

**AGENDA  
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. MONDAY, MAY 9, 2016**

***NOTICE IS HEREBY GIVEN THAT THE FERRIS MAIN STREET BOARD OF THE CITY OF FERRIS WILL MEET IN REGULAR SESSION AT 7:00 P.M. ON THE 9TH DAY OF MAY, 2016 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.                                   | Ø |
| 2. | Roll call to determine the presence of a quorum. |   |
| 3. | Recording of volunteer hour reporting.           |   |

**APPROVAL OF MINUTES**

- |    |   |  |
|----|---|--|
| 4. | Consider approval of Main Street Board meeting minutes of April 11, 2016. |  |
|----|---|--|

**DISCUSSION**

- |    |   |   |
|----|---|---|
| 5. | Discussion, consideration and action as may be appropriate regarding Brick Fest outcome.            | Ø |
| 6. | Discussion, consideration and action as may be appropriate regarding trash can placement.           | Ø |
| 7. | Discussion, consideration and action as may be appropriate regarding façade grant approval process. | Ø |

**OLD BUSINESS**

- 8. Discussion, consideration and action as may be appropriate regarding the design and purchase of light pole banners and brackets. Ø
- 8. Discussion, consideration and action as may be appropriate regarding the status of the Alley Park project. Ø
- 9. Discussion, consideration and action as may be appropriate regarding 2015-2016 work plan items. Ø

**CLOSING**

- 10. Discuss items to be placed on next meeting's agenda. Ø
- 11. 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, DEBORAH WATKINS, HEREBY CERTIFY THAT THE FOREGOING NOTICE WAS POSTED ON OR BEFORE THE 6<sup>TH</sup> DAY OF MAY, 2016 BY 5:00 P.M.

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DEBORAH WATKINS  
CITY SECRETARY

*City of Ferris*

MAIN STREET  
BOARD MEETING

*Sign In Sheet*

**May 9, 2016**

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
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14. \_\_\_\_\_
15. \_\_\_\_\_



# MAIN STREET BOARD MEETING ATTENDANCE RECORD

2015-2016

Main Street Board			Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug
Place	Name	Title	14	12	9	14	11	8	14	11	9	13	11	8
Place 1	Shai Roos	Board Member	P	A	P	-	P	-	-	A				
Place 2	Donna Shaw	Secretary	P	P	P	-	P	-	-	P				
Place 3	Karmin Thomas	Vice Chair	P	P	A	-	A	-	-	P				
Place 4	Frankie Abrego	Board Member	A	P	A	-	P	-	-	A				
Place 5	Karen Carreon	Chair	P	P	P	-	P	-	-	P				
Place 6	Tina Miller	FABA President	P	A	P	-	P	-	-	A				
Place 7	Carol Wright	City Council Member	A	A	A	-	A	-	-	P				
Youth 1	Matthew Hipshire	Youth Adviser	P	P	A	-	A	-	-	A				
Youth 2	Andrea Arvizu	Youth Adviser	A	A	P	-	P	-	-	A				

**Total Present:** 6   5   5   -   6   -   -   4

A quorum of the board is 4 members. (Does not include youth advisors)

City Staff			Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug
Place	Name	Title	14	12	9	14	11	8	14	11	9	13	11	8
Staff	Bill Jordan	Chief Building Official	P	P	P	-	P	-		P				

**Total Present:** 7   6   6   -   7   -   -   5

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."

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

Volunteer Log Sheet  
(Include board and committee meetings for the calendar month)

Month	Place	Main Street Board Member	Project Name #1	Month hours	Project Name #2	Month hours			
Sep-15	1	Shai Roos		1.00			*Record in 1/2 hour increments		
Sep-15	2	Donna Shaw					*Record for previous month		
Sep-15	3	Karmin Thomas		1.00			*Record hours for calendar month		
Sep-15	4	Frankie Abrego					*Hours to include:		
Sep-15	5	Karen Carreon		3.00			Board & Committee Meetings		
Sep-15	6	Tina Miller					Council Meetings		
Sep-15	7	Carol Wright					Board Trainings		
Sep-15	YA1	Matthew Hipshire		3.50			Festivals		
Sep-15	YA2	Andrea Arvizu					Travel Time		
Month	Place	Main Street Board Member	Project Name #1	Month hours	Project Name #2	Month hours			
Oct-15	1	Shai Roos		2.00					
Oct-15	2	Donna Shaw		12.00					
Oct-15	3	Karmin Thomas		3.00					
Oct-15	4	Frankie Abrego							
Oct-15	5	Karen Carreon		16.00					
Oct-15	6	Tina Miller		2.00					
Oct-15	7	Carol Wright							
Oct-15	YA1	Matthew Hipshire		0.50					
Oct-15	YA2	Andrea Arvizu							
Month	Place	Main Street Board Member	Project Name #1	Month hours	Project Name #2	Month hours			
Nov-15	1	Shai Roos		3.00					
Nov-15	2	Donna Shaw		4.00					
Nov-15	3	Karmin Thomas		3.00					
Nov-15	4	Frankie Abrego							
Nov-15	5	Karen Carreon							
Nov-15	6	Tina Miller							
Nov-15	7	Carol Wright							
Nov-15	YA1	Matthew Hipshire							
Nov-15	YA2	Andrea Arvizu		1.00					
Month	Place	Main Street Board Member	Project Name #1	Month hours	Project Name #2	Month hours			
Dec-15	1	Shai Roos	COTS(2 HRS DECORATING)	6.00	MTGS(4A/MAIN/CM)	4.00			
Dec-15	2	Donna Shaw	COTS	9.00					
Dec-15	3	Karmin Thomas							
Dec-15	4	Frankie Abrego							
Dec-15	5	Karen Carreon		3.00					
Dec-15	6	Tina Miller							
Dec-15	7	Carol Wright							
Dec-15	YA1	Matthew Hipshire							
Dec-15	YA2	Andrea Arvizu		5.00					

Volunteer Log Sheet  
(Include board and committee meetings for the calendar month)

Month	Place	Main Street Board Member	Project Name #1	Month hours	Project Name #2	Month hours			
Jan-16	1	Shai Roos							*Record in 1/2 hour increments
Jan-16	2	Donna Shaw							*Record for previous month
Jan-16	3	Karmin Thomas							*Record hours for calendar month
Jan-16	4	Frankie Abrego							*Hours to include:
Jan-16	5	Karen Carreon		1.00					Board & Committee Meetings
Jan-16	6	Tina Miller							Council Meetings
Jan-16	7	Carol Wright							Board Trainings
Jan-16	YA1	Matthew Hipshire							Festivals
Jan-16	YA2	Andrea Arvizu							Travel Time
Month	Place	Main Street Board Member	Project Name #1	Month hours	Project Name #2	Month hours			
Feb-16	1	Shai Roos							
Feb-16	2	Donna Shaw		1.00					
Feb-16	3	Karmin Thomas							
Feb-16	4	Frankie Abrego							
Feb-16	5	Karen Carreon		1.00					
Feb-16	6	Tina Miller							
Feb-16	7	Carol Wright							
Feb-16	YA1	Matthew Hipshire							
Feb-16	YA2	Andrea Arvizu							
Month	Place	Main Street Board Member	Project Name #1	Month hours	Project Name #2	Month hours			
Mar-16	1	Shai Roos							
Mar-16	2	Donna Shaw		1.00					
Mar-16	3	Karmin Thomas							
Mar-16	4	Frankie Abrego							
Mar-16	5	Karen Carreon		1.00					
Mar-16	6	Tina Miller							
Mar-16	7	Carol Wright							
Mar-16	YA1	Matthew Hipshire							
Mar-16	YA2	Andrea Arvizu							
Month	Place	Main Street Board Member	Project Name #1	Month hours	Project Name #2	Month hours			
Apr-16	1	Shai Roos							
Apr-16	2	Donna Shaw		2.00					
Apr-16	3	Karmin Thomas							
Apr-16	4	Frankie Abrego							
Apr-16	5	Karen Carreon		2.00					
Apr-16	6	Tina Miller							
Apr-16	7	Carol Wright							
Apr-16	YA1	Matthew Hipshire							
Apr-16	YA2	Andrea Arvizu							

Volunteer Log Sheet  
(Include board and committee meetings for the calendar month)

Month	Place	Main Street Board Member	Project Name #1	Month hours	Project Name #2	Month hours			
May-16	1	Shai Roos					*Record in 1/2 hour increments		
May-16	2	Donna Shaw					*Record for previous month		
May-16	3	Karmin Thomas					*Record hours for calendar month		
May-16	4	Frankie Abrego					*Hours to include:		
May-16	5	Karen Carreon					Board & Committee Meetings		
May-16	6	Tina Miller					Council Meetings		
May-16	7	Carol Wright					Board Trainings		
May-16	YA1	Matthew Hipshire					Festivals		
May-16	YA2	Andrea Arvizu					Travel Time		
Month	Place	Main Street Board Member	Project Name #1	Month hours	Project Name #2	Month hours			
Jun-16	1	Shai Roos							
Jun-16	2	Donna Shaw							
Jun-16	3	Karmin Thomas							
Jun-16	4	Frankie Abrego							
Jun-16	5	Karen Carreon							
Jun-16	6	Tina Miller							
Jun-16	7	Carol Wright							
Jun-16	YA1	Matthew Hipshire							
Jun-16	YA2	Andrea Arvizu							
Month	Place	Main Street Board Member	Project Name #1	Month hours	Project Name #2	Month hours			
Jul-16	1	Shai Roos							
Jul-16	2	Donna Shaw							
Jul-16	3	Karmin Thomas							
Jul-16	4	Frankie Abrego							
Jul-16	5	Karen Carreon							
Jul-16	6	Tina Miller							
Jul-16	7	Carol Wright							
Jul-16	YA1	Matthew Hipshire							
Jul-16	YA2	Andrea Arvizu							
Month	Place	Main Street Board Member	Project Name #1	Month hours	Project Name #2	Month hours			
Aug-16	1	Shai Roos							
Aug-16	2	Donna Shaw							
Aug-16	3	Karmin Thomas							
Aug-16	4	Frankie Abrego							
Aug-16	5	Karen Carreon							
Aug-16	6	Tina Miller							
Aug-16	7	Carol Wright							
Aug-16	YA1	Matthew Hipshire							
Aug-16	YA2	Andrea Arvizu							

**STATE OF TEXAS  
COUNTY OF ELLIS**

**THE FERRIS MAIN STREET BOARD MET IN A REGULAR SESSION APRIL 11, 2016 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  
Karen Carreon, Place 5  
Carol Wright, Place 7

**STAFF PRESENT**

Bill Jordan, Building Official

**MEMBERS ABSENT**

Shai Roos, Place 1  
Frankie Abrego, Place 4  
Tina Miller, Place 6  
Matthew Hipshire, Youth 1  
Andrea Arvizu, 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. Recording of volunteer hour reporting.**

Board members recorded the volunteer hours worked for the months of January, February, March, and April, 2016.

### APPROVAL OF MINUTES

**4. Consider approval of Main Street Board meeting minutes of January 11, 2016.**

Karmin Thomas moved to approve the meeting minutes for the Main Street Board meeting of January 11, 2016. Seconded by Carol Wright. For: Unanimous. Motion carried 4-0-0.

### DISCUSSION

**5. Discussion, consideration, and action as may be appropriate regarding Brick Fest.**

No action taken.

**6. Discussion, consideration, and action as may be appropriate regarding the design and purchase of light pole banners and brackets.**

Bill Jordan, Chief Building Official, stated Alley Park is still in the works. There are many obstacles. Need professional advice.

No action taken.

### OLD BUSINESS

**7. Discussion, consideration and action as may be appropriate regarding outcome and updates of request to City staff.**

No action taken.

**7. Discussion, consideration and action as may be appropriate regarding 2015-2016 work plan items.**

No action taken.

### CLOSING

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

- Alley Park
- Banners
- Brick Fest
- Work plans

**9. Adjourn.**

With no further business to come before the board, Donna Shaw moved to adjourn the meeting. Seconded by Karmin Thomas. For: Unanimous. Motion carried 4-0-0. Meeting adjourned at 7:35 P.M.

**APPROVED THIS, THE 9<sup>th</sup> DAY OF MAY, 2016.**

ATTEST:

\_\_\_\_\_  
Bill Jordan  
Chief Building Official

\_\_\_\_\_  
Deborah Watkins  
Interim City Secretary

*\*Important administrative notation:  
These minutes have been composed by using meeting notes provided by Donna Shaw,  
Secretary of the Board.*