

**MINUTES OF THE
CITY COUNCIL MEETING – VIA VIDEOCONFERENCING
Monday, January 4, 2021
SPECIAL MEETING / WORKSHOP
6:00 p.m.**

PRESENT: Mayor Mike McQuiston, Council members, Ben Bennington, Will Carpenter, Darlene Hilton and Eddie Allen

ABSENT: Melinda Reeves, Jake Hayes,

OTHERS PRESENT: IT Director J.B. McKenzie, Public Works/Airport Director Greg Hall, Fire Chief Nate Mara, Police Chief Delvon Campbell, Library Director Dawn Wilbert, Main Street Director Frieda Lasater, Deputy City Secretary Asucena Garcia, City Secretary Diane Cockrell and connected via videoconferencing: City Manager Brett Shannon and City Engineer Earl Smith.

*The attendees were screened for Covid-19 symptoms prior to entry by Decatur Fire personnel and social distancing was observed.

The videoconferencing option of this meeting is a trial being used to allow Council members, staff and public participants to join the meeting in person or by videoconferencing or you may email your comments to be read at the meeting to: dcockrell@decaturtx.org before 3:00 p.m. on Monday, January 4th give your name, address phone number and agenda item number, limiting comments to 3 minutes.

If you have questions you can call 940-393-0204 before noon on the date of the meeting.

Join the meeting via Videoconferencing at the following link from your computer, tablet or smartphone: <https://global.gotomeeting.com/join/585557589>

If you join the meeting via Videoconferencing and want to address the Council on an agenda item, you will need to have your camera on and hold up your hand when the Mayor calls for public comment and you will be recognized by the Mayor to address the Council and will be allowed 3 minutes to complete your comments.

*New to GoToMeeting? Get the app now and be ready when your first meeting starts: <https://global.gotomeeting.com/install/585557589>

Anyone wishing to speak on a posted agenda item must complete a speaker card with his/her name and address and must identify the agenda item number for which he/she would like to speak. A card must be submitted to Diane Cockrell, City Secretary, so that the speaker may be recognized by the Chair at the appropriate time. Speakers will each be allowed a total of three (3) minute time period to provide comments regarding the posted agenda item for which the request to speak was submitted and may speak during this item or during the Commission's consideration of individual items in accordance with City Council Rules of Procedure. The three (3) minute time period will be extended to six (6) minutes if a translator is required for a non-English speaker to communicate his/her comments regarding the posted agenda item for which the request to speak was filed.

WORKSHOP:

CALL TO ORDER

Mayor McQuiston called meeting to order at 6:02 p.m.

MOMENT OF SILENCE

Mayor McQuiston declared a moment of silence.

PLEDGE OF ALLEGIANCE

Council member Carpenter led the pledge.

HEAR PRESENTATION OF COMPREHENSIVE PLAN 2050 IMPACT ON DECATUR

PUBLIC LIBRARY BY LIBRARY DIRECTOR DAWN WILBERT AND PRESENTATION OF LIBRARY PLANS/GOALS IN CONNECTION TO THE 2050 COMPREHENSIVE PLAN VISION; DISCUSSION OF SAME.

Dawn Wilbert, Library Director shared:

2050 Comprehensive Plan -Decatur Public Library is an essential part of the community.

Popular library services: Most of you probably know that the library serves the citizens of Decatur by providing the following Physical Books, Ebooks, E-Magazines, Audio books,.

Other services: Did you know that the library also provides: Computers, Printing, Copy Services, Faxing, Emailing and Room Rental

Adult programs: The library also provides programs for adults!

Financial classes, Mindfulness Classes, Cooking Classes, Book Clubs

Children's Programs: Weekly Classes: Little Learners, Sensory Storytime

Special Events: Dr. Seuss birthday party, Picnic for end of spring children's classes, Fall/Halloween Carnival, Charlie Brown Thanksgiving Movie Party

Teen Programs: The library also provides programs for teens! Leadership Advisory Board, Book Club, Literacy Themed Parties

Summer Reading Challenge: Children, Teens and Adult challenges; Health Challenge began in 2019 in addition to the reading challenge

Online and digital resources; Language Learning Software: Legal Forms, Newspapers, Medline Plus, Reference USA, Genealogy Resources,

Learning express library: Career and Job Centers, College Preparation, Adult Skills including Citizenship, Computer Skills, School Enrichment

Current plans and goals: Maintain open hours during pandemic, Continue and expand virtual programs for children, teens, and adults, Finalize our strategic plan, Continue serving the community to the best of our ability

Future Planning: Short Term: The library has some exciting things planned for the future!

Book Mobile - Includes: Staffing, parking locations and schedule, stocked with books and all other necessary materials, Wifi and computers fully functional by 2023

Current facility modifications/renovations, Additional collaboration with current partners and new partners

Future Planning: Long Term: Larger facility to include: Study rooms, Additional workroom space, larger and more meeting rooms; Obstacles: Budgetary, Unknown community growth and development

Partners: Healthy Wise County Books for Babies, Wise Gives: Book Donations to children, Dolly Parton Imagination Library, Texas A&M Agrilife Extension Office Community Garden, Master Wellness Volunteer Training for 2 library staff, Food Handler's License Cooking Classes, Decatur Independent School District, Summer Meals After School Meals, School /Public Library Collaboration, The Center for Emotional Wellness Virtual Mindfulness series, Fit-N-Wise Yoga Classes, Access to Summer Reading participants to the gym, Star Council on Drug Abuse Summer Camps, Collaboration with teen activities Decatur Cares, Distribute books to underprivileged children each summer, Distribute STEM and Craft Kits to children in 2020, Trinity Street Coffee Bar Trivia Night, Books on Tap Book Club Lowe's Home Improvement, Provided seeds and discounted supplies for building the community garden

HEAR PRESENTATION OF COMPREHENSIVE PLAN 2050 IMPACT ON DECATUR MAIN STREET BY MAIN STREET DIRECTOR FRIEDA LASATER AND PRESENTATION OF MAIN STREET PLANS/GOALS IN CONNECTION TO THE 2050 COMPREHENSIVE PLAN VISION; DISCUSSION OF SAME.


Decatur Main Street Program Manager Frieda Lasater shared the following Job Description and followed up with discussion of the Downtown District existing land use map and the Main Street Historical District overlay map:

- Plans, manages and implements related activities, programs, events and projects in consultation with the appropriate advisory boards and committees for the Decatur Main Street Program.
- Develops and implements downtown revitalization and community enhancement strategies for the attainment of goals positively impacting the downtown area and tourism to the community.
- Develops and manages marketing programs and materials, promotional projects, advertising campaigns and web content for the purpose of generating tourism traffic, for the City of Decatur; exercises long term planning for tourism in Decatur and Wise County that meets the needs of its defined tourism market, citizens, downtown business owners, infrastructure and natural environment.
- Represents the city and works with public and private sector organizations and citizens to address all associated challenges and concerns facing the Main Street program.
- Appears in speaking engagements, media interviews and represents the program and community at local, state and national levels.
- Provides support to city staff and related departments and is accountable for the tracking and reporting of activities to appropriate advisory boards, the Texas Historical Commission, the Texas Main Street Center and city officials.
- Manages and implements aspects of the Main Street program including committees related to the four point approach of Organization, Design, Promotion and Economic Development.
- Oversees the work of the Main Street Historians committee who published the book, "A Walk Through Time, the Decatur Square" in 2009.
- Plans and oversees board and committee training including development of annual goals and objectives for the Main Street program and Visitor Center.
- Works with public and private sector organizations to facilitate the promotion of tourism through the management of seasonal festivals and events with the goal of improving the quality and excitement of events to attract tourists to the city and to downtown.
- Assists tenants and property owners with physical improvement projects through personal consultation by obtaining and coordinating technical and design assistance from the Texas Historical Commission Texas Main Street Center; assists in locating contractors and materials; provides advice and guidance on necessary financial mechanisms and possible incentives.
- Manages day to day functions of the Main Street program and Visitor Center including annual downtown events and rentals of the Visitor Center meeting room.
- Prepares and conducts tours of the Visitor Center/Historic 1939 WPA Post Office, the Wise County Courthouse and the Historic Downtown Decatur Walking Tour by appointment and annually to all 3rd grade classes of Decatur Schools.
- Manages and coordinates Christmas decorations for the Visitor Center, Wise County Courthouse and Historic Downtown.
- Manages and coordinates design and placement of seasonal decorations for downtown and placement of pole banners for events and event advertising.


- Researches and applies for potential funding sources when applicable- having successfully secured grant funding for sidewalk improvements in two phases through the TEA-21 program as well as serving as the coordinator for the Crystelle Waggoner Playground project in 2005- a Decatur Junior Woman's Club project.
- Secures funding and sponsors for projects including a \$50,000 private donation for Visitor Center improvements as well as overseeing the renovation of the building which resulted in the opening of the new facility in June of 2007.

ADJOURNMENT

There being no further business, Mayor McQuiston declared the meeting adjourned at 6:57 p.m.



Mike McQuiston, Mayor



Diane Cockrell, TRMC, CMC, City Secretary

