

**AGENDA  
SPECIAL CALLED  
FERRIS MAIN STREET BOARD  
CITY OF FERRIS  
A MUNICIPAL CORPORATION OF THE  
STATE OF TEXAS, ELLIS COUNTY  
AT THE  
FERRIS PUBLIC LIBRARY  
301 E. TENTH STREET, FERRIS, TEXAS 75125  
7:00 P.M. TUESDAY, AUGUST 5, 2014**

**NOTICE IS HEREBY GIVEN THAT THE FERRIS MAIN STREET BOARD OF THE CITY OF FERRIS WILL MEET IN SPECIAL CALLED SESSION AT 7:00 P.M. ON THE 5<sup>TH</sup> DAY OF AUGUST, 2014 AT THE FERRIS PUBLIC LIBRARY LOCATED AT 301 E. TENTH STREET, FERRIS, TEXAS 75125 FOR THE PURPOSE OF CONSIDERING:**

<u>ITEM</u>	<u>DESCRIPTION</u>	<u>PAGE</u>
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**MAIN STREET BOARD BUSINESS**

- |    |  |   |
|----|--|---|
| 1. | Call to order.                                   | 0 |
| 2. | Roll call to determine the presence of a quorum. | 1 |

**APPROVAL OF MINUTES**

- |    |   |   |
|----|---|---|
| 3. | Consider approval of Main Street Board meeting minutes of June 9, 2014. | 2 |
|----|---|---|

**DISCUSSION**

- |    |   |   |
|----|---|---|
| 4. | Discussion of Sixth Street Alley Project. | 6 |
|----|---|---|

**NEW BUSINESS**

- |  |    |
|--|----|
| 5. Discussion, consideration, and action as may be appropriate regarding review of Façade Improvement Program Application #4 for 201 S. Main Street.     | 14 |
| 6. Discussion, consideration, and action as may be appropriate regarding review of Façade Improvement Program Application #5 for 205/207 S. Main Street. | 14 |
| 7. Discussion, consideration, and action as may be appropriate regarding review of Façade Improvement Program Application #6 for 206 W. Sixth Street.    | 14 |
| 8. Discussion, consideration, and action as may be appropriate regarding review of Façade Improvement Program Application #7 for 208 W. Sixth Street.    | 14 |
| 9. Discussion, consideration, and action as may be appropriate regarding the hosting of Main Street Board training on September 9, 2014.                 | Ø  |
| 10. Discussion, consideration, and action as may be appropriate regarding other Main Street projects.  | Ø  |

**CLOSING**

- |  |   |
|--|---|
| 11. Discuss items to be placed on next meeting's agenda. | Ø |
| 12. Adjourn.   | Ø |

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**Executive Session Reservation**

The Ferris Main Street Board reserves the right to convene into an Executive Session (closed to the public) as authorized by Section 551.071(2) of the TEXAS GOVERNMENT CODE, for the purpose of seeking confidential legal advice from the City Attorney on any agenda item listed herein.

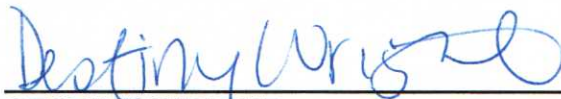
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**Disability Assistance and Accommodation**

Persons with disabilities who plan to attend this meeting and who may need assistance should contact the City Secretary at (972) 544-2110 two working days prior to the meeting so that appropriate arrangements can be made.

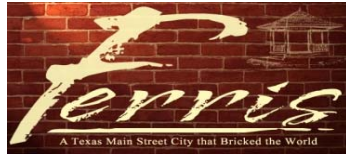
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I, DESTINY WRIGHT, HEREBY CERTIFY  
THAT THE FOREGOING NOTICE WAS  
POSTED ON OR BEFORE THE 1<sup>st</sup> DAY OF  
AUGUST, 2014 BY 5:00 P.M.



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DESTINY WRIGHT  
CITY SECRETARY



# MAIN STREET BOARD MEETING ATTENDANCE RECORD

2013-2014

Main Street Board			Aug.	Sep.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.
Place	Name	Title	12	9	14	12	9	13	10	10	14	12	9	14	5
Place 1	Shai Roos		-	P	P	P	-	A	A	A	P	P	A	-	
Place 2	Donna Shaw	Secretary	-	P	P	P	-	P	P	P	P	P	P	-	
Place 3	Karmin Thomas	Vice	-	P	P	P	-	P	A	A	P	P	P	-	
Place 4	Connie Bratcher		-	-	-	-	-	A	P	P	A	P	P	-	
Place 5	Karen Carreon	Chair	-	P	P	P	-	P	P	P	P	P	P	-	
Place 6	Frankie Abrego		-	P	P	A	-	P	A	P	P	P	P	-	
Place 7	Michael Martinez		-	-	-	-	-	P	P	P	A	P	P	-	
Place 8	Jay Walsh		-	P	P	P	-	P	P	A	A	P	A	-	
Place 9	Carol Wright		-	P	A	A	-	P	P	A	P	P	A	-	
Youth 1	Jazmine Ibarra		-	P	P	P	-	P	P	P	A	P	A	-	
Youth 2	Alex Rivera		-	P	P	P	-	P	P	P	A	P	A	-	

Total Present: C 8 8 8 C 9 8 7 6 11 6 -

A quorum of the board is 5 members. (Does not include youth advisors)

City Staff			Aug.	Sep.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.
Title	Name		12	9	14	12	9	13	10	10	14	12	9	14	5
E.D. Coordinator	Chuck Dart		-	P	P	P	-	P	P	P	P	P	P	-	

Total Present: C 1 1 1 C 1 1 1 1 1 1 -

Chairman- "Will the Secretary please call the roll."  
The Secretary calls each member's position and name.  
They respond if they are present.  
Secretary- "A quorum is present."

P	Present
A	Absent
R	Resigned
D	Deceased
E	End of Term

**STATE OF TEXAS  
COUNTY OF ELLIS**

**THE FERRIS MAIN STREET BOARD MET IN A REGULAR SESSION JUNE 9, 2014 AT 7:00 P.M. AT THE FERRIS PUBLIC LIBRARY, LOCATED AT 301 E. TENTH STREET, FERRIS, TEXAS 75125.**

**MEMBERS PRESENT**

Donna Shaw, Place 2  
Karmin Thomas, Place 3  
Connie Bratcher, Place 4  
Karen Carreon, Place 5  
Frankie Abrego, Place 6  
Michael Martinez, Place 7

**STAFF PRESENT**

Chuck Dart, Eco. Dev. Coordinator

**MEMBERS ABSENT**

Shai Roos, Place 1  
Jay Walsh, Place 8  
Carol Wright, Place 9  
Jazmine Ibarra, Youth 1  
Alex Rivera, Youth 2

**STAFF ABSENT**

**MAIN STREET BOARD BUSINESS**

**1. Call to Order.**

Karen Carreon called the meeting to order at 7:05 P.M.

**2. Roll call to determine the presence of a quorum.**

The roll was called and a quorum was determined to be present.

**3. Introduction of the 2014-2015 Main Street Youth Advisors.**

Taylor Frontera was introduced to the board.

**4. Discussion of annual Main Street Board Training.**

Ferris will host the event on Tuesday, September 9, 2014.

**5. Discussion, consideration and action as may be appropriate regarding the Ferris Main Street Vision and Mission Statements.**

The Vision Statement was changed to read:

A revitalized historic downtown Ferris will draw on its unique past, fostering economic opportunity, creative artistic endeavors, diversity, and vitality in the community.

Clean, safe, and accessible settings will merge with the comfortable and attractive environment of historic buildings, pedestrian friendly streets, and interesting shops. In an environment conducive to small business enterprises, stores will offer merchandise unique to its trade area and beyond.

Ferris will become a city known for protecting, preserving, and promoting its heritage for the enjoyment of current and future generations alike by offering opportunities to study, share, embrace, and enrich people of all ages and backgrounds.

Ferris embraces its ethnic diversity and foresees a day when community festivals, tourism, and quality residential living will become the everyday norm.

The Mission Statement was changed to read:

The distinctive mission of the Ferris Main Street Program is to create, enhance, and maintain historic preservation and heritage initiatives in the downtown business district using the Four Point Approach of organization, design, economic restructuring and promotion. The program will develop and implement policies, such as the Ferris Downtown Design Guidelines, that will enhance its historic charm. The program will utilize financial programs, such as the Ferris Façade Improvement Program, to support business and buildings owners' efforts to comply with those policies. Partners in these efforts will include the Texas Main Street organization, the Ferris Area Business Association, The Ferris Historical Society, the Ferris City Council, the Ferris ISD, and the 4B EDC Board.

Donna Shaw moved to adopt the revised Ferris Main Street Vision and Mission Statements. Seconded by Karmin Thomas. For: Unanimous. Motion carried 6-0-0.

**APPROVAL OF MINUTES**

**6. Consider approval of Main Street Board meeting minutes of May 12, 2014.**

Michael Martinez moved to approve the meeting minutes for the Main Street Board meeting of May 12, 2014. Seconded by Connie Bratcher. For: Unanimous. Motion carried 6-0-0.

## DISCUSSION

**7. Discussion of Sixth Street Alley Project.**

One mural board is complete and the artist will continue work when he returns in July. A contract is being drawn up for the building owner, Mr. John Wills.

**8. Discussion of potential parking reconfigurations to W. 6<sup>th</sup> Street.**

Chuck Dart and Michael Martinez will create different options for parking reconfigurations.

## OLD BUSINESS

**9. Discussion, consideration and action as may be appropriate regarding Historical Markers in the city.**

The board will determine possible locations.

**10. Discussion, consideration and action as may be appropriate regarding the September showing of Movies on the Square.**

Chuck Dart will review the list of movies to determine which one will be shown in September.

**11. Discussion, consideration and action as may be appropriate regarding litter abatement project.**

Donna Shaw will research further information regarding the litter abatement project.

**12. Discussion, consideration and action as may be appropriate regarding other Main Street projects.**

Karmin Thomas provided information learned at the Grant Writing training that she and Alex Rivera attended.

## CLOSING

**13. Discuss items to be placed on next meeting's agenda.**

1. Priorities for 2014-2015
2. Sixth Street Alley Project
3. Historical Markers
4. Parking Reconfigurations on 6<sup>th</sup> Street Project

**14. Adjourn.**

With no further business to come before the board, Frankie Abrego moved to adjourn the meeting. Seconded by Karmin Thomas. For: Unanimous. Motion carried 6-0-0. Meeting adjourned at 8:35 P.M.

**APPROVED THIS THE 5<sup>TH</sup> DAY OF AUGUST, 2014.**

ATTEST:

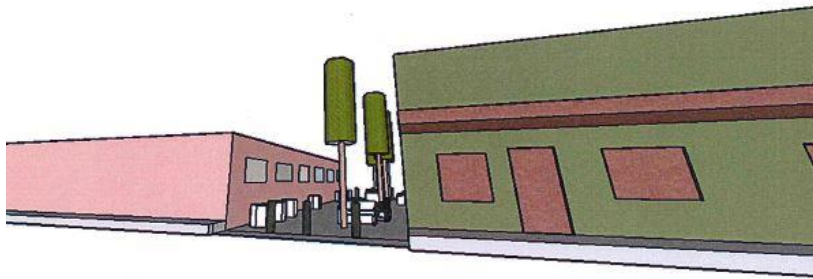
\_\_\_\_\_  
Chuck Dart  
Economic Development Coordinator

\_\_\_\_\_  
Terri Childers  
Secretary to City Manager

*\*Important administrative notation:  
These minutes have been composed by using meeting notes provided to Terri Childers.*

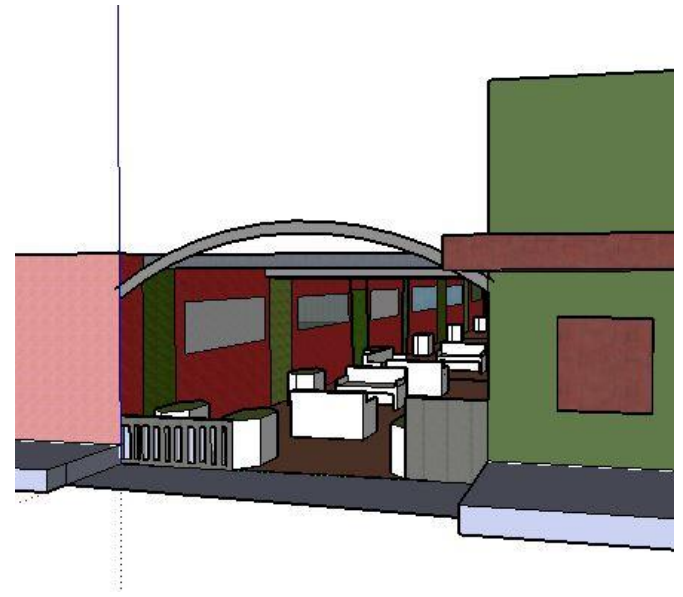


# Sixth Street Alley Project



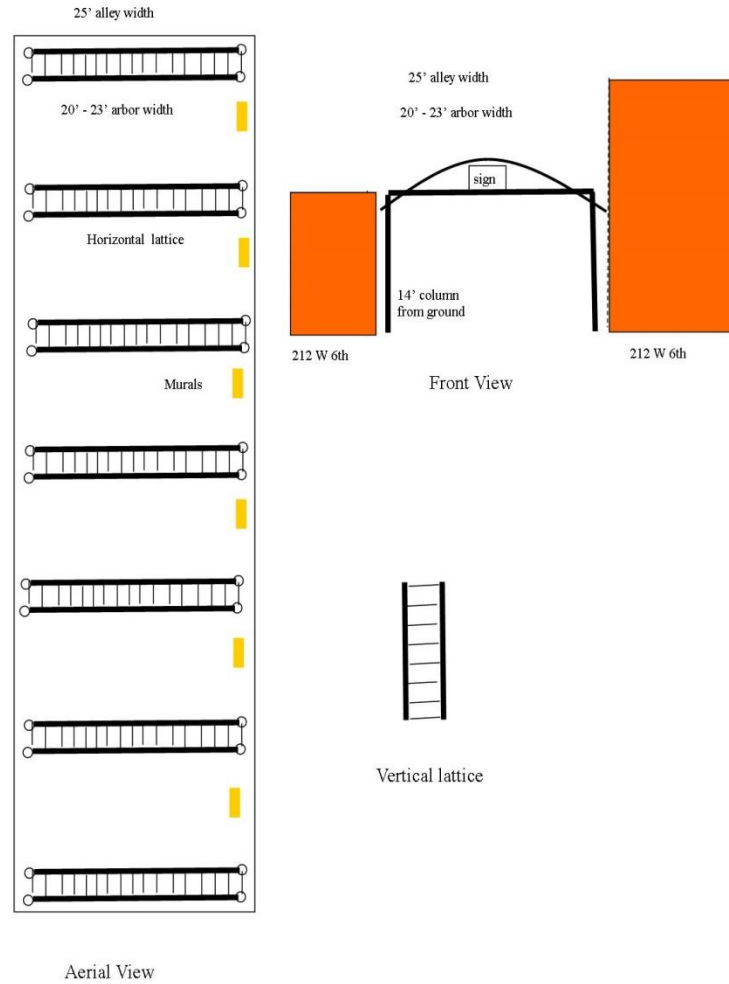
View from training academy

View from 6<sup>th</sup> Street  
Version 1.0

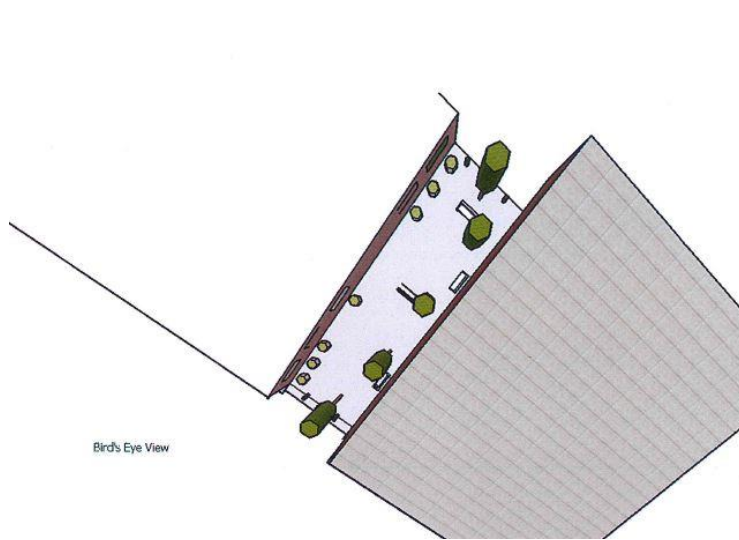


View from 6<sup>th</sup> Street  
Rev 5

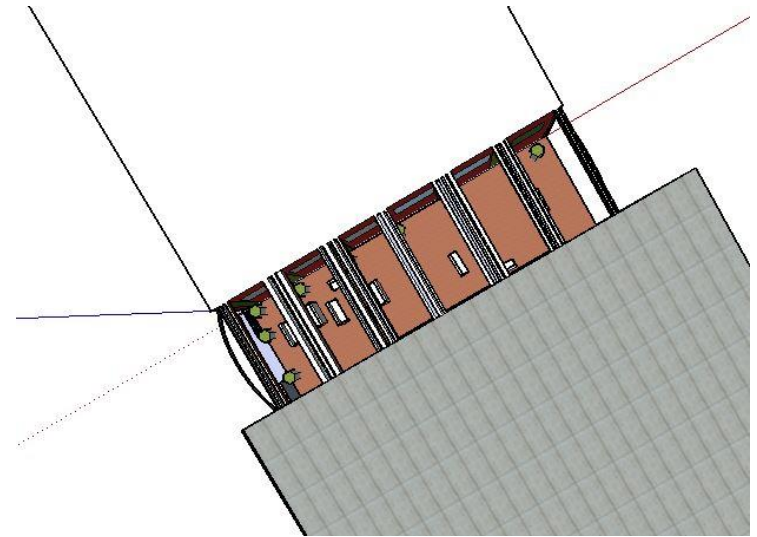
# Sixth Street Alley Project



# Sixth Street Alley Project

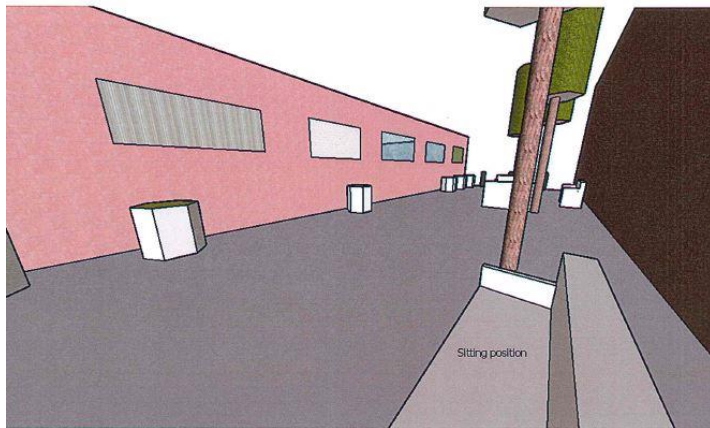


View from aerial  
(W. 6<sup>th</sup> Street at bottom)  
Version 1.0

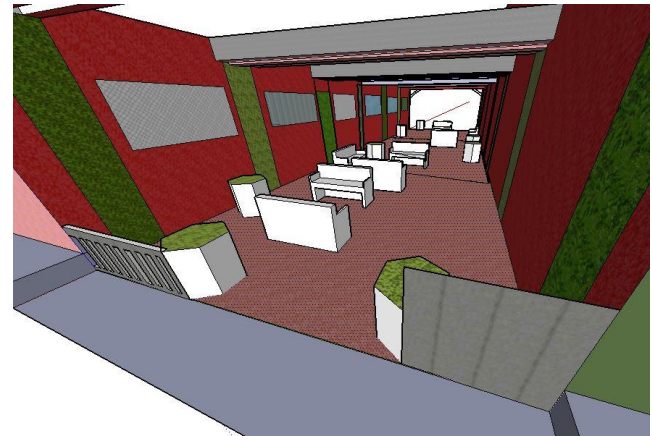


View from aerial  
(W. 6<sup>th</sup> Street at bottom)  
Revision 5

# Sixth Street Alley Project

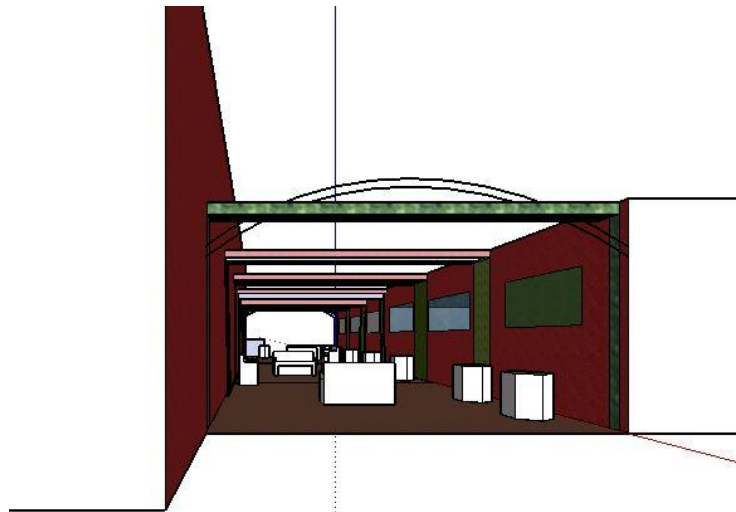


View from Inside  
Version 1.0



View from W 6<sup>th</sup> Street  
Inside  
Rev 5

# Sixth Street Alley Project



View from rear alley  
W. 6<sup>th</sup> Street at opposite end  
Rev 5

# Sixth Street Alley Project

Alley Park funding

62-67-4624

Item	Description	Qty	Each/ Date	Budget Totals	Actual	Actual Totals	Balance (over)
1	wall prep		\$ 1,500.00	\$ 1,500.00		\$ 978.16	\$ 521.84
	patch materials		27-Jun		\$ 37.43		
	patch materials		2-Jul		\$ 17.25		
	patch materials		9-Jul		\$ 12.45		
	patch labor		9-Jul		\$ 360.00		
	paint and materials		11-Jul		\$ 561.03		
	paint labor						
2	mural			\$ 4,000.00		\$ 1,800.00	\$ 2,200.00
	50% Deposit				\$ 1,800.00		
3	benches	5	\$ 1,300.00	\$ 6,500.00			
4	cig receptacles	2	\$ 150.00	\$ 300.00			
5	trash receptacles	2	\$ 645.00	\$ 1,290.00			
6	bollards	6	\$ 500.00	\$ 3,000.00			
7	irrigation	1	\$ 1,500.00	\$ 1,500.00			
8	Small planters	8	\$ 250.00	\$ 2,000.00			
9	Large Planters - reuse	4	\$ 100.00	\$ 400.00			
10	Small plants & soil	8	\$ 50.00	\$ 400.00			
11	Trees	5	\$ 150.00	\$ 750.00			
12	lighting	8	\$ 100.00	\$ 800.00			
13	plaque	1	\$ 800.00	\$ 800.00			
14	contingency	1		\$ 1,760.00			
				\$ 25,000.00			

7/17/2014

# Sixth Street Alley Project

## Anticipated savings in

- Benches           \$3,000
- Bollards         \$3,000
- Trees             \$ 750
- Estimated savings*   \$6,750

## Incremental cost estimates

- Irrigation        Estimate           \$5,500
  - (budgeted \$1,500)
- Steel & labor    Estimate           \$10,500
- Electrical       Estimate           \$5,500
  - (budgeted \$800)
- Professional services   Estimate       \$3,000
- Total Incremental Costs                   \$22,200
- Less Estimated Savings                   (6,750)
- *Estimated project increase*               \$15,450

**STATE OF TEXAS  
COUNTY OF ELLIS**

**THE FERRIS FAÇADE IMPROVEMENT REVIEW COMMITTEE MET IN A  
REGULAR SESSION, JULY 30, 2014 AT 7:00 P.M. AT THE CITY COUNCIL  
CHAMBERS LOCATED AT 215 W. SIXTH STREET, FERRIS, TEXAS.**

**MEMBERS PRESENT**

Christi Farish  
Karen Carreon  
Bruce Fowler

**STAFF PRESENT**

Chuck Dart, Economic Development Director

**MEMBERS ABSENT**

David Sacha, Chair

**STAFF ABSENT**

**COMMITTEE BUSINESS**

**1. Call to Order.**

Karen Carreon called the meeting to order at 7:10 p.m.

**2. Roll call to determine the presence of a quorum.**

The roll was called and a quorum was determined to be present.

**APPROVAL OF MINUTES**

**3. Consider approval of meeting minutes for the Façade Improvement Review Committee of August 28, 2013.**

Christi Farish moved to approve the Façade Improvement Review Committee meeting minutes of August 28, 2013. Seconded by Bruce Fowler. For: Unanimous. The motion carried 3-0-0.

**NEW BUSINESS**



**4. Discussion, consideration, and action as may be appropriate regarding review of Façade Improvement Program Application #4 for 201 S. Main.**

Bruce Fowler moved that the scope of work, as defined under the agreement recorded in the minutes of August 28, 2013, is complete and satisfactory, consistent with Ferris Design Guidelines, labor and material costs reflective of the type of work performed, and within program reimbursement limits, and therefore that the owner of the property be reimbursed at the full 50% of actual costs incurred ( \$3,236.50 ). Christi Farish seconded. The motion carried 3-0-0.

**5. Discussion, consideration, and action as may be appropriate regarding review of Façade Improvement Program Application #5 for 205/207 S. Main.**

Christi Farish moved that the scope of work, as defined under the agreement recorded in the minutes of August 28, 2013, is complete and satisfactory, consistent with Ferris Design Guidelines, labor and material costs reflective of the type of work performed, and within program reimbursement limits, and therefore that the owner of the property be reimbursed at the full 50% of actual costs incurred ( \$3,142.50 ). Karen Carreon seconded. The motion carried 3-0-0.

**6. Discussion, consideration, and action as may be appropriate regarding review of Façade Improvement Program Application #6 for 206 W. Sixth Street.**

Bruce Fowler moved that the scope of work, as defined under the agreement recorded in the minutes of August 28, 2013, is complete and satisfactory, consistent with Ferris Design Guidelines, labor and material costs reflective of the type of work performed, and within program reimbursement limits, and therefore that the owner of the property be reimbursed at the full 50% of actual costs incurred ( \$1,520.25 ). Christi Farish seconded. The motion carried 3-0-0.

**7. Discussion, consideration, and action as may be appropriate regarding review of Façade Improvement Program Application #7 for 208 W. Sixth Street.**

Bruce Fowler moved that the scope of work, as defined under the agreement recorded in the minutes of August 28, 2013, is complete and satisfactory, consistent with Ferris Design Guidelines, labor and material costs reflective of the type of work performed, and within program reimbursement limits, and therefore that the owner of the property be reimbursed at the full 50% of actual costs incurred ( \$1,463.50 ). Karen Carreon seconded. The motion carried 3-0-0.

**8. Discussion, consideration, and action as may be appropriate regarding review of Façade Improvement Program Application #8 for 210 W. Sixth Street.**

This item was tabled.

**CLOSING**

**9. Discuss items to be placed on next meeting's agenda.**

**10. Adjourn.**

With no further business to come before the committee, Christi Farish moved to adjourn the meeting. Seconded by Bruce Fowler. For: Unanimous. Motion carried 3-0-0. Meeting adjourned at 7:27 p.m.

**APPROVED THIS THE xx<sup>TH</sup> DAY OF xxxx, 201x.**

**ATTEST:**

\_\_\_\_\_  
Chuck Dart  
Economic Development Director

\_\_\_\_\_  
Terri Childers  
Secretary to the City Manager