



Notice of Public Meeting

Main Street Advisory Board
City of Pilot Point, Texas
Regular Meeting


Pilot Point City Hall
102 E. Main St.
Pilot Point, Texas

Meeting to be held on:
August 1, 2019
6:00 P.M.

AGENDA

- A. Call to Order
- B. Consider approval of the Main Street Minutes:
 - 1. Minutes from the meeting held on March 7, 2019
- C. Discuss, consider, and possible action on election of 2019-2020 Advisory Board Officers.
- D. Discuss, consider, and possible action on details of 2019 events:
 - 1. Saturday, March 16, 2019 – Tulip Festival and Movie Night on the Square Recap
 - 2. Saturday, June 15, 2019 - Hot Rods & Heroes Car Show Recap
 - 3. Sunday, June 30, 2019 – Plano Community Band Concert Recap
 - 4. Friday, July 5, 2019 – Glen Templeton Concert Recap
 - 5. Friday, October 11, 2019 – Movie Night on the Square - “Bonnie and Clyde”
 - 6. Saturday, October 12, 2019 - Bonnie & Clyde Days and Concert
 - 7. Monday, November 11, 2019 - Veterans Day
 - 8. Saturday, December 7, 2019 - Christmas on the Square
- E. Discuss, consider, and possible action on changing date of September 5, 2019 Advisory Board meeting.
- F. Adjourn

In compliance with the Americans with Disabilities Act, the City of Pilot Point will provide reasonable accommodations for disabled persons attending this meeting. Requests should be received at least 24 hours prior to the scheduled meeting by contacting the City Secretary's office at 940-686-2165. I, the undersigned authority, do hereby certify this notice was posted on the official bulletin board for the City of Pilot Point, Texas on **July 26, 2019, at 5:00 p.m.** and shall remain posted for at least 72 hours preceding the scheduled time of said meeting.



Alice Holloway, City Secretary

City of Pilot Point
Main Street Advisory Board Meeting
Minutes of March 7, 2019

Members present: Charlotte Petermeier, Allison Martin, Leslie Ramsey, Elizabeth Jones and Dena Rushing. Lenette Cox, Main Street Director, was also present.

A. Call to Order

Meeting was called to order at 6:07 pm by Charlotte Petermeier.

B. Consider approval of the Main Street Meetings

Motion was made to approve the minutes from February 7, 2019, by Allison Martin and seconded by Dena Rushing. Approval was passed.

C. Discuss, consider, and possible action on 2019 events

June 30 is the tentative date for the Plano Community band.

Vendors are signing up for the March 16 Tulip Time Festival. Set-up will be from noon to 1:30 and will be open from 2 to 6. The movie, "Quiet Man" will be shown on the Square, after dark.

The Easter Egg Hunt will be held at Old City Park and the PPHS National Honor Society will be in charge of providing all the games and prizes for the event. Lenette Cox has ordered 6,000 eggs to be distributed that day.

The Glen Templeton Concert is scheduled for July 5th, with soundcheck at noon. The opening acts will begin at 6:00pm starting with Nikki Horner and Ryan Ready. Vince Lujan will start at 7:00pm and Glen Templeton should start around 8:00pm.

Another movie night will be October 11th, the Friday of Bonnie & Clyde Days weekend.

Veterans Day is Monday, November 11th. Lenette Cox will contact the American Legion and see if they would prefer to have the ceremony on Saturday, November 9th or Monday, November 11th and if they would prefer a sunrise ceremony or an 11:00am ceremony.

Christmas on the Square will be discussed further at a later meeting.

D. Adjourn

Motion to adjourn at 6:37 pm by Leslie Ramsey, seconded by Allison Martin.

Chair _____

Secretary _____

Approved

BONNIE and CLYDE DAYS

PILOT POINT TOWN SQUARE

SATURDAY OCT 12

celebrating **The Day
HOLLYWOOD
Came to Town**

**ALL DAY - LIVE MUSIC
FOOD - KID ZONE**



**PILOT POINT
CABINET
MAKERS'
SOAP BOX
CHALLENGE**

1PM.

FREE RIDES FOR KIDS!



CONCERT INFO GOES HERE

LOREM IPSUM BAND: 7PM

something goes here and something goes here

logos and website go here

VENDOR OPPORTUNITIES



ANNUAL FAMILY FUN FESTIVAL OCTOBER 12, 2019

CONTACT:
Lenette Cox
940-293-7434

MORE INFO:
www.bonnieandclydedays.org
www.cityofpilotpoint.org



Welcome to the 9th Annual Bonnie & Clyde Days!

Dear Vendors,

Mark your calendars for Saturday, October 12th for the 10th Annual Bonnie & Clyde Days! We are working hard to put on an even bigger and better Bonnie & Clyde Days than ever before. We are bringing back all of the old favorites including the Movie Reenactment, Model A Cars, Soap Box Challenge, FREE Kid Zone, Pie Eating Contest, Activities for the Children, and Live Entertainment throughout the day.

Reserve your spot now to ensure that you will have excellent access to the crowds throughout the day. Many of our vendors last year were pleasantly surprised with the amount of sales they had over the course of the day, and some even ran out of merchandise and supplies before closing time.

Please feel free to contact me if you have any questions!

Sincerely,
Lenette Cox

CONTACT:
Lenette Cox
940-293-7434

MORE INFO:
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VENDOR BOOTH APPLICATION

Saturday, October 12, 2019
10:00 am – 5:00 pm

This is a Pilot Point Main Street Event

NO REFUNDS will be given for any reason unless the City cancels the event for safety purposes

Non-Profit Vendors (10x10) - \$30.00 _____ + electric \$10.00 _____ total \$ _____
For-Profit Vendors (10x10) - \$50.00 _____ + electric \$10.00 _____ total \$ _____
Food Vendor - \$100.00 (includes Health Permit) _____ + electric \$10.00 _____ total \$ _____

Limited Electricity available (no 220 outlets)

Booth set-up 7:00 a.m. - 9:30 a.m.
Must be ready to open at 10:00 am

(PLEASE PRINT)

Contact Name _____ Organization/Business Name _____

Address _____ City/State/Zip _____

Phone: _____ Email address: _____

***Please describe items/food to be sold, or materials to be displayed: _____

In consideration of accepting this application for booth space, the undersigned hereby **ELECTS TO AND DOES RELEASE THE CITY OF PILOT POINT, PILOT POINT MAIN STREET, STATE OF TEXAS AND ALL THE RESPECTIVE OFFICERS, AGENTS AND EMPLOYEES FROM ANY AND ALL CLAIMS, DEMANDS, RIGHTS OR CAUSES OF ACTION OF WHATSOEVER KIND OR NATURE WHICH THE UNDERSIGNED HAS EVER HAD OR MAY NOW HAVE OR MAY HEREAFTER HAVE, WHETHER NOW KNOWN OR UNKNOWN, FORESEEN OR UNFORESEEN, ARISING FROM OR BY REASON OF OR ANY WAY CONNECTED WITH, ANY INJURIES, LOSSES, DAMAGES, OR THE RESULTS THEREOF, WHICH HERETOFORE HAS BEEN OR HEREAFTER MAY BE SUSTAINED BY THE UNDERSIGNED** as a result or in connection with or arising out of the undersigned's participation in the Pilot Point Bonnie and Clyde Days.

Commented [MJ1]: Release of claims must be in font that sets it apart from the rest of the text (like bold and all caps). It also needs to appear before the signature line

I, the undersigned, have read and retained a copy of attached information and have agreed to the stated terms and conditions, including the above release, and understand all terms stated within. I execute this release voluntarily and with full knowledge of its significance and understand that violation of any rules may result in denial of participation in future years.

Signature _____ Date _____

NO REFUNDS will be given for any reason unless the City cancels the event for safety purposes.

(Initial)

Return this form along with payment to: Pilot Point Main Street, 102 E. Main St., Pilot Point, TX 76258 or email form to: cox@cityofpilotpoint.org. To make phone payments call 840-888-2185. Applicants will be accepted on a first paid, first reserved basis. We reserve the right to limit the amount of participants at any time.



VENDOR REGULATIONS

1. Booth space will consist of:
 - a. 10x10 space or space for trailer. Trailer must be approved prior to festival, and may be subject to additional fee.
 - b. Additional electricity available (see form for charges)
2. All Vendors will be responsible for all tables, chairs, tents, extension cords for electrical (if paid additional electric fee) or items needed to complete booth set up.
3. Set up time is 7:00am-8:30am. All Vendors must be set up and ready to open at 10:00am.
4. Festival hours are 10:00am to 5:00pm. **No Vendor will be allowed to pack up before 4:30pm. Any Vendor in violation will be fined 1/2 of booth rental and will not be asked to return for future festivals.**
5. Food Vendor will be responsible for providing the following:
 - a. All food items, operational equipment, table, chairs, tents, extension cords for electrical (if paid additional electric fee) or items needed to complete booth set up
 - b. Menu signs
 - c. The Denton County Health Department will be inspecting booths for compliance of food vendor regulations. A temporary health permit must be obtained from Denton County Health Department the morning of the festival. **All food vendors must pass the health inspection. Failure to pass will result in closure of booth and booth fee will not be refunded. This is MANDATORY**
 - d. Fire extinguisher
 - e. Hand washing station, bleach water
6. Booth location is determined by the Bonnie and Clyde Festival committee and is non-transferrable.
7. A food Vendor may sell only those items outlined in the Food Vendor Application and approved by the committee and must sell in a manner that meets city health and fire regulations.
8. Food Vendors cannot cook under a tent or awning.
9. Payment for booth space is due no later than September 27, 2019. In the event a Vendor cannot participate in the Festival, the fee is **NON-REFUNDABLE**.
10. Roaming sales are not allowed.

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940-293-7434

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11. The undersigned applicant warrants that applicant is solely responsible for the food and/or merchandise that they intend to sell at the Pilot Point Bonnie and Clyde Days Festival. It is understood that the Pilot Point Main Street, as sponsor of the festival, merely rents space to the applicant and assumes no responsibility for the safekeeping or protection of same. In consideration of and to induce the sponsor to arrange for space, the undersigned applicant does hereby release the sponsor from any claim, action, demand, or liability arising out of conduct of any nature of the sponsor, its officials or agents, including its asserted failure to exercise ordinary care and does hereby indemnify from any claim, action or demand by any person for expense or damage arising from the sale of food or services. It is understood that the Pilot Point Main Street is renting space at the Pilot Point Bonnie and Clyde Days Festival to the applicant for the sale of food/merchandise and assumes no responsibility for the supervision or guarding of the rental space of products at the said rental space.

12. No Vendor/Concessionaire of the Pilot Point Bonnie and Clyde Days Festival will set up a booth on any location other than the assigned are for the Vendor/Concessionaire planned by the Pilot Point Main Street. Fines of ½ the booth rental will be assessed if a booth is moved.

13. No Animals allowed in booth space during the festival (except for pet adoption booths and photo booths).

14. Vendor/Concessionaire must keep area clean and safe at all times.

15. Vendor/Concessionaire agrees that the Pilot Point Main Street and/or City of Pilot Point will not be liable for the interruption of electricity or any utility service and that neither shall be liable in damages or otherwise for a cancellation of the event for any reason.

16. The Pilot Point Bonnie and Clyde Days Festival reserves the right to inspect the booth of any Vendor/Concessionaire and/or area of operation at reasonable times throughout the agreement.

17. Vendor/Concessionaire will not sublease the space leased without pre-approval by the Festival's designated representatives.

18. Vendor/Concessionaire will be responsible for the cleanup of their designated area. Further, Vendors/Concessionaires are responsible for keeping their space clean and taking all merchandise/goods and personal trash with them when they leave the event. Vendors must provide their own trash bags. Vendors are responsible for all security of merchandise.

19. The Festival is not liable for any personal injury or property loss caused by theft, calamitous weather or accident.

20. Vendor/Concessionaire understands that the Festival will not have money on location for making change.

21. Vendor/Concessionaire will only be permitted access to designated selling areas by showing their vendor pass.

22. Booth Fees will not be refunded for any reason including rain delays, event cancellation due to inclement weather or vendor initiated cancellations.

23. Vendor/Concessionaire understands that the Festival cannot guarantee another Vendor/Concessionaire will not sell a similar product. But Festival would like to make Vendor/Concessionaires aware that they will seek no more than two Vendor/Concessionaires of similar products and guarantee that similar Vendor/Concessionaires will not be placed in close proximity to each other.

24. No cars will be allowed to park on Square or at vendor booths.

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25. Each Vendor/Concessionaire will receive only one Vendor Parking pass. Additional parking passes may be purchased for \$10.00 per vehicle. Parking is NOT ALLOWED at City Hall or on the Square. Vendor entrance is located at the corner of N. Washington St. and W. Main St.

26. Vendor parking will be north of the Square between Washington St. and Jefferson St. at the corner of Washington St. and Walcott St.

27. Sales Tax: If your organization is exempt from sales tax liability, you must provide documentation, upon request. Others must have a Texas Sales and Use Tax Permit. A compliance visit from the State Comptroller's Office can be expected. You are solely responsible for the reporting and payment of all sales/use tax applicable to your sales.

I, the undersigned, have read and retained a copy of Vendor Regulations and have agreed to the stated terms and conditions and understand all terms stated within.

Signature _____

Date _____

Commented [MJ2]: You need to have a signature that accepts the vendor regulations, specifically because of sections like #11

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