

FARMERSVILLE COMMUNITY DEVELOPMENT CORPORATION (4B)
AGENDA ~ August 14, 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. PUBLIC HEARING

A. Consider, discuss, and act upon the CDC 4B Proposed FY 2017-2018 Budget and Goals

IV. BUSINESS ITEMS FOR DISCUSSION AND POSSIBLE ACTION

- A. Consider for approval July 24, 2017 meeting minutes
- B. Consideration and possible approval of items for payment
- C. Consideration and possible action regarding financial statements for July 2017 and any required budget amendments
- D. City Manager Report - Ben White
- E. Main Street Manager update - Adah Leah Wolf

V. DISCUSSION OF PLACING ITEMS ON FUTURE AGENDAS

VI. 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, Adah Leah Wolf, Main Street Manager of the City of Farmersville, certify that the above Farmersville Community Development Agenda for August 14, 2017 was posted in the regular posting place of the City of Farmersville on August 11, 2017 at 5:00 p.m. and remained so posted continuously at least 72 hours preceding the scheduled time of said meeting



Adah Leah Wolf, Main Street Manager

Farmersville Community Development Corporation Budget FY 2018

est rev = \$276,000

EXPENSES	FY 2018
Farmersville Main Street Program	72,700
Miscellaneous	1,000
Reimburse city for accounting services	1,000
Chamber of Commerce Banquet & Events	12,000
May building taxes	1,000
Land purchase (will be paid off 5-30-22)	20,000
Fireworks	6,000
Bain Honaker House Restoration work	1,000
Farmersville Heritage Museum	10,000
Chaparral Trail Marketing	13,100
Collin College Scholarship sponsorship	2,500
Parks Equipment	8,188
National Register Plaques	3,350
Safety Equipment	3,700
Total Expenditures	\$ 155,538

Farmersville Community Development Corporation

Goals for FY 2018

Projects: Specific funding activities to achieve stated goals

- Support the Farmersville Main Street Program
- Support administrative & training costs for 4B Board
- Support Chamber of Commerce Banquet & events
- Support Christmas and 4th of July activities and décor
- Support improvements to city parks program
- Support restoration of Bain Honaker House Museum
- Support planning and development of Farmersville Heritage Museum
- Support improvements to city parks program and facilities
- Support Chaparral Trail marketing and development

Goals

- Support the economic development and restoration of downtown, with continued financial support of the Main Street Program.
- Encourage and support collaborative efforts and long range planning with the community, City Council, Farmersville Economic Development Corporation, Main Street Program, Chamber of Commerce, Collin College, Amenities Board, and Fisd.
- Support heritage tourism, including support for the restoration of Bain Honaker House Museum and support for planning & development of Farmersville Heritage Museum.
- Support Collin College local campus development.
- Support Farmersville Chamber through sponsorship of annual banquet and events.
- Assist in development of community recreational and cultural events, resources, museums, parks, streetscape, signage and safety for citizens.

FARMERSVILLE COMMUNITY DEVELOPMENT CORPORATION BOARD (4B)

MINUTES~ BUDGET WORKSHOP ~ July 24, 2017

CALL TO ORDER, ROLL CALL AND RECOGNITION OF VISITORS

The Farmersville Community Development Corporation Board met on July 24, 2017 in the City Council Chambers at City Hall. President John Politz convened the meeting at 5:46 p.m. and announced that a quorum was present after roll call. The following board members were present: John Politz, Mike Goldstein, Cynthia Craddock-Clark, Katherine Hershey, Tobey Ferguson, and Jesse Nelsen. Others present were Adah Leah Wolf, Main Street Manager; Daphne Hamlin, Finance Director; Mayor Diane Piwko; City Council Liaison Todd Rolen; Leaca Caspari, Donna Williams, Randy Rice, Jim Foy, Matt Crowder, Lisa Eastman, Joe Helmlberger, Chris Nickell, Roy Homfeld, Tonya Mercer, Jim Fleming, Cheryl Fleming, and John Klostermann.

President John Politz opened the floor for comments. Visitor Leaca Caspari spoke briefly, congratulating Adah Leah Wolf on her 14 year anniversary as Main Street Manager. Visitor Donna Williams spoke, encouraging the board to consider the addition of another shade tarp as well as several picnic tables at the Splash pad. The total cost would be around \$1,000 for the installation of an additional shade tarp (tarp cost around \$650, and four poles around \$350.) Mike Goldstein suggested that two of the poles of the existing shade structure could be used to support an additional tarp. The open forum was closed at 5:53 PM.

CONSIDER FOR APPROVAL JULY 10, 2017 MEETING MINUTES

John Politz asked for clarification on whether a parks master plan had already been completed. Mayor Piwko said that a Spain Complex master plan had been completed, but not a parks master plan that included the entire city. Cynthia Craddock-Clark made a motion to approve the minutes of July 10, 2017 as written. Motion was seconded by Mike Goldstein and passed unanimously.

BUDGET WORKSHOP

Daphne Hamlin explained that the projected tax revenue for FY 2018 is \$276,000, although the 4A board is using a lower figure of \$260,000. Completed grant request forms were provided in the meeting packets and were discussed in the packet's order.

Main Street Program:

John Politz commented that since the Main Street Manager would be leaving in November, he did not think it would be prudent to give the city the entire amount of \$72,700 for the Main Street Program up front. He recommended that the monies be given on a monthly or a quarterly basis. Daphne Hamlin said that she could bill 4B on a monthly or quarterly basis for salary costs. Politz also commended that 4B representatives need to be a part of the interviewing process as a new Main Street Manager is selected. Mayor Piwko commented that the job opening would be posted in August, with interviews in September, and hiring in October, and that 4B and Main Street representatives could be involved in the process. Mike Goldstein made the motion to budget as requested for the Main Street Program, payable monthly beginning in October. Motion seconded by Cynthia Craddock Clark and passed unanimously.

Farmersville Chamber:

Chamber director Joe Helmlberger presented information about the Chamber's request for \$12,000. \$5K would be toward the Trick it Up Bike Ride, and \$7K would go toward all of the other Chamber events. Helmlberger also addressed comments from Jesse Nichols and Tobey Ferguson. Katherine Hershey made a motion to budget \$12,000 as requested for the Chamber. Motion seconded by Tobey Ferguson and passed unanimously.

Fireworks:

There was brief discussion of the successful past 4th of July fireworks shows. Mike Goldstein motioned that the board budget for the requested amount of \$6,000 for fireworks. The motion was seconded by Jesse Nelsen, and passed unanimously.

Bain Honaker House-Farmersville Historical Society

John Politz discussed the request for \$1,000 and suggested that the entire amount of the drainage project be funded (\$1650). Mike Goldstein suggested the Historical Society could always request an additional amount later if required, and motioned that the original \$1,000 amount be budgeted for the Historical Society. Motion was seconded by Cynthia Craddock Clark, and passed unanimously.

Farmersville Heritage Museum

Museum Treasurer Jim Foy presented information about the museum's request for \$10,000, explaining the money would go toward finish out, lights, cases, workroom supplies, etc. He provided a current balance sheet and current donor list. The Museum would request reimbursement for expenditures up to \$10,000. Mike Goldstein motioned that the \$10K request be budgeted as requested. The motion was seconded by Katherine Hershey, and passed unanimously.

Parks Playground Equipment

Mike Goldstein said he would like more detail on this request. Tobey Ferguson said she recommended keeping the current Ramblers play equipment in place, especially since it appeals to younger children. Tobey Ferguson made the motion to fund the slide for \$8,188. Motion seconded by Mike Goldstein and passed unanimously.

National Register Plaques

Adah Leah Wolf explained the request for \$3,350 for five plaques for city-owned buildings that are contributing buildings in the National Register district, and for a central marker for the gazebo area.

Safety Equipment

Randy Rice representing the Citizens Assisting Farmersville Police discussed their request for safety equipment including an AED unit for the Citizens on Patrol vehicle as well as training for 12 users of the equipment. Tobey Ferguson made a motion to approved request "A" for a total of \$3700. Motion seconded by Cynthia Craddock Clark and passed unanimously.

Chaparral Trail Marketing

A request for \$5,000 from the nonprofit North East Texas Trail organization was discussed. The monies would assist with marketing efforts including website development, publications, advertising and a meeting hosted in Farmersville. These efforts would directly impact Farmersville as we are the southern trailhead for the trail. Additionally the continued yearly billboard rental cost for two billboard promoting the trail is \$8,100. Cynthia Craddock Clark made a motion to approve the request for \$5,000 and the billboard costs of \$8,100. Motion seconded by Jesse Nelsen and passed unanimously.

Collin College Sponsorship

John Politz explained that 4B is allowed to contribute a sponsorship amount, rather than a scholarship amount to Collin College. Daphne Hamlin said the 4A board has approved a sponsorship amount of \$7,500 for FY 2018. If 4B contributes \$2,500, the city can be recognized at the \$10,000 donation level. Tobey Ferguson motioned to approve \$2,500 for this budget item. Motion seconded by Katherine Hershey and passed unanimously.

Reoccurring expenses

The following are reoccurring yearly expenses: Miscellaneous (\$1,000), Accounting services (\$1,000), May Building taxes as per lease agreement (\$1,000), and Land payment (\$20,000).

Other items

The Board discussed the continuation of foundation repair work for the Onion Shed, and John Politz recommended the creation of access to underneath the shed. Also discussed was the need for additional signage to point to downtown parking, the Bain Honaker House and the one way streets on Farmersville Parkway. There are other possible projects, including the previously discussed shade at Splash Pad, and the development of a city master parks plan, staining of the fence along Chaparral Trail trailhead, and Christmas décor, that will require further information for decision making.

Goals for FY 2018

A draft of goals for FY 2018 was provided in the meeting packet. Mike Goldstein motioned to accept the goals as written; motion seconded by Katherine Hershey and passed unanimously.

ADJOURNMENT

There being no further business, John Politz adjourned the meeting 7:14 PM.

Signatures:

John Politz, President

Cynthia Craddock-Clark, Secretary



Farmersville

To: Community Development Corporation
From: Adah Leah Wolf, Main Street Manager/4B Staff Liaison
Date: 8/14/2017
Subject: Items for Payment

Main Street Expenses	
Farmersville Rotary Club	\$136.50
Office Depot	\$68.62
Texas Downtown Association (training)	\$75.00
TLC: IT support	\$50.00
Chaparral Trail Promotion	
Brown Outdoor Advertising: Billboard rental	\$475.00
Texas Bulletins: Billboard rental	\$200.00
The Hello Studio (reissue lost check)	\$800.00
	<hr/> <hr/>
Total	\$1805.12

Farmersville Community Development Corporation
Financial Statement
for the Fiscal Year Ending September 30, 2017

Particulars	FY2017												Actual YTD	%		
	Budget	October	November	December	January	February	March	April	May	June	July	August			September	
Revenue:																
Sales Tax Collections	\$229,300	\$29,345	\$26,077	\$22,405	\$17,726	\$29,104	\$19,720	\$27,272	\$26,111	\$19,549	\$25,862			\$243,172		106.05%
Interest Income		\$ 5	\$ 4	\$ 4	\$ 4	\$ 4	\$ 6	\$ 6	\$ 7	\$ 8	\$ 8			\$ 56		
Misc			\$ (10)		\$ (10)	\$ (10)	\$ (10)	\$ (10)	\$ (10)	\$ (10)	\$ (10)					
Misc. account adj									\$ 6							
New Check Stock																
Reimbursement for Main Street Mgr.																
Transfer from TEXPOOL/or cash in bank																
Total Revenue	\$ 38,762	\$ 29,351	\$ 26,071	\$ 22,409	\$ 17,720	\$ 29,098	\$ 19,716	\$ 27,268	\$ 26,114	\$ 19,547	\$ 25,860	\$ -	\$ 0.00	\$ 243,154	\$ 0.00	90.71%
Expenses																
Main Street Personnel & Supplies																
Personnel	\$ 72,700	\$ 63,800												63,800		87.76%
Supplies		\$ 75	\$ 1,075	\$ 1,076	\$ 1,209	\$ 160	\$ 1,715	\$ 100	\$ 327	\$ 900	\$ 342			6,477		
Miscellaneous	\$ 1,000													902		90.20%
Reimburse City for accounting	\$ 1,000															0.00%
Chamber of Commerce	\$ 7,000	\$ 7,000														100.00%
May Taxes	\$ 1,000						\$ 596							7,000		100.00%
Christmas Activities	\$ 6,200													596		59.60%
Land Purchase	\$ 20,000	\$ 4,998			\$ 6,273			\$ 4,998		\$ 4,998				6,273		101.18%
Fire Works	\$ 6,000				\$ 4,998			\$ 6,000						19,992		99.95%
Bain Honaker House Restoration	\$ 3,800	\$ 3,800									\$ 4,998			6,000		100.00%
Farmersville Heritage Museum	\$ 10,000	\$ 10,000												3,800		100.00%
Chamber Trick it up bike ride	\$ 5,000	\$ 5,000												10,000		100.00%
Parks Improvement Grant	\$ 50,000		\$ 50,000											5,000		100.00%
Chaparal Trail Promotion	\$ 14,362			\$ 985	\$ 475	\$ 475	\$ 675	\$ 675	\$ 1,000	\$ 1,150	\$ 675			50,000		100.00%
Collin College Foundation Sponsorship	\$ 2,500					\$ 2,500								6,110		42.54%
Extenro lighting for Senior Center	\$ 15,000													2,500		100.00%
Total Expenses	\$ 215,562	\$ 94,673	\$ 51,075	\$ 2,061	\$ 13,115	\$ 3,135	\$ 2,986	\$ 12,013	\$ 1,327	\$ 2,050	\$ 6,015	\$ -	\$ -	\$ 188,450	\$ -	87.42%
Excess Revenue Over Expenses	\$ 2,196	\$ (65,322)	\$ (25,004)	\$ 20,348	\$ 4,605	\$ 25,963	\$ 16,730	\$ 15,255	\$ 24,787	\$ 17,497	\$ 19,845	\$ -	\$ -	\$ -	\$ -	0.00%

Farmersville Community Development Corporation
Financial Statement
For the Fiscal Year Ended September 30, 2017

08/11/2017

	October	November	December	January	February	March	April	May	June	July	August	September
Beginning Bank Balance	166,285.82	\$100,963.52	\$75,959.62	\$96,308.00	\$100,912.66	\$126,875.92	\$143,620.02	\$158,874.65	\$183,654.58	\$201,151.62		
Deposits:												
Sales tax deposits	29,345.45	26,077.17	\$22,405.42	17,726.04	29,103.92	\$19,719.79	\$27,272.05	\$26,110.60	\$19,549.47	\$25,861.87		
Interest income-bank	5.22	3.93	\$3.55	4.06	4.34	\$5.61	\$5.76	\$6.78	\$7.57	\$8.41		
Transfer to TexPool												
Transfer From Texpool to First Bank		(10.00)		(10.00)	(10.00)							
Misc												
Misc. to balance o/s check from 2015-2016												
Purchase new checks												
Misc. account adj												
Total Revenues	195,636.49	127,034.62	98,368.59	114,028.10	130,010.92	146,605.96	\$170,887.83	\$184,982.03	\$203,201.62	\$227,011.90		

Disbursements:												
Main Street Personnel & Supplies	\$ 63,800.00											
Personnel												
Supplies	\$ 74.97	\$ 1,075.00	\$ 1,075.59	\$ 1,209.44		\$ 1,715.17	\$ 100.00	\$ 327.45	\$ 900.00			
Miscellaneous												
Reimburse City for accounting												
Chamber of Commerce	\$ 7,000.00											
May Taxes												
Christmas Activities												
Land Purchase	\$ 4,998.00											
Fire Works												
Bain Honaker House Restoration	\$ 3,800.00											
Farmersville Heritage Museum	\$ 10,000.00											
Chamber Trick it up bike ride	\$ 5,000.00											
Parks Improvement Grant		\$ 50,000.00										
Chaparral Trail Promolion			\$ 985.00	\$ 475.00	475.00	\$675.00	\$ 675.00	\$1,000.00	\$1,150.00	\$ 675.00		
Collin Collette Foundation Sponsorship					2,500.00							
Exterito fighting for Senior Center												

Total Expenses	94,672.97	51,075.00	2,060.59	13,115.44	3,135.00	2,985.94	12,013.18	1,327.45	2,050.00	6,015.34		
Ending Bank Balance	100,963.52	75,959.62	96,308.00	100,912.66	126,875.92	143,620.02	158,874.65	183,654.58	201,151.62	220,996.56		
TEXPOOL Balance	85,154.04	\$85,181.94	\$85,214.99	\$85,253.91	\$85,290.46	\$85,335.54	\$85,385.50	\$85,441.28	\$85,503.22	\$ 85,573.80		
Interest Income-TEXPOOL	27.67	\$ 27.90	\$ 33.05	\$ 38.92	\$ 36.55	\$ 45.08	\$49.96	\$55.78	\$61.94	\$ 70.58		
Total Available Funds	186,117.56	161,141.56	181,522.99	186,166.57	212,166.38	228,955.56	244,260.15	289,095.86	286,654.84	306,570.36		

Signed:



Main Street Monthly Report
 July 2017
 Reported by Adah Leah Wolf,
 Main Street Program Manager



ORGANIZATION/ADMINISTRATION:

10	Main Street Board meeting. New board members Mary Berry and Doris Cooks were sworn in.
10	Farmersville Community Development Corp. Board meeting. Meeting preparation included handouts, posting, and board reference notebooks. New board members Tobey Ferguson and Jesse Nelsen were sworn in.
13,19	City Staff meetings attended
27, 28	Leave taken
22	Manager's 14 year anniversary
24	Community Development Corp Budget Workshop. Meeting preparations included coordination with all groups requesting funds, handouts, and posting.

PROMOTION:

1	Farmers & Fleas Market-busy day with a full shed
5	Manager read for the Rike Library's Summer Reading Program. The theme was patriotism
11	E Newsletter sent to downtown businesses and building owners.
	Final donations were received for Audie Murphy Day, and all bills are paid for the event.
	Plaque researched for National Register, to be placed on median
24,28	Ads placed for Farmers & Fleas Market; press releases sent.
28	Music in the Park event coordinated by city's Amenities Board.
	Updates to city Website made for Main Street Section and 4B Section.
	4B Brochure updated
	Major revision of Downtown Shoppers Guide; 32 business owners contacted. Chamber members now indicated in italics.

DESIGN:

	New owner of 107 McKinney, Klint Rybicki, has plans for interior renovations
	Renovations continue on the Wag Jack Too building (208 McKinney Street)
	Post Office is receiving repairs to windows.
	Kevin Brock, owner of 129 S. Main Street, has plans for renovations to the front side of his building.

ECONOMIC RESTRUCTURING:

13	Chamber breakfast networking meeting attended at Red Door Antiques.
13	Downtown Merchants meeting at Red Door Antiques
20	Attended Chamber after Hours event at Clay Potter Auction
	Klint Rybicki has purchased 107 McKinney Street for his attorney office. He handles family and business law and other civil matters, and he has one employee.
	Amanda Rasbeary has closed her business, Old Time Furnishings. She was leasing at 110 McKinney Street.
	Debbie Helmberger has moved her photography business, which was located upstairs in the Farmersville Times building.
	John Paul Bratcher and Josh Howard have opened their Goosehead Insurance office at Independent Bank, Suite C.



Farmersville Main Street
 Operating Account
 Financial Statement
 Period: July 1-31, 2017

Beginning Balance:	06/31/2017	\$ 14,472.87
Plus:	Farmers & Fleas Market income	\$ 410.00
	Audie Murphy Day income	\$ 250.00
		<u>\$ 15,132.87</u>
Less:	Farmers & Fleas Market expenses	\$ 354.00
	Audie Murphy Day expenses	\$ 250.91
		<u>\$ 604.91</u>
Ending Balance:	07/31/2017	\$ 14,527.96
Less:	Restricted Audie Murphy Day Monies	\$ 11,528.69
	Restricted Sign & Paint Grant Monies	\$ 450.00
	Restricted Farmers & Fleas monies	\$ 2,382.20
		<u>\$ 167.07</u>
	Total Unrestricted Monies, July 31, 2017	\$ 167.07

Num	Date	Payee	Category	Amount	Running Balance
Month Ending 06/30/2017					14,472.87
4026	07/01/2017	Mark Vincent	Farmers & Fleas Market	(100.00)	14,372.87
	07/05/2017	Audie Murphy Day Income	Audie Murphy Day Income	250.00	14,622.87
	07/05/2017	Farmers & Fleas Market	Farmers & Fleas Income	410.00	15,032.87
4027	07/05/2017	Jim Foy	Audie Murphy Day	(65.91)	14,966.96
4028	07/05/2017	C & S Media Inc	Farmers & Fleas Market	(64.00)	14,902.96
4029	07/08/2017	Our Town	Farmers & Fleas Market	(70.00)	14,832.96
4030	07/08/2017	Hunt County Shopper	Farmers & Fleas Market	(120.00)	14,712.96
4031	07/08/2017	M & M Portable Toilets	Audie Murphy Day	(185.00)	14,527.96
Total Month Ending 07/31/2017					