

**CITY OF FARMERSVILLE  
FARMERSVILLE ECONOMIC DEVELOPMENT CORPORATION MINUTES  
May 20th, 2021, 6:30 P.M.  
COUNCIL CHAMBERS, CITY HALL  
205 S. Main Street  
Farmersville, TX 75442**

**CALL TO ORDER**

The Farmersville EDC met in regular session on May 20th, 2021 at 6:30 p.m. in the City Hall Council Chambers with the following board members present: Robbie Tedford, Matt Crowder, Jason Lane, Elise Bobitt and Randy Rice.

**RECOGNITION OF CITIZENS AND VISITORS**

Special guest recognized Daphne Hamlin City Accountant, Councilman Terry Williams and Jason Acevedo

**PUBLIC COMMENT**

No Comment

**BUSINESS ITEMS FOR DISCUSSION AND POSSIBLE ACTION:**

**MEETING MINUTES FOR MARCH 18<sup>TH</sup>, 2021 and APRIL 22<sup>ND</sup>, 2021**

- Motion to approve made by Mr. Crowder
- Second was made by Mr. Rice
- All board members approved

**FARMERSVILLE ECONOMIC DEVELOPMENT CORP. 4A FINANCE BUDGET REPORT MARCH 2021 and APRIL 2021.**

- Motion to approve made by Mr. Tedford
- Second was made by Ms. Bobitt
- All board members approved

**REGULAR AGENDA**

**CONSIDER, DISCUSS AND ACT UPON EDC ACTION PLAN REPORT FROM GREG LAST**

Mr. Lane asked if everyone was able to review documents supplied by Mr. Last. Provided information exist of: traffic count and demographic numbers, but the main item is the budget. Had a couple of ideas to find the right fit on what we can accomplish? Mr. Lane opened the floor for discussion. There are a lot of items on the budget that we do not do or have. But it starts with the revenue numbers then into the expenses. Couple options on payroll. Some discussion on shared cost with the City. It is an in depth budget.

Ms. Bobitt stated looking at a full time person, they could use the office space at the Best Building.

Mr. Tedford stated it depends on what agreement we have with the City. Even if that space is available it would be a good start and good location.

Mr. Tedford like what he saw in the budget that Mr. Last provided, very good information. May need to discuss further regarding the budget, may need to restructure things may have to place

façade grant on hold and start moving this direction. But if we go this direction we will not be able to help different projects as we have in the past.

Mr. Lane stated in terms of scaling back we have supported a lot of projects to support the City.

Mr. Tedford if we go this direction we will not be able to support those projects as before cannot do both.

Ms. Bobbit stated what it comes down to what's our core mission.

Mr. Crowder stated what we are after is generating sales tax revenue. Since we are after sales tax revenue we need to concentrate on whatever has the best means to generate revenues. May just pause the façade grant until you have enough revenue to fund.

Mr. Crowder stated there are several options in the budget. On the shared admin only, shared admin with contract pm/ fulltime admin and fulltime director. Those are the options supplied from Mr. Last. There was not an option for dedicated full time admin.

Ms. Bobitt stated it is not in the budget but Mr. Last did mention a junior person.

Mr. Crowder stated he saw a job description for an economic specialist. Starting point to answer phones etc. Once the economic section starts growing then come back and hire an EDC Director.

Mr. Tedford asked at this point is there a need for a fulltime position.

Mr. Crowder stated not sure we do not have enough data. All we have are the conversations.

Mr. Tedford asked Jason about the company out of Waco. Is that something we can look into?

Mr. Lane stated he has some info on them. Think It's a spectrum of support they can provide basically contract out a director and admin. Outsource the whole thing. Not sure how many phone calls the City receives.

Ms. Bobitt stated that is the problem we need someone to be out there bringing in businesses.

Mr. Lane stated there are some basic things that need to be done first, have our house in order have all the ammo needed to keep up the budget, keep up with available properties.

Ms. Bobitt stated appreciated Mr. Last and his products. WE need to get it all set up and maintain data entry updates. If we could move in that direction that's a starting point. I do not think we need a guru we just need an admin person to maintain the data.

Mr. Crowder stated the current City website is not good. Shows old mayor as contact. The City profile has not been updated since 2014. We have 6k in our current budget for website improvement. If we can updated to where people can contact us.

Ms. Bobitt stated if we could look at a shared admin model for more on website up keep.

Mr. Tedford stated there is a lot of work that can be done.

Mr. Lane stated do not have a problem reaching out to some of those companies. Maybe get some recommendations from Mr. Last.

Mr. Tedford stated we need someone who is starting out that could lead into a possible EDC Director.

Mr. Lane stated one of the concerns is hiring a part time position, they want the benefits.

Mr. Tedford stated a place to start is to have Mr. Last to come back and give us some specific board training

Mr. Crowder asked if Mr. Last provided budget in excel or just PDF. It's clear what our options are we cannot afford an EDC Director this year.

Mr. Tedford stated wants to research further on contracting out this service.

Mr. Rice stated we can start off for a few months as a part time person.

Mr. Lane stated who would supervise. Maybe contractual is the way to go.

Mr. Crowder stated get the website where it needs to be get the data updated

Mr. Lane stated sounds like moving forward with additional work with Mr. Last. Develop a website and database system keeping it updated and how to keep it maintained what is the best way to do that.

Mr. Lane suggested if we can get Mr. Last come back with website database info. Ok with moving forward with him updating website and database and in depth on how to keep it updated.

Need someone to market making contacts.

Have Mr. Last come to next meeting. Website/database/how to maintain. Update community profile. Detail about training pick what we want to do.

Ms. Bobitt on the training would there be any other entity that would want to attend

### **CONSIDER, DICUSS AND ACT UPON FAÇADE GRANT APPLICATION**

Mr. Lane asked the board if they had any questions.

Mr. Crowder asked Mr. Acevedo to give the board an overview of his plans.

Mr. Acevedo stated this façade grant application is for 111 Main Street. Currently have 2(two) primary entrances into this building.

Mr. Crowder stated can only receive one grant funding per year. If you receive funding during one calendar year you are not prohibited from filing the next fiscal year.

Mr. Acevedo stated the intention over the next three years is to file for different grants. This is my first go around and hopefully I will be back next year.

Mr. Acevedo presented a picture of the current façade entrance, has no appeal as it is. Plans are to renovate for a café type of restaurant inside and create a nice outdoor seating area. Improve outside to make it more attractive. Make it more historic looking a drawing of what it would look like. Add metal framing on the outside with cover patio.

Need to repair the brick it has been plastered over and has damage. Need some rebar repair

Mr. Acevedo stated need to be ADA complaint and will need access ramp. Contacted a company to come out and give an assessment of what is best. Company suggested the best approach is a lift maybe better than a ramp. The ramp needs to be 36 foot in order to make it ADA complaint. Need lift to be in complaint.

Mr. Crowder asked what building you are renovating. Mr. Acevedo stated the building facing main street is fancy fibers. The backside of that building on Onion Alley.

Mr. Crowder asked what the plans are for the building after you're finished renovating.

Mr. Acevedo stated he has already received a permit from the City of Farmersville. Separated into (2) two separate spaces. One section is going to be Café dining space, with retail separately. Setting up two different businesses.

Mr. Tedford stated this renovation is for the back part of the building. Only thing I saw that may be an issue is the roofing, not allowed in façade grants. Part of this project includes roofing cost.

Mr. Crowder stated we denied roofing on a previous façade grant. It is not allowed in façade grants as part of the reimbursement.

Mr. Acevedo the pricing has gone up. Cost of building materials have gone up especially metal. I do not have official quotes yet. Scope is not changing.

Mr. Acevedo asked if the awning would be part of the façade. It is kind of a gray area. But the material I'm using is roofing material but it is an awning.

Mr. Tedford said that's a good questions. Need to study further.

Mr. Crowder we do not specify anything about patios but we do address roofing I believe board would not replace and entire roof or build a new roof

Mr. Tedford do not consider it as a roof but as an awning. Should be part of the façade.

Mr. Lane it does not cover up the inside of the building.

Mr. Tedford stated the pictures we received in the façade grant, of the exterior. Is this what the front of the building would like?

Mr. Acevedo stated all the proposed drawings just ideas what we are looking at all those proposed façade.

Mr. Acevedo stated the only thing that is not on the drawing is the railing it is not in complaint with the city ordinance. The quotes you have include a wrought iron fence.

Mr. Tedford stated approve contingent on final plans. Up to a certain amount. And gave us the opportunity to see what else is included. Do not believe awning would be an issue on the matching side. Not sure about the lift have not run into this before

Mr. Acevedo asked if I did a ramp would that be approved.

Mr. Rice stated no it is not part of the Facade

Mr. Acevedo stated the quotes are the same and I have contacted contractors for revised quotes. They stated they will review and get back. Asked for revised quotes.

Mr. Tedford stated we need a drawing of what it will look like before we can approve. Approve façade grant contingent upon final drawing and revised quotes.

Mr. Rice stated that is why we ask for final drawings.

Mr. Crowder stated in the façade grant to provide a true copy of site plan. May not have formal site plans applicants must supply written statement of what is being done. We have gotten close of what you are doing.

Ms. Bobitt stated he described it but not in a drawing can we go ahead and approve. ‘

Mr. Acevedo stated another option is not to ask for reimbursement on railing.

Mr. Tedford stated you will clearly exceed cost alone without using the roofing.

Mr. Lane stated based on drawing looks better than what is there. Mr. Lane asked about the lift not sure if it fits the façade grant.

Mr. Crowder stated it is not mentioned in the façade grant. Does not specifically address ADA at all.

Mr. Lane asked Daphne to contact City attorney to see if the lift is an eligible reimbursement cost

Mr. Crowder stated he will contact Mr. Acevedo to review preconstruction, have a walk through at the site and report back to the board.

- Mr. Tedford stated in a form of a motion to approve project up to reimbursement of 50% on approved project to the cap of 25k. For eligible items.
- Second made by Ms. Bobitt
- All board members approved

**CONSIDER, DISCUSS AND ACT UPON ITEMS FOR PAYMENT**

- Motion to approve items for payment made by Mr. Tedford (Chamber of Commerce- \$1,000.00, EDP Best Practices - \$1,845.00, Collin College \$7,500.00)
- Second by Mr. Rice
- Approved by all board members

**CONSIDER, DISCUSS AND ACT UPON STRATEGIC PARTNERS CONFERENCE**

Need more info. Concerned on how many joint meetings with the council trying minimize city managers time.

**ADJOURNMENT**

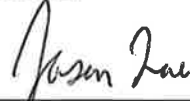
Mr. Lane adjourned the meeting at 8:10 p.m.

ATTEST:



Randy Rice, Secretary

APPROVE:



Jason Lane, Chairman