

FARMERSVILLE COMMUNITY DEVELOPMENT CORPORATION (4B)
AGENDA ~ May 8, 2017
5:45 P.M. City Council Chambers

I. PRELIMINARY MATTERS

Call to Order, roll call and recognition of visitors

II. ITEMS FOR DISCUSSION AND POSSIBLE ACTION

- A. Consider for approval April 10, 2017 meeting minutes
- B. Consideration and possible approval of items for payment
- C. Consideration and possible action regarding financial statements for April 2017 and any required budget amendments
- D. Discuss budget process
- E. City Manager Report - Ben White
- F. Main Street Manager update - Adah Leah Wolf

III. DISCUSSION OF PLACING ITEMS ON FUTURE AGENDAS

IV. 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.

This facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive service must be made 48 hours prior to this meeting. Please contact the City Secretary's Office at 972/782-6151 or FAX 972/782-6604 for further information.

I, Adah Leah Wolf, Main Street Manager of the City of Farmersville, certify that the above Farmersville Community Development Agenda for May 8, 2017 was posted in the regular posting place of the City of Farmersville on May 5, 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 BOARD (4B)

MINUTES ~ April 10, 2017

CALL TO ORDER, ROLL CALL AND RECOGNITION OF VISITORS

The Farmersville Community Development Corporation Board met on March 13, 2017 in the City Council Chambers at City Hall. Chairman Donna Williams convened the meeting at 5:45 p.m. and announced that a quorum was present after roll call. The following board members were present: Donna Williams, John Garcia, Katherine Hershey, John Politz, and Cynthia Craddock-Clark. Donna Williams welcomed Main Street Manager Adah Leah Wolf, City Manager Ben White, Mayor Diane Piwko, City Council Liaison Leaca Caspari, and visitor Steve Caspari.

CONSIDER FOR APPROVAL MARCH 13, 2017 MEETING MINUTES

John Politz made a motion to approve the minutes of March 13, 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 for payment. Motion was seconded by Katherine Hershey and passed unanimously.

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

John Politz made a motion to approve the March 2017 financial statements as presented. John Garcia seconded the motion, which passed unanimously.

CITY MANAGER REPORT

City Manager Ben White provided a written report and highlighted the following: The *Farmersville Facts* publication is being used to attract new business to town. A three-minute drone video is planned which will also target new businesses. The Rotary Club is looking at sponsoring a shade feature at the splash pad. Downtown weeds will be addressed soon. Bids have been received for repairs at the fishing dock at Southlake Park. White will be recommending that the Centennial Committee assist with major improvements to the Senior Center parking lot, as well as repair of mold damage at the Rike Library. The signal light at SH78 is awaiting TXDOT construction. There are delays concerning the Main Street grant for ADA improvements due to paperwork. Electric crew has been replacing electric poles in front of Dollar General and James' Auto. The storage PODS outside City Hall have been removed. The Chamber office awning will be replaced. Donna Williams asked if the Gazebo at the splash pad will be moved; White indicated it would be. She also commented that it would be helpful to know the Centennial Committee's budget as the city make plans for repairs.

MAIN STREET MANAGER UPDATE

Main Street Manager Adah Leah Wolf presented a written report for March 2017, and highlighted the following: She has submitted a letter to the City Manager indicating her intention to retire in November of this year. She is giving early notice to help with the city's plans for transition. She submitted two award applications to the Collin County Historical Commission; one is for the building renovations completed by Matt and Lisa Crowder, and the other recognizes Boy Scout Troop 310 for adopting the care of the Prairie Grove Cemetery, where Audie Murphy's mother is buried. Winners will be announced at the Preservation Celebration on April 29. She met with Mandy Weaver and Eddy Daniel for assistance with designing a Chaparral Trail map. The map links downtown to the trail, and show exercise stations as well as type of trail surface. Glenda Hart and the manager met with Jennifer Lowe at Tatum Elementary, to plan for an additional downtown field trip for the students, planned for May 19. The Shed Sale was a success on Saturday, planned by the downtown merchants. The First Baptist Church is having issues with

repainting the ceiling of the sanctuary (paint won't adhere). The Post Office has removed the windows for offsite repairs. The new laundromat (LQ Laundry) has opened.

DISCUSSION OF PLACING ITEMS ON FUTURE AGENDAS

The next board meeting will be held on May 8, 2017. The board will begin its budget discussions.

ADJOURNMENT

There being no further business, Donna Williams adjourned the meeting 6:22 PM

Signatures:

Donna K. Williams, President

John Politz, Secretary

DRAFT



Farmersville

To: Community Development Corporation
From: Adah Leah Wolf, Main Street Manager/4B Staff Liaison
Date: 5/8/2017
Subject: Items for Payment

| | |
|---|-------------|
| Main Street Expenses | |
| Farmersville Rotary Club | \$151.50 |
| Office Depot | \$125.95 |
| TLC: IT support | \$50.00 |
| Chaparral Trail Promotion | |
| Brown Outdoor Advertising: Billboard rental | \$475.00 |
| Texas Bulletins: Billboard rental | \$200.00 |
| The Hello Studio (design) | \$800.00 |
| | <hr/> <hr/> |
| Total | \$1802.45 |

~~*reissued check~~

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

5/4/2017

| | 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 | | | | | |
| 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 | | | | | |
| Interest income-bank | 5.22 | 3.93 | \$3.55 | 4.06 | 4.34 | \$5.61 | \$5.76 | | | | | |
| Transfer to TexPool | | | | | | | | | | | | |
| Transfer From Texpool to First Bank | | | | | | | | | | | | |
| Misc | | (10.00) | | (10.00) | (10.00) | | | | | | | |
| Misc. to balance o/s check from 2015-2016 | | | | | | | | | | | | |
| Total Revenues | 195,636.49 | 127,034.62 | 98,368.59 | 114,028.10 | 130,010.92 | 146,605.96 | \$170,887.83 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |

| | | | | | | | | | | | | |
|---------------------------------------|--------------|--------------|-------------|-------------|-----------|-------------|-------------|--|--|--|--|--|
| 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 | | | | | |
| Miscellaneous | | | | \$ 160.00 | \$ 160.00 | | \$ 240.00 | | | | | |
| Reimburse City for accounting | | | | | | | | | | | | |
| Chamber of Commerce | \$ 7,000.00 | | | | | | | | | | | |
| May Taxes | | | | | | \$ 595.77 | | | | | | |
| Christmas Activities | | | | \$ 6,273.00 | | | | | | | | |
| Land Purchase | \$ 4,998.00 | | | \$ 4,998.00 | | | \$ 4,998.18 | | | | | |
| Fire Works | | | | | | | \$ 6,000.00 | | | | | |
| 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 | | | | | |
| Collin Coltefe Foundation Sponsorship | | | | | 2,500.00 | | | | | | | |

| | | | | | | | | | | | | |
|--------------------------------|-------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|----------|----------|----------|----------|----------|
| Total Expenses | 94,672.97 | 51,075.00 | 2,060.59 | 13,115.44 | 3,135.00 | 2,985.94 | 12,013.18 | - | - | - | - | - |
| Ending Bank Balance | 100,963.52 | 75,959.62 | 96,308.00 | 100,912.66 | 126,875.92 | 143,620.02 | 158,874.65 | - | - | - | - | - |
| TEXPOOL Balance | 85,154.04 | \$85,181.94 | \$85,214.99 | \$85,253.91 | \$85,290.46 | \$85,335.54 | \$85,385.50 | | | | | |
| Interest Income-TEXPOOL | \$ 27.67 | \$ 27.90 | \$ 33.05 | \$ 38.92 | \$ 36.55 | \$ 45.08 | \$ 49.96 | | | | | |
| Total Available Funds | 186,117.56 | 161,141.56 | 181,522.99 | 186,166.57 | 212,166.38 | 228,955.56 | 244,260.15 | | | | | |

Signed:

4B Planning Calendar 2017

May 23 City Council appoints Board Members

June 12 New Board Members sworn in

June/ July New Board Members take online public records training

July 10 Consider Yearly budget items for 2017 FY

July 24 Consider Special projects for budget planning & draft final budget

July 28 Place advertising for Public Hearing (Runs in Aug 3 issue)

Aug 7 Public Hearing / 4B Board adopts final budget & sends to city

Sept 12 City adopts final budget

Oct. 1 New fiscal year begins

FARMERSVILLE COMMUNITY DEVELOPMENT CORPORATION (4B)

205 S. Main Street, Farmersville, TX 75442

SPECIAL PROJECT GRANT APPLICATION

Organization Name _____

Contact Name _____

Mailing Address:

Phone _____ Email _____

Is this organization primarily headquartered within the city limits of Farmersville, Texas? _____

Does this organization primarily benefit the citizens of Farmersville, Texas? _____

Project Name _____

Project Description:

Describe the anticipated benefits for the citizens of Farmersville, Texas:

Total cost of project _____ Amount requested from Farmersville
Community Development Corporation _____

Requested month/s and amounts of disbursements requested _____

List all sources of revenue for this project (including but not limited to: fund raisers, public assistance,
private grants, member contributions, business contributions)

Is there a formal budget for this project? _____ If available, please attach a copy. The Board may ask for further details.

Is this a multi-year project? _____

Will additional grants from FCDC be requested? _____

Type of Organization (check all that apply) _____ Non-profit Corporation _____ Non-profit organization
_____ For profit corporation/business _____ Municipality

I hereby certify that the information contained herein and its attachments are true and correct. I hereby certify that should the Farmersville Community Development Corporation extend a grant to this organization, the funds granted will be used solely for the purposes described above. I understand that if a grant is received, the organization will be asked to give a progress report upon completion.

Date _____

Signature _____

Printed name and Title _____

Applicant: please leave below area blank

Evaluation Comments:



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



ORGANIZATION/ADMINISTRATION:

| | |
|---------|--|
| 3 | Main Street Board meeting. Main Street Board notebooks have been updated. |
| 5,19,26 | City Staff meetings attended |
| 10 | Farmersville Community Development Corp. Board meeting. Meeting preparation including handouts and posting. 4B Board notebooks have been updated. |
| 11 | Attended City Council Meeting and workshop |
| 12 | Administrative assistance provided by Debbie Ranspot. |
| | Manager has announced her intention of retiring from her position in November of this year. She has allowed several months to assist the city in the transition process. |

PROMOTION:

| | |
|---------|---|
| 1 | Farmers & Fleas Market—good attendance. Chaparral Trail hikers were greeted and given information. Plano Walking Club will be coming during the May 6 Farmers & Fleas Market. |
| 8 | Community Shed Sale Event- a new event, was held at the Onion Shed, and organized by the Member Initiated Events Committee of the Chamber. |
| 7,19,20 | Audie Murphy Day Committee planning meetings. Veterans caps chosen, parade details decided, sponsorship letters mailed. The Farmersville Quilt Guild is making an additional Quilt of Valor to be presented to Congressman Sam Johnson at the event. |
| 20 | E Newsletter sent to downtown businesses and building owners |
| 25 | Farmersville Heritage Museum Board meeting. A display about Audie Murphy was hung in one of the exterior exhibit windows. |
| | Chaparral Trail brochure completed. Brochure rack to be mounted at Trail head |
| 28 | Ads placed for Farmers & Fleas Market; press releases sent. |
| | Updates to city Website made |
| 29 | Collin County Historical Commission's annual "Preservation Celebration" was held at the First Baptist Church. Informational handouts were provided for the attendees. Lisa and Matt Crowder were honored for their building restoration work; the Farmersville Boy Scout troop won the Young Visionaries Award; and Adah Leah Wolf received the Excellence in Historical Education Award. |
| | Downtown field trip for Tatum Students is planned for May 19 |
| | Volunteers Randy Rice and Katherine Hershey continue to photograph downtown building improvements |

DESIGN:

| | |
|--|---|
| | Doug Laube received architectural advice from the Texas Historical Commission for his building renovation project at 129 McKinney Street |
| | Farmersville Electric Dept continues replacement of old electrical poles and elimination of unused lines- pole on South Johnson Street has been replaced. |
| | The original skylight and metal ceiling tin has been uncovered during restoration of Wag jack Too building (208 McKinney Street) by owners Chris Butler and Sarah Jackson Butler. The original transom windows have been uncovered, and custom front doors are being installed. |
| | Post Office is receiving repairs to windows. |
| | Bill Daniel is working with Public Works as advisor to trees throughout parks—several new trees planted this month with the help of Boy Scouts—along Farmersville Parkway & along Chaparral Trail |

ECONOMIC RESTRUCTURING:

| | |
|----|---|
| 6 | Attended Chamber luncheon with Dr. Neil Matkin, speaker |
| 27 | Chamber early networking meeting attended at Lexington Lodge |
| | Owners of 206 McKinney Street have applied for 4A Façade grant |
| | Information about the Main Street district will be provided at the May 6 Lexington Spring Fling event |



Farmersville Main Street
Operating Account
Financial Statement
Period: April 1-30, 2017

| | | |
|---------------------------|--|------------------|
| Beginning Balance: | March 31, 2017 | \$ 10,413.82 |
| Plus: | Farmers & Fleas Market income | \$ 730.00 |
| | | \$ 11,143.82 |
| Less: | Farmers & Fleas Market expenses | \$ 711.02 |
| | Audie Murphy Day expenses | \$ 642.25 |
| | | \$ 1,353.27 |
| Ending Balance: | April 30, 2017 | \$ 9,790.55 |
| Less: | Restricted Audie Murphy Day Monies | \$ 6,531.26 |
| | Restricted Sign & Paint Grant Monies | \$ 450.00 |
| | Restricted Farmers & Fleas monies | \$ 2,642.22 |
| | | \$ 9,623.54 |
| | Total Unrestricted Monies, April 30, 2017 | \$ 167.07 |

04/28/2017

Account Transactions
Checking

| Num | Date | Payee | Category | Amount | Running Balance |
|-------------------------------|------------|--------------------------|------------------------|----------|-----------------|
| Month Ending 03/31/2017 | | | | | 10,413.82 |
| Month Ending 04/30/2017 | | | | | |
| 3995 | 04/03/2017 | Mark Vincent | Farmers & Fleas Market | (100.00) | 10,313.82 |
| 3996 | 04/03/2017 | Kat Donnell | Farmers & Fleas Market | (50.00) | 10,263.82 |
| 3997 | 04/03/2017 | C & S Media Inc | Farmers & Fleas Market | (128.00) | 10,135.82 |
| | 04/04/2017 | Farmers & Fleas Market | Farmers & Fleas Income | 155.00 | 10,290.82 |
| | 04/04/2017 | Farmers & Fleas Market | Farmers & Fleas Income | 260.00 | 10,550.82 |
| 3998 | 04/04/2017 | audie murphy outpost | Audie Murphy Day | (20.00) | 10,530.82 |
| 3999 | 04/04/2017 | Hunt County Shopper | Farmers & Fleas Market | (200.00) | 10,330.82 |
| 70 | 04/04/2017 | Greenville Herald Banner | Farmers & Fleas Market | (198.02) | 10,132.80 |
| J1 | 04/20/2017 | U.S. Post Office | Audie Murphy Day | (622.25) | 9,510.55 |
| 4002 | 04/20/2017 | Our Town | Farmers & Fleas Market | (35.00) | 9,475.55 |
| | 04/28/2017 | Farmers & Fleas Market | Farmers & Fleas Income | 315.00 | 9,790.55 |
| Total Month Ending 04/30/2017 | | | | (623.27) | |