

**FARMERSVILLE COMMUNITY DEVELOPMENT CORPORATION (4B)**  
**AGENDA ~ January 8<sup>th</sup>, 2018**  
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 December 11th, 2017 meeting minutes
- B. Consideration and possible approval of items for payment
- C. Consideration and possible action regarding financial statements for December 2017 and any required budget amendments
- D. Discussion and possible action regarding playground equipment
- E. Discuss Main Street Manager Search Progress
- F. Discussion and possible action regarding directional signage
- G. 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 January 8th, 2018 was posted in the regular posting place of the City of Farmersville on January 5th, 2018 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 ~ December 11<sup>h</sup>, 2017**

**5:45 P.M. City Council Chambers**

**PRELIMINARY MATTERS**

The Farmersville Community Development Corporation Board met on December 11th, 2017 in the City Council Chambers at City Hall. President John Politz called the meeting to order at 5:45 p.m. and announced that a quorum was present after roll call. The following board members were present: John Politz, Katherine Hershey, 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, Mary Berry and City Manager Ben White.

**PUBLIC COMMENT**

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

**CONSIDER FOR APPROVAL NOVEMBER 13TH, 2017 MEETING MINUTES**

John Garcia made a motion to approve the minutes of November 13th, 2017 as written. Motion was seconded by Mike Goldstein and passed unanimously.

**CONSIDERATION AND POSSIBLE APPROVAL OF ITEMS FOR PAYMENT**

Katherine Hershey made a motion to approve the items as presented for payment. Motion was seconded by Tobey Ferguson and passed unanimously. Mike Goldstein made a motion to amend items for payment to include \$750 for Texas Lake Trail Region. Motion was seconded by Katherine Hershey and passed unanimously.

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

Tobey Ferguson made a motion to approve the November 2017 financial statements as presented. Katherine Hershey seconded the motion, which passed unanimously.

**DISCUSSION AND POSSIBLE ACTION REGARDING PLAYGROUND EQUIPMENT**

Mr. White started out by saying, he took back the comments from the previous CDC Board meeting to the Amenities Board regarding the playground equipment. Mr. White presented to the Amenities Board the ideas with, what would it take to repair the equipment at South Park and not move the equipment from one place to another. Also, to add a piece of equipment to the City Park. Mr. White presented the quote received from Gulf Coast. Mr. White said it would cost a lot less to integrate a slide to the existing playground equipment. Gulf Coast recommended platforms, Oceanside structure has several decks and platforms. Oceanside structure integrates into our existing playground equipment. City Amenities Board likes this idea of integrating this playground equipment, cost for the Oceanside is \$22,581. Mr. White said the recommendation is to purchase Oceanside and install engineered wood fiber at the City Park, and to get a quote to repair existing equipment at Southlake Park. Mr. Goldstein asked about comparative cost for replacing or repairing playground equipment at Southlake Park. Mr. White said they are working on those quotes. Ms. Ferguson asked about a piece of playground equipment related to a merry go round, has any of the reps. presented anything like this. Mr. White stated the pieces presented fit into the smaller area. We can definitely look into other options. Mr. White will bring this back to the Amenities board to – narrow down pricing on Oceanside – other options – spinning type activity – cost Southlake Park repairs.

### **DISCUSS MAIN STREET MANAGER SEARCH PROGRESS**

Mr. White updated the CDC Board on the search for the new Main Street Manager. We have received a few applications and will start the interview process soon. Daphne and I will start with the interview process to see if the candidates meet the qualifications and if so bring them back to CDC Board and Main Street Board for an interview. A recommendation was made by the Main Street Board to raise the salary by 20K. Mr. White discussed the possibility of combing positions. Other small towns have the same dilemma as we do. If we combine EDC and CDC/Main Street Directors. EDC would add jobs to the Farmersville area. This position would be funded by all entities. Mr. White stated he has not even approached EDC Board yet, wanted to discuss this with CDC Board before going forward. Mr. White asked what the CDC Board position on this idea. Chairman Politz feels that the energy would not be equal for all boards. Ms. Caspari said she understands the issue it's not a new problem, trying to stretch resources to accomplish a lot of things. This has been tried before and it was a disaster. It's difficult because they are two different beast. Chairman Politz sees where it could be a tug of war. Mr. White said that he is trying to get the talent level up, part of the idea is to get the salary up to get the talent. Ms. Berry asked if we could discuss the pros for combing this position. Ms. Berry said the idea is you're looking to increase the talent of the person you hire. There are overlapping skills that apply to both jobs. The idea is not worrying about so much of the tug of war of time but getting a person that has the skill set to manage the position and know the time requirements. Chairman Politz said if EDC Board sees the need then they need to hire someone part time. Chairman Politz stated he does not see the benefit for CDC to combine the positions. Mayor Piwko stated as a council representative, we watch all the boards, the EDC has done a lot of work, we receive a lot of bid package request and Mr. White needs to respond quickly, where we see the overlap is that Mr. White would not get pulled away to send out these bid packages, if we had that someone as a backup to Mr. White. I know it is asking a lot from that person, it's all about finding the right person. Chairman Politz still feels it is not a good idea, too much responsibility in the Main Street program. Mr. White asked the board's opinion on this position. It was the CDC Board's decision not to combine the positions.

### **CITY MANAGER REPORT – BEN WHITE**

JW Spain has hit the back burner for now. Christmas lights installed, Christmas Parade a success – Library closed for repairs – Clean up still do not have final numbers – Main Street Grant going forward, environmental approval complete. Camden Park development continues. Installing wastewater lines. West-side lift station is critical. Received fund for the wastewater system improvements. Awaiting final environmental clearance with TWDB. Engineering work has begun on the west side lift station. We have 180 days to complete the west side lift station.

### **MAIN STREET MANAGER UPDATE**

Chairman Politz stated search continues for Main Street Manager. Currently Randy Rice is taking up the slack making sure all reports are submitted.

### **DISCUSSION OF PLACING ITEMS ON FUTURE AGENDAS**

The next board meeting will be held on January 8<sup>th</sup>, 2017.  
Directional signage

### **ADJOURNMENT**

There being no further business, John Politz adjourned the meeting at 7:51 PM.

Signatures:

\_\_\_\_\_  
John Politz, President

\_\_\_\_\_  
Cynthia Craddock-Clark, Secretary



**TO:** Community Development Corp  
**FROM:** Daphne Hamlin, Finance Director  
**DATE:** January 5, 2018  
**SUBJECT:** Items for payment

Consideration and possible approval of Items for payment

<b>Check number</b>	<b>Check Amount</b>	<b>Vendor</b>	<b>Description</b>
• 2749	\$348.00	ASCAP	Annual License Fee
• 2750	\$92.92	Leaca Caspari	Treats for Tatum
• 2751	\$200.00	Texas Bulletins	Marketing
• 2751	\$50.00	TLC	IT Support
• 2752	\$1,854.45	Zoll	Safety Equipment

PACKET: 05287 A/P 01-05-2018  
 VENDOR SET: 11 AP VENDOR LIST  
 BANK: IND4B IND4B CASH ACCOUNT

VENDOR	I.D.	NAME	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
4374	I-12302018	ASCAP ASCAP	R	1/05/2018		348.00	002749	348.00
6549	I-92.92	LEACA G. CASPARI LEACA G. CASPARI	R	1/05/2018		92.92	002750	92.92
4274	I-4712	TEXAS BULLETTINS, INC TEXAS BULLETTINS, INC	R	1/05/2018		200.00	002751	200.00
3539	I-TLC 16-375	TLC NETCON TLC NETCON	R	1/05/2018		50.00	002752	50.00
7414	I-2595007	ZOLL ZOLL	R	1/05/2018		1,854.45	002753	1,854.45

\*\*\* B A N K T O T A L S \*\*\*

REGULAR CHECKS:	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
HANDWRITTEN CHECKS:	5	0.00	2,545.37	2,545.37
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
VOID CHECKS:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
CORRECTIONS:	0	0.00	0.00	0.00
<b>BANK TOTALS:</b>	<b>5</b>	<b>0.00</b>	<b>2,545.37</b>	<b>2,545.37</b>

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

**December 2017**

**Prepared by: Daphne Hamlin**

**Farmersville Community Development Corp 4B  
December 2017**

<b>Statement Balance 12-1-2017</b>	<b>\$262,399.63</b>
<b>Deposits:</b>	
<b>Sales Tax:</b>	<b>\$17,078.99</b>
<b>New Checking Int. .05%</b>	<b>\$11.21</b>
<b>Wire Fee</b>	<b>\$(10.00)</b>
<b>Checks 2739-2745,2747-2748</b>	<b>\$(3,318.60)</b>
<hr/>	
<b>Balance 12-31-2017</b>	<b>\$276,161.23</b>

**Outstanding Transactions**

<b>Sales Tax</b>	
<b>Transfer to Texpool</b>	
<b>CD Interest</b>	
<b>Outstanding checks 2746</b>	<b>\$(50.00)</b>
<hr/>	
<b>Balance 1-5-2018</b>	<b>\$276,111.23</b>

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	\$262,399.63									
Deposits:												
Sales tax deposits	19,322.84	19,542.30	\$17,078.99									
Interest income-bank	10.42	10.36	\$11.21									
Transfer to TexPool												
Transfer From Texpool to First Bank	(10.00)	(10.00)	-\$10.00									
Misc												
Purchase new checks												
Misc. account adj												
<b>Total Revenues</b>	<b>283,665.38</b>	<b>273,557.40</b>	<b>279,479.83</b>				<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

<b>Disbursements:</b>												
<b>Main Street Personnel &amp; Supplies</b>												
Personnel												
Supplies												
Miscellaneous	\$ 273.76	\$ 1,755.77	\$ 1,266.00									
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	\$ 675.00									
Collin College Sponsorship												
Parks Equipment												
National Register Plaques	703.70	\$ 1,750.00	\$ 703.70									
Safety Equipment		\$ 1,977.00	\$ 204.19									
November 4 clean up day												
Christmas Lights	10,000.00											
North East Texas Trail		5,000.00	\$ 519.71									
<b>Total Expenses</b>	<b>29,650.64</b>	<b>11,157.77</b>	<b>3,368.60</b>									
<b>Ending Bank Balance</b>	<b>254,014.74</b>	<b>262,399.63</b>	<b>276,111.23</b>									

TEXPOOL Balance	85,792.95	\$85,867.00	\$85,952.80									
Interest income-TEXPOOL	75.12	\$ 74.05	\$ 85.80									
<b>Total Available Funds</b>	<b>339,807.69</b>	<b>348,266.63</b>	<b>362,064.03</b>									

Signed:



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

1/5/2018

Particulars	FY2018 Budget	October	November	December	January	February	March	April	May	June	July	August	September	Actual YTD	%
<b>Revenue:</b>															
Sales Tax Collections	\$276,000	\$19,323	\$19,542	\$17,079											0.00%
Interest Income		\$ 10	\$ 10	\$ 11											
Misc		\$ (10)	\$ (40)	\$ (10)											
Misc. account adj															
New Check Stock															
Reimbursement for Main Street Mgr.															
Transfer from TEXPOOL for cash in bank															
<b>Total Revenue</b>	<b>\$ 276,000</b>	<b>\$ 19,323</b>	<b>\$ 19,513</b>	<b>\$ 17,080</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 0.00</b>	<b>\$55,916</b>	<b>20.26%</b>
<b>Expenses</b>															
Main Street Personnel & Supplies	\$ 72,700														
Personnel															
Supplies															
Miscellaneous	\$ 1,000	\$ 274	\$ 1,755	\$ 1,266										3,295	329.50%
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	\$ 675										2,025	15.46%
Collin College Sponsorship	\$ 2,500														0.00%
Parks Equipment	\$ 8,188														0.00%
National Register Plaques	\$ 3,350	\$ 704	\$ 1,750	\$ 704										2,181	58.95%
Safety Equipment	\$ 3,700		\$ 1,977	\$ 204											0.00%
November 4th clean up day	\$ 2,500														0.00%
Northeast Texas Trail Coalition	\$ 5,000		\$ 5,000	\$ 520										5,520	110.40%
Christmas Lights	\$ 10,000	\$ 10,000												10,000	100.00%
<b>Total Expenses</b>	<b>\$ 173,038</b>	<b>\$ 29,651</b>	<b>\$ 11,157</b>	<b>\$ 3,369</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$25,499</b>	<b>14.74%</b>
<b>Excess Revenue Over Expenses</b>	<b>102,962</b>	<b>(10,327)</b>	<b>8,356</b>	<b>13,711</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>30,417</b>	