



FARMERSVILLE TEXAS MAIN STREET BOARD

AGENDA – December 9, 2019

4:30 P.M. Farmersville Texas City Hall

205 South Main Street, Farmersville, TX 75442

I. PRELIMINARY MATTERS

- A. Call to order (President Cooks)
- B. Roll Call (Secretary Moss)
- C. Recognition of visitors & announcements (President Cooks)

II. PUBLIC COMMENT

If you wish to address the Main Street Board, please fill out a "Speaker Sign-Up Card" and present it to the Main Street Manager, preferably before the meeting begins. Pursuant to Section 551.007 of the Texas Government Code, any person wishing to address the Main Street Board for items listed as public hearings will be recognized when the public hearing is opened. Anyone wishing to address the Main Street Board regarding any non-public hearing item on the agenda for this meeting is asked to speak at this time with a time limit of 3 minute(s) per person per item.

III. ITEMS FOR DISCUSSION AND POSSIBLE ACTION

- A. Consider for approval the November 2019 Main Street Board minutes
- B. Consider for approval the November 2019 Financial Statement
- C. Consider for approval the monthly payments
- D. Main Street Program Annual report finalization

IV. APPROVE ITEMS TO BE PLACED 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. 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, Dana Mingo, Main Street Manager for the City of Farmersville, do hereby certify that this Notice of Meeting was posted in the regular posting place of the City Hall building of Farmersville, Texas in a place and manner convenient and readily accessible to the general public at all times, and said Notice was posted on December 6, 2019 by 4:30 P.M. and remained so posted continuously at least 72 hours preceding the scheduled time of said meeting.

Dana Mingo, M.S., Main Street Manager



FARMERSVILLE MAIN STREET BOARD MINUTES

November 15, 2019

4:30 P.M. Farmersville City Hall

205 S. Main St. Farmersville, TX 75442

I. PRELIMINARY MATTERS

Call to order. The meeting of the Farmersville Main Street Board, was called to order at 9:03 am by Mrs. Doris Cooks, President.

Roll Call: Board Member Billie Goldstein, called the roll. The following board members were present: Katherine Hershey, Allison Mathers, Doris Cooks and Billie Goldstein. President Cooks reported a quorum. Main Street Manager, Mrs. Dana Mingo was in attendance, as well. James Moss arrived at the meeting a few minutes later.

Recognition of visitors: President Cooks welcomed the visitors.

II. PUBLIC COMMENT

There were no public comments, therefore the public comments sections was closed at 9:04 am.

III. ITEMS FOR DISCUSSION AND POSSIBLE ACTION:

A. Continue work on Main Street Program annual report.

- Develop transformational strategies (no more than 3) and add under each 4 point those strategies.
- The Board completed the checklist of the Main Street Program. Each subcommittee will work on their designated point to then reconvene and report on at another special meeting the 1st week in December to finalize the content for the report due, December 16th.

B. Discuss and implement marketing plan to include signage for downtown and billboards.

- \$5,000 in the total budget, however only \$2500 requested from 4B for new advertising. The remaining \$2500 is for current printing and advertising needs. The proposed bulletin in Princeton was \$3300 for 6 months, which is more than the \$2500 for the year. Suggestion to look into placing way finder signage around the Main Street District for now.
- Request to put marketing plan together by Main Street Manager to ensure we are within our budget and foresee any needs for the next budget cycle. Will provide a spreadsheet of expenses on current marketing and advertising in the newspapers and magazines.
- Recommendation will be made to 4B Committee on switching out one of the Chaparral wraps off 380 (in which the directional signs are backwards anyhow). Main Street will need to submit a new design for the wrap, along with the monthly charges in which Main Street would then cover for the year. If the board can get the designs in time for the December meeting, it can be presented. James Moss will take the lead on the design with Fiverr.
- We have a current design that was created by the former Manager, we will use this as a base to begin with. Billie Goldstein will confirm the charges for the wrap changes and Allison Mathers will confirm the local chambers cost and benefit information.
- **Next Special Meeting to finalize content for annual report only, December 6, 2019 @ 9:00 am.**

IV. APPROVE ITEMS TO BE PLACED ON FUTURE AGENDAS

- a. 20 year Main Street Celebration update- Each subcommittee is to look at their goals to then incorporate into the vision of the 20 year celebration for May 2, 2019 @ 10 am. Speaker to kick off celebration. Family Friendly, Entertainment, Nightlife and the Arts. Theme: 2020 Vision (Past, Present, Future).
- b. Add Main Street District -Design Review Board Request to City Council Agenda
- c. Hot Chocolate Event with Tatum Elementary (Cooks)
- d. Main Street District Business- Board Assignments
- e. Add Main Street Board Wrap Recommendation to 4B Agenda
- f. Main Street Instagram Account set up (Mingo)

V. ADJOURNMENT - *The meeting was adjourned at 11:36 am.*

SIGNATURES:

Doris M. Cooks, President

Clifford James Moss, Secretary



Farmersville Main Street
Operating Account
Financial Statement
10-01-2019 thru 10-31-2019

Beginning Balance:	October 1, 2019	<u>\$18,308.15</u>
Plus:	Farmers & Fleas Market income	\$155.00
	Museum Donations	\$200.00
	Audie Murphy Day income	
		<hr/>
		\$18,663.15
Less:	Farmers & Fleas Market expenses	\$817.59
	Audie Murphy Day expenses	\$3,044.73
		<hr/>
		\$14,800.83
Designations	Restricted Audie Murphy Day Monies	\$ 6,353.70
	Restricted Sign & Paint Grant Monies	\$ 450.00
	Restricted Farmers & Fleas Monies	\$ 7,441.71
	Museum Donations	<hr/> \$ 320.00
	Unrestricted Funds	\$ 104.38
Outstanding checks 4057	Home Grown Plants	\$ (131.04)
Outstanding Checks 4073	Farmersville Museum	\$ (320.00)
Ending Balance:	October 31, 2019	<u>\$ 14,218.75</u>

Check Register:

Main Street December 2019 Payment Approvals

Check #	Payment \$\$	Vendor Name	Billing Month 2019	Item
4075	\$ 305.12	Doris Cooks	November	Travel Reimbursement
4119	\$ 224.00	C & S Media	October	Farmers & Fleas Ad
4120	\$ 307.60	Herald Banner	November	Farmers & Fleas Ad
	\$ 836.72			