

FARMERSVILLE COMMUNITY DEVELOPMENT CORPORATION (4B)
AGENDA ~ September 11, 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 August 14, 2017 meeting minutes
- B. Consideration and possible approval of items for payment
- C. Consideration and possible action regarding financial statements for August 2017 and any required budget amendments
- D. Consideration and possible action regarding request for budget amendments for Christmas lighting and November Clean Up Day- Ben White
- E. Discuss Main Street Manager Search Progress
- F. City Manager Report - Ben White
- G. Main Street Manager update - Adah Leah Wolf

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, Adah Leah Wolf, Main Street Manager of the City of Farmersville, certify that the above Farmersville Community Development Agenda for September 11, 2017 was posted in the regular posting place of the City of Farmersville on September 8, 2017 at 5:00 p.m. and remained so posted continuously at least 72 hours proceeding the scheduled time of said meeting



Adah Leah Wolf, Main Street Manager

FARMERSVILLE COMMUNITY DEVELOPMENT CORPORATION BOARD (4B)

MINUTES ~ August 14, 2017

5:45 P.M. City Council Chambers

PRELIMINARY MATTERS

The Farmersville Community Development Corporation Board met on August 14, 2017 in the City Council Chambers at City Hall. President John Politz called the meeting to order at 5:49 p.m. and announced that a quorum was present after roll call. The following board members were present: John Politz, Cynthia Craddock-Clark, Katherine Hershey, John Garcia, and Jesse Nelsen. Others recognized were Adah Leah Wolf, Main Street Manager; Mayor Diane Piwko; Marcy Whited, Leaca Caspari, Steve Caspari, Donna Williams, Randy Rice, and City Manager Ben White (late arrival).

PUBLIC COMMENT

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

PUBLIC HEARING ~ PROPOSED FY 2018 BUDGET AND GOALS

President John Politz opened the public hearing at 5:52 PM.

Visitor Marcy Whited of 304 Jouette Street spoke as a representative of the North East Texas Trail Coalition. She thanked the board for including a line item for Chaparral Trail promotion in the budget. She explained that the approximate breakdown of expenses would be as follows: Maps, \$2,000; Brochures, \$1,000; Pamphlets \$250; Website \$1,000; and Videos \$750.

Mayor Diane Piwko inquired as to why the Christmas decor line item was not in the budget. John Politz replied that the board had considered the items for which they had received information/budget requests. Since the board had not received this information, this budget item could be addressed as a budget amendment at a future date.

President Politz closed the Public Hearing at 5:55 PM.

John Politz recommended the Budget expense wording "Collin College Scholarship Sponsorship" be reworded to Collin College Sponsorship." John Garcia made a motion to accept the proposed FY 2018 Budget and Goals as written, with the one word "Scholarship" deleted. Motion seconded by Jesse Nelsen, and passed unanimously.

CONSIDER FOR APPROVAL JULY 24, 2017 MEETING MINUTES

Katherine Hershey made a motion to approve the minutes of July 24, 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 Jesse Nelsen and passed unanimously.

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

John Politz explained that he had spoken to the city finance director about the \$50,000 parks improvement grant line item. This money was transferred to the city in November 2016. It is in a separate grants account, and has not yet been spent by the city.

Cynthia Craddock-Clark made a motion to approve the July 2017 financial statements as presented. Katherine Hershey seconded the motion, which passed unanimously.

CITY MANAGER REPORT

City Manager Ben White provided an oral report. He is working with residential housing developers to develop interest in Farmersville as a potential location. The Centennial Committee has met and members are aware of the mold damage to the Library floor; this to be addressed in November. City crews will be used to extend a water line past AFI for a future concrete plant. This may impact the crew's availability to work on senior center parking lot lighting. At Southlake, the new floats for the boat dock have been received. After meeting with Ted Wilson of Residential Strategies, he understands that future growth will come from South on Highway 78.

Katherine Hershey asked about the planned future Lakehaven development. Ben explained this will be South of Hwy 380 on CR 550, and will be 60-100 acres. John Politz asked about the progress of the grant that will improve ADA access for downtown sidewalks. Ben explained that it is going through the environmental review process now; and we do not have the final plans for the bid package yet. John Politz asked about the progress of Camden Park. Ben said there is a developer's agreement in place. John Politz asked about the progress of the concrete plant. Ben explained that Dan Pettis of Big D Concrete met with the TIRZ board, and the TIRZ board voted to provide an 8" waterline from AFI to the facility location. The original investment in the concrete plant by the company is to be \$7.5 million. The sales tax revenue after a few years could potentially be more than \$500,000 per year. The plant hopes to be running by June 2018. Katherine Hershey inquired about environmental issues. Ben explained that the company has their TCEQ permit; they will make dust but do have ways to mitigate it. John Politz suggested to Ben that he come back to the board for future budget requests. John Politz suggested the board might look at the possibility of a dog park in the field are East of the Onion Shed; Katherine Hershey suggested additional seating in this field area.

MAIN STREET MANAGER UPDATE

Main Street Manager Adah Leah Wolf presented a written report for July 2017, and highlighted the following. Tomorrow the Community Health Service Agency has free snow cones from 4-6 pm. The DFW Yarn Crawl comes to Farmersville again on August 18-27, with Fiber Circle participating with side walk sales, extended hours, and pajama and Pizza parties on the Fridays. Buses will be coming to town for the event. The Bugtussle classic car trek is coming to downtown on Saturday 26th around 7:30 AM- please come out and greet them. The next Concert in park will be in November. 110 McKinney Street is for sale. 107 McKinney Street purchased by lawyer Clint Rybicki and has offices for rent. The Post Office is still working on their windows. Kevin Brock, owner of 129 S. Main, has plans for renovations on front of building. New business Goosehead Insurance is in Independent Bank. The Manager has made a major revision to the Downtown Shoppers Guide. The 4B Brochure has been updated as well. The Manager thanked all the volunteers who helped at the last Farmers & Fleas Market. It was a full shed and next month will be busy as well.

DISCUSSION OF PLACING ITEMS ON FUTURE AGENDAS

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

ADJOURNMENT

There being no further business, John Politz adjourned the meeting 6:54 PM.

Signatures:

John Politz, President

Cynthia Craddock-Clark, Secretary

DRAFT



Farmersville

To: Community Development Corporation
From: Adah Leah Wolf, Main Street Manager/4B Staff Liaison
Date: 9/11/2017
Subject: Items for Payment

Main Street Expenses	
Debbie Ranspot	\$250.00
TLC: IT support	\$50.00
Chaparral Trail Promotion	
Brown Outdoor Advertising: Billboard rental	\$475.00
Miscellaneous	
City of Farmersville*	\$2,180.04
C & S Media	\$156.16
	<hr/> <hr/>
Total	\$3,111.20

*Accounting services, checks, legal notice, Battery backup

Farmersville Community Development Corporation Budget FY 2018
approved by FCDC 8-14-17, by Council on 9-5-2017

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 Sponsorship	2,500
Parks Equipment	8,188
National Register Plaques	3,350
Safety Equipment	3,700
Total Expenditures	\$ 155,538

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:	\$228,300	\$29,345	\$26,077	\$22,405	\$17,726	\$29,104	\$19,720	\$27,272	\$28,111	\$19,549	\$25,962	\$28,249	\$271,421	118.37%	
Sales Tax Collections		\$ 5	\$ 4	\$ 4	\$ 4	\$ 4	\$ 6	\$ 6	\$ 7	\$ 8	\$ 8	\$ 10	\$ 88		
Interest Income															
Misc			\$ (10)	\$ (10)	\$ (10)	\$ (10)	\$ (10)	\$ (10)	\$ (10)	\$ (10)	\$ (10)	\$ (10)	\$ (10)		
Misc. account adj									\$ 6						
New Check Stock															
Reimbursement for Main Street Mgr															
Transfer from TEXPOOL for cash in bank															
Total Revenue	\$ 38,762	\$ 29,351	\$ 26,071	\$ 22,409	\$ 17,720	\$ 29,098	\$ 19,718	\$ 27,288	\$ 28,114	\$ 19,547	\$ 25,960	\$ 28,249	\$ 0.00	\$ 271,403	101.25%
Expenses	\$ 72,700	\$ 63,800	\$ 75	\$ 1,076	\$ 1,208	\$ 1,208	\$ 1,715	\$ 100	\$ 327	\$ 900	\$ 342	\$ 330	\$ 63,800	87.76%	
Main Street Personnel & Supplies													6,477		
Personnel													1,232		
Supplies													-		
Miscellaneous													7,000	100.00%	
Reimburs City for accounting													586	59.60%	
Chamber of Commerce													6,273	101.18%	
May Taxes													19,992	99.88%	
Christmas Activities						\$ 596							6,000	100.00%	
Land Purchase								\$ 4,998		\$ 4,998			6,000	100.00%	
Fire Works								\$ 6,000					3,800	100.00%	
Bain Honaker House Restoration													10,000	100.00%	
Farmersville Heritage Museum													5,000	100.00%	
Chamber Trick it up bike ride													50,000	100.00%	
Parks Improvement Grant			\$ 50,000										50,000	100.00%	
Chaparral Trail Promotion													14,362	45.85%	
Colin College Foundation Sponsorship													2,500	100.00%	
Exterio lighting for Senior Center													2,500	100.00%	
Total Expenses	\$ 215,562	\$ 94,673	\$ 51,075	\$ 2,081	\$ 13,115	\$ 3,135	\$ 2,986	\$ 12,013	\$ 1,327	\$ 2,050	\$ 6,015	\$ 5,605	\$ -	\$ 189,255	87.80%
Excess Revenue Over Expenses	\$ 2,236	\$ (65,322)	\$ (25,004)	\$ 20,348	\$ 4,605	\$ 25,963	\$ 16,730	\$ 15,255	\$ 24,787	\$ 17,497	\$ 19,945	\$ 27,444	\$ -	\$ -	

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

	October	November	December	January	February	March	April	May	June	July	August	September
Beginning Bank Balance	186,288.82	\$100,963.62	\$75,959.62	\$96,308.00	\$100,912.66	\$126,875.92	\$143,820.82	\$168,874.65	\$183,664.58	\$201,161.62	220,996.56	
Deposits:												
Sales tax deposits	28,345.45	28,077.17	\$22,405.42	17,728.04	29,103.92	\$19,719.79	\$27,272.05	\$28,110.60	\$19,549.47	\$25,861.87	\$28,248.95	
Interest income-bank	5.22	3.93	\$3.55	4.06	4.34	\$5.81	\$5.78	\$6.78	\$7.57	\$8.41	\$9.52	
Transfer to TexPool												
Transfer From Texpool to First Bank		(10.00)		(10.00)	(10.00)							
Misc												
Misc. to balance c/o check from 2015-2016												
Purchase new checks												
Misc. account adj												
Total Revenues	186,638.48	127,034.62	98,368.59	114,028.10	130,010.92	146,598.96	\$170,887.83	\$184,982.03	\$203,281.82	\$227,011.90	249,245.03	\$

Disbursements:												
Main Street Personnel & Supplies	\$ 63,800.00											
Personnel												
Supplies												
Miscellaneous	\$ 74.97	\$ 1,075.00	\$ 1,075.59	\$ 1,209.44	\$ 1,715.17	\$ 1,715.17	\$ 100.00	\$ 327.45	\$ 900.00	\$ 342.18	\$ 330.12	
Reimburse City for accounting												
Chamber of Commerce	\$ 7,000.00											
May Texas												
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												
Collin Collefa Foundation Sponsorship												
Exterrio lighting for Senior Center												
Total Expenses	94,872.97	51,075.00	2,060.59	13,115.44	3,136.00	2,888.94	12,013.18	1,327.45	2,050.00	6,018.34	805.12	
Ending Bank Balance	100,863.62	75,969.62	96,308.00	100,912.66	126,875.92	143,820.82	168,874.65	183,664.58	201,161.62	220,996.56	249,439.91	

TEXPOOL Balance	86,154.64	\$85,161.94	\$85,214.99	\$85,253.91	\$85,290.46	\$85,331.54	\$85,385.60	\$85,441.28	\$85,503.22	\$85,573.90	\$85,646.36	
Interest Income-TEXPOOL	\$ 27.67	\$ 27.90	\$ 33.05	\$ 38.92	\$ 45.08	\$ 51.96	\$ 59.78	\$ 68.14	\$ 77.14	\$ 86.58	\$ 96.67	
Total Available Funds	166,117.56	161,141.56	161,522.99	166,160.37	212,186.38	231,969.86	244,280.16	289,696.86	286,654.84	308,570.38	334,096.27	

Signed:



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



ORGANIZATION/ADMINISTRATION:

14	Main Street Board meeting.
14	Farmersville Community Development Corp. Board meeting. Meeting preparation included handouts and posting. FY 2018 preliminary budget and goals approved.
2,9,16,30	City Staff meetings attended
2, 25	Administrative assistance provided by Debbie Ranspot.
4, 7	Bereavement Leave taken
21	Jury Duty
	Old operational files for Main Street and 4B are being organized and archived

PROMOTION:

5	Farmers & Fleas Market-busy day with a full shed. Volunteers handled the entire day
3, 9, 29	Farmers & Fleas Volunteers meetings, plans for transition plan for rest of the year.
18-27	Fiber Circle participates in DFW Yarn Crawl event
24	Museum Board Meeting. Plans for donor wall and new exhibits.
24	Ads placed for Farmers & Fleas Market; press releases sent.
26	Bugtussle classic car trek stops in downtown Farmersville; Chamber provides breakfast treats. Information provided for their goodie bags.
	Downtown Shoppers Guide updated
	Audie Murphy Day items provided for the Old Time Saturday auction
	Ultra Expeditions posted a YouTube link to a drone video highlighting the Chaparral Trail

DESIGN:

	Diagram map of downtown buildings updated
	Laube building receives north façade painting.
	Post Office is receiving repairs to windows, outside painting, and repairs
	Kevin Brock, owner of 129 S. Main Street, has begun renovations to the front side of his building.

ECONOMIC RESTRUCTURING:

10	Attended Texas Downtown Association webinar, "Operation Occupancy," presented by Donna Dow. 110 McKinney Street is available for sale or lease by owner Dixie Shinn
24	Chamber luncheon attended— Justin Holland speaker.
	Luv 'N Care is moving from its current location at 124 McKinney Street.



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

Beginning Balance:	July 31, 2017	\$ 14,527.96
Plus:	Farmers & Fleas Market income	\$ 750.00
	Audie Murphy Day income	\$ 1,000.00
		\$ 16,277.96
Less:	Farmers & Fleas Market expenses	\$ 300.50
	Audie Murphy Day expenses	\$ -
		\$ 300.50
Ending Balance:	August 31, 2017	\$ 15,977.46
Less:	Restricted Audie Murphy Day Monies	\$ 12,528.69
	Restricted Sign & Paint Grant Monies	\$ 450.00
	Restricted Farmers & Fleas monies	\$ 2,831.70
		\$ 167.07
Total Unrestricted Monies, August 31, 2017		\$ 167.07

Account Transactions
Checking

Num	Date	Payee	Category	Amount	Running Balance
Month Ending 07/31/2017					14,527.96
Month Ending 08/31/2017					
4032	08/01/2017	Greenville Herald Banner	Farmers & Fleas Market	(100.50)	14,427.46
4033	08/01/2017	Hunt County Shopper	Farmers & Fleas Market	(100.00)	14,327.46
4034	08/01/2017	Mark Vincent	Farmers & Fleas Market	(100.00)	14,227.46
	08/02/2017	Audie Murphy Day Income	Audie Murphy Day Income	750.00	14,977.46
	08/02/2017	Audie Murphy Day Income	Audie Murphy Day Income	250.00	15,227.46
	08/02/2017	Farmers & Fleas Market	Farmers & Fleas Income	190.00	15,417.46
	08/14/2017	Farmers & Fleas Market	Farmers & Fleas Income	475.00	15,892.46
	08/29/2017	Farmers & Fleas Market	Farmers & Fleas Income	85.00	15,977.46
Total Month Ending 08/31/2017				1,449.50	