

FARMERSVILLE COMMUNITY DEVELOPMENT CORPORATION (4B)
SPECIAL MEETING AGENDA ~ May 21, 2018
5:30 P.M. Farmersville City Hall, Council Chambers
205 S. Main Street Farmersville, Texas 75442

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 April 9, 2018 meeting minutes.
- B. Consider for approval April 23, 2018 special meeting minutes.
- C. Consideration and possible action regarding financial statements for April 2018 and any required budget amendments.
- D. Consideration and possible approval of items for payment.
- E. Discussion and possible action regarding the Playground Equipment.
- F. Main Street Manager Report – Reagan Rothenberger
- G. City Manager Report - Ben White

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, Reagan C. Rothenberger, Main Street Manager of the City of Farmersville, certify that the above Farmersville Community Development Agenda for May 21st, 2018 was posted in the regular posting place of the City of Farmersville by May 18th, 2018 at 5:30 p.m. and remained so posted continuously at least 72 hours proceeding the scheduled time of said meeting

Reagan C. Rothenberger
Main Street Manager
Staff Liaison to the CDC

FARMERSVILLE COMMUNITY DEVELOPMENT CORPORATION BOARD (4B)

MINUTES ~ April 9, 2018

5:45 P.M. City Council Chambers

PRELIMINARY MATTERS

The Farmersville Community Development Corporation Board met on April 9, 2018 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, Jesse Nelsen, Tobey Ferguson, and Mike Goldstein. Others recognized were Mayor Diane Piwko, Reagan Rothenberger, Main Street Manager; City Manager Ben White, Leaca Caspari, Donna Williams, Randy Smith, Mary Berry and John Klostermann.

PUBLIC COMMENT

Chairman John Politz opened the floor for comments.

Leaca Caspari of 405 Summit Street spoke on the history of the relationship between the Main Street Manager, the Community Development Corporation, and the City of Farmersville. Since questions were brought up at previous meetings of the Main Street Managers oversight, Mrs. Caspari detailed that for many years the Main Street Manager answered only to the Community Development Corporation. In more recent years due to the need for accountability, it was decided to allow the city manager to provide day to day oversight as well as to provide city benefits in 2011. The Main Street Board has been a longstanding advisory board, much like the library board, that offers insight and ideas and does not oversee the day to day tasks of the manager.

Chairman Politz closed the floor for comments at 5:49 p.m.

CONSIDER FOR APPROVAL MARCH 5, 2018 MEETING MINUTES

Cynthia Craddock Clark made a motion to approve the minutes of March 5, 2018 as written. Motion was seconded by Katherine Hershey and passed unanimously.

CONSIDER FOR APPROVAL MARCH 12, 2018 MEETING MINUTES

Mrs. Ferguson made a motion to approve the minutes of March 12, 2018 as written. Motion was seconded by Mr. Nelson and passed unanimously.

CONSIDERATION AND POSSIBLE ACTION REGARDING FINANCIAL STATEMENTS FOR FEBRUARY 2018 AND ANY REQUIRED BUDGET AMENDMENTS

Ms. Hershey moved to approve the March 2018 financial statements as presented. Mr. Ferguson seconded the motion, which passed unanimously.

CONSIDERATION AND POSSIBLE APPROVAL OF ITEMS FOR PAYMENT

Mrs. Craddock-Clark moved to approve the payments. Mr. Nelson seconded, which passed unanimously.

DISCUSSION AND POSSIBLE ACTION REGARDING A NEW DOWNTOWN SOUND SYTEM

Mr. Rothenberger presented a detailed bid for a new downtown sound system that would be used for various events throughout the year. He has spoken at length with the maker of the system, and was able to see it in action at the National Main Street conference. A test unit has arrived and Mr. Rothenberger will be testing it. Mr. Politz asked high they would be installed. Mr. White stated that they should be high enough on the poles to be out of easy reach. Mr. Garcia asked how many there would be. Mr.

Rothenberger stated six pairs of speakers. Mr. Politz asked if the microphone can be placed anywhere. Mr. Rothenberger stated anywhere within reach of a receiver on a pole. Ms. Craddock-Clark asked about the expansion of the system in the future. Mr. Rothenberger stated that he would like to see more in the immediate areas outside of the square, but that will take time to acquire funding. Mr. Garcia asked about the longevity of the project. Mr. Rothenberger stated that the maker stands behind their work and gives a 5 year warranty. Mrs. Craddock-Clark asked when they would come. Mr. Rothenberger stated they could be in by late May. Mr. Garcia asked how far apart each speaker would be. Mr. Rothenberger stated that there will be three sets between Main and Washington, perhaps two sets west of Washington, one set on S. Main and one around the Onion Shed. Mr. Politz reiterated the number of events that this system could be used for. Mr. Rothenberger stated that the Audie Murphy Day Committee is excited about this opportunity. Ms. Ferguson moves to approve and Ms. Hershey seconded the motion and it passed unanimously to fund up to \$10,000 toward the sound system.

DISCUSSION AND POSSIBLE ACTION REGARDING THE MUSIC IN THE PARK SERIES

Mr. Politz opened the floor to Ms. Marina Martin for discussion regarding the Summer in the Park Music Series. Ms. Martin serves on the Amenities Board. The board has agreed on three bands for this summer event. Ms. Martin is asking for \$3,000. Mrs. Ferguson asked about the genres. Ms. Martin stated that June 1 will be Straight 8 which is a fifteen piece jazz band. July 6 is Matt Caldwell who is a country musician from Nevada. August 3 is Bandell's which is a 1950's rock and roll band. They'll start at around 7:00 p.m. Ms. Hershey asked if there would be food available. Ms. Martin stated that the board will provide popcorn and drinks, but they will seek some vendors to come out and perhaps provide other foods. Each performance will be approximately two hours with a break in the middle. There was lengthy discussion regarding promotion. Various ideas regarding placing banners on the square, walking the streets, flyers, and word of mouth were discussed. Mr. Rothenberger offered to do some Facebook promotion of the event. Ms. Craddock-Clark moved to approve, Mrs. Ferguson seconded and it passed unanimously.

MAIN STREET MANAGER REPORT – REAGAN ROTHENBERGER

Mr. Rothenberger presented his report. He worked early in the month on the preservation ordinance. A first draft is mostly complete. It will move through planning and zoning in the near future. Main Street and the CDC had a comprehensive plan workshop session and the board was able to provide comments. Those will be implemented in the plan in the months ahead. He submitted his report and prepared for the Main Street and 4B meetings. Mr. Rothenberger pointed out the test unit for the new downtown sound system. Mr. Rothenberger has been testing it out and it will go through a lot more testing in the upcoming week. The system will be used by many events. Mr. Rothenberger headed up the Audie Murphy Day meeting and assisted with the Heritage Museum Board Meeting. Mr. Rothenberger noted his attendance of the National Main Street Conference. Mr. Rothenberger presented a list of major concepts he took away from the National Main Street Conference. Mr. Rothenberger stated that he seeks to promote the assets of the downtown and what makes it special and to re-imagine the uses of the buildings in a downtown as retail changes. Mr. Rothenberger also pointed out the possible use of Historic Tax Credits in the downtown. Another major concept learned was that a town should be friendly for those who are both 8 and 80. Ultimately Mr. Rothenberger seeks to attain a Great American Main Street Award within a few years. Farmers and Fleas in March had a great attendance. Mr. Rothenberger has been considering wayfaring signage and seeking better ways to attract people to our city. Mr. Rothenberger has been assisting with ordering display cases for the Heritage Museum. Mr. Rothenberger is working with strong tenants for several buildings downtown. Mr. Rothenberger discussed the idea of murals. Ms. Hershey mentioned that perhaps we could play off the theme of the Jerry Bywaters mural.

CITY MANAGER REPORT- BEN WHITE

Mr. White commended Ms. Marin on her work in the Amenities Board and the great job she's doing. Mr. White also commended Mr. Rothenberger on the ideas he has gained from his trip to Kansas City, and hoped that he would continue to pursue the Great American Main Street Award.

The little league contract with the park is signed after working through some technicalities. Mr. White thanked the board for supporting Music in the Park, and he reminded the board that the new equipment should be in within a few weeks. The historic marker plaque that was damaged will be replaced. Mr. White also thanked the board and Mr. Rothenberger for his work on the sound system and for the boards support. He believes it will be a terrific asset to the downtown. The riding club has requested a new sign out at the arena. The two girls statue is finally placed and is a nice addition to the park. In the future it can be turned into a fountain. The library is back up and operational and the paving is done in the lot. The lighting will be run and installed next. The preservation ordinance has been tossed around a little bit. It will pass through planning and zoning a couple of times. The LDS Church will be assisting the Amenities Board with some special projects. The Main Street Grant project will be moving forward soon in May. Camden Park continues to take shape and homes should start being built soon. There is potential for two new apartment complexes near Camden Park. Funding has arrived for getting the lift station up and running soon. Big D has signed a development agreement with the city and requested annexation. Mr. Politz recognized John Klostermann. Mr. Klostermann asked what associated annexation means. Mr. White stated that the term refers to the development agreement made between the city and Big D Concrete and simply means all of the documentation that goes with it. Ms. Donna Williams asked about the land use of the property Big D is on. Mr. White ultimately stated that the council will need to approve the zoning use eventually. Lengthy discussion ensued in the crowd. Various topics ensued pertaining to the size of the plant, the process, and tax revenues. Mr. White ultimately stated the city stands to gain tremendously from the transaction.

Mr. Politz recommended that perhaps the LDS Church could help with the repair of the fence along the trail. Mrs. Ferguson asked if the restrooms could be repaired at the J.W. Spain Complex. Restrooms are a problem in the city, but he will try his best to remedy the problem. Mrs. Ferguson also recommended a mosquito repellent device that would be beneficial for the events in the park this summer.

DISCUSSION OF PLACING ITEMS ON FUTURE AGENDAS

There were no items noted to be added on a future agenda.

ADJOURNMENT

There being no further business, John Politz adjourned the meeting at 7:05 PM.

Signatures:

John Politz, President

Cynthia Craddock-Clark, Secretary

FARMERSVILLE COMMUNITY DEVELOPMENT CORPORATION BOARD (4B)

MINUTES ~ April 23, 2018

5:45 P.M. City Council Chambers

PRELIMINARY MATTERS

The Farmersville Community Development Corporation Board met on March 5, 2018 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, Jesse Nelsen, Cynthia Craddock-Clark, and Mike Goldstein. Others recognized were Reagan Rothenberger, Main Street Manager; City Manager Ben White, and Mayor Diane Piwko.

PUBLIC COMMENT

There was no public comment session.

ITEMS FOR APPROVAL

Chairman Politz explained to the board that this meeting was primarily about approving payment for the fireworks display for Independence Day. This item was already approved in the budget, but the money is needed now in order to place the order in time for the event. Dr. Goldstein made a motion to approve payment for the fireworks. Mrs. Hershey seconded the motion, and it carried unanimously.

The second item for payment is for the American Red Cross which is an item that is previously approved. This is to pay for EMS training for the Fire Department that is provided by the Red Cross. The Citizens on Patrol paid for another part of it. Ms. Craddock Clark motioned to approve. Dr. Goldstein seconded the motion and carried unanimously.

The second item for discussion pertained to the new EZ-UP Canopy to be purchased for the Main Street Program. Mr. Rothenberger originally asked for \$500 but realized upon talking to the company that such a canopy would not be of high enough quality for monthly use. Mr. Rothenberger explained that though he regrets tripling the original amount, this better quality canopy will last much longer. Dr. Goldstein asked what is better quality? Mr. Rothenberger explained that the higher cost mainly has to do with the better quality construction of the canopy frame. Discussion followed; Mr. Rothenberger explained that only the canopy and will be purchased, not other accessories shown on the bid. Furthermore, the only side panel that will be printed is the rear, as opposed to all three. Several designs were on the bid. The board seemed to like the version with the "gold band" around the perimeter of the canopy as opposed to others. Ms. Hershey was concerned that the color might fade over time. Mr. Politz asked if the board would like to provide the funding. Dr. Goldstein made a motion to approve the payment. Mr. Nelson seconded the motion and it passed unanimously.

DISCUSSION OF PLACING ITEMS ON FUTURE AGENDAS

There was no discussion of future agenda items.

ADJOURNMENT

There being no further business, John Politz adjourned the meeting at 5:54 PM.

Signatures:

John Politz, President

Cynthia Craddock-Clark, Secretary

Farmersville Community Development Board Meeting

May 14, 2018

Items for Payment

\$108.50 Farmersville Rotary Club
Membership for Reagan Rothenberger

\$475.00 Brown Outdoor Advertising
U.S. Highway 380 Billboard

\$1598.26 E-Z Up Inc.
New Canopy for Main Street Program and City

\$861.08 Wayne May
Payment for parking agreement.

\$50.00 TLC Netconn
Main Street/4B Phone Line

\$200.00 Texas Bulletins, Inc.
Highway 78 Billboard

\$7,425.00 Airnetix, LLC
Downtown Sound System Installment

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

April 2018

Prepared by: Daphne Hamlin

Farmersville Community Development Corp 4B
April 2018

Statement Balance 4-1-2018	\$319,615.33
Deposits:	
Sales Tax:	\$16,306.27
New Checking Int. .05%	\$12.81
Wire Fee	\$(10.00)
refund	\$1,854.45
Checks 2765,2777-2785	\$(26,239.86)
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Balance 04-30-2018	\$311,539.00

Outstanding Transactions

Sales Tax	
Transfer to Texpool	
CD Interest	
Outstanding checks 2786	\$(800.00)
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Balance 4-9-2018	\$310,739.00

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

5/9/2018

	October	November	December	January	February	March	April	May	June	July	August	September
Beginning Bank Balance	264,342.12	\$254,014.74	\$262,399.63	\$276,111.23	\$ 289,990.92	\$302,994.22	\$319,565.33					
Deposits:												
Sales tax deposits	19,322.84	19,542.30	\$17,078.99	16,423.31	20,135.37	\$18,954.31	\$16,306.27					
Interest income-bank	10.42	10.36	\$11.21	11.75	11.11	\$12.95	\$12.81					
Transfer to TexPool												
Transfer From Texpool to First Bank	(10.00)	(10.00)	-\$10.00	(10.00)	(10.00)	-\$10.00	-\$10.00					
Misc reimbursement						\$1,750.00	\$1,854.45					
Misc. account adj												
Total Revenues	283,665.38	273,557.40	279,479.63	292,536.29	310,127.40	323,701.48	\$337,728.86	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Disbursements:												
Main Street Personnel & Supplies							\$ 9,388.26					
Personnel												
Supplies												
Miscellaneous	\$ 273.76	\$ 1,755.77	\$ 1,266.00	\$ 490.92	\$ 965.00	\$ 2,028.75	\$ 50.00					
Reimburse City for accounting												
Chamber of Commerce	\$ 12,000.00											
May Taxes												
Land Purchase	\$ 4,998.18				\$ 4,998.18		\$ 4,998.18					\$ 6,000.00
Fire Works	\$ 1,000.00											
Bain Honaker House Restoration												
Farmersville Heritage Museum												
Chamber Trick it up bike ride												
Chaparral Trail Marketing	\$ 675.00	\$ 675.00	\$ 675.00	\$ 200.00	\$ 1,150.00	\$ 675.00	\$ 675.00					
Colln College Sponsorship												
Parks Equipment												\$3,482.00
National Register Plaques	703.70	\$ 1,750.00	\$ 703.70			\$1,432.40	\$1,432.40					\$964.02
Safety Equipment		\$ 1,977.00	\$ 204.19	\$ 1,854.45								
November 4 clean up day												
Christmas Lights	10,000.00											
North East Texas Trail		5,000.00	\$ 519.71									
Total Expenses	29,650.64	11,157.77	3,368.60	2,545.37	7,133.18	4,136.15	26,989.86	-	-	-	-	-
Ending Bank Balance	254,014.74	262,399.63	276,111.23	289,990.92	302,994.22	319,565.33	310,739.00	-	-	-	-	-
TEXPOOL Balance	85,792.95	\$85,867.00	\$85,952.80	\$86,047.62	\$86,136.37	\$86,247.22	\$86,365.51					
Interest income-TEXPOOL	75.12	\$ 74.05	\$ 85.80	\$ 94.82	\$ 88.72	\$ 110.88	\$116.39					
Total Available Funds	339,807.69	348,266.63	362,064.03	376,038.54	389,130.59	405,812.55	397,104.61	-	-	-	-	-

Signed:

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

Particulars	FY2018												Actual YTD	%				
	Budget	October	November	December	January	February	March	April	May	June	July	August			September			
Revenue:																		
Sales Tax Collections	\$276,000	\$19,323	\$19,542	\$17,079	\$16,423	\$20,135	\$18,954	\$16,306										
Interest Income		\$ 10	\$ 10	\$ 11	\$ 12	\$ 11	\$ 13	\$ 13										
Misc		\$ (10)	\$ (40)	\$ (10)	\$ (10)	\$ (10)	\$ (10)	\$ (10)										
Misc. account adj																		
New Check Stock						\$ 1,750	\$ 1,854											
Reimbursement																		
Transfer from TEXPOOL for cash in bank																		
Total Revenue	\$ 276,000	\$ 19,323	\$ 19,513	\$ 17,080	\$ 16,425	\$ 20,136	\$ 20,707	\$ 18,164	\$ -	\$ -	\$ -	\$ 0.00	\$131,349	47.59%				
Expenses																		
Main Street Personnel & Supplies	\$ 72,700																	
Personnel																		9,388
Supplies																		-
Miscellaneous		\$ 1,000	\$ 274	\$ 1,755	\$ 1,266	\$ 491	\$ 985	\$ 2,029	\$ 50									6,850
Reimburse City for accounting		\$ 1,000																-
Chamber of Commerce		\$ 12,000	\$ 12,000															12,000
May Taxes		\$ 1,000																-
Land Purchase		\$ 20,000	\$ 4,998			\$ 4,998												14,994
Fire Works		\$ 6,000																6,000
Bain Honaker House Restoration		\$ 1,000	\$ 1,000															1,000
Farmersville Heritage Museum		\$ 10,000																-
Chaparral Trail Marketing		\$ 13,100	\$ 675	\$ 675	\$ 200	\$ 1,150	\$ 675	\$ 675										4,725
Colln College Sponsorship		\$ 2,500																-
Parks Equipment		\$ 8,188																-
National Register Plaques		\$ 3,350	\$ 704	\$ 1,750	\$ 704		\$ 1,432	\$ 1,432										3,482
Safety Equipment		\$ 3,700		\$ 1,977	\$ 204	\$ 1,854												5,000
November 4th clean up day		\$ 2,500																-
Northeast Texas Trail Coalition		\$ 5,000		\$ 5,000	\$ 520													5,520
Christmas Lights		\$ 10,000	\$ 10,000															10,000
Total Expenses	\$ 173,038	\$ 29,651	\$ 11,157	\$ 3,369	\$ 2,545	\$ 7,133	\$ 4,136	\$ 26,990	\$ -	\$ -	\$ -	\$ -	\$ 563,439	36.66%				
Excess Revenue Over Expenses	102,962	(10,327)	8,356	13,711	13,880	13,003	16,571	(8,826)	-	-	-	-	-	-	-	-	67,909	



Main Street Monthly Report
 April 2018
 Reported by
 Reagan Rothenberger



ORGANIZATION/ADMINISTRATION:

Month	Studying past files.
Month	Editing the proposed Historic Preservation Ordinance & Summary Document
9	Submitted March Reports to the Texas Historical Commission
5,6,9	Prepared all documents pertaining to the February Main Street and 4B Meetings
9	Attended and supported the Main Street & 4B Board Meetings
10	Attended City Council Meeting
16	Prepared for and was available for questions regarding the Historic Preservation Ordinance at the Planning and Zoning Meeting.
17,18,19	Tested new downtown sound system in varying locations to determine interference.
18,19	Preparation for Audie Murphy Day Meeting & Heritage Museum meeting.
23	Prepared for and supported a 4B Special Meeting
24	Audie Murphy Day preparation and documentation.
26, 27	Farmers and Fleas Preparation

PROMOTION:

7	Farmers and Fleas was cancelled due to weather.
19	Third Audie Murphy Day Meeting
19	Farmersville Heritage Museum Meeting.
Month	Attended several small Audie Murphy Day subcommittee meetings; parade, vets, merchandise, etc.
Month	Managed the Farmersville Main Street Facebook Page and monitored advertising campaign.
Month	Evaluating, redesigning, and reprinting pamphlets for redistribution.

DESIGN:

16	Answered questions regarding the Historic Preservation Ordinance at the P&Z Meeting.
19	Walked downtown with engineers and crew to learn of Main Street ADA project. Will be ready to communicate changes coming to downtown to building owners.
30	Meeting with new owners of 109 College Street home to assist in preservation efforts.
Month	Determining locations for potential new wayfaring signage.

ECONOMIC RESTRUCTURING:

Month	Continued to meet with many business owners.
Month	Working with a strong tenant who is now moving toward opening a restaurant at 124 McKinney St.
Month	Working with a strong tenant who is making progress in opening an event center in the Candy Kitchen.
Month	Working with two individuals interested in 111 McKinney St.