

**DOWNTOWN MERCHANTS ADVISORY COMMITTEE
COUNCIL CHAMBERS – 429 "C" STREET
Special Meeting
Thursday –October 3, 2013 – 6:15 p.m.**

AGENDA

CALL TO ORDER:

Public Comments and Inquiry (Limited to 3 minutes per person):

Discussion / Action Items:

1. Approval of Minutes – August 14, 2013
2. Downtown Coordinator
3. Fast Credit Union
 - Financial Update
 - Appoint Signers
 - Appoint Account Manager
4. PBIA – Financial Update
5. Downtown Events
 - Tuesday Night Market
 - Scarecrow Festival
 - Halloween Party / Haunted House
 - Veterans Day Parade
 - Holiday Stroll
 - Other Events
6. Volunteer Newsletter/Update

Other Business:

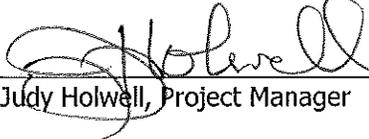
Adjournment:

Notice of ADA Compliance: If you or anyone in your party needs reasonable accommodation to attend , or participate in any Downtown Merchants Advisory Meeting, please make arrangements by contacting City Hall at least 24 hours prior to the meeting by calling 924-6700 or by mail at 119 Fox Street, Lemoore, CA 93245.

Any writings or documents provided to a majority of the Downtown Merchants Advisory Committee regarding any item on this agenda will be made available for public inspection at the City Clerk's Counter at City Hall located at 119 Fox Street, Lemoore, CA during normal business hours. In addition, most documents will be posted on the City's website at www.lemoore.com.

CERTIFICATION OF POSTING

I, Judy Holwell, Project Manager for the City of Lemoore, do hereby declare that the foregoing agenda for the Lemoore Downtown Merchants Association Special Meeting of Thursday, October 3, 2013 was posted on the outside bulletin board located at City Hall, 119 Fox Street by 6:15 p.m. Wednesday, October 2, 2013.



Judy Holwell, Project Manager

Minutes of the Regular Meeting of the
Downtown Merchants Advisory Committee
August 14, 2013

ATTENDANCE:

Vice-Chairman Paul Jones; Committee Members Mari Jones, Miguel Nunez, Danielle Bellwood; Project Manager Judy Holwell

ABSENT:

Committee Member Trisha Longoria was absent.

ADDITION OF ITEM TO AGENDA – 2.5:

Judy Holwell requested that the Election of Officers be added to the agenda.

It was moved by Vice-Chairman Paul Jones, seconded by Mari Jones and unanimously carried to add the Election of Officers as Item 2.5 to the agenda.

PUBLIC COMMENT AND INQUIRY:

The owner of Mr. Balloons requested that the DMA promote Downtown businesses during the Tuesday Night Market.

Paul Jones suggested that Downtown business owners participate in the Market as a way to promote their businesses. He also suggested that the Committee discuss the possibility of Downtown business sponsor of the week during the Tuesday Night Market. The business would assist with set up and clean up. Broadcasts advertising the business sponsor would be announced periodically throughout the evening.

Judy Holwell suggested that the conversation continue when Downtown Events is discussed.

WELCOME NEW MEMBER – DANIELLE BELLWOOD:

Judy Holwell welcomed Danielle to the Committee.

ADMINISTER OATH OF OFFICE – DANIELLE BELLWOOD:

City Clerk Kristie Baley administered the Oath of Office.

ELECTION OF OFFICERS:

Paul Jones was nominated Chairman with the consensus of the Committee.

Miguel Nunez was nominated Vice-Chairman with the consensus of the Committee.

APPROVAL OF MINUTES – JUNE 12, 2013:

It was moved by Chairman Paul Jones, seconded by Mari Jones, and carried to approve the Minutes.

Ayes: Paul Jones, Mari Jones, Miguel Nunez, Danielle Bellwood
Absent: Trisha Longoria

FAST CREDIT UNION – FINANCIAL UPDATE – APPOINT SIGNERS – APPOINT ACCOUNT MANAGER:

Board Clerk Brenda Martin presented the Financial Update.

Judy requested that the debits and credits be separated in future financial reports. The Committee agreed that they would like to see more detail in the financial reports.

It was moved by Committee Member Mari Jones, seconded by Chairman Paul Jones and carried to approve the Fast Credit Union Financial Update.

Ayes: Mari Jones, Paul Jones, Miguel Nunez,

The Committee did not appoint an Authorized Account Signer or an Account Manager.

PBIA – FINANCIAL UPDATE:

Judy Holwell presented the PBIA Update.

It was moved by Committee Member Mari Jones, seconded by Miguel Nunez and carried to approve the PBIA Financial Update.

DOWNTOWN LIGHTS:

Judy Holwell reported on the history of the utility payment responsibilities for the Downtown “twinkle” Lights and updated the Committee concerning current and future payment of those utilities.

Colleen Mendes recommended that the Committee request to attend the next Chamber of Commerce Meeting in order to resolve the current issues between the two amicably.

The Committee agreed to submit a request to attend a Chamber Meeting.

INTRODUCTION OF DMA VOLUNTEER:

Brenda Martin introduced Colleen Mendes from Shock of Style. Colleen offered to volunteer to take notes during the DMA meetings and create a general update/newsletter for Downtown business owners. She requested assistance in gathering email addresses of business owners that are interested in receiving the update. She stated that the update will not be a source of communication between her and business owners and she will provide a statement specific to deterring responses to her Update.

TUESDAY NIGHT MARKET – UPDATE:

Brenda Martin presented a financial update.

Judy Holwell requested changes to the format of the heading.

Brenda Martin provided a Vendor update.

Paul Jones provided information he received from other Cities who provide Market events.

TUESDAY NIGHT MARKET – COORDINATOR SERVICES:

Providing separate compensation to the Downtown Coordinator for the Tuesday Night Market coordinating services was discussed.

The Committee proposed that Coordinating Services for the Tuesday Night Market be addressed during a City Council Meeting.

DOWNTOWN COORDINATOR:

The Committee discussed Coordinator responsibilities and time management.

DOWNTOWN EVENTS:

Paul Jones was approached by the owner of Signaturez who suggested that business owners collaborate a Saturday “Sidewalk Sale” event once a month to bring awareness to Downtown businesses.

DOWNTOWN BUCKS:

Paul Jones explained how Downtown Bucks work.

The future of Downtown Bucks was tabled until a later date.

DOWNTOWN MUSIC – MUSAK:

Paul Jones discussed expanding the system into Heinlen and Follett Streets as well as adding speakers that would project into “E” and “C” Street.

The expansion was tabled due to costs.

PIZZA FESTIVAL:

The Committee discussed sponsoring an event Downtown in conjunction with the Chamber’s Pizza Festival in order to make it a larger event.

NEWSLETTER:

There was no discussion.

OTHER BUSINESS:

Miguel Nunez suggested a scarecrow festival. It was discussed that the schools should be contacted to see if the classes would want to make the scarecrows, which would be displayed in front of our Downtown businesses. The scarecrows should be displayed during the month of October through Halloween. Miguel is in charge of the event.

Paul Jones recommended that since Lemoore is a military town, we should hold a Veterans Day Parade in Downtown Lemoore. He said that the Elks Lodge and the American Legion are very interested in assisting with the event.

Brenda ordered a banner from P.I.G. Designs in Downtown Lemoore to promote the Tuesday Night Market. Sponsors must come forward immediately if they want their businesses listed on the banner.

It was moved by Mari Jones, seconded by Paul Jones and carried to spend \$1,500 for banners and advertising out of the Fast Credit Union Slush Fund Account.

The maintenance of bushes and trees in the downtown area was briefly discussed.

ADJOURNMENT:

At 10:15 a.m. the meeting adjourned.

Approved this ____ day of _____, 2013.

Paul Jones, Chairman

Board Clerk



FAMILIES AND SCHOOLS TOGETHER FCU
 312 W. 7TH STREET
 HANFORD CA 93230

559-584-0922
 06700000-02519

MEMBER NUMBER	
XX8 322	
STATEMENT PERIOD	
FROM	TO
07-01-13	08-31-13
SOC. SEC. NUMBER	
-	
PAGE	
1	

LEMOORE DOWNTOWN MERCHANT
 119 FOX STREET
 LEMOORE CA 93245

93245LE
 MOO

DATE MO/DAY/Y	TYPE OF ACCOUNT / TYPE OF TRANSACTION	LOAN PAYMENT AMOUNT	FINANCE CHARGE	FEE OR LATE CHARGES	CHANGE TO BALANCE	BALANCE
07 01 3	REGULAR SHARES			PREVIOUS BALANCE		2500
08 31 3				NEW SHARE BALANCE		2500
	* * * * * SHARE DRAFT SUMMARY * * * * *					
07 01 3	ORGANIZATION CHECKING			PREVIOUS BALANCE		677981
08 31 3	TOTAL 10 DEPOSITS				168512	
08 31 3	TOTAL 0 WITHDRAWALS				000	
08 31 3	TOTAL 0 OVERDRAFTS				000	
08 31 3				ENDING BALANCE		846493
	MINIMUM SHARE BALANCE		6779.81	ON 07/01/13		
	AVERAGE DAILY BALANCE		7813.64			
	* * * DEPOSITS * * *					
07 31 3	DIVIDEND EARNED 07-01-13 THRU 07-31-13					029
	.05 ANNUAL PERCENTAGE YIELD EARNED 07-01-13 THRU 07-31-13					
08 07 3	ORGAN CHECK DEP FROM CHECKS RECEIVED					14000
08 07 3	ORGAN CHECK DEP FROM CASH RECEIVED, CHECKS RECEIVED					26050
08 07 3	ORGAN CHECK DEP FROM CASH RECEIVED, CHECKS RECEIVED					30800
08 13 3	ORGAN CHECK DEP FROM CASH RECEIVED, CHECKS RECEIVED					27500
08 16 3	ORGAN CHECK DEP FROM CASH RECEIVED, CHECKS RECEIVED					31900
08 16 3	ORGAN CHECK DEP FROM CHECKS RECEIVED					8000
08 23 3	ORGAN CHECK DEP FROM CASH RECEIVED, CHECKS RECEIVED					23200
08 23 3	ORGAN CHECK DEP FROM CASH RECEIVED					7000
08 31 3	DIVIDEND EARNED 08-01-13 THRU 08-31-13					033
	.05 ANNUAL PERCENTAGE YIELD EARNED 08-01-13 THRU 08-31-13					
----- ***** 2013 YEAR-TO-DATE FINANCIAL SUMMARY ***** -----						
DIV/INT PAID	DIV/INT WITHHOLDING	MORTGAGE POINTS	MORTGAGE LATE CHG	MORTGAGE FINANCE CHG	OTHER FINANCE CHG	NON-MTG FINANCE CHG
2.53	0.00	0.00	0.00	0.00		0.00

WE HAVE MONEY TO LEND: HOME, EQUITY, AUTO, RV, BOAT,
 & PERSONAL LOANS AND CREDIT CARDS! SEE INSERT FOR DETAILS.
 ASK FOR YOUR FREE FINANCIAL CHECKUP - SAVE MONEY OR GET \$20!
 559-584-0922 WWW.FASTCU.COM FUN:SIMPLE:FAST

This statement is a
 permanent record of your
 account. Income tax
 information appears at
 the end of the statement.

PEI
 DATE: 10/02/2013
 TIME: 09:28:08

CITY OF LEMOORE
 EXPENDITURE AUDIT TRAIL

PAGE NUMBER: 1
 AUDIT21

SELECTION CRITERIA: orgn.fund='085' expnedgr.key_orgn='4270'
 ACCOUNTING PERIODS: 1/14 THRU 4/14

SORTED BY: FUND,DEPARTMENT,BUDGET UNIT

TOTALED ON: FUND,DEPARTMENT,BUDGET UNIT

PAGE BREAKS ON: FUND

FUND - 085 - PBI
 BUDGET UNIT - 4270 - PBI

ACCOUNT	DATE	T/C	ENCUMBRANC	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION	CUMULATIVE BALANCE
4220	OPERATING SUPPLIES									
085-4270-4270 - PBI										
4220	OPERATING SUPPLIES									
	07/01/13	11-1				.00	.00	.00	BEGINNING BALANCE	
	08/08/13	13-2				.00			POSTED FROM BUDGET SYSTEM	
	08/08/13	13-2				5,000.00			CC 8/6/13 #16	
	08/29/13	21-3		39767	5977 GREATAMERICA FIN		49.53	.00	4-LANIER COPIERS	
	09/26/13	21-3		40025	5977 GREATAMERICA FIN		.17	.00	LANIER COPIERS	
	09/26/13	21-3		40055	5829 JONES BOYS LLC		698.75	.00	STREET BANNER	
	09/26/13	21-3		40055	5829 JONES BOYS LLC		64.50	.00	4-BLUE T'S W/LOGO	
TOTAL	OPERATING SUPPLIES					5,000.00	812.95	.00		4,187.05
4230	REPAIR/MAINT SUPPLIES									
	07/01/13	11-1				.00	.00	.00	BEGINNING BALANCE	
	08/08/13	13-2				.00			POSTED FROM BUDGET SYSTEM	
	08/08/13	13-2				500.00			CC 8/6/13 #16	
TOTAL	REPAIR/MAINT SUPPLIES					500.00	.00	.00		500.00
4310	PROFESSIONAL CONTRACT SVC									
	07/01/13	11-1				.00	.00	.00	BEGINNING BALANCE	
	07/11/13	21-1		39345	5189 MUZAK	.00			POSTED FROM BUDGET SYSTEM	
	08/05/13	20-2		39278	5563 DEROUIN, RUSTY		106.51	.00	JULY SERVICES	
	08/05/13	20-2		39278	5563 DEROUIN, RUSTY		-300.00	.00	MAY SVCS	
	08/05/13	20-2		39278	5563 DEROUIN, RUSTY		-300.00	.00	JUNE SVCS	
	08/05/13	20-2		39589	5563 DEROUIN, RUSTY		300.00	.00	JUNE SVCS	
	08/05/13	20-2		39589	5563 DEROUIN, RUSTY		300.00	.00	MAY SVC	
	08/05/13	20-2		39589	5563 DEROUIN, RUSTY		300.00	.00	JUNE SVCS	
	08/05/13	20-2		39589	5563 DEROUIN, RUSTY		300.00	.00	JUNE SVCS	
	08/05/13	20-2		39589	5563 DEROUIN, RUSTY		-300.00	.00	JUNE SVCS	
	08/05/13	20-2		39589	5563 DEROUIN, RUSTY		-300.00	.00	MAY SVC	
	08/05/13	20-2		39589	5563 DEROUIN, RUSTY		-300.00	.00	JUNE SVCS	
	08/08/13	19-2		214-003			600.00		CK#39590	
	08/08/13	13-2				5,000.00			CC 8/6/13 #16	
	08/16/13	21-2		39673	5189 MUZAK		106.51	.00	AUG SVCS	
	08/16/13	21-2		39633	5563 DEROUIN, RUSTY		300.00	.00	JULY SVCS	
TOTAL	PROFESSIONAL CONTRACT SVC					5,000.00	513.02	.00		4,486.98
4320	MEETINGS & DUES									
	07/01/13	11-1				.00	.00	.00	BEGINNING BALANCE	
	08/08/13	13-2				.00			POSTED FROM BUDGET SYSTEM	
	08/08/13	13-2				1,500.00			CC 8/6/13 #16	
TOTAL	MEETINGS & DUES					1,500.00	.00	.00		1,500.00
4330	PRINTING & PUBLICATIONS									
						.00	.00	.00	BEGINNING BALANCE	

* THERE IS A NOTE ASSOCIATED WITH THIS TRANSACTION

PEI
 DATE: 10/02/2013
 TIME: 09:28:08

CITY OF LEMOORE
 EXPENDITURE AUDIT TRAIL

PAGE NUMBER: 2
 AUDIT21

SELECTION CRITERIA: orgn.fund='085' expldgr.key_orgn='4270'
 ACCOUNTING PERIODS: 1/14 THRU 4/14

SORTED BY: FUND,DEPARTMENT,BUDGET UNIT

TOTALED ON: FUND,DEPARTMENT,BUDGET UNIT

PAGE BREAKS ON: FUND

FUND - 085 - PBIA
 BUDGET UNIT - 4270 - PBIA

ACCOUNT	DATE	T/C	ENCUMBRANC	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION	CUMULATIVE BALANCE
4330					PRINTING & PUBLICATIONS (cont'd)					
	07/01/13	11-1				.00			POSTED FROM BUDGET SYSTEM	
	08/08/13	13-2				4,000.00			CC 8/6/13 #16	
TOTAL					PRINTING & PUBLICATIONS	4,000.00	.00	.00		4,000.00
4340					UTILITIES	.00	.00	.00	BEGINNING BALANCE	
	07/01/13	11-1				.00			POSTED FROM BUDGET SYSTEM	
TOTAL					UTILITIES	.00	.00	.00		.00
9000					OPERATING TRANSFERS OUT	.00	.00	.00	BEGINNING BALANCE	
	07/01/13	11-1				.00			POSTED FROM BUDGET SYSTEM	
TOTAL					OPERATING TRANSFERS OUT	.00	.00	.00		.00
TOTAL BUDGET UNIT - PBIA						16,000.00	1,325.97	.00		14,674.03
TOTAL DEPARTMENT - PBIA						16,000.00	1,325.97	.00		14,674.03
TOTAL FUND - PBIA						16,000.00	1,325.97	.00		14,674.03
TOTAL REPORT						16,000.00	1,325.97	.00		14,674.03

* THERE IS A NOTE ASSOCIATED WITH THIS TRANSACTION