35	\$ -	\$ (850.00)	\$ 400.00	\$ 81,597.35



WINE SWIRL

<u>DATE</u>		<u>DESCRIPTION</u>	<u>REVENUES</u>	<u>EXPENSES</u>	<u>BALANCE</u>
10/1/2025	BALANCE FORWARD				60,680.13

MISC DOWNTOWN EVENTS

<u>DATE</u>	<u>DESCRIPTION</u>	<u>REVENUES</u>	<u>EXPENSES</u>	<u>BALANCE</u>
10/1/2025	BALANCE FORWARD			\$1,133.91
10/10/2025	BURGER BATTLE PARTICIPANTS - Auntie Pasta's & Clear Springs	400.00		\$1,533.91
10/31/2025	BURGER BATTLE PRIZE WINNER - Zach Fleming		500.00	\$1,033.91
10/31/2025	BURGER BATTLE PRIZE WINNER - Mary Heeren		250.00	\$783.91
10/31/2025	BURGER BATTLE PRIZE WINNER - Joy Palmer		100.00	\$683.91

DOWNTOWN LIGHTING

<u>DATE</u>		<u>DESCRIPTION</u>	<u>REVENUES</u>	<u>EXPENSES</u>	<u>BALANCE</u>
10/1/2025	BALANCE FORWARD				5,083.57

BEAUTIFICATION GRANT

<u>DATE</u>	<u>DESCRIPTION</u>	<u>REVENUES</u>	<u>EXPENSES</u>	<u>BALANCE</u>
10/1/2025	BALANCE FORWARD			4,819.75

DOWTOWN MURALS

<u>DATE</u>	<u>DESCRIPTION</u>	<u>REVENUES</u>	<u>EXPENSES</u>	<u>BALANCE</u>
10/1/2025	BALANCE FORWARD			10,779.99

Hannah Willis - Business Owner
Both Bloom Studio
507 E Main. Nacogdoches, TX 75961
409-679-8089

September 11, 2024

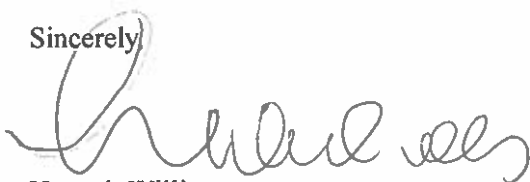
Dear Main Street Advisory Board,

The Main Theater is a historic landmark that serves as a focal point for our community. To preserve its timeless charm and enhance its visual appeal, we propose replacing the damaged glass panels and installing new marquee letters. The glass panels will be replaced with durable, high-quality materials, and the marquee letters will feature a vintage style that complements the building's architecture. These improvements will not only enhance the building's appearance but also provide a more welcoming atmosphere for visitors.

We have obtained quotes for both the glass panels and the marquee letters. The total cost for these improvements is \$1,250.66. The project is expected to be completed within 2-4 weeks.

By beautifying the Main Theater, we aim to create a more vibrant and attractive downtown area. This investment will not only benefit our business but also contribute to the overall revitalization of the community.

Sincerely,

A handwritten signature in dark ink, appearing to read 'Hannah Willis', written in a cursive style.

Hannah Willis

Main Street Beautification Grant Application

Main Street Advisory Board

Applicant:

Name Hannah Willis
 Company Both Bloom Studio LLC
 Address 507 E. MAIN ST.
 City, State, Zip NACOGDOCHES, TX
 Daytime Phone 936 205 1789 (work)
 Fax 409 679 8089 (cell)
 E-mail Address hannah@bothbloomstudio.com

Property Owner* (If Different From Applicant):

Name JIM BLACKBURN &
 Company JOHNMY AUSTIN
 Address 507 E. MAIN
 City, State, Zip NACOGDOCHES TX 75961
 Daytime Phone 936 569 6555
 Fax _____
 E-mail Address jim@PRNAC.com

Status of Applicant (Check One):

☐ Owner

☒ Renter

Address of Property: 507 E MAIN ST. Lot: _____ Block: _____

Date of Construction of main structure(s) on property: _____

*Owner signature required

Please Check The Appropriate Requested Activity:

☒ Restoration/Remodel
☐ Landscaping/Site work

☐ Painting
☒ Signage

☐ Cleaning
☐ Other _____

Project narrative

Please describe your proposed work simply and accurately including work to be done and materials to be used. Attach extra sheets and supplemental material as requested in the submittal criteria checklist.

WE WOULD LIKE TO RESTORE THE BUSTED GLASS
ON THE FACADE OF THE THEATER BUILDING, INSIDE
OF THE MARQUEE. USING THE SAME/SIMILAR GLASS
TO THE EXISTING PANELS. WE WOULD LIKE TO
ADD AN INSPIRING MESSAGE ON THE W. FACING SIDE

Description of Work

Work Item # 1	Description <u>MARQUEE LETTERS</u>
	Bid amount <u>\$411.00</u>
Work Item # 2	Description <u>GLASS MARQUEE</u>
	Bid amount <u>\$811.88</u>
Work Item # 3	Description _____
	Bid amount _____

Project cost estimate for all work: \$ _____

Proposed start date: _____ Proposed completion date: _____

Please include color photograph(s) of property where proposed work is to take place.

☐ I give Nacogdoches Main Street permission to use before and after photographs of items and projects covered by this grant (required)

Signature of Applicant: _____ Date: _____

Signature of Property Owner*:  Date: 09-11-2024
*Owner signature required AGENT/PROPERTY MGR.

Application Deadline

Application material must be completed and submitted 10 days before the Main Street Board meeting. The Main Street Advisory Board meets on the first Thursday of each month. This form, along with any supporting documentation, must be filed with the Main Street Manager at the C.L. Simon Recreation Center located at 1112 North St., Nacogdoches, TX (Mailing Address: P.O. Box 635030, Nacogdoches, Texas 75963) or emailed to mainstreet@nactx.us

Please use the criteria checklist as a guide to completing the application. Incomplete applications cannot be reviewed and will be returned to you for more information.

Main Street Beautification Grant

The Main Street Beautification Grant was created with the intent to help small business owners and building owners beautify their part of the Downtown Historic District. Our desire is to help create a vibrant, historic, inviting and welcoming community that is attractive to locals and visitors alike. Funds can be used to cover projects related to exterior painting, awning repair, signage, cleaning of structure, landscaping and other site work on the front or back of the building.

The program is administered by the Main Street Advisory Board who reviews all applications and makes recommendations to the City Council for their final decision. Property owners and business owners may make applications for beautification projects, however the property owner must sign the application for it to be considered complete. Applications for the funds will be taken with final decisions to be made as expeditiously as possible. Application may be turned in to the City of Nacogdoches, C.L. Simon Recreation Center (1112 North Street), mailed to: City of Nacogdoches, Community Services Division, PO Box 635030, Nacogdoches, TX 75963-5030 or emailed to mainstreet@nactx.us.

Preservation funds shall be awarded to selected applicants to cover 100% of eligible project costs up to \$1,500. Distribution of funds will be done on a reimbursement basis from receipts and statements provided by the applicant. Upon completion of the project, the project will again come before the Main Street Advisory Board for final review. Final approval for reimbursement for the project will be given after the Main Street Advisory Board reviews the completed work and funds will be dispersed shortly thereafter. Restoration work to be conducted under the grant must be completed within one year of the date final approval is given. Extensions of this time period for extenuating circumstances will be considered by the Main Street Advisory Board. Note that preservation funds are taxable income.

Spanton Readerboard LLC

14704 Hyson Crossing
Pflugerville, TX 78660

Invoice

Date	Invoice #
7/26/2024	26352

Bill To
BOTH BLOOM STUDIO

Ship To
HANNAH WILLIS 3701 LIVE OAK ST NACOGDOCHES, TX 75965

P.O. Number	Terms	Rep	Ship	Via	F.O.B.	Project
HANNAH	PRE-PAY check	DAN	7/26/2024	US Mail		

Quantity	Item Code	Description	Price Each	Amount
42	8" SLOTTED LET...	8" BLACK SLOTTED LETTERS, A-2 B-2 D-1 E-3 F-1 G-2 H-3 I-2 L-3 M-3 N-1 O-3 P-2 R-3 S-5 T-3 Y-1 &-2	19.00	798.00T
1	SHIPPING	SHIPPING SALES TAX	48.00	48.00T
		Note: all letters are made to order and are non-returnable. Once check is received allow 4 to 6 weeks for production time plus shipping time.	8.25%	69.80
WEST "DREAM BIG & FAUNG STOP SMALL" SIDE			= \$411.80	

Phone #	E-mail	Total	\$915.80
509-930-1365	dspanton@live.com		



Renfro's Glass ®

714 North Street
NACOGDOCHES, TX 75961

DISPATCH/ESTIMATE

Date	Estimate #
9/4/2024	6330

Name / Address
Hannah willis 409-679-8089 507 E Main Nacogdoches Tx 75961

Location
marquee glass-letters

Project

Item	Description	Qty	Rate	Total
D/S GLASS	38 3/4 X 58 DOUBLE STRING GLASS	3	250.00	750.00T
			Subtotal	\$750.00
			Sales Tax (8.25%)	\$61.88
			Total	\$811.88

Grant Application to restore The Main Theater Marquee



LEFT SIDE / DOWNTOWN FACING MARQUEE:

Repaired Glass
& Changeable 8" Wagner Style Slotted Letters

K - Nac

Pd 9/12/2025
ck# 1077

INVOICE

James Wood Construction
302 S Mound St
Nacogdoches, TX 75961-5109

james@jameswoodconstruction.com
+1 (936) 554-2389
http://Jameswoodconstruction.com

Bill to

Jim Blackburn
507 E Main St
Nacogdoches TX 75961

Ship to

Jim Blackburn
507 E Main St
Nacogdoches TX 75961

Invoice details

Invoice no.: 3024
Terms: Due on receipt
Invoice date: 09/11/2025
Due date: 09/11/2025

#	Date	Product or service	Description	Qty	Rate	Amount
1.		Misc. repair	1) replaced broken / missing plexiglass in sign on front. 2) moved all glass to right side 3)ordered extra sheet of plexiglass	1	\$2,425.00	\$2,425.00
Total						\$2,425.00