

There may be a quorum of the Winnsboro City Council *in attendance; therefore this clause serves as notice to avoid any violation of the Open Meeting Act.*

1. CALL TO ORDER

2. INVOCATION; PLEDGE OF ALLEGIANCE

3. COMMENTS OR CONCERNS FROM CITIZENS, COUNCIL, OR MEDIA

This is a time for the public to address the WEDC Board of Directors on **any subject**. However, the Texas Open Meetings Act prohibits the Board from discussing issues which the public has not been given seventy-two (72) hours' notice. Issues raised may be referred to city staff for research and possible future action. Comments are limited to (3) minutes.

4. CONSENT ITEMS

4.1. Farmers Market



4.2. Main Street Update



4.3. Financial Report - June 2018



4.4. Minutes - 06/26/2018 Regular WEDC Meeting



5. PRESENTATION, DISCUSSION AND ACTION ITEMS

This section shall provide for all other official discussion and action items provided for consideration by the Board.

5.1. Consider request by Rodeo Association for advertising funds.



5.2. Consider request for sponsorship funding by Winnsboro Four Corners Foundation.



5.3. Consider request by Four Corners Foundation for monthly funding.



5.4. Staff Presentations or Oral Reports

6. ADJOURNMENT

The next meeting of the Winnsboro Economic Board of Directors will be held on August 28, 2018. All requests to be placed on that agenda must be completed and turned in to City Hall before Noon on Monday, eight days prior to the meeting.

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The Winnsboro Economic Development Corporation Board of Directors reserves the right to adjourn into closed session on any item posted on this agenda provided that the closed session falls within one or more of the authorized sections of Chapter 551 of the Texas Government Code.

The entrance to this meeting is via the rear entrance to City Hall. The facility is wheelchair accessible parking spaces are available. Request for accommodations or interpretive services must be made at least 48 hours prior to this meeting and may be made by contacting City Hall at 903.342.3654.

I certify that the above notice was posted on the WEDC website ([www.winnsboroedc.com](http://www.winnsboroedc.com)) at City Hall this \_\_\_\_\_ day of \_\_\_\_\_, 2018 at \_\_\_\_\_ AM/PM.

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Jondra Hixon, City Secretary

## Executive Summary

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**To:** Economic Development Corporation

**Submitted By:** Farmers Market Manager

**Date:** July 24, 2018

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**Discuss/Seek Guidance/Action:**  
Farmers Market

**Executive Summary:**  
June staff report submitted by Farmers Market Manager, Stacy Finley.



**WINNSBORO FARMERS' MARKET MANAGER REPORT  
2018 Season**

**Manager:** Stacy Finley – 903.629.7079  
**Email:** [manager@winnsborofarmersmarket.com](mailto:manager@winnsborofarmersmarket.com)

**June**

June is perhaps the most wonderful time of year on the farm! Fresh produce of vast variety is hitting its peak ripeness for harvest. Many market customers count down the weeks to that first homegrown tomato offered & rightly so! Because of this timing, despite the heat, we plan our most lively market activities for June, when the shopping is at its prime.

We kicked the month off with the opening day of our 4<sup>th</sup> Annual Save the Bees Art Contest on June 2<sup>nd</sup>, with approximately 460 in attendance & several hundred votes received for favorite hives. There was an adorable passing of the crown & antennae from former 'Queen Bee' Marilyn Arnaud to the new tutu-donning Susie Glover! Suzie continued to collect votes each week, as well as hand out free honey sticks & literature on the decline of the honey bee. An artists' reception was held at the Winnsboro Center for the Arts on Sunday June 3<sup>rd</sup> with 50+ in attendance. I provided a fresh-from-the-farm flower bouquet (beautiful blooms this year!) while other market vendors & board members provided drinks & snacks. Bill & Susan Zimmer, hosts & sponsors of this year's contest, provided honey samplings of almost 20 different varieties: you cannot imagine the flavor differences possible which are determined by the type of pollen bees are feeding on! The Zimmers also brought a live observation hive full of busy bees; so cool! The painted hives were all amazing this year, as usual. I'm so proud to live in a small community that is passionate about the arts & absolutely brimming with talented artists & musicians. After more than 600 votes were tallied, the winners were announced June 23<sup>rd</sup> and cash prizes awarded (increased this year by generous sponsors). First place & \$200 went to Margit Iguchi, who painted a stunning array of water lilies with bees on the blooms. Second place & \$150 went to David Cormican & Sue Ellen Hughes, for their Lego castle creation: you just had to see this thing to believe it! Third place & \$75 was claimed by Collette Bowling whose hive displayed sunflowers & a detailed hummingbird. The crowd applauded all artists & their hours of commitment to this project, with nothing expected in return, as well as the gracious Zimmers and their continued passion in raising awareness for their beloved bees!

The 2<sup>nd</sup> Annual Winnsboro Wellapalooza was held June 16<sup>th</sup> and was, again, a smashing success! Both years have now seen the largest attendance numbers of the year for the market season, with an average of 600 last year & 650 this year. The coordination of countless individuals, community organizations, and businesses that is required to put this event on is boggling. Without fail, we work together tirelessly to bring something wholesome to the community & every year it is well worth those sweaty hours! From marketing and advertising, creating a schedule for the day, seeking sponsorships, and cleaning to then more seemingly endless tasks, the Wellness Coalition leads the charge, pulling the community together to make this happen. Special kudos to Paula Thomas, David Rose, & Kory Tinney...my Rockstar WC Team! The event, through t-shirt sales & iPhoneX raffle tickets, raised \$500 for 2 local scholarships & \$750 for Winnsboro Resource

Center. All fitness sessions and cooking demos were well-attended. Local yoga instructor Ann Findley won the plank contest, at almost 70 years old, with a time of 6 minutes!! I, with my quirky self, posed in plank with a goat on my back to advertise the event & I don't think I've EVER gotten so much online feedback, lol!!! The jump rope team performance was a favorite for all, and the kids absolutely LOVED the finale 'hose down' by local firemen. I was quite tempted to jump in myself, after a morning full of fun exercise & sweat! Good job, Winnsboro, on a great event!!!

With so many new market vendors this year, I was happy to see them represented through articles in the June Ag edition of the newspaper. Bryan Giguere wrote a piece on newcomers Ball Orchard, while Mason Wholesale Greenhouses (one of our most popular new vendors) provided info about their growing microgreens business. I wrote an article on the over-regulation of small farms & food producers by State & Federal Government. I am passionate about small farms & ranches, so I am passionate about fighting against overbearing laws that contribute to them becoming a dying breed. I included some simple tips on how local citizens can be part of that fight & help support & sustain these local food producers.

June activities, beyond the norm, ended with a special demonstration by Wood County 4H Food Challenge Teams on June 23<sup>rd</sup>. These kiddos, ranging in age from 9 to 17, compete each year in an iron-chef-style competition. My daughter's Junior Team (the Homecooking Hippies!) after much training under volunteer leader Colleene McMurphy, took home first place out of 20, at District this year. Ingredients are unknown until contest begins, and teams are given 40 minutes to complete a dish. They then must speak on the nutritional values, costs per serving, food safety measures, possible substitutions, and how they prepared their dish. As an adult, it is humbling to see just what these kids can do! Since this mock competition was designed to promote the market, teams were given fresh fruits & veggies, local meat, quail eggs, fresh goats milk & more, all purchased from or donated by market vendors.

April was such a discouraging month for my beginning of this job. With unruly weather & frustrations of implementing change, customers numbers were low & I was a bit exhausted and defeated. What a turn around May & June have brought! I have settled into the requirements of the job, changes are being more welcomed, and this community & our market vendors (old & new alike) have been so overwhelmingly supportive & encouraging that it just brings tears to my eyes. Top this off with the fact that customer numbers have increased by an average of 75 each Saturday, in comparison to past May & June months. Man, I love this market.

Facebook Likes: 2400 (increase of 47 since May)

Facebook Posts: 14 posts, 4 events

Facebook Engaged: 4000 (includes responses or clicks on postings)

Average Saturday Attendance Count in Weekly Order: 457, 432, 640, 461, 422

**Products available at market & online in June**

Blueberries, cantaloupe, peaches, tomatoes, cucumbers, sweet potatoes, microgreens, radishes, lettuces, kale, spinach, arugula, corn, green beans, onions, potatoes, yellow squash, pattypan squash, zucchini, fresh cut herbs, garlic

Organic beef & jerky, natural pork & chicken, chicken & quail eggs, soaps & lotions, local honey, gourmet baked goods, yogurts, cheeses, candied pecans, jellies & jams

Knife Sharpening, fresh cut flowers

**Manager**

**Time/Task Log:**

Meetings:	2.75 hours
Emails:	2.25 hours
Phone:	1.00 hours
Market:	52.75 hours
Website/SS/Admin.	37.50 hours

Daily Administrative Duties: Customer and vendor email & phone correspondence, budget managing, reports, newspaper column writing, Facebook ads/events/product-listing, promotion & advertising, online market managing, trainings & seminars research, printing, event planning, board & city meetings, correspondence at City Hall

Weekly Market Management: Management on market days, placing/removing signs, online market drop offs & pickups, managing booth spaces, market set up and take down, clean up, bathroom check, complimentary coffee & info tent supplies and management

Weekly/Monthly Items: Board meetings, collaborator organizations meetings, event preparation

**Total Hours: 96.25**

## Executive Summary

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**To:** Economic Development Corporation

**Submitted By:** Main Street Manager

**Date:** July 24, 2018

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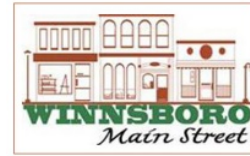
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**Discuss/Seek Guidance/Action:**

Main Street Update

**Executive Summary:**

Main Street, July 2018 Department Report.



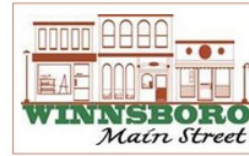
## **Main Street Program Monthly Report to EDC July 2018**

Submitted by Brenda Buck  
Main Street Program Manager

- I. New Board Members
  - We welcomed Kristi Stern from Christus Medical to the Main Street Board in June. She is a wonderful addition to the team.
- II. Monday Night Live
  - MNL in June went well with approximately 450 in attendance. The David Washburn Jazz Band set the tone for the evening and we had three food trucks providing hot dogs, gourmet cheese sandwiches, and Dutch cuisine.
  - Next MNL—Monday, September 20<sup>th</sup> 5:00 to 8:00 PM with performer still being negotiated. The theme for the evening is Island Nights. Shannon Monk has been doing a wonderful job on the themes and media. Look for her information to come out soon.
- III. Main Street Merchants Meeting
  - Main Street Merchants continue to meet and discuss events and organization of yearly calendar.
  - Met every week in February, April, May and one week in June, July, August. They will resume weekly in September if necessary.
  - Goal is to solidify the events for the 2019 calendar.
- IV. Main Street economic vitality project
  - MS is working with Texas Historic Commission to inventory vacant buildings downtown
  - THC does an “Imagine the Possibilities” program that supports communities to help match businesses with vacant buildings across the state
  - We are in the initial stages of development by identifying vacant buildings in the Main Street District and their owners.
- V. Summer Months
  - During these quieter summer months, I’m taking advantage of this time by writing submissions for various awards through Texas Historic Commission and the Downtown Association.
  - These submissions are due the end of July.
  - Will keep you posted of any nominations.
- VI. Celebration of our 15<sup>th</sup> Anniversary of Main Street
  - Main Street Board is currently discussing what they would like to do for our 15<sup>th</sup> Anniversary coming up in the month of July. Look for this information to come soon!

*As always, thank you for the opportunity to serve the citizens of Winnsboro!*  
*Brenda*





## Executive Summary

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**To:** Economic Development Corporation

**Submitted By:** Finance Officer

**Date:** July 24, 2018

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**Discuss/Seek Guidance/Action:**  
Financial Report - June 2018

## Executive Summary

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**To:** Economic Development Corporation

**Submitted By:** City Secretary

**Date:** July 24, 2018

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**Discuss/Seek Guidance/Action:**

Minutes - 06/26/2018 Regular WEDC Meeting

MINUTES OF THE REGULAR MEETING OF THE  
WINNSBORO ECONOMIC DEVELOPMENT CORPORATION  
501 S. MAIN ST., WINNSBORO, TEXAS  
June 26, 2018 AT 5:30 PM

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**Board Members Present:** WEDC Board Member Jan Mills, WEDC Board Member John Fennell, Mayor Pro-Tem Brenda Shirley, and President WEDC Board Chett Simons

**Board Members Not Present:** Vice President WEDC Board Roger Young and Mayor Randy Parrish

**Staff Present:** City Administrator, Craig Lindholm, WEDC Assistant Director, Charles Mazarakes, and Finance Officer, Dana Bundick.

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**1 Call to Order: 5:31 PM**

**2 Invocation; Pledge of Allegiance**

**3 Comments or Concerns from Citizens, Council, or Media: None.**

**4 Consent Items**

- 4.1. Minutes - 05/22/2018 Regular WEDC Meeting
- 4.2. May 2018 Financials
- 4.3. Farmers Market Report
- 4.4. Main Street Report

	For	Against	Abstained
Jan Mills (Moved By)	x		
John Fennell	x		
Brenda Shirley (Seconded By)	x		
Chett Simons	x		

*Motion Passed.*

**5 Presentation, Discussion and Action Items**

**5.1. Update by Winnsboro Center for the Arts.**

Mary White, Winnsboro Center for the Arts reported to the Board on the KSA feasibility study which the Board granted funds for in February of this year. Upon the recommendation of KSA, the WCA made contact with Gary Traylor, a grant writer who suggested that the WCA consider applying for FEMA funding. This would include the multifunctional facility also be a community safe room. As the WCA worked with Mr. Traylor, they learned that it would strengthen their position to have a cooperation with a "sister city" in the hurricane zone. The WCA is considering Rockport who also has a Center for the Arts and has begun working toward that goal. The grant would be a 75/25 match grant, with WCA responsible for 25% of costs.

5.2. Report by Winnsboro Rodeo Association.

Amanda Crump, Winnsboro Rodeo Association Treasurer reported to the Board on the 58th annual rodeo event. The WRA reported a total payout of \$4105 which is \$381 more than last year.

5.3. Rental Assistance Program.

Charles Mazarakes, WEDC Assistant Director addressed the Board on the Rental Assistance Program. Packets were updated and given to the Board for review and classes for eligibility into the rental assistance program was discussed. The program will be for new and established businesses. Applications will initially be brought to the WEDC Director or Assistant Director and then to the Board ultimately for final approval. If approved, the incentives will be published and brochures made for advertisement. The board discussed possible dollar limits and the WEDC budget in relation to the incentives program with the City Administrator and Finance Officer.

Moved by Jan Mills, seconded by John Fennell

***Board Member Jan Mills moved that the WEDC establish a rental assistance program for local businesses according to the guidelines as presented, and also including an inspection of the business property to those guidelines.***

	For	Against	Abstained
Jan Mills (Moved By)	x		
John Fennell (Seconded By)	x		
Brenda Shirley	x		
Chett Simons	x		

***Motion Passed.***

5.4. Discussion about Hotel Incentives.

City Administrator, Craig Lindholm updated the WEDC Board regarding the hotel feasibility study and possible incentives to strengthen the chances for Winnsboro to be chosen for the construction of a new Cobblestone hotel. Some things discussed as possible incentives were hotel occupancy tax rebates, waiving of sewer and water hookup fees, rebate on water usage or reduced cost for water usage, and land donation.

5.5. Staff Presentations or Oral Reports: None.

6      **Adjournment: 6:16 PM**

**THESE MINUTES OF THE JUNE 26, 2018 WEDC MEETING ARE HEREBY:**

APPROVED:

By: \_\_\_\_\_  
Chett Simons, Board President

ATTEST:

By: \_\_\_\_\_  
Jondra Hixon, City Secretary

## Executive Summary

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**To:** Economic Development Corporation

**Submitted By:**

**Date:** July 24, 2018

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**Discuss/Seek Guidance/Action:**

Consider request by Rodeo Association for advertising funds.

**Executive Summary:**

The Winnsboro Rodeo Association is requesting \$3,000 for advertising of the 59th annual rodeo event to be held in May, 2019.



City of Winnsboro

501 South Main  
Street Winnsboro,  
Texas 75494

Phone: (903) 342-3654

Fax: (903) 342-5708

Request for Placement on Agenda (RPA)

This is a request to be placed on the agenda for the Winnsboro (Please Check One):

City Council: \_\_\_\_\_ WEDC: ☒ meeting being held on 7/24/18 (date).

Deadline is 12:00PM on Monday, 8 days prior to meeting; Requests turned in after this time will require an appointment with the City Administrator to make a special request.

This request is subject to Open Records under the Public Information Act; however, personal email addresses are considered confidential. Listing the email address above is indicated as an optional item. By signing this acknowledgment, the requester is indicating their approval to release their email address should they include it on this request form.

Name: Winnsboro Radio Association

Address: PO Box 857

City: Winnsboro State: TX Zip: 75194

Contact Number: 903 624-5272

Email Address (optional/see below): amacklump5272@gmail.com

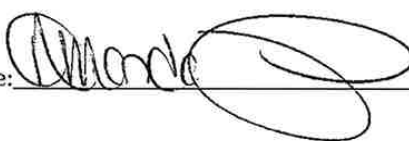
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Please provide specific details which may help the City Council or WEDC Board understand the topic you wish to address. Please attached additional sheets if more room is needed and attach any supporting documents such as budgets, receipts, correspondence, etc.

\$3000 advertising funds for our  
59th Annual Winnsboro Radio that will  
be held the 3rd weekend in May 2019.



- Requests must be completed and turned in on the Monday 8 days prior to the meeting before 12:00 PM.
- If you wish to withdraw your request, please notify the City Secretary no later than 4 business days prior to the meeting.
- Once the topic has been presented to the Council/WEDC, persons may not request that an item be placed on the agenda that is the same as or substantially similar in subject matter for *six months*.
- Persons who speak before the Council/WEDC will have five (5) minutes in which to make their presentation. Please be prepared to answer questions from the City Council.
- Citizens who attend the Council meeting as part of a group may not give their time to another member of the group.
- The City Council/WEDC Board must abide by the Texas Open Meetings Act in responding to remarks.
- The City Council/Board may or may not take action on the request.
- Regular City Council meetings are on the second Tuesday of each month, beginning at 5:30PM, and are held in the City Council Chambers at 501 S. Main Street. Special meetings or workshops may be called as needed.
- WEDC Board meetings are on the fourth Tuesday of each month, beginning at 5:30 PM and are held in the City Council Chambers at 501 S. Main Street. Special meetings or workshops may be called as needed.
- All agendas are posted on the City's website at [www.winnsborotexas.com](http://www.winnsborotexas.com), on the Friday afternoon preceding the meeting date.

Applicant Signature:  Date: 7/16/18

City Administrator Approval:  Date: \_\_\_\_\_



## City of Winnsboro

501 South Main Street  
Winnsboro, Texas 75494  
Phone: (903) 342-3654  
Fax: (903) 342-5708

### Request for Placement on Agenda (RPA)

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City Council: \_\_\_\_\_ WEDC: ☒ meeting being held on July 2018  
Date

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This request is subject to Open Records under the Public Information Act; however, personal email addresses are considered confidential. Listing your email address below is optional.

By signing this acknowledgment, the requester is indicating their approval to release their email address should they include it on this request form.

Name: Winnsboro Four Corners & Winnsboro Art's Wine Festival

Address: PO Box 585

City: Winnsboro State: TX Zip: 75494

Contact Number(s): 903. 850. 1772

Email Address (optional): dcestes@pegpb.com.net

Please provide specific details which may help the City Council or WEDC Board understand the topic you wish to address. Please attached additional sheets if more room is needed and attach any supporting documents such as budgets, receipts, correspondence, etc.

Requesting Funds for specific sponsorship \$1500 for  
"Group of 3 Art of Taste" & "Celebrate Artists \$2000"

- Requests must be completed and turned in on the Monday 8 days prior to the meeting before 12:00 PM.

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Application Received By:  Date: 07/09/18 Time: 4:00 pm

Applicant Signature:  Date: 6-30-18

City Administrator Approval:  Date: 07/10/18



**9<sup>th</sup> Annual  
Winnsboro Art and Wine  
Festival**

**2018 Winnsboro Art and Wine Festival  
Friday November 9 1 to 7 (evening shopping)  
Saturday November 12 9:30 to 5**

**Local events all day including the Art Festival,  
the Art of Taste and art related festivities**

**Over 42 artists in 2017, expecting 52  
For 2018.**

**Advertising will stretch  
To All of Wood County and includes  
Mount Pleasant and Sulphur Springs**

**All our Dallas patrons will be informed  
All throughout the year through local**

**Advertising and the Winnsboro Online Guide and  
the Patrons of the Arts fundraising effort.**

**Proceeds Support High School Scholarships and local needs  
Giving our first "student" lap top computer in 2018 to a lucky  
senior heading to higher education  
*Wanting to increase this giving as our event grows***

## **Sponsorship Opportunities:**

### **" Art of Taste"**

Wine, Chocolate, Cigars , Olive Oil, Bread , Cheese  
10 Regional Vineyards

**\$2500: Sponsorship on group of 6**

**\$1500: sponsorship on group of 3**

**\$750: sponsorship on group of 1**

### **"Celebrate Artists"**

Artist Appreciation Dinner

Dinner for the artists at one location under the stars including a fabulous food selection and a wine and local music

**\$2000 for dinner and music**

### **Appetizers pre-dinner**

To thank the "hard working" artists the Winnsboro Four Corners

Like to say "thank you" to the artists with a taste of what is to come.

We supply a cheese and cracker appetizer plate with a bottle of wine provided by local wineries who are at the event. This is always such a fun time to give out these pre dinner appetizers and would encourage any sponsor to be part of this.

**\$1200.00**

### **Private Donors of the Arts:**

This will be our second year to continue to find the local supporters of the Arts by soliciting private donors. Unlimited

**\$250**

All Larger Sponsors will be on all marketing/ banners and media mentions throughout the events

All private donors will be honored at the event

Approximately \$4000.00 in Advertising Outlay...

Please contact:

Cheryl Estes (903) 850-1772

For any questions.

Circle your sponsorship commitment and send check to:

WFCF

PO Box 585

Winnsboro , Tx 75494

# Winnsboro Art & Wine Festival

**NOVEMBER 10-11**

**FRIDAY**

**3 TO 8 P.M.**

**Evening Shopping & Wine Tasting**

**4 P.M. Veterans Program  
on Lone Republic Patio**

**SATURDAY**

**9:30 A.M. to 5 P.M.**

**Farmers Market 8:00 to 12:00**

**Picasso Paws All Day**

*Fun for all ages!*



**WINNSBORO  
TEXAS**  
*Established 1854*

**888.559.4333 WINNSBOROONLINEGUIDE.COM**



## Executive Summary

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**To:** Economic Development Corporation

**Submitted By:**

**Date:** July 24, 2018

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**Discuss/Seek Guidance/Action:**

Consider request for sponsorship funding by Winnsboro Four Corners Foundation

**Executive Summary:**

The Winnsboro Four Corners Foundation is requesting sponsorship/funding.



## City of Winnsboro

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Winnsboro, Texas 75494  
Phone: (903) 342-3654  
Fax: (903) 342-5708

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To thank the "hard working" artists the Winnsboro Four Corners

Like to say "thank you" to the artists with a taste of what is to come.

We supply a cheese and cracker appetizer plate with a bottle of wine provided by local wineries who are at the event. This is always such a fun time to give out these pre dinner appetizers and would encourage any sponsor to be part of this.

**\$1200.00**

### **Private Donors of the Arts:**

This will be our second year to continue to find the local supporters of the Arts by soliciting private donors. Unlimited

**\$250**

All Larger Sponsors will be on all marketing/ banners and media mentions throughout the events

All private donors will be honored at the event

Approximately \$4000.00 in Advertising Outlay...

Please contact:

Cheryl Estes (903) 850-1772

For any questions.

Circle your sponsorship commitment and send check to:

WFCF

PO Box 585

Winnsboro , Tx 75494

# Winnsboro Art & Wine Festival

**NOVEMBER 10-11**

**FRIDAY**

**3 TO 8 P.M.**

**Evening Shopping & Wine Tasting**

**4 P.M. Veterans Program  
on Lone Republic Patio**

**SATURDAY**

**9:30 A.M. to 5 P.M.**

**Farmers Market 8:00 to 12:00**

**Picasso Paws All Day**

*Fun for all ages!*



**888.559.4333 WINNSBOROONLINEGUIDE.COM**



## Executive Summary

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**To:** Economic Development Corporation

**Submitted By:**

**Date:** July 24, 2018

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**Discuss/Seek Guidance/Action:**

Consider request by Four Corners Foundation for monthly funding.

**Executive Summary:**

This request by the Winnsboro Four Corners Foundation is for monthly funding of the Winnsboro Online Guide for maintenance, upgrades and event updates. Specific amount requested is \$450.



## City of Winnsboro

501 South Main Street  
Winnsboro, Texas 75494

Phone: (903) 342-3654

Fax: (903) 342-5708

### Request for Placement on Agenda (RPA)

This is a request to be placed on the agenda for the Winnsboro (Please check one below):

City Council: \_\_\_\_\_ WEDC: ☒ meeting being held on July 2018  
Date

Deadline to turn in to City Hall is 12:00PM on Monday, 8 days prior to meeting; Requests turned in after this time will require an appointment with the City Administrator to make a special request.

This request is subject to Open Records under the Public Information Act; however, personal email addresses are considered confidential. Listing your email address below is optional.

By signing this acknowledgment, the requester is indicating their approval to release their email address should they include it on this request form.

Name: Cheryl Estes, Janice Schina (Presentation by Barbara Huns)  
Winnsboro Four Corners Foundation

Address: PO Box 585

City: Winnsboro State: TX Zip: 75494

Contact Number(s): 903-850-1772

Email Address (optional): cestes@peopleswm.net

Please provide specific details which may help the City Council or WEDC Board understand the topic you wish to address. Please attached additional sheets if more room is needed and attach any supporting documents such as budgets, receipts, correspondence, etc.

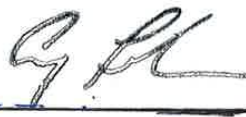
Request for monthly funding to make the Winnsboro  
Online Guide a "free" marketing tool for businesses and events  
in the Winnsboro area. (Supporting documents will be ready  
Monday :) Monthly Support \$450 for  
maintenance, upgrades and event updates.

- Requests must be completed and turned in on the Monday 8 days prior to the meeting before 12:00 PM.

- If you wish to withdraw your request, please notify the City Secretary no later than 4 business days prior to the meeting.
- Once the topic has been presented to the Council/WEDC, persons may not request that an item be placed on the agenda that is the same as or substantially similar in subject matter for *six months*.
- The City Council/WEDC Board must abide by the Texas Open Meetings Act in responding to remarks.
- The City Council/Board may or may not take action on the request.
- Regular City Council meetings are on the second Tuesday of each month, beginning at 5:30PM, and are held in the City Council Chambers at 501 S. Main Street. Special meetings or workshops may be called as needed.
- WEDC Board meetings are on the fourth Tuesday of each month, beginning at 5:30 PM and are held in the City Council Chambers at 501 S. Main Street. Special meetings or workshops may be called as needed.
- All agendas are posted on the City's website at [www.cityofwinnsboro.org](http://www.cityofwinnsboro.org) 72 hours prior to the meeting date.

Application Received By:  Date: 07/06/2018 Time: 3:50

Applicant Signature: Cheryl Estor Date: 7-16-18

City Administrator Approval:  Date: 7/17/18