

FARMERSVILLE MAIN STREET BOARD
AGENDA ~ December 11th, 2017
4:45 P.M. City Council Chambers

I. PRELIMINARY MATTERS

- A. Call to Order
- B. Roll Call
- C. Recognition of Visitors

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 inquires about an item, the 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.

II. ITEMS FOR DISCUSSION AND POSSIBLE ACTION

- A. Consider for approval November 13th, 2017 meeting minutes
- B. Consider for approval November 2017 Financial Statement
- C. Main Street 10 criteria annual report
- D. Farmers & Fleas Market Report
- E. New Manager Search process
- F. Treats for Tatum Report
- G. Shop Local for Holidays
- H. National Register District Plaque
- I. Main Street Manager Report
- J. City Manager Report and Comments

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, Randy Rice, Main Street President of the City of Farmersville, certify that the above Main Street Board Agenda for December 11th, 2017 was posted in the regular posting place of the City of Farmersville on December 8th, 2017 at 5:00 p.m.



Randy Rice/Main Street President

Farmersville Main Street Board Minutes November 13th, 2017 City Hall

Call to Order, Roll Call, Recognition of Visitors:

Meeting called to order at 4:45 PM by President Randy Rice. Present were board members Doris Cooks, Glenda Hart, Mary Berry, Randy Rice, and 4B representative John Politz. Also present Leaca Caspari, Lisa Eastman, Donna Williams, Mayor Diane Piwko, City Manager Ben White, and City Accountant Daphne Hamlin.

Consider for approval October 9, 2017 Meeting Minutes:

There was no discussion regarding the October 9th, 2017 meeting minutes; motion to approve by Glenda Hart, second by Doris Cooks. Minutes were approved as presented.

Consider for approval October 2017 Financial Statement:

The statement was approved as presented.

Chairman's comments regarding open Meetings

Chairman Rice commented on the open meetings act. Chairman Rice stated you cannot have a walking quorum, which is we cannot discuss items of business with more than one person. Discussing items of business amount more than 2 board members is considered a walking quorum. This is illegal. Chairman Rice stated we can get together in social gatherings but cannot discuss board business.

Chairman Rice said there will be times I will discuss an item with a board member, but I will not be able to discuss with any other board members until we have a legal quorum. Chairman Rice asked the other board members to be cautious of this as well in order to keep the board members from any legal actions.

Resolution for Independent Bank Account Signatures

Chairman Rice asked the Main Street Board for a motion to remove Adah Leah from the Main Street checking account and to add an additional board member. On a motion made by Glenda Hart to remove Adah Leah as a check signer and to add Doris Cooks, second by Mary Berry, all in favor, motioned carried.

Review Farmers & Fleas Market

Chairman Rice said this is the first Farmers & Fleas without Adah Leah, it went well, Adah Leah had everything in place for us, and with the help from the volunteers we had a very successful day. There were only 2 spaces left under the shed, and 3 spaces left in the field. John Politz asked if there could be an access panel placed under the onion shed in order to retrieve items that fall through the floor. Mr. White stated there is an access panel, just have to remove the screws. Chairman Rice asked are there any plans to repair the cracks in the flooring. Mr. White stated nothing planned in short term.

New Manager Search process update: Ben White

Mr. White stated nothing new to report but did attend the Texas Downtown meeting and spread the word we have an opening. Chairman Rice stated that he and Mary had a discussion that the Main Street Board members become the liaisons for different events we are having. For instance upcoming event "Treats for Tatum" just need a board member there to be with the committee. Also, "Holiday Shopping Hours" it sort of runs itself, but if we could have someone there to be the official Main Street Board person. Ms. Berry volunteered to help with these events. Ms. Berry volunteered to help with the newsletter that Adah Leah would give out every month. Ms. Berry would also like to take this function over and send this newsletter out and expand the scope adding more detail information regarding businesses downtown. Mr. White suggested on the newsletter to pass it thru Daphne for review and approval before sending out. After review Daphne will send out via email. Mr. White suggested on the Facebook side this also needs to go thru the City for review and approval, Ms. Berry will need to contact the City Secretary to post weekly updates. Chairman Rice said he is finding things every day that Adah Leah does, for example an annual report that is due the end of this month. Ms. Cooks suggested a workshop to discuss the items that need to be taken care of. Mrs. Caspari stated she has some concerns we are not concentrating on finding a Main Street Manager that we would get too comfortable splitting up the duties of the Main Street Manager and loose our designation as a Main Street City. Mr. White stated we have posted job on TML, gone to the Texas Downtown Association and spread the word, spoke with Texas Main Street Leadership to spread the word. Believe we have done what we can do to accurately search to fill that position. Want to ensure that we have the right person for the position. Mr. White stated right now he is very concerned about the salary we are offering for that position. Ms. Berry asked how is this position funded. Mr. White stated from 4B CDC. Board will set up a workshop on December 6th, 2017 @ 1:00 p.m. to discuss main street job duties/position/funding/ideas.

Treats for Tatum

Chairman Rice spoke with Ginger Ketcher with FISS, she will be sending over a schedule, but basically the Treats for Tatum even will run from 8:30 -2:30 in the afternoon on December 1st. Chairman Rice asked if someone would be willing to contact Lt. Alford for traffic control. Chairman Rice asked if we could also contact Mr. Rosa to place the Christmas tree on the Gazebo. Mayor Piwko said the sound system is already up and will be playing Christmas music. Little Ranch Imports donated the use of his kitchen for this event.

Shop Local for Holidays

Chairman Rice worked on getting the downtown merchants to stay open Thursday night's until 7:00 p.m. for the Holidays. Ms. Berry said this is another good reason for the newsletter.

Snowmen

Chairman Rice asked for background on this event. Ms. Berry said years ago the wood snowmen were made and the business owners would decorate/clothe to reflect their business. Personally, Ms. Berry stated she feels this needs to be discontinued. Chairman Rice said he found a folder with a list of the businesses and how many of them participated in this event, it was about half. Ms. Berry said we have beautiful City Decorations downtown, in the park. I don't think the snowmen add anything to our downtown. Chairman Rice asked to contact business owners before we drop this event to get their input. Mrs. Williams stated that this event was started by the Chambers not Main Street. Chairman Rice said then this is a mute point no need for us to discuss if it is a Chamber event.

National Register District Plaque

Chairman Rice pointed out the plaque placed in the back corner of the Chambers. Currently arranging with the City Manager to get this installed on the West end of McKinney Street. This will be the first thing that visitors see when they come into downtown.

Main Street Manager Monthly Update:

Adah Leah completed the Main Street Manager report before she left. Chairman Rice stated the hi-lights on the report are the Main Street Manager Training in Celina, attended by Chairman Rice, Donna Williams, Leaca Caspari, Adah Leah and Doris Cooks. The Texas Downtown Association is a separate organization from Main Street, attended by Chairman Rice, City Manager Ben White, and Mayor Diane Piwko. Received a lot of information and had the opportunity to let people know we have an opening. Invitations are ready to go out regarding the unveiling of the historic marker. Dedication will happen 30 minutes before the Christmas parade December 9th, 2017. At the last meeting it was mentioned that one of the very early main street board members Hatti Kelly passed away. We will ask Paul Kelly to do the unveiling in honor of his mother Hatti Kelly who was on the original board.

Discussion of placing items on future agendas:

The next meeting will be on December 6th. (Workshop). Mary Berry stated that a film company is coming to town and her business and farm will be representing Farmersville.

Adjournment: With no further business to discuss, the meeting was adjourned by Randy Rice at 5: PM

Randy Rice, President

Kim Smith-Cole, Secretary



Farmersville Main Street
Operating Account
Financial Statement
Period: November 1~30, 2017

Beginning Balance:	October 31, 2017	\$ 15,862.44
Plus:	Farmers & Fleas Market income	\$ 470.00
	Audie Murphy Day income	
		<u>\$ 16,332.44</u>
Less:	Farmers & Fleas Market expenses	\$ 15.00
	Audie Murphy Day expenses	
		<u>\$ 15.00</u>
Ending Balance:	November 30, 2017	\$ 16,317.44
Less:	Restricted Audie Murphy Day Monies	\$ 12,528.69
	Restricted Sign & Paint Grant Monies	\$ 450.00
	Restricted Farmers & Fleas Monies	\$ 3,171.68
		<u>\$ 16,140.37</u>
	Total Unrestricted Monies, November 30, 2017	\$ 167.07

Account Transactions
Checking

10/01/2017 through 10/31/2017

Num	Date	Payee	Category	Amount	Running Balance
Opening Balance as of 10/01/2017					
					16,056.44
Month Ending 10/31/2017					
4038	10/05/2017	Hunt County Shopper	Farmers & Fleas Market	(90.00)	15,966.44
	10/19/2017	Farmers & Fleas Market	Farmers & Fleas Income	60.00	16,026.44
4039	10/31/2017	Mark Vincent	Farmers & Fleas Market	(100.00)	15,926.44
4040	10/31/2017	C & S Media Inc	Farmers & Fleas Market	(64.00)	15,862.44
Total Month Ending 10/31/2017				(194.00)	
Grand Total				(194.00)	15,862.44

Account Transactions
Checking

11/01/2017 through 11/30/2017

Num	Date	Payee	Category	Amount	Running Balance
	Opening Balance as of 11/01/2017				15,862.44
Month Ending 11/30/2017					
	11/06/2017	Farmers & Fleas Market	Farmers & Fleas Income	470.00	16,332.44
	11/10/2017	Cynthia Hausler	Farmers & Fleas Market	(15.00)	16,317.44
	Total Month Ending 11/30/2017			455.00	
Grand Total					<u>16,317.44</u>



Main Street Monthly Report
November 2017
Reported by Randy Rice,
Main Street Program Chairman



ORGANIZATION/ADMINISTRATION:

3, 9, 22, 29	Administrative assistance provided by Debbie Ranspot. Files management, Farmers & Fleas Market assistance.
7	Chairman attended New Manager Orientation (refresher).
8	Chairman, City Manager, and Mayor attended TDA conference.
13	Main Street Board meeting.
13	Attended Farmersville Community Development Corp. Board meeting.
14, 28	Attended City Council meeting.
16	Chairman attended Museum Board meeting.
20	Chairman attended Farmersville Historic Society meeting.
28	Main Street Annual Report submitted to TMS and receipt received. Thanks to Trisha Dowell for her assistance and guidance!

PROMOTION:

3, 9	Farmers & Fleas Committee meeting.
4	Farmers & Fleas Market
17	Downtown merchants Red Carpet Night.
20, 30	Treats for Tatum committee meeting (Kindergarten & 1 st grade students make tree ornaments, walk to town square, and place them on tree. They are then given hot chocolate and cookies.)

DESIGN:

20	Historic marker installed.
27	Invitations to historic marker dedication mailed.

ECONOMIC RESTRUCTURING:

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