

**FARMERSVILLE ECONOMIC DEVELOPMENT CORPORATION**

**AGENDA**

**NOVEMBER 13TH, 2014; 7:00 P.M.**

**City Hall Council Chambers**

- I. Call to Order**
- II. Recognition of Citizens and Visitors**
- III. Business Items for Discussion and Possible Action**
  - A. Receive report on status of State Highway 380 reconstruction project from Lake Lavon to the Collin/Hunt county line.
  - B. Update regarding Collin College Campus
  - C. Discussion and possible action regarding Farmersville Towne Centre
  - D. Consideration and possible action regarding Façade Grant Applications.
  - E. Discussion and possible action regarding Façade Grant Policy and Guidelines.
  - F. Discussion and possible action regarding Texpool Transactions.
  - G. Consideration and possible action regarding financial statements for October 2014, and required budget amendments.
  - H. Consideration and possible approval of the minutes of the September 18th, 2014, and October 23<sup>rd</sup>, 2014 meeting.
- IV. Discussion in Contemplation of Placing Items on Future Agenda**
- 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.

*The Farmersville Economic Development Board (4A) reserves the right to adjourn into Executive Session at any time during the course of this meeting to discuss any matters listed on the agenda, as authorized by the Texas Government Code, including, but not limited to, Sections 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices), 551.087 (Economic Development), 418.175-183 (Deliberations about Homeland Security Issues,) and as authorized by the Texas Tax Code, including, but not limited to, Section 321.3022 (Sales Tax Information)*

*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 appropriate arrangements can be made. Handicap Parking is available in the front and rear parking lot of the building.*

I, the undersigned authority, do hereby certify that this Notice of Meeting was posted in the regular posting place of the City Hall building for Farmersville, Texas, in a place and manner convenient and readily accessible to the general public at all times, and said Notice was posted November 10th, 2014 by 5:00 P.M. and remained so posted continuously at least 72 hours proceeding the scheduled time of said meeting.

  
Daphne Hamlin/EDC Liaison



**TO:** Economic Development Corporation  
**FROM:** Daphne Hamlin, Finance Director  
**DATE:** November 13th, 2014  
**SUBJECT:** Receive report on status of the State Highway 380

Receive report on status of the State Highway 380 reconstruction project from Lake Lavon to the Collin/Hunt County Line.

**ACTION:** No action informational purpose only.



TO: Economic Development Corporation  
FROM: Daphne Hamlin, Finance Director  
DATE: November 13th, 2014  
SUBJECT: Collin College

Receive update regarding Collin College Farmersville Campus

**ACTION: No action required informational purpose only**



# Farmersville

DISCOVER A TEXAS TREASURE

TO: Economic Development Corporation  
FROM: Daphne Hamlin, Finance Director  
DATE: November 13th, 2014  
SUBJECT: Farmersville Towne Centre

Discussion and possible action regarding Request for Qualifications



TO: Economic Development Corporation  
FROM: Daphne Hamlin, Finance Director  
DATE: November 13th, 2014  
SUBJECT: Façade Grant Applications

Consideration and possible action regarding Façade Grant Applications

**ACTION: Approve or Disapprove Application received from Gordon Scott and Diane Piwko.**

FARMERSVILLE ECONOMIC DEVELOPMENT CORPORATION (4A)

FARMERSVILLE FACADE GRANT APPLICATION

Date of Application: July 7, 20 14

**Applicant**

Name: Gordon Scott / Diane Panko

Business Name: Fiber Circle

Business Street Address: 200 McKinney St

City: Farmersville State: TX Zip Code: 75442

Telephone: 972-782-6630 Cell Phone: 214-914-1124

Email Address: diane@fibercircleyarn.com

**Business Owner (if different than above):**

Name: \_\_\_\_\_

Business Name: \_\_\_\_\_

Business Street Address: same

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Business Telephone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

**Property Owner (if different than above):**

Name: \_\_\_\_\_

Business Name: \_\_\_\_\_

Street Address: same

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Business Telephone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Describe the type of improvement 1. Replace front awning  
across front of building 2-40ft wide with  
decorative front. 2. Open transom windows  
above existing awning to original state  
3. possibly expand size of fire escape on  
side of building & reattach into brickwork

Attach set of site plans drawn to scale and before photos. Note final plans drawn to scale will be required prior to final approval.

Attach one (1) estimate of the total cost of improvements. **To the best of our knowledge the above information is accurate as provided:**

*Since work will be performed in spring-summer of 2015, this is too early to ask a contractor to estimate. Please refer to Laube build*

*\$ Est  
\$60K  
1/2  
component  
of a  
25ft  
wide  
awning*

Applicant:  
Name (please print): Dore C Puro

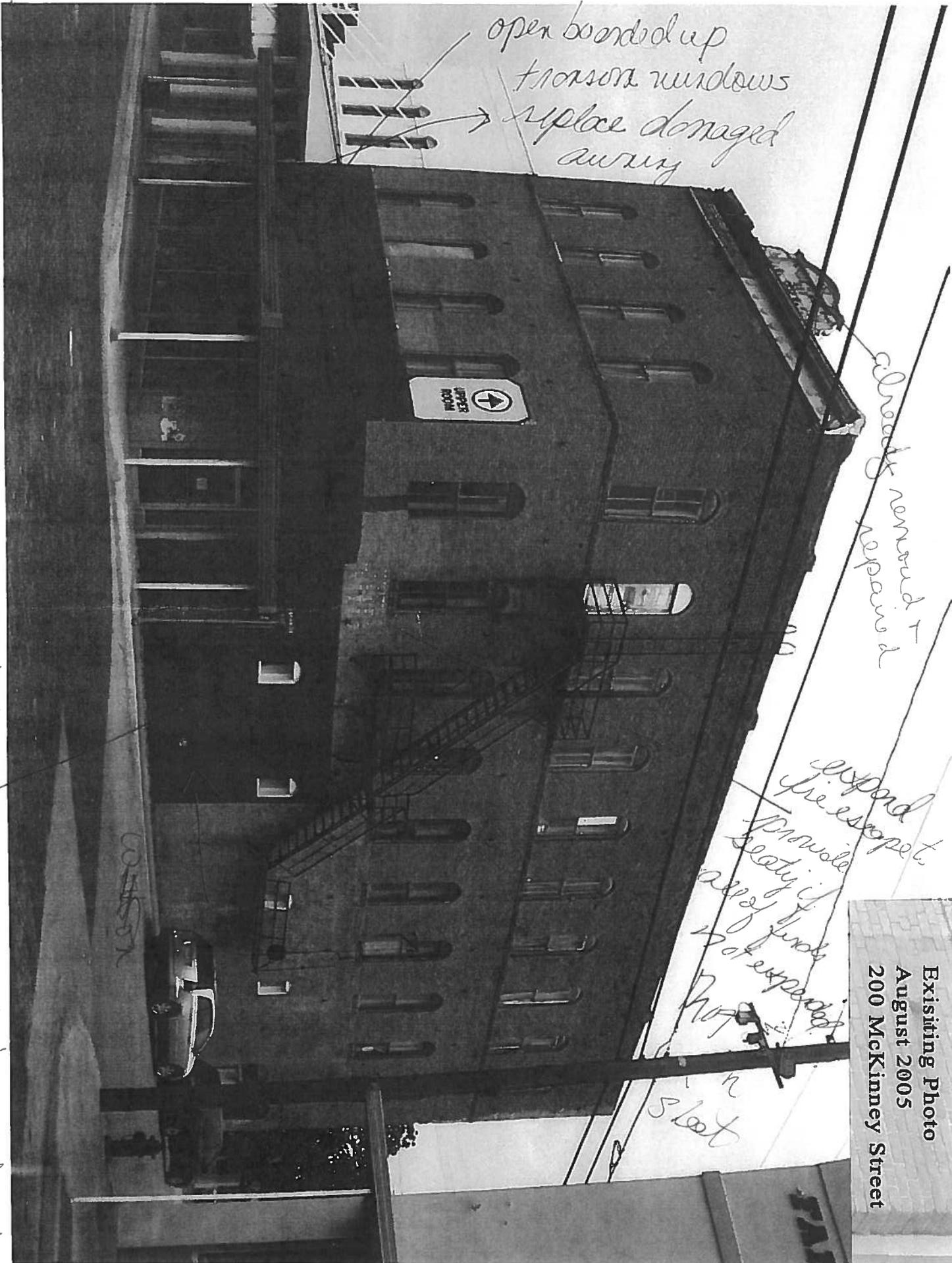
Signature: Dore C Puro Date: 7/7, 2014

Building Owner Approval of Application:  
Name (please print): \_\_\_\_\_

Signature: same Date: \_\_\_\_\_, 20\_\_\_\_

Please see the Façade Grant Policy and Guidelines for other required documents to be included with your application. By signature above the applicant acknowledges receipt of and agrees to abide by and be subject to the terms and conditions of the Façade Grant Policy and Guidelines.

not resident → work on paint on h/d side



open boarded up  
transom windows  
replace damaged  
awning

chairs removed -  
repairing

expand  
fire escape  
provide  
seating  
area of front  
to expand  
not

5 feet

Existing Photo  
August 2005  
200 McKinney Street

*Guidelines*  
*(A)*

# Property Search

Property ID: 1229646 - Tax Year: 2015

## General Information

Property ID	1229646
Property Status	Active
Geographic ID	R-1045-009-028C-1
Property Type	Real
Property Address	200 McKinney St Farmersville, TX 75442
Total Land Area	3,598 sq. ft.
Total Improvement Main Area	7,020 sq. ft.
Abstract/Subdivision	Farmersville Original Donation
Primary State Code	A (Residential Single Family)
Legal Description	Farmersville Original Donation, Blk 1, Lot 28c

## Owner Information

Owner ID	618646
Owner Name(s)	SCOTT GORDON R & PIWKO DIANE C
Exemptions	HS (Homestead)
Percent Ownership	100.00%
Mailing Address	200 McKinney St Farmersville, TX 75442-2120

## 2015 Value Information

Value information for Property ID 1229646 in the 2015 tax year is unavailable. Value information for prior years may be available in the [Value History](#) section below.

## Entities & Exemptions

Taxing Entity	Exemptions	Amount	Taxable Value	Tax Rate	Tax Ceiling	Collected By
CFC (Farmersville City)	-	-	-	0.785736 (2014 Rate)	-	Collin County Tax Office
GCN (Collin County)	-	-	-	0.237500 (2013 Rate)	-	Collin County Tax Office
JCN (Collin College)	-	-	-	0.081960 (2014 Rate)	-	Collin County Tax Office
SFC (Farmersville ISD)	-	-	-	1.430895 (2014 Rate)	-	Collin County Tax Office

## Improvements

Improvement #1	Commercial		
State Code	F1 (Real Commercial)		
Homesite	No		
Market Value			
Total Main Area	3,510 sq. ft.		
Detail #	Type	Year Built	Sq. Ft.
1	MA - Main Area	1899	3,510
2	CAN - Canopy	1899	490

## Land Segments

Land Segment #1	Commercial
State Code	F1 (Real Commercial)
Homesite	No
Market Value	
Ag Use Value	n/a
Land Size	0.0826 acres 3,598 sq. ft.

Improvement #2	Residential
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<b>State Code</b>	A (Residential Single Family)		
<b>Homesite</b>	Yes		
<b>Market Value</b>			
<b>Total Main Area</b>	3,510 sq. ft.		
<b>Detail #</b>	<b>Type</b>	<b>Year Built</b>	<b>Sq. Ft.</b>
1	STG - Storage	1899	6,300
2	MA2 - Main Area 2nd Floor	1899	3,510

**Value History**

Year	Improvement	Land	Market	Ag Loss	Appraised	HS Cap Loss	Assessed
2014	\$170,634	\$21,588	\$192,222	\$0	\$192,222	\$0	\$192,222
2013	\$173,733	\$21,588	\$195,321	\$0	\$195,321	\$0	\$195,321
2012	\$174,760	\$21,588	\$196,348	\$0	\$196,348	\$0	\$196,348
2011	\$179,484	\$21,588	\$201,072	\$0	\$201,072	\$0	\$201,072
2010	\$180,523	\$21,588	\$202,111	\$0	\$202,111	\$0	\$202,111

**Deed History**

Deed Date	Seller	Buyer	Instr #	Volume/Page
01/24/2005	SALEM JOHN & JUDY	SCOTT GORDON R &	31001	5874/1323
11/20/1995	IOOF LODGE	SALEM JOHN & JUDY		95-/0087979
	** n/a **	IOOF LODGE		

# SELECT BUILDERS

Barry Warner  
Builder/Remodeler  
1410 Petunia Drive  
Allen, Texas 75002  
972-989-6808

*Guidelines  
(c)*

Custom Carpentry Custom Homes Remodeling Office Finish Outs  
Decks Patio Covers Storm Doors Kitchens  
Additions Bathrooms Interior Trim Roofs  
Historical Preservation  
Website: [selectbuilderstexas.com](http://selectbuilderstexas.com)  
Email: [selectbuilderstexas@yahoo.com](mailto:selectbuilderstexas@yahoo.com)

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September 7, 2014

Fiber Circle  
Diane and Gordon Piwko  
200 McKinney St.  
Farmersville, TX 75442

## PRELIMINARY PROPOSAL FOR NEW AWNING CONSTRUCTION \$52,877.00

### SCOPE OF WORK

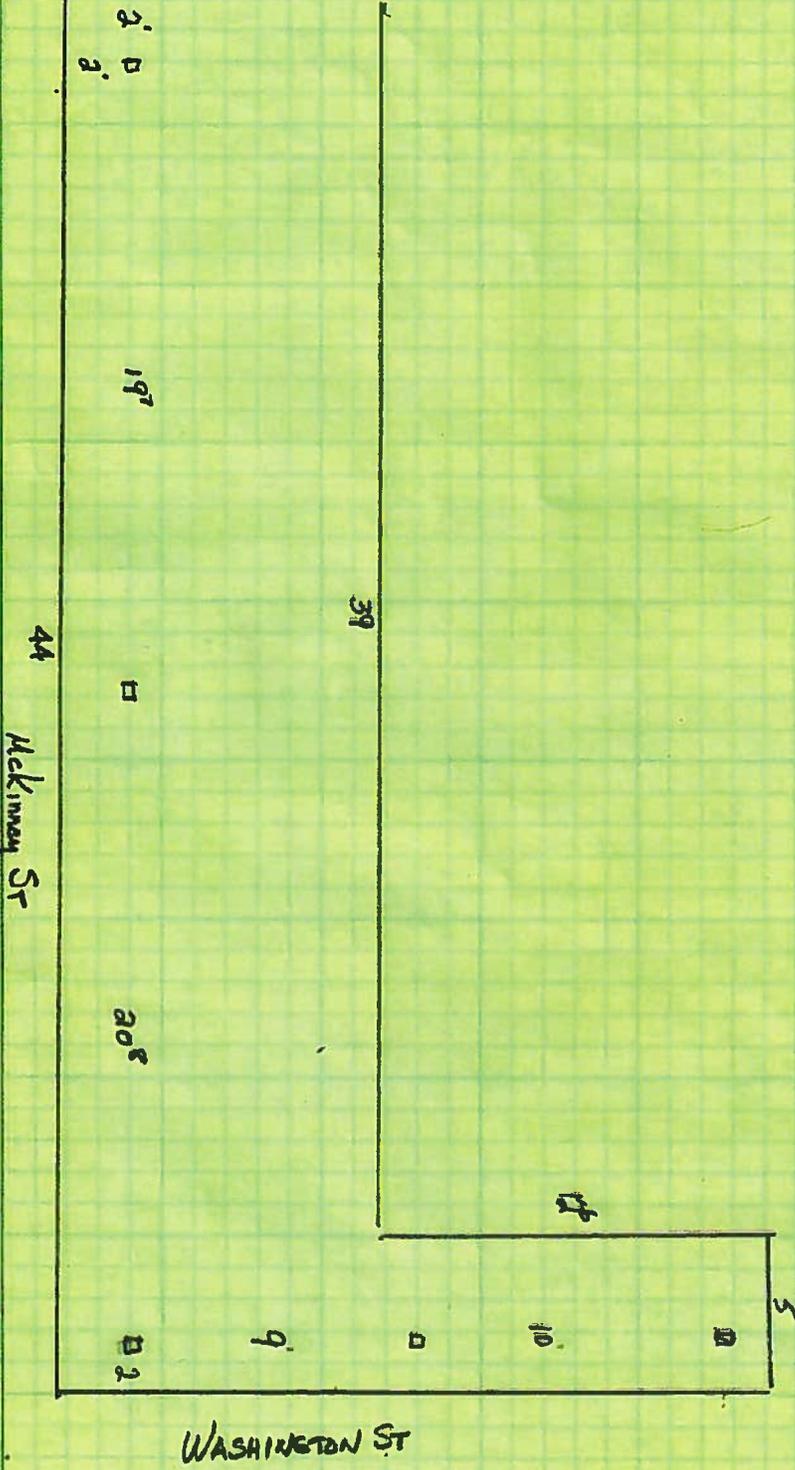
- DEMOLITION
  - Existing awning to be removed by owner
  - Contractor to supply trailer to haul all metal and other debris
  - Contractor will haul off debris
- CARPENTRY
  - Install awning with a 4ft minimal slope at wall above brick line at approximately 200" (16ft8in) above sidewalk at west end of building.
  - Install remainder out to approximately 10ft from building at the height of the existing awning.
  - Side dimensions on Washington Street will vary but the line will come straight across the front. The Washington street side will have a gable type end that will match the mansard look created on the front. West end will match east end. Field verify.
  - All joists 2x6
  - Decking 3/4" PT plywood
  - Ceiling finish: either 116 car siding or 3.5" beaded ceiling; all solid grade A pine.
  - Gable material TBD.
  - Transom windows to be new sills and frames with custom LowE insulated glass.
  - Posts to be round columns at location of existing posts.
- PAINTING
  - Painting
    - Contractor will paint fascia/soffit materials
    - Contractor will paint or stain ceiling boards
    - Contractor will paint transom windows
    - Owner to paint existing aluminum window areas
- ROOFING
  - Flat roof portion will be modified roll roof
  - Mansard portion will be raised profile 30 year shingles
  - Provide flashing as needed at the brick area.

- ELECTRICAL
  - All electrical wiring and lighting to be provided by the owner.
  - Owner will do all electrical wiring and installation

**NOTE 1: All work beyond the scope listed above would be charged at \$35.00 per man hour for contractor and \$17.50 for helpers. Cost plus 15% on materials and all subcontractors.**

**NOTE 2: Proposal does not allow for any termite damage. If any is incurred during demolition, Note 1 would apply.**

200 WEST MCKINNEY FIBER CABLE BUILDING FARMERSVILLE



Scale: 1" = 10'-0"





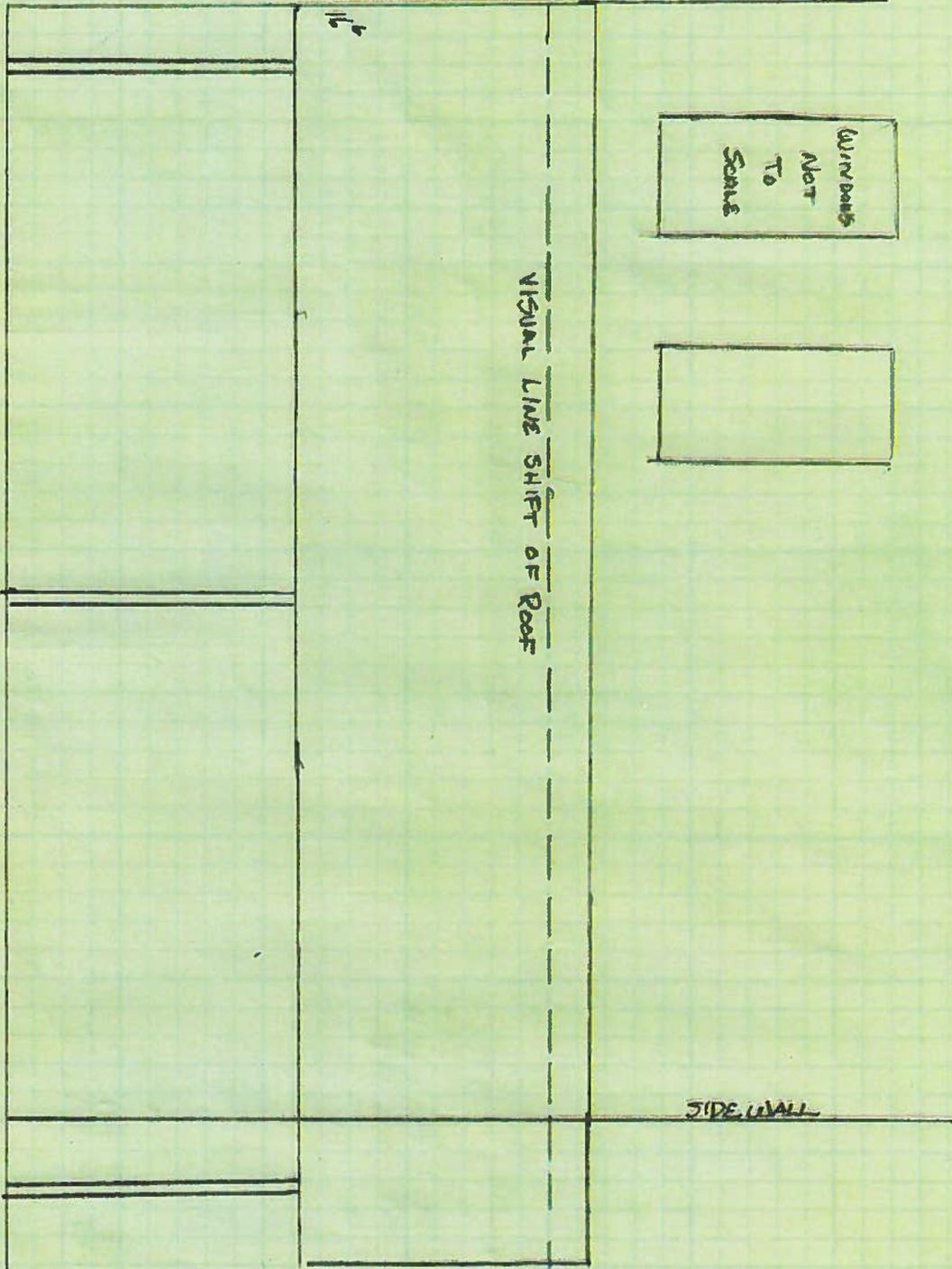
McKinney St View

Windows  
Not  
To  
Scale



VISUAL LINE SHIFT OF ROOF

SIDE WALL



100% RECYCLED PAPER  
50% RECYCLED FIBER  
NO CHLORINE BLEACH  
NO ACID DYES  
NO TOXIC SUBSTANCES  
NO HEAVY METALS  
NO OZONE DEPLETING  
SUBSTANCES  
NO PVC  
NO PHENOLIC RESIN  
NO HALOGENATED  
FLAME RETARDANTS  
NO NITROGEN  
CONTAINING  
INKS  
NO  
Cadmium  
Chromium  
Copper  
Lead  
Mercury  
Nickel  
Selenium  
Silver  
Vanadium  
Zinc  
Zirconium  
Made in U.S.A.





*Guelters*  
(6)

**ORIGINAL RECEIPT**

DATE: 1/2/14  
ACCOUNT: R1045009028C1  
OWNER: SCOTT GORDON R &  
PARCEL ADDRESS: 0000200 MCKINNEY ST  
EXEMPTION CODES: HS001  
LAWSUIT:  
BKRPTCY:

LEGAL: FARMERSVILLE ORIGINAL DONATION  
(CFC), BLK I, LOT 28C

PIDN: 1229646  
ACRES: 0

SCOTT GORDON R &  
PIWKO DIANE C  
200 MCKINNEY ST  
FARMERSVILLE TX 75442-2120

RECEIPT #: 18884969

CHECK #: 694

DEPOSIT #: 201312313151-2013/lockbox

YEAR	TAXING ENTITIES	TAXABLE VALUE	TAX RATE PER \$100	PAY TYPE	DATE PAID	BASE TAX PAID	PENALTY & INTEREST PAID
2013	COLLIN COUNTY	[REDACTED]	0.237500	L	12/31/13	[REDACTED]	\$0.00
2013	FARMERSVILLE CITY	[REDACTED]	0.697500	L	12/31/13	[REDACTED]	\$0.00
2013	FARMERSVILLE ISD	[REDACTED]	1.400000	L	12/31/13	[REDACTED]	\$0.00
2013	COLLIN COLLEGE	[REDACTED]	0.083643	L	12/31/13	[REDACTED]	\$0.00

AMOUNT TENDERED [REDACTED]  
AMOUNT PAID [REDACTED]

PAYER: SCOTT GORDON R &  
PIWKO DIANE C  
200 MCKINNEY ST  
FARMERSVILLE TX 75442-2120

BASE TAX [REDACTED]

TOTAL PAID [REDACTED]

REMAINING AMOUNT DUE  
AS OF 1/2/14  
\$0.00

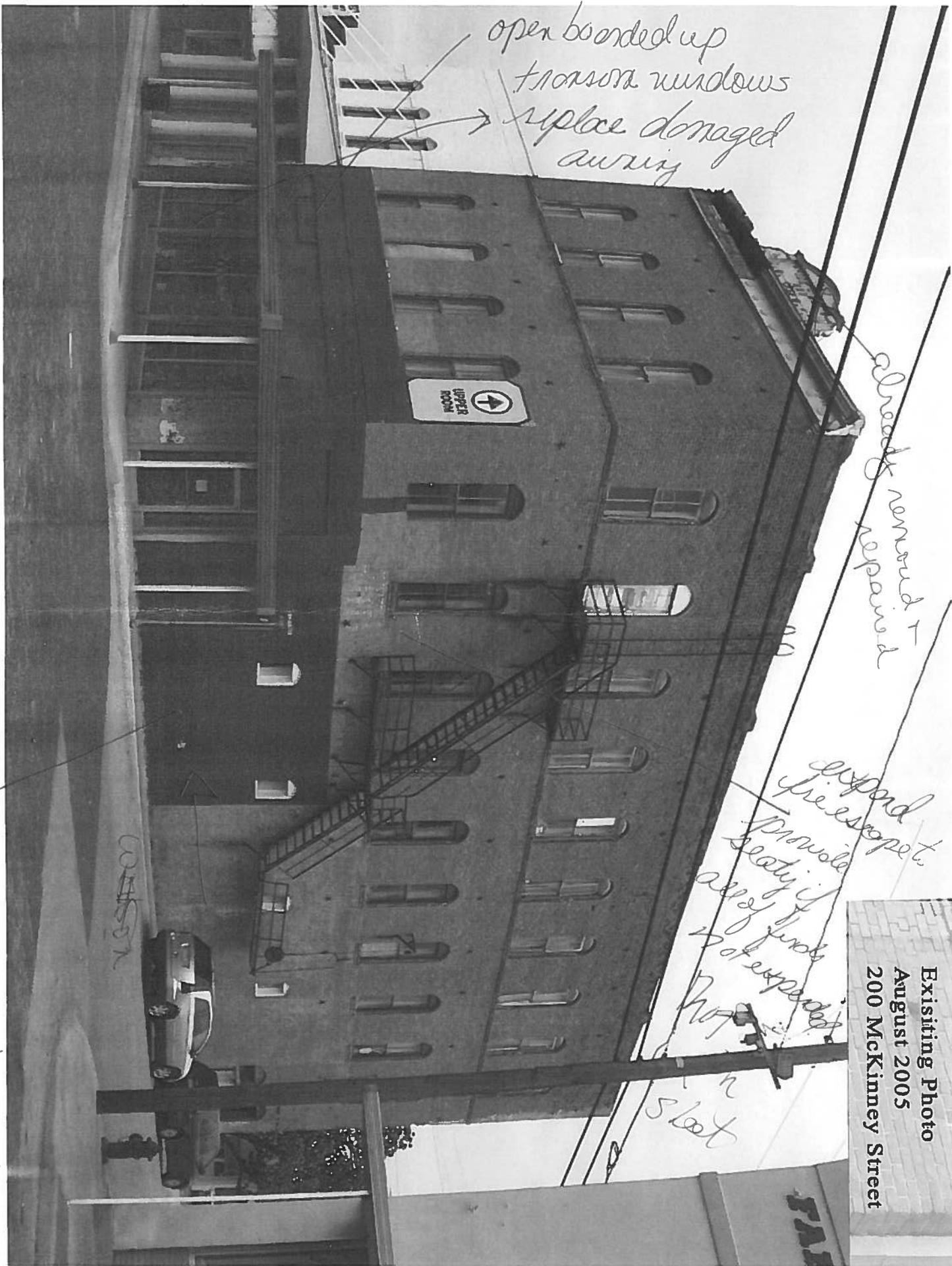
COLLIN COUNTY  
KENNETH L MAUN  
2300 BLOOMDALE RD STE. 2324  
P. O. BOX 8046  
MCKINNEY, TX 75070  
972-547-5020

OWNER: SCOTT GORDON R &  
1229646

\*\*\* THIS IS A RECEIPT \*\*\*

ACCOUNT: R1045009028C1

REMAINING AMOUNT DUE  
AS OF 1/2/14  
\$0.00



open boarded up  
transoms windows  
replace damaged  
awning

chairs removed &  
repaired

expand  
fire escape  
provide  
seats if  
awning is  
not expanded

not on street -> work on part on bldg side

CONCRETE

Existing Photo  
August 2005  
200 McKinney Street



TO: Economic Development Corporation

FROM: Daphne Hamlin, Finance Director

DATE: November 13th, 2014

SUBJECT: Façade Grant Policy and Guidelines

**ACTION: Approve or disapprove the Façade Grant Policy and Guidelines  
Revision**

# FARMERSVILLE ECONOMIC DEVELOPMENT CORPORATION (4A)

## FACADE GRANT POLICY AND GUIDELINES

### Program Overview

The Farmersville Economic Development Corporation (FEDC) *provides* the Farmersville Facade Grant Program as a way to stimulate commercial investment and development in Farmersville. This program is sponsored, funded, and monitored by the FEDC Board of Directors who may amend or eliminate this program at any time, for any reason.

### Program Goal

The Facade Grant Program is intended to enhance the economic development of the City of Farmersville by offering matching grant funds for façade or exterior improvements to a commercial building, signage or other approved exterior property improvements. A Bed & Breakfast in a residence is considered a commercial building for this purpose.

### Scope of Program

*This program is limited to businesses located within the city limits of the City of Farmersville. The FEDC shall budget \$50,000 for each fiscal year for the Facade Grant Program. The budgeted amount for the Façade Grant Program is subject to change each fiscal year and must be approved by the Board of Directors during the annual budget planning and approval process. The grant award decisions of the FEDC Board of Directors are final.*

### Type of Improvements allowed by Grant

**Façade Improvement** – Improvements to storefronts including, but not limited to, painting, reconstruction, replacement, or remodeling.

**Signage Improvement** – New signs, replacement, and/or renovation, or the removal of existing signs.

**Property Improvement** – Items such as but not limited to: landscaping, parking lot resurfacing, striping, driveway improvements, and lighting.

### Grant Award

The maximum size of the Grant award shall be \$25,000, *with a required equal* match from the property owner.

### Eligibility

Any existing businesses located in the City of Farmersville shall be eligible for this program.

### Guidelines

- (A) Proof of applicant's ownership of the subject business or businesses.
- (B) The owner of a business to be operated within a leased facility and the owner of such leased facility must apply jointly for the program. Copies of a valid lease agreement, written permission of the owner(s), and proof of ownership of the leased facility shall be required.
- (C) The applicant shall provide at least one (1) cost estimate from a bona fide contractors/suppliers of all proposed improvements.
- (D) The applicant shall provide "before" photos of the building/property that is proposed to be improved/renovated. The applicant shall provide "after" photos of the building/property after improvements and/or renovations have been completed.
- (E) The applicant shall provide verification and compliance with City Zoning requirements.
- (F) The applicant shall provide a true copy of relevant proposed building/construction and/or site plans.
- (G) The applicant must provide a current tax certificate demonstrating that all property taxes are currently paid and that there are no back taxes owed to any taxing entities.
- (H) A business may only apply for one (1) of the grants set forth herein within any calendar year. A business that receives grant funding during a calendar year shall not be prohibited from making subsequent applications for funding in following years.
- (I) The maximum amount of funding available to any one applicant or business establishment shall be \$25,000 per calendar year.
- (J) All grants are reimbursement grants, and will only be funded after completion of the project in accordance with drawings and specifications approved by the FEDC and after the applicant submits to FEDC proof of paid receipts for all applicable labor and/or materials. Photographs of the completed work shall also be required.
- (K) Reimbursement grants are a cash match for funds disbursed by the applicant and are not to exceed the limits set forth in the Type and Amount of Grant Section above. In-kind contributions may not be used as any part of the applicant's match. Only cash matches of the applicant's expenditures may be used.
- (L) The applicant shall be obligated to make the improvements in accordance with the application submitted to and approved by the FEDC Board of Directors. Thereafter, any modifications must first receive the written approval of the FEDC Board of Directors. Failure to obtain such written approval prior to making any such modifications shall render the applicant ineligible to receive grant funding.
- (M) The applicant shall be responsible for all applicable permits related to the improvement project, and failure to do so will render the applicant ineligible to receive grant funding.

(N) The improvements, as presented in the application, must be completed in their entirety. Failure to complete all of the stated improvements shall render the applicant ineligible to receive grant funding.

(O) Upon approval of a grant application, and during the construction of the improvements, a representative or representatives of the FEDC shall have the right, at all reasonable times, to have access to and inspect the work in progress.

(P) The applicant shall not begin any improvements prior to receiving written approval of grant funding from the FEDC.

(Q) *The applicant must begin the improvement project within three (3) months of receiving written approval therefore from the FEDC and complete the improvement project within six (6) months from project start.* Failure to complete the improvements within the required time period may result in the loss of the grant funds allocated for the project unless the FEDC Board of Directors approves a requested extension.

(R) Applicant certifies that applicant shall comply with Chapter 2264, Texas Government Code. Applicant further certifies that in the event that applicant is convicted of a violation under 8 U.S.C. Section 1324a(f), applicant shall repay the amounts previously paid to or otherwise granted to the applicant by the FEDC pursuant to this program.

### **Application and Approval**

(A) *Applications filed with the FEDC on or before three (3) business days (72 hours) before the next regular FEDC meeting shall be considered at the next regular FEDC Board meeting.*

(B) Applications must be made on a form provided by the FEDC, which form shall be made available at the Farmersville City Offices located at 205 S. Main, Farmersville, Texas.

(C) All applications must be approved by a majority vote of the Board of Directors of the FEDC.

(D) An applicant shall be notified in writing of the FEDC's decision to approve or disapprove the application.

(E) The FEDC may award grant funds to an applicant, with certain provisions, conditions, or other requirements the FEDC deems necessary or appropriate.

### **Funding of Grant**

(A) Upon written notification to the FEDC by the applicant that a project has been completed, an inspection by an FEDC representative or representatives shall be made to confirm that such project has been completed in accordance with the application, or any approved modifications thereto. Such notification shall include, but not be limited to, documentation of paid receipts for materials, labor, permits, inspection reports, or any other item that the FEDC may reasonably deem necessary for determining the project's completion.

(B) Upon completion and verification of the project funding authorization shall take place at the next regular FEDC Board meeting where the Board shall consider the funding approval.

(C) Within fifteen (15) days following an FEDC inspection and the presentation of the receipts by the applicant, a determination is made by the FEDC's representative that the project has not been completed in accordance with the application, or any approved modifications thereof, the FEDC shall issue a letter to the applicant indicating all areas of non-compliance. The applicant shall then have sixty (60) days, from the date of the FEDC letter, to make the modifications necessary to bring the project into compliance. Failure to complete such modifications within said sixty (60) day period shall be deemed a default of applicant's obligations under the grant.

(D) *Available funding: The FEDC budgets a fixed amount each year to fund this grant program.* Grant applications received after the available funding has been exhausted may be considered the following fiscal year. The FEDC retains sole discretion to accept or reject applications either received before or after the available funding has been exhausted. The FEDC reserves the right to discontinue this program at any time.

**Notice**

(A) THE FARMERSVILLE ECONOMIC DEVELOPMENT CORPORATION (*LOCAL GOVERNMENT CODE CHAPTER 501*) MAY DELIVER A COPY OF THESE GUIDELINES TO ANY APPLICANT FOR HIS/HER REVIEW, BUT THE DELIVERY HEREOF DOES NOT CONSTITUTE AN OFFER OF A BUSINESS IMPROVEMENT GRANT TO THE APPLICANT.

(B) THE LAWS OF THE STATE OF TEXAS SHALL GOVERN THE INTERPRETATION, VALIDITY, PERFORMANCE, AND ENFORCEMENT OF THIS FAÇADE GRANT PROGRAM. IF ANY PROVISION OF THIS BUSINESS IMPROVEMENT GRANT PROGRAM IS HELD TO BE INVALID OR UNENFORCEABLE, THE VALIDITY AND ENFORCEABILITY OF THE REMAINING PROVISIONS SHALL NOT BE AFFECTED THEREBY.



TO: Economic Development Corporation  
FROM: Daphne Hamlin, Finance Director  
DATE: November 13<sup>th</sup>, 2014  
SUBJECT: Texpool Transactions

Discussion and possible action regarding Texpool Transactions.

## Daphne Hamlin

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**From:** Edie Sims  
**Sent:** Wednesday, November 05, 2014 11:15 AM  
**To:** Daphne Hamlin  
**Subject:** FEDC Creation  
**Attachments:** RES # 96-26 Authorizing and Approving Creation.pdf

I found the original Resolution that created FEDC and the bylaws. I found the following in the Bylaws from 1998:

### Section 4: Deposit and Investment of Corporate Funds

- (a) All proceeds from the issuance of bonds, notes, or other debt instruments ("Obligations") issued by the Corporation shall be deposited and invested as provided in the resolution, order, indenture, or other documents authorizing or relating to the issuance.
- (b) All other monies of the corporation shall be deposited, secured, and/or invested in the manner provided for the deposit, security, and/or investment of the public funds of the City. The Board shall designate the accounts and depositories to be created and designated for such purposes, and the methods of withdrawal of funds therefrom for use by and for the purposes of the Corporation upon the signatures of two of its signatories. The accounts, reconciliation, and investment of such funds and accounts may, at the direction of the Board, be performed by the Finance Department of the City. The Corporation shall pay reasonable compensation for such services to the City.



TO: Economic Development Corporation  
FROM: Daphne Hamlin, Finance Director  
DATE: November 13th, 2014  
SUBJECT: October 2014 Financial Statements

Consideration and possible action regarding financial statements for October 2014 and budget amendments.

**ACTION: Approve or disapprove the financial statements as presented**

Farmersville Economic Development Corp. 4A  
Investment and Budget Report

October 2014

Prepared by: Daphne Hamlin

# **Farmersville Economic Development Corp 4A**

## **October 2014**

<b>Statement Balance 10-1-2014</b>	<b>\$294,282.00</b>
<b>Deposits:</b>	
<b>Sales Tax:</b>	<b>\$16,546.49</b>
<b>Cking Int .05%</b>	<b>\$12.88</b>
<b>CD Interest</b>	<b>\$71.91</b>
<b>Transfer to Texpool</b>	
<b>Transfer from Texpool</b>	<b>\$-</b>
<b>Checks 1002 and 1003</b>	<b><u>\$(10,833.39)</u></b>
<b>Statement balance 10-31-2014</b>	<b>\$300,079.89</b>

### **Outstanding Transactions**

<b>Sales Tax</b>	
<b>Transfer to Texpool</b>	
<b>CD Interest</b>	
<b>check 1001 (State Comptroller)</b>	<b>\$(5.00)</b>

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<b>Balance 11-06-2014</b>	<b><u>\$300,074.89</u></b>
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**TO:** Economic Development Corporation  
**FROM:** Daphne Hamlin, Finance Director  
**DATE:** November 13th, 2014  
**SUBJECT:** Meeting minutes for September 18<sup>th</sup>, 2014 and October 23<sup>rd</sup>, 2014

Consideration and possible approval of the minutes of September 18<sup>th</sup>, 2014 and October 23<sup>rd</sup>, 2014 meeting.

**ACTION:** Approve or disapprove the September 18<sup>th</sup> and October 23<sup>rd</sup>, 2014 as presented

FARMERSVILLE ECONOMIC DEVELOPMENT CORPORATION  
MEETING MINUTES  
September 18th, 2014

The Farmersville EDC met in regular special session on September 18th, 2014, at 6:00 p.m. at the City Council Chambers with the following members present: Chris Lair, Kris Washam, and Kevin Meguire. Staff members present were City Manager Ben White, and City Accountant Daphne Hamlin. Special guests recognized were Doug and Lori Laube, Doris Williams, Jennifer Jiles, Guillermo Alvarez, Gordon Scott, Diane Piwko, and Jeff Moore with Brown and Hoffmeister.

CALL TO ORDER

Mr. Meguire convened the meeting at 6:07 p.m. and announced that a quorum was present.

RECOGNITION OF CITIZENS/VISITORS

Special guests recognized were Doug and Lori Laube, Doris Williams, Jennifer Jiles, Guillermo Alvarez, Gordon Scott, Diane Piwko, and Jeff Moore with Brown and Hoffmeister.

JEFF MOORE WITH BROWN & HOFFMEISTER WILL DISCUSS THE CURRENT LAWS AND REGULATIONS RELATING TO THE FARMERSVILLE ECONOMIC CORPORATION

Mr. Moore prepared a power point presentation on Texas Economic Development Council Sales Tax Training. Presentation received highlighted areas of interest to the EDC Board in regards to properly expending sales tax funds and supported projects.

REVIEW POLICY AND GUIDELINES RELATING TO FAÇADE GRANTS.

No discussion; item was tabled

RECEIVE REPORT ON STATUS OF STATE HIGHWAY 380 RECONSTRUCTION PROJECT FROM LAKE LAVON TO THE COLLIN/HUNT COUNTY LINE.

City Manager Ben White updated to EDC Board on construction progress. Mr. White stated there are no new updates. Floyd Street is still shut down. Rail Road Bridge is still stagnant with no activity.

UPDATE REGARDING COLLIN COLLEGE

Mr. Collins was not available to update EDC Board. Mr. White stated that Collin College Board members are scheduled to meet next week and are voting on campus construction for Farmersville and Celina.

CONSIDERATION AND POSSIBLE ACTION REGARDING FAÇADE GRANT APPLICATIONS

Doug Laube went before the EDC Board requesting an extension on the Façade Grant granted September 19<sup>th</sup>, 2013. Mr. Laube stated he is aware that he has already received one (1) six month extension, but due to the research involved with and locating materials to keep the historical preservation of the building, he has run into several obstacles causing the delay. Mr. Meguire explained that this is a difficult decision to make. Mr. Meguire stated that the EDC Board is trying to stay within the policy of the Façade Grant. Mr. Meguire asked Mr. Moore with Brown and Hoffmeister if the request for a second extension falls within the guidelines of the Façade Grant. Mr. Moore stated that it is at the

discretion of the EDC Board to extend the Façade Grant. Mr. Laube explained that the funds have already been expended and it is just completing the project now that is causing the delay. Mr. Laube stated that he needs at least an additional fifty (50) days. There was a motion by Mr. Lair and a second by Mrs. Washam, to extend the Facade Grant to November 18<sup>th</sup>, 2014 due to preservation of this historical building, motion carried unanimously.

EDC Façade Grant was awarded to Doris Williams and Jennifer Jiles for their work on 101 Candy Street

Mr. Lair addressed the outstanding Façade Grant Application for Gordon Scott and Diane Piwko asking for bids on this project and to bring back before the EDC Board on the next regular scheduled meeting.

#### DISCUSSION AND POSSIBLE ACTION REGARDING FARMERSVILLE TOWNE CENTRE

Mr. Collins went before City Council on September 9, 2014 requesting support and approval to proceed with the Towne Centre Planning. City Council response was to proceed with study. Mr. White will present to EDC Board next meeting with options regarding qualified consultants for this project.

#### CONSIDERATION AND POSSIBLE ACTION REGARDING FINANCIAL STATEMENTS FOR AUGUST 2014, AND REQUIRED BUDGET AMENDEMENTS

On a motion from Mr. Lair and a second from Mrs. Washam the EDC Board approved the August 2014 Financials, motion carried unanimously.

#### CONSIDERATION AND POSSIBLE APPROVAL OF THE MINUTUES OF THE AUGUST 21ST, 2014 MEETINGS.

On a motion from Mr. Lair and a second from Mrs. Washam the EDC Board approved the August 21st, 2014 meeting minutes, motion carried unanimously

#### DSCUSSION ON COMTEMPLATION OF PLACING ITEMS ON FUTURE AGENDA

Review Façade Grant Application and Guidelines. Review outstanding Façade Grant Application for Gordon Scott and Diane Piwko.

#### ADJOURNMENT

On a motion by Mrs. Washam and a second by Mr. Lair, the Board adjourned at 7:32p.m.

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Bob Collins, President

ATTEST:

Kris Washam, Secretary

DRAFT

FARMERSVILLE ECONOMIC DEVELOPMENT CORPORATION  
MEETING MINUTES  
October 23<sup>rd</sup>, 2014

The Farmersville EDC met in regular session on October 23rd, 2014, at 6:00 p.m. at the City Council Chambers with the following members present: Kris Washam, Bob Collins and Robbie Tedford. Staff members present were City Manager Ben White, and City Accountant Daphne Hamlin. Special guests recognized was Diane Piwko

CALL TO ORDER

Mr. Collins convened the meeting at 7:01 p.m. and announced that a quorum was present.

RECOGNITION OF CITIZENS/VISITORS

Special guests recognized was Diane Piwko.

REVIEW POLICY AND GUIDELINES RELATING TO FAÇADE GRANTS.

Mr. Collins asked if the EDC Board had any changes or suggestions relating to the policy and guidelines. Mr. Tedford said it is a living working document. Mr. Collins had a few suggestions and addressed the EDC Board with proposed changes. Attached is a draft copy of the Façade Grant Policy and Guidelines with the changes highlighted (Attachment (A)).

RECEIVE REPORT ON STATUS OF STATE HIGHWAY 380 RECONSTRUCTION PROJECT FROM LAKE LAVON TO THE COLLIN/HUNT COUNTY LINE.

City Manager Ben White updated to EDC Board on construction progress. Mr. White stated Main Street Rail Road crossing will be completed by this weekend. Construction on the Hill Street Rail Road crossing will begin the following week with construction lasting two (2) weeks. Construction will then move to the Walnut Street Rail Road crossing and also lasting two (2) weeks. Pavement is going down along Highway 380. West lane traffic on Highway 380 will open up December/January time frame. In May 2015 Main Street will shut down again to begin construction on the Main Rail Road Track.

UPDATE REGARDING COLLIN COLLEGE

Mr. Collins updated the EDC Board regarding Collin County College Campus. Mr. Collins presented a copy of a presentation from the Collin County College Board meeting discussing Future Collin County College Campus Sites. Mr. Collins said the building and facility committee recommend that both Celina and Farmersville campus be placed on the agenda. It was the intention of the committee to have the campuses staged in the development of construction. Mr. Collins said somehow in the discussion all campuses were lumped together. Mr. Collins said that was a disadvantage for the Farmersville campus. Mr. Collins said that Farmersville would have been the first development east of Highway 75. Mr. Collins said that in the master plan they have three (3) new developments Celina, Farmersville and Wylie. Mr. Collins stated they do not have property in Wylie, but the board does have property in Celina and Farmersville. The property in Farmersville has infrastructure to it, the property in Celina does not.

Mr. Collins pointed out building charts on the Celina and Farmersville campus. Proposed Farmersville Campus programs are Packaging and Logistics, HVAC, Telemedicine, Business and Industry Regional Dual Credit Academy, Virtual Training

Center, and Core Curriculum. Proposed Celina Campus programs are Education, STEM, Regional Dual Credit Academy, Health Sciences Clinical Site with a Hospital, and Core Curriculum. Charts also include cost of construction for both campuses. Mr. Collins stated every campus that you start up you run in a deficit for the first year.

Mr. Collins stated that the Collin College Board voted down to begin construction on the Farmersville Campus.

#### DISCUSSION AND POSSIBLE ACTION REGARDING FARMERSVILLE TOWNE CENTRE

Mr. Collins stated that in the previous EDC Board meeting that Mr. White was to bring before the EDC Board possible candidates for the Planning of the Farmersville Towne Centre. Mr. White said that he and the City Secretary had contacted several surrounding cities inquiring what firm they used for planners. Mr. White passed out the survey.

Mr. White suggested sending a Request for Qualifications to those proposed planners. Mr. White said he will contact the City Engineer Eddy Daniel to help create a request for qualifications and solicit for bids. Mr. White stated that he would also like to add to the same proposal a parks planner. Mr. White stated there is a possibility for a grant on this project and will gather more information regarding the grant.

Mr. White stated on the next regular scheduled EDC Board meeting he will have the request for qualifications for review.

#### CONSIDERATION AND POSSIBLE ACTION REGARDING ITEMS FOR PAYMENT.

On a motion from Mr. Tedford and a second from Mrs. Washam the EDC Board approved the items for payment as presented, motion carried unanimously.

#### CONSIDERATION AND POSSIBLE ACTION REGARDING FINANCIAL STATEMENTS FOR SEPTEMBER 2014, AND REQUIRED BUDGET AMENDMENTS

On a motion from Mr. Tedford and a second from Mrs. Washam the EDC Board approved the September 2014 Financials, motion carried unanimously.

#### CONSIDERATION AND POSSIBLE APPROVAL OF THE MINUTES OF THE SEPTEMBER 18<sup>TH</sup>, 2014 MEETINGS.

No action taken

#### DISCUSSION ON CONTEMPLATION OF PLACING ITEMS ON FUTURE AGENDA

Review revised Façade Grant Application and Guidelines. Review outstanding Façade Grant Application from Gordon Scott and Diane Piwko. Review Request for qualifications on Towne Centre Planning.

#### ADJOURNMENT

On a motion by Mrs. Washam and a second by Mr. Tedford, the Board adjourned at 8:15p.m.

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Bob Collins, President

ATTEST:

Kris Washam, Secretary

DRAFT

## FARMERSVILLE ECONOMIC DEVELOPMENT CORPORATION (4A)

### FACADE GRANT POLICY AND GUIDELINES

#### Program Overview

The Farmersville Economic Development Corporation (FEDC) *provides* the Farmersville Facade Grant Program as a way to stimulate commercial investment and development in Farmersville. This program is sponsored, funded, and monitored by the FEDC Board of Directors who may amend or eliminate this program at any time, for any reason.

#### Program Goal

The Facade Grant Program is intended to enhance the economic development of the City of Farmersville by offering matching grant funds for façade or exterior improvements to a commercial building, signage or other approved exterior property improvements. A Bed & Breakfast in a residence is considered a commercial building for this purpose.

#### Scope of Program

*This program is limited to businesses located within the city limits of the City of Farmersville. The FEDC shall budget \$50,000 for each fiscal year for the Facade Grant Program. The budgeted amount for the Façade Grant Program is subject to change each fiscal year and must be approved by the Board of Directors during the annual budget planning and approval process. The grant award decisions of the FEDC Board of Directors are final.*

#### Type of Improvements allowed by Grant

**Façade Improvement** – Improvements to storefronts including, but not limited to, painting, reconstruction, replacement, or remodeling.

**Signage Improvement** – New signs, replacement, and/or renovation, or the removal of existing signs.

**Property Improvement** – Items such as but not limited to: landscaping, parking lot resurfacing, striping, driveway improvements, and lighting.

#### Grant Award

The maximum size of the Grant award shall be \$25,000, *with a required equal* match from the property owner.

#### Eligibility

Any existing businesses located in the City of Farmersville shall be eligible for this program.

#### Guidelines

Attachment (A)

- (A) Proof of applicant's ownership of the subject business or businesses.
- (B) The owner of a business to be operated within a leased facility and the owner of such leased facility must apply jointly for the program. Copies of a valid lease agreement, written permission of the owner(s), and proof of ownership of the leased facility shall be required.
- (C) The applicant shall provide at least one (1) cost estimate from a bona fide contractors/suppliers of all proposed improvements.
- (D) The applicant shall provide "before" photos of the building/property that is proposed to be improved/renovated. The applicant shall provide "after" photos of the building/property after improvements and/or renovations have been completed.
- (E) The applicant shall provide verification and compliance with City Zoning requirements.
- (F) The applicant shall provide a true copy of relevant proposed building/construction and/or site plans.
- (G) The applicant must provide a current tax certificate demonstrating that all property taxes are currently paid and that there are no back taxes owed to any taxing entities.
- (H) A business may only apply for one (1) of the grants set forth herein within any calendar year. A business that receives grant funding during a calendar year shall not be prohibited from making subsequent applications for funding in following years.
- (I) The maximum amount of funding available to any one applicant or business establishment shall be \$25,000 per calendar year.
- (J) All grants are reimbursement grants, and will only be funded after completion of the project in accordance with drawings and specifications approved by the FEDC and after the applicant submits to FEDC proof of paid receipts for all applicable labor and/or materials. Photographs of the completed work shall also be required.
- (K) Reimbursement grants are a cash match for funds disbursed by the applicant and are not to exceed the limits set forth in the Type and Amount of Grant Section above. In-kind contributions may not be used as any part of the applicant's match. Only cash matches of the applicant's expenditures may be used.
- (L) The applicant shall be obligated to make the improvements in accordance with the application submitted to and approved by the FEDC Board of Directors. Thereafter, any modifications must first receive the written approval of the FEDC Board of Directors. Failure to obtain such written approval prior to making any such modifications shall render the applicant ineligible to receive grant funding.
- (M) The applicant shall be responsible for all applicable permits related to the improvement project, and failure to do so will render the applicant ineligible to receive grant funding.

## Attachment (A)

(N) The improvements, as presented in the application, must be completed in their entirety. Failure to complete all of the stated improvements shall render the applicant ineligible to receive grant funding.

(O) Upon approval of a grant application, and during the construction of the improvements, a representative or representatives of the FEDC shall have the right, at all reasonable times, to have access to and inspect the work in progress.

(P) The applicant shall not begin any improvements prior to receiving written approval of grant funding from the FEDC.

(Q) *The applicant must begin the improvement project within three (3) months of receiving written approval therefore from the FEDC and complete the improvement project within six (6) months from project start.* Failure to complete the improvements within the required time period may result in the loss of the grant funds allocated for the project unless the FEDC Board of Directors approves a requested extension.

(R) Applicant certifies that applicant shall comply with Chapter 2264, Texas Government Code. Applicant further certifies that in the event that applicant is convicted of a violation under 8 U.S.C. Section 1324a(f), applicant shall repay the amounts previously paid to or otherwise granted to the applicant by the FEDC pursuant to this program.

### **Application and Approval**

(A) *Applications filed with the FEDC on or before three (3) business days (72 hours) before the next regular FEDC meeting shall be considered at the next regular FEDC Board meeting.*

(B) Applications must be made on a form provided by the FEDC, which form shall be made available at the Farmersville City Offices located at 205 S. Main, Farmersville, Texas.

(C) All applications must be approved by a majority vote of the Board of Directors of the FEDC.

(D) An applicant shall be notified in writing of the FEDC's decision to approve or disapprove the application.

(E) The FEDC may award grant funds to an applicant, with certain provisions, conditions, or other requirements the FEDC deems necessary or appropriate.

### **Funding of Grant**

(A) Upon written notification to the FEDC by the applicant that a project has been completed, an inspection by an FEDC representative or representatives shall be made to confirm that such project has been completed in accordance with the application, or any approved modifications thereto. Such notification shall include, but not be limited to, documentation of paid receipts for materials, labor, permits, inspection reports, or any other item that the FEDC may reasonably deem necessary for determining the project's completion.

Attachment (A)

(B) Upon completion and verification of the project funding authorization shall take place at the next regular FEDC Board meeting where the Board shall consider the funding approval.

(C) Within fifteen (15) days following an FEDC inspection and the presentation of the receipts by the applicant, a determination is made by the FEDC's representative that the project has not been completed in accordance with the application, or any approved modifications thereof, the FEDC shall issue a letter to the applicant indicating all areas of non-compliance. The applicant shall then have sixty (60) days, from the date of the FEDC letter, to make the modifications necessary to bring the project into compliance. Failure to complete such modifications within said sixty (60) day period shall be deemed a default of applicant's obligations under the grant.

(D) *Available funding: The FEDC budgets a fixed amount each year to fund this grant program.* Grant applications received after the available funding has been exhausted may be considered the following fiscal year. The FEDC retains sole discretion to accept or reject applications either received before or after the available funding has been exhausted. The FEDC reserves the right to discontinue this program at any time.

**Notice**

(A) THE FARMERSVILLE ECONOMIC DEVELOPMENT CORPORATION (*LOCAL GOVERNMENT CODE CHAPTER 501*) MAY DELIVER A COPY OF THESE GUIDELINES TO ANY APPLICANT FOR HIS/HER REVIEW, BUT THE DELIVERY HEREOF DOES NOT CONSTITUTE AN OFFER OF A BUSINESS IMPROVEMENT GRANT TO THE APPLICANT.

(B) THE LAWS OF THE STATE OF TEXAS SHALL GOVERN THE INTERPRETATION, VALIDITY, PERFORMANCE, AND ENFORCEMENT OF THIS FAÇADE GRANT PROGRAM. IF ANY PROVISION OF THIS BUSINESS IMPROVEMENT GRANT PROGRAM IS HELD TO BE INVALID OR UNENFORCEABLE, THE VALIDITY AND ENFORCEABILITY OF THE REMAINING PROVISIONS SHALL NOT BE AFFECTED THEREBY.