

FARMERSVILLE COMMUNITY DEVELOPMENT CORPORATION (4B)
AGENDA ~ December 11th, 2017
5:45 P.M. City Council Chambers

I. PRELIMINARY MATTERS

Call to Order, roll call, recognition of Citizens and Visitors

II. PUBLIC COMMENT

Anyone wanting to speak is asked to speak at this time, with an individual time limit of three (3) minutes. This forum is limited to a total of thirty (30) minutes. If a speaker enquires about an item, the CDC 4B Board or City staff may only respond with (1) a statement of specific factual information, (2) a recitation of existing policy, or (3) a proposal that the item be placed on the agenda of a future meeting.

III. BUSINESS ITEMS FOR DISCUSSION AND POSSIBLE ACTION

- A. Consider for approval November 13th, 2017 meeting minutes
- B. Consideration and possible approval of items for payment
- C. Consideration and possible action regarding financial statements for November 2017 and any required budget amendments
- D. Discussion and possible action regarding playground equipment
- E. Discuss Main Street Manager Search Progress
- F. City Manager Report - Ben White
- F. Main Street Manager update

IV. DISCUSSION OF PLACING ITEMS ON FUTURE AGENDAS

V. ADJOURNMENT

- No action may be taken on comments received under "Recognition of Visitors".
- The Board may vote and/or act upon each of the items listed in the Agenda.

Persons with disabilities who plan to attend this meeting and who may need assistance should contact the City Secretary at 972-782-6151 or Fax 972-782-6604 at least two (2) working days prior to the meeting so that the appropriate arrangements can be made. Handicap Parking is available in the front and rear parking lot of the building.

I, Daphne Hamlin, Staff Liaison of the City of Farmersville, certify that the above Farmersville Community Development Agenda for December 11th, 2017 was posted in the regular posting place of the City of Farmersville on December 8th, 2017 at 5:00 p.m. and remained so posted continuously at least 72 hours proceeding the scheduled time of said meeting


Daphne Hamlin/Staff Liaison

FARMERSVILLE COMMUNITY DEVELOPMENT CORPORATION BOARD (4B)

MINUTES ~ November 13th, 2017

5:45 P.M. City Council Chambers

PRELIMINARY MATTERS

The Farmersville Community Development Corporation Board met on November 13th, 2017 in the City Council Chambers at City Hall. President John Politz called the meeting to order at 5:47 p.m. and announced that a quorum was present after roll call. The following board members were present: John Politz, Cynthia Craddock-Clark, John Garcia, Jesse Nelsen, and Tobey Ferguson. Others recognized were Daphne Hamlin, City of Farmersville Finance Director; Mayor Diane Piwko; Lisa Eastman, Leaca Caspari, Donna Williams, Randy Rice, Randy Smith and City Manager Ben White.

PUBLIC COMMENT

President John Politz opened the floor for comments; no one spoke.

CONSIDER FOR APPROVAL OCTOBER 9, 2017 MEETING MINUTES

Cynthia Craddock –Clark made a motion to approve the minutes of October 9, 2017 as written. Motion was seconded by John Garcia and passed unanimously.

CONSIDERATION AND POSSIBLE APPROVAL OF ITEMS FOR PAYMENT

Cynthia Craddock Clark made a motion to approve the items as presented for payment. Motion was seconded by Tobey Ferguson and passed unanimously.

CONSIDERATION AND POSSIBLE ACTION REGARDING FINANCIAL STATEMENTS FOR OCTOBER 2017 AND ANY REQUIRED BUDGET AMENDMENTS

Tobey Ferguson made a motion to approve the October 2017 financial statements as presented. Jesse Nelson seconded the motion, which passed unanimously. Cynthia Craddock Clark made a motion to amend the budget in the amount of \$5,000 for North Texas Trail Coalition, John Garcia seconded the motion, which passed unanimously.

DISCUSS MAIN STREET MANAGER SEARCH PROGRESS

Ben White explained there are no real updates to provide other than to say, there is a desire on the Main Street Board to increase the salary. Main Street Board feels we are not able to hire within the pay range currently offered. Mr. White stated the Main Street Board has scheduled a workshop for December 6th to discuss the position and compensation package.

CITY MANAGER REPORT – BEN WHITE

Ben White handed to the board an update of the City's accomplishments starting with the JW Spain Complex. City has received the updates to create final set of bid documents. But there has been no other activity on this in the last month.

In regards to the City Park and Parkway we have also installed the Rotary International sign at the Splash Pad. The City Amenities Board has selected a slide for the City Park. Ben showed on the overhead projector the layout of the slide in the City Park. Ben White said the slide the Amenities Board recommended is an 8 foot spiral slide. Ben White pointed out the slide the Amenities Board recommended is not ADA compliant, but meets all the safety requirements. Ben White stated currently the budget for playground equipment is \$8,188.00. Ben White explained the playground equipment at Southlake is need of repair. City Amenities Board is recommending to buy new playground equipment for the City Park and move the existing playground equipment to Southlake. Ben White stated the

approximate cost is \$24,000.00 for the climbing equipment. Ben White is not asking for a decision but to review the playground equipment. Ben White also stated benches in the park need to be replaced. Ben White suggested to bring back to the board for further discussion.

Ben White stated in the downtown area plans for repainting the gazebo, a service order was issued. Tree pruning program continues with Bill Daniel. City Christmas lights set for turn on before Thanksgiving Holidays. Some lights are up on public areas. Still need to work on building owner permissions. Southlake Park has received a recent complaint regarding the playground equipment near the gazebo. Planning on moving City Park playground equipment to the playground equipment spot by the gazebo. The following projects have been funded by the Centennial Committee and 4B. Senior center parking lot, \$20k funded by Centennial Committee, parking lot lighting \$15k funded by 4B, repair of mold damage at the library (flooring), \$35k, funded by the Centennial Committee. Library will be closed until repairs to the flooring and ventilation are complete. City wide cleanup day a success, 160 trips recorded, 15-30yard containers filled, and approximate 200 tires. Main Street grant for ADA improvements going forward. Engineering is complete and awaiting environmental approval. Received Department of Agriculture Community Development Block Grant (CDBG) to rebuild Rike Street from Beech Street to the railroad (\$316k grant, \$41k match). Work on the Camden Park development continues. Received the funding for the wastewater system improvement (\$5.8m). Awaiting environmental clearance. Engineering work has begun on west side lift station. We have 180 days to complete the west side lift station. Historic marker received for downtown. Plans to install on the west end of the square in front of the post office. This will be the first thing you see when you come into downtown. North East Texas Trail Coalition met in Farmersville last Saturday.

John Politz stated he went around town today and snapped a few pictures of the playground equipment in the City Park and Southlake, asking Ben if it would be possible to replace or repair the existing equipment. Ben said we can. John Politz said he also took pictures of the dock at Southlake, looks very nice. Ben White to bring back more competitive bids on playground equipment, look into cost to repair existing equipment. Ben White to bring final numbers on the City wide clean up.

MAIN STREET MANAGER UPDATE

John Politz stated search continues and asked the CDC board to attend the next Main Street Board meeting. Main Street Board currently is taking up the slack and making sure that all the reports are submitted timely.

DISCUSSION OF PLACING ITEMS ON FUTURE AGENDAS

The next board meeting will be held on December 11, 2017.

ADJOURNMENT

There being no further business, John Politz adjourned the meeting at 6:31 PM.

Signatures:

John Politz, President

Cynthia Craddock-Clark, Secretary



TO: Community Development Corp
FROM: Daphne Hamlin, Finance Director
DATE: December 11th, 2017
SUBJECT: Items for payment

Consideration and possible approval of items for payment

<i>Check number</i>	<i>Vendor</i>	<i>Amount</i>	<i>Description</i>
2739	Brown Outdoor	\$475.00	Marketing
2740	C&S	\$185.50	Ads
2741	Greenville Herald	\$100.50	Ads
2742	NETTA	\$519.71	Lunch Meeting
2743	Texas Bulletins	\$200.00	Marketing
2744	Texas Downtown	\$180.00	Dues
2745	The Southwell	\$703.70	Plague
2746	TLC	\$50.00	IT support
2747	Zoll	\$204.19	Safety Equipment

**Farmersville Community Development Corp 4B
Investment and Budget Report**

November 2017

Prepared by: Daphne Hamlin

Farmersville Community Development Corp 4B
November 2017

Statement Balance 11-2-2017	\$254,064.74
Deposits:	
Sales Tax:	\$19,542.30
New Checking Int. .05%	\$10.36
Wire Fee	\$(10.00)
Checks 2726-2738	\$(11,207.77)
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Balance 11-30-2017	\$262,399.63

Outstanding Transactions

Sales Tax
Transfer to Texpool
CD Interest

Balance 12-07-2017	\$262,399.63
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Farmersville Community Development Corporation
 Financial Statement
 For the Fiscal Year Ended September 30, 2018

12/7/2017

Particulars	FY2018 Budget	October	November	December	January	February	March	April	May	June	July	August	September	Actual YTD	%
Revenue:															
Sales Tax Collections	\$276,000	\$19,323	\$19,542											\$38,836	0.00%
Interest Income		\$ 10	\$ 10												
Misc		\$ (10)	\$ (40)												
Misc. account adj															
New Check Stock															
Reimbursement for Main Street Mgr.															
Transfer from TEXPOOL for cash in bank															
Total Revenue	\$ 276,000	\$ 19,323	\$ 19,513	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 38,836	14.07%
Expenses															
Main Street Personnel & Supplies	\$ 72,700														
Personnel															
Supplies															
Miscellaneous	\$ 1,000	\$ 274	\$ 1,755											2,029	202.90%
Reimburse City for accounting	\$ 1,000														0.00%
Chamber of Commerce	\$ 12,000	\$ 12,000												12,000	100.00%
May Taxes	\$ 1,000														0.00%
Land Purchase	\$ 20,000	\$ 4,998												4,998	24.99%
Fire Works	\$ 6,000														0.00%
Bain Honaker House Restoration	\$ 1,000	\$ 1,000												1,000	100.00%
Farmersville Heritage Museum	\$ 10,000														0.00%
Chaparral Trail Marketing	\$ 13,100	\$ 675	\$ 675											1,350	10.31%
Collin College Sponsorship	\$ 2,500														0.00%
Parks Equipment	\$ 8,188														0.00%
National Register Plaques	\$ 3,350	\$ 704	\$ 1,750											1,977	53.43%
Safety Equipment	\$ 3,700		\$ 1,977												0.00%
November 4th clean up day	\$ 2,500														0.00%
Northeast Texas Trail Coalition	\$ 5,000		\$ 5,000											5,000	100.00%
Christmas Lights	\$ 10,000	\$ 10,000												10,000	100.00%
Total Expenses	\$ 173,038	\$ 29,651	\$ 11,157	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 23,354	13.50%
Excess Revenue Over Expenses	102,962	(10,327)	8,356	-	-	-	-	-	-	-	-	-	-	15,482	

Farmersville Community Development Corporation
 Financial Statement
 For the Fiscal Year Ended September 30, 2018

	October	November	December	January	February	March	April	May	June	July	August	September
Beginning Bank Balance	264,342.12	\$254,014.74										
Deposits:												
Sales tax deposits	19,322.84	19,542.30										
Interest income-bank	10.42	10.36										
Transfer to TexPool												
Transfer From Texpool to First Bank	(10.00)	(10.00)										
Misc												
Purchase new checks												
Misc. account adj												
Total Revenues	283,665.38	273,557.40					\$0.00	\$0.00	\$0.00	\$0.00		\$ -
Disbursements:												
Main Street Personnel & Supplies												
Personnel												
Supplies												
Miscellaneous	\$ 273.76	\$ 1,755.77										
Reimburse City for accounting												
Chamber of Commerce	\$ 12,000.00											
May Taxes												
Land Purchase	\$ 4,998.18											
Fire Works	\$ 1,000.00											
Bain Honaker House Restoration												
Farmersville Heritage Museum												
Chamber Trick it up bike ride												
Chaparral Trail Marekling	\$ 675.00	\$ 675.00										
Collin College Sponsorship												
Parks Equipment												
National Register Plaques	703.70	\$ 1,750.00										
Safety Equipment		\$ 1,977.00										
November 4 clean up day												
Christmas Lights	10,000.00											
North East Texas Trail		5,000.00										
Total Expenses	29,650.64	11,157.77										
Ending Bank Balance	254,014.74	262,399.63										
TEXPOOL Balance	85,792.95	\$85,867.00										
Interest Income-TEXPOOL	\$ 75.12	\$ 74.05										
Total Available Funds	339,807.69	348,266.63										

Signed:

POST	DATE	TRAN #	REFERENCE	DESCRIPTION	VEND	INV/JE #	AMOUNT	BALANCE
.00.1112.000				CASH ACCT #B				254,027.
				B E G I N N I N G				
				B A L A N C E				
11/02/17	11/02	A11161	CHK: 002727	05211 OFFICE DEPOT	1779		189.27CR	253,838
11/02/17	11/02	A11162	CHK: 002728	05211 FARMERSVILLE ROTARY CLUB	18		166.50CR	253,671
11/02/17	11/02	A11163	CHK: 002729	05211 FARMERSVILLE TIMES	22		33.00CR	253,638
11/02/17	11/02	A11164	CHK: 002730	05211 TLC NETCON	3539		50.00CR	253,588
11/02/17	11/02	A11165	CHK: 002731	05211 C & S MEDIA, INC	4194		477.00CR	253,111
11/02/17	11/02	A11166	CHK: 002732	05211 TEXAS HISTORICAL COMMISS	4394		1,750.00CR	251,361
11/02/17	11/02	A11167	CHK: 002733	05211 DEBORAH J RANSPOT	6134		240.00CR	251,121
11/09/17	11/09	A11263	CHK: 002734	05225 BROWN OUTDOOR ADVERTISIN	4879		475.00CR	250,646
11/09/17	11/09	A11264	CHK: 002735	05225 CITY OF FARMERSVILLE	159		600.00CR	250,046
11/09/17	11/09	A11265	CHK: 002736	05225 TEXAS BULLETINS, INC	4274		200.00CR	249,846
11/09/17	11/09	A11266	CHK: 002737	05225 ZOLL	7414		1,977.00CR	247,869
11/14/17	11/14	A11288	CHK: 002738	05230 NORTHEAST TEXAS TRAILS C	7459		5,000.00CR	242,869
				NOVEMBER ACTIVITY DB:				
					0.00	CR:	11,157.77CR	11,157.77CR

000 ERRORS IN THIS REPORT!
 ** REPORT TOTALS **
 BEGINNING BALANCES: 254,027.63
 REPORTED ACTIVITY: 0.00
 ENDING BALANCES: 254,027.63
 TOTAL FUND ENDING BALANCE: 242,869.86



Main Street Monthly Report
November 2017
Reported by Randy Rice,
Main Street Program Chairman



ORGANIZATION/ADMINISTRATION:

3, 9, 22, 29	Administrative assistance provided by Debbie Ranspot. Files management, Farmers & Fleas Market assistance.
7	Chairman attended New Manager Orientation (refresher).
8	Chairman, City Manager, and Mayor attended TDA conference.
13	Main Street Board meeting.
13	Attended Farmersville Community Development Corp. Board meeting.
14, 28	Attended City Council meeting.
16	Chairman attended Museum Board meeting.
20	Chairman attended Farmersville Historic Society meeting.
28	Main Street Annual Report submitted to TMS and receipt received. Thanks to Trisha Dowell for her assistance and guidance!

PROMOTION:

3, 9	Farmers & Fleas Committee meeting.
4	Farmers & Fleas Market
17	Downtown merchants Red Carpet Night.
20, 30	Treats for Tatum committee meeting (Kindergarten & 1 st grade students make tree ornaments, walk to town square, and place them on tree. They are then given hot chocolate and cookies.)

DESIGN:

20	Historic marker installed.
27	Invitations to historic marker dedication mailed.

ECONOMIC RESTRUCTURING:

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