



**NOTICE OF PUBLIC MEETING
PILOT POINT MUNICIPAL DEVELOPMENT DISTRICT
BOARD OF DIRECTORS REGULAR MEETING
102 E MAIN STREET PILOT POINT, TX
May 3, 2022 5:30 pm**

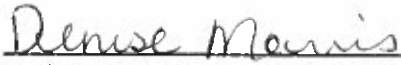
AGENDA

- 1. ROLL CALL/CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE & TEXAS PLEDGE**
- 3. PUBLIC COMMENT(S)**
- 4. REGULAR BUSINESS & PRESENTATIONS**
 - 4.1. Approval of meeting minutes from the PPMDD Board Meeting of April 5, 2022.
 - 4.2. Acceptance of financial reports provided by PPMDD Bookkeeper for April 5, 2022.
 - A. Financials
 - B. ZacTax Report
 - C. Grant Report
 - 4.3 Receive updates from PPMDD staff reports
- 5. Discuss, consider, and possible action on Property Enhancement Improvement Program Grant for 1112 US Hwy 377, Pilot Point TX.**
- 6. Discuss, consider and possible action on appointing a committee chair for Director's annual review.**
- 7. Discuss, consider and possible action on Downtown Project Change Order 001: \$12,743.50 presented by Tegrity Construction on the Ice House flooring.**
- 8. EXECUTIVE SESSION: Pilot Point MDD Board of Directors will meet in a closed/executive session pursuant to the provisions of Chapter 551, of the Texas Local Government Code in accordance with the authority contained in the Chapter to discuss the following:**
 - A. Sections 551.072 & 551.087 Deliberation regarding the commercial or financial information, as well as the purchase, exchange, lease, or value of real property received on Projects.
- 9. The Pilot Point MDD Board of Directors will reconvene into open session to discuss, and take any action necessary related to the executive sessions noted herein.**

10. Adjournment

CERTIFICATION

I, the undersigned authority, do hereby certify this notice was posted on the official bulletin board for the City of Pilot Point, Texas 102 E Main Street, Pilot Texas and shall remain posted for at least 72 hours preceding the scheduled time of said meeting.



Denise Morris, PPMDD Director

Pilot Point Municipal Development District reserves the right to meet in Executive Session closed to the Public at any time in the course of this meeting to discuss matters listed on the agenda as authorized by the Texas Open Meetings Act, Texas Government Code, Chapter 551, including Section 551.071 (private consultation with the attorney for the PPMDD); Section 551.072 (discussing purchase, exchange, lease or value of real property); Section 551.074 (discussing personnel or to hear complaints against personnel); and Section 551.087 (discussing economic development negotiations). Any decision held on such matters will be taken or conducted in Open Session following the conclusion of the Executive Session.

NOTICE OF ASSISTANCE AT PUBLIC MEETINGS

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 24 hours prior to the scheduled meeting by contacting the City Secretary's office at 940-686-2165.



**PILOT POINT MUNICIPAL DEVELOPMENT DISTRICT
BOARD OF DIRECTORS REGULAR MEETING
102 E MAIN STREET PILOT POINT, TX
April 6, 2022 5:30 pm
Minutes**

1. Roll Call/Call to Order 5:32 pm

Quorum established

Attendee	Organization	Title	Status
Glen Ray	MDD	President	Present
Andrew Ambrosio	MDD	Vice President	Absent
Matt McIlravy	City of Pilot Point Council	Board Member	Present
Stephanie Sanchez	MDD	Finance Director	Absent
Rowland Funk	MDD	Secretary	Present
Justin Byars	MDD	Board Member	Present
Everett Cummings	City of Pilot Point Council	Board Member	Present
Denise Morris	MDD	MDD Director	Present
Wendy Haun	MDD	MDD Coordinator	Present
Lenette Cox	City of Pilot Point	City Secretary	Did not attend
Britt Lusk	City of Pilot Point	City Manager	Did not attend

2. Pledge of Allegiance & Texas Pledge

3. Public Comments - None

4. EXECUTIVE SESSION: Pilot Point MDD Board will meet in a Closed Executive Session pursuant to the provisions of Chapter 551 of the Texas Local Government Code in accordance with authority contained in the Chapter to discuss the following:

- A. Section 551.072 of Texas Government Code to discuss or deliberate the purchase, exchange, lease or value of real property**
 - B. Section 551.087 of Texas Government Code to discuss economic development negotiations**
- Convened at 5:34 pm

5. The Pilot Point MDD Board of Directors will reconvene into open session to discuss, consider, and take any action necessary related to the Executive Session noted herein.

Reconvened at 6:02 pm and no action required

6. Regular Business & Administrative Reports Presentations

- A. Approval of meeting minutes from the PPMDD Meeting of March 1, 2022**
 - Result: Approved (unanimous)**
 - Mover: Matt McIlravy, Board Member**
 - Secunder: Justin Byars, Board Member**

B. Financial reports provided by PPMDD Bookkeeper for March 2022

1. Financials
2. ZacTax Report
3. Grant Report

C. Updates on Downtown Project & Hotel Project from PPMDD Director

D. Staff Updates from PPMDD Director and PPMDD Coordinator

7. Discuss, consider, and possible action on a resolution approving FY 2021-2022 PPMDD Budget Amendment Number 1. Tabled.

8. Discuss, consider, and possible action on Property Enhancement Improvement Program Grant for 1255 US Hwy 377, Pilot Point, TX.

Motion to approve Irick Real Estate Group for a Property Enhancement Improvement Grant not to exceed \$5,143.

Result: Approved (unanimous)

Mover: Rowland Funk, Secretary

Seconder: Everett Cummings, Board Member

9. Discuss, consider and possible action on Property Enhancement Improvement Program Grant for Stafford Venue Project located at: 216 W Liberty Street, 217 W Liberty Street, 255 W Main Street, and 217 W Main Street, (adjoining lots) in Pilot Point, TX.

Motion to approve Property Enhancement Improvement Grant for Stafford Venue Project not to exceed \$25,000.

Result: Approved (unanimous)

Mover: Rowland Funk, Secretary

Seconder: Matt McIlravy, Board Member

10. Discuss, consider and possible action on Property Enhancement Improvement Program Grant for 901 E McDonald Street, Pilot Point, TX.

Motion to approve the Property Enhancement Improvement Program Grant for 901 E McDonald Street not to exceed \$25,000, with payment subject to issuance of Certificate of Occupancy.

Result: Approved (unanimous)

Mover: Glen Ray, President

Seconder: Everett Cummings, Board Member

11. Discuss and act on Downtown Parking Lot lighting plans and costs. Tabled, pending additional research.

12. Discuss, consider, and possible action on approving name and logo for 201E Liberty Street Project. Action deferred to future meeting.

13. Discuss Future Agenda Items and Meetings.

Board Members shall not comment upon, deliberate, or discuss any item that is not on the agenda.

14. Adjournment at 6:46 pm

Rowland Funk, PPMDD Secretary

Glen Ray, PPMDD President

4/29/2022

BUDGET 2022 ACTUAL 2022 % OF BUDGET

REVENUE

41000 INTEREST*	\$	700	\$	2,012	287%
41100 SALES TAX	\$	375,000	\$	235,765	63%
42000 LEASE INCOME- TOWN SQUARE PROJECT	\$	-	\$	-	0%
43600 GRANT INCOME	\$	-	\$	-	0%
46000 PROCEEDS FROM LOAN	\$	1,100,000	\$	1,222,003	111%
TOTAL	\$	1,475,700	\$	1,459,780	

EXPENDITURES**PERSONNEL**

60001 SALARY	\$	71,000	\$	40,226	57%
60200 LONGEVITY PAY	\$	157	\$	-	0%
61000 SOCIAL SECURITY	\$	4,402	\$	3,119	71%
61050 MEDICARE	\$	1,030	\$	687	67%
61100 HEALTH INSURANCE	\$	1,500	\$	579	39%
61200 WORKER'S COMP.	\$	300	\$	-	0%
61300 UNEMPLOYMENT	\$	300	\$	336	112%
61400 RETIREMENT	\$	8,700	\$	4,531	52%
66450 MILEAGE REIMBURSEMENT	\$	1,200	\$	110	9%
PERSONNEL SUBTOTAL	\$	88,589	\$	49,588	56%

OPERATING COSTS

62700/62800 OFFICE & MINOR SUPPLIES	\$	2,000	\$	1,810	91%
64600 COMMUNICATIONS	\$	700	\$	419	60%
64800 UNPLANNED PROJECT COSTS	\$	10,000	\$	-	0%
66400 TRAVEL AND TRAINING	\$	5,000	\$	1,811	36%
64900 MEMBERSHIP	\$	2,300	\$	822	36%
64000 AUDIT	\$	300	\$	-	0%
64300 LEGAL FEES	\$	7,000	\$	1,943	28%
66300 SYSTEM MAINTENANCE	\$	1,000	\$	-	0%
64700 CONTRACT SERVICES	\$	31,000	\$	12,130	39%
66695 BOARD TRAVEL AND TRAINING	\$	2,500	\$	-	0%
66697 FOOD	\$	600	\$	97	16%
66800 LOAN PAYMENTS	\$	100,000	\$	42,233	42%
OPERATING SUBTOTAL	\$	162,400	\$	61,265	38%

DEVELOPMENT PROJECTS

66401 MATCHING FUNDS GRANT	\$	-	\$	-	0%
67401 INCENTIVE PAYMENTS	\$	10,000	\$	10,000	100%
66713 CHAMBER OF COMMERCE	\$	3,500	\$	3,500	100%
67130 EXHIBITIONS AND EVENTS	\$	5,000	\$	260	5%
66715 MARKETING AND PROMOTIONS	\$	37,500	\$	5,649	15%
67140 COMMUNITY DEVELOPMENT	\$	25,000	\$	77	0%
67150 BUSINESS DEVELOPMENT (FUNDS GRANT)	\$	347,000	\$	10,262	3%
67400 DOWNTOWN IMPROVEMENT PROJECT	\$	400,000	\$	342,110	86%
DEVELOPMENT SUBTOTAL	\$	828,000	\$	371,858	45%

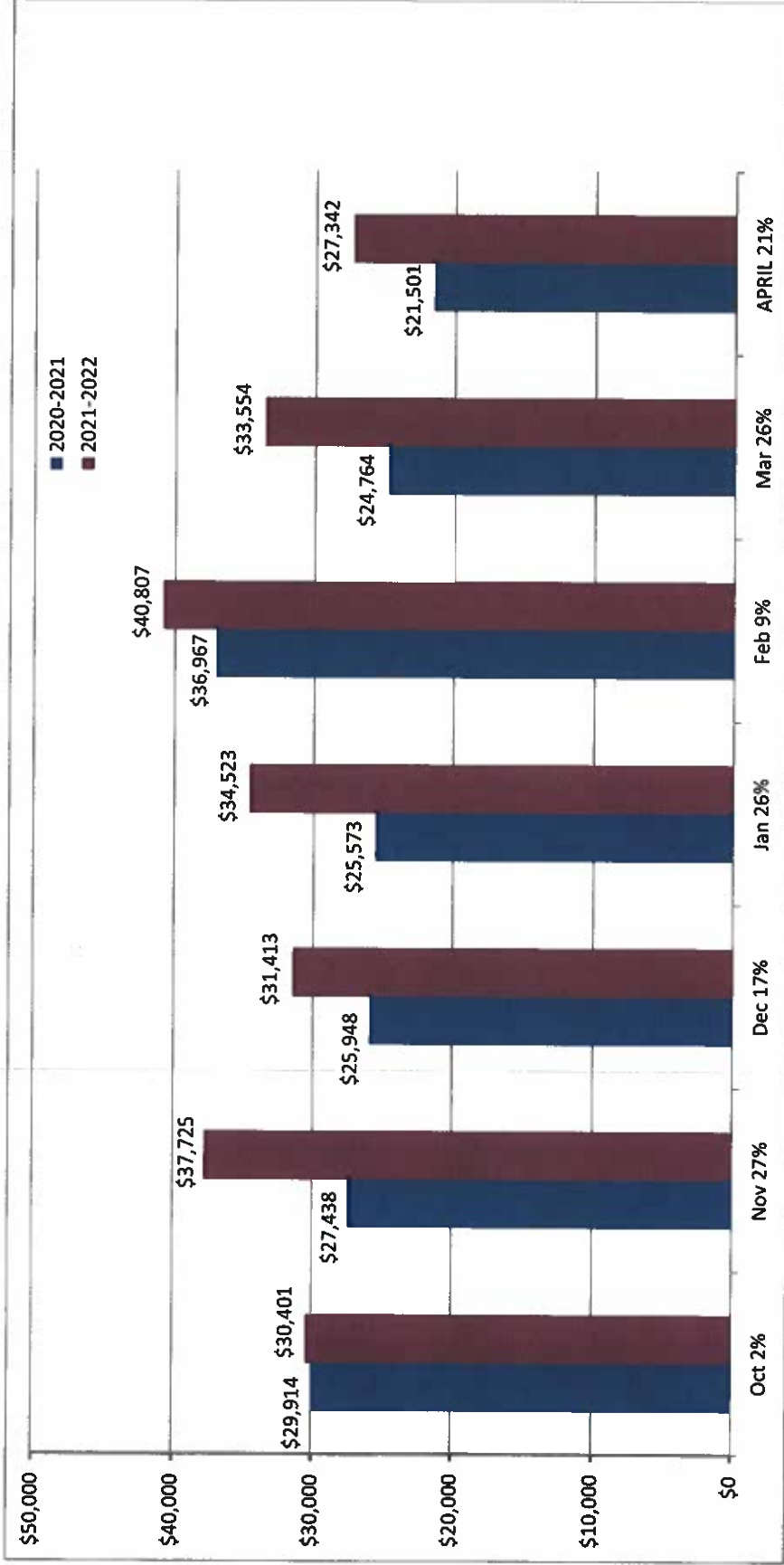
TRANSFERS TO CITY

66701 ADMINISTRATION FEE	\$ 40,200	\$ 20,100	-
66711 PARK IMPROVEMENT	\$ 10,000	\$ -	0%
85500 ECONOMIC DEVELOPMENT FOUNDATION	\$ -	\$ -	-
66700 BOND PAYMENT	\$ -	\$ -	-
CITY TRANSFER SUBTOTAL	\$ 50,200	\$ 20,100	40%
EXPENDITURE TOTAL	\$ 1,129,189	\$ 502,812	45%
REVENUE OVER EXPENDITURES	\$ 346,512	\$ 956,969	
10% MARKETING CARRYOVER	\$ 27,189		

BANK ACCOUNT BALANCE	
MDD Checking Account-Point Bank	\$ 1,645,844
Total	\$ 1,645,844

*The Interest revenue received summarizes all investment activity for the Pilot Point EDC and is in compliance with EDC Investment Policy and PFIA.

**MDC Sales Tax Revenue
Prior Year Comparison '20-'21 vs '21-'22**



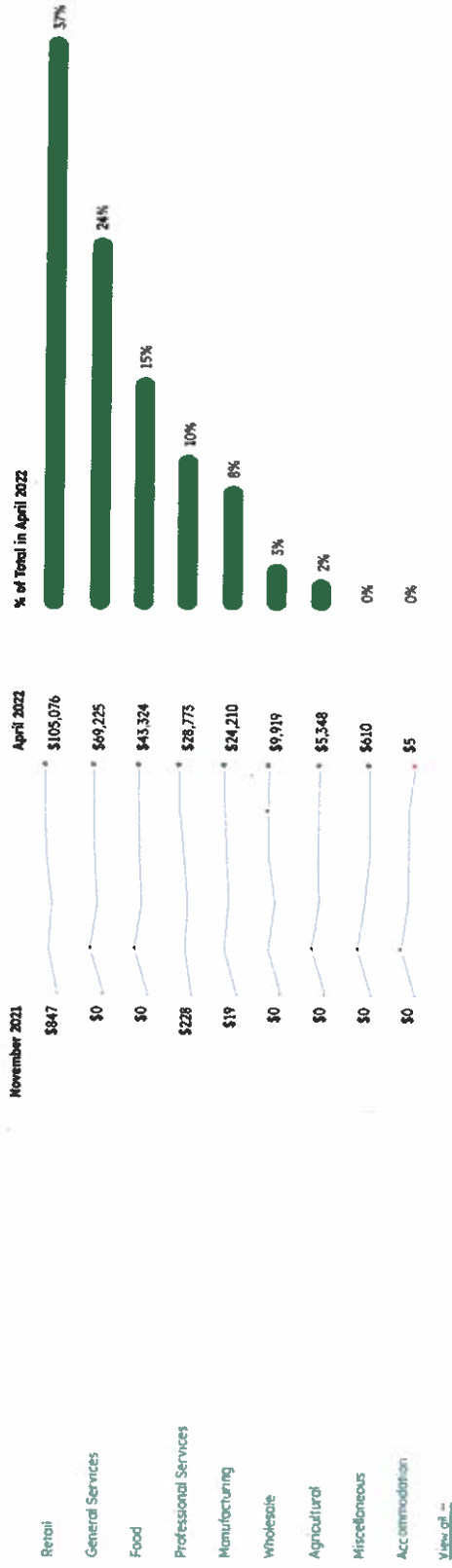
Oct '20 - Apr '21	\$	192,104	
Oct '21 - Apr '22	\$	235,765	
	\$	<u>43,661</u>	23% Increase from previous year

PUBLIC SALES TAX COMPARISON FY 21 vs FY22					
Month		EDC 2021	MDC 2022	(FY21 vs. FY22)	
Oct 2%		\$ 29,914	\$ 30,401	\$ 487	2%
Nov 27%		\$ 27,438	\$ 37,725	\$ 10,287	27%
Dec 17%		\$ 25,948	\$ 31,413	\$ 5,465	17%
Jan 26%		\$ 25,573	\$ 34,523	\$ 8,950	26%
Feb 9%		\$ 36,967	\$ 40,807	\$ 3,840	9%
Mar 26%		\$ 24,764	\$ 33,554	\$ 8,790	26%
APRIL 21%		\$ 21,501	\$ 27,342	\$ 5,841	21%
MAY		\$ 39,972		\$ (39,972)	#DIV/0!
JUNE		\$ 32,747		\$ (32,747)	#DIV/0!
JULY		\$ 36,028		\$ (36,028)	#DIV/0!
AUGUST		\$ 38,243		\$ (38,243)	#DIV/0!
SEPTEMBER		\$ 29,385		\$ (29,385)	#DIV/0!
YTD TOTALS		\$ 368,479	\$ 235,765	\$ (132,714)	#DIV/0!

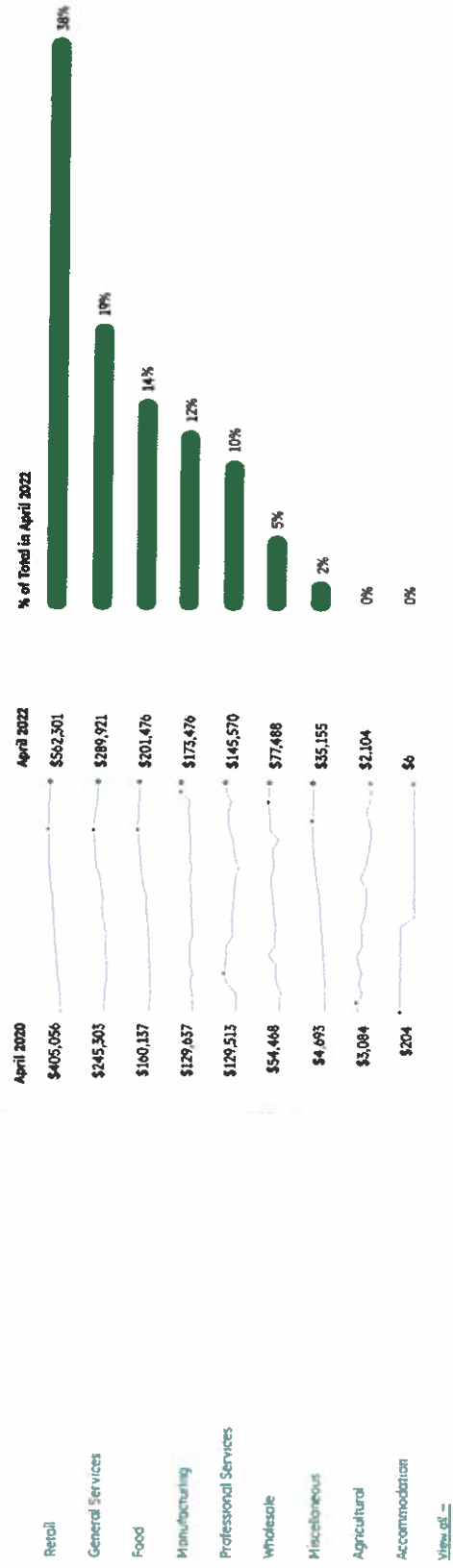
2021 vs 2022 =

Month	FY 2020	FY 2019	FY 2018	FY 2017	FY 2016	FY 2015	FY 2014
Oct.	20886	23101	20380	19527	19634	17575	15497
Nov.	26266	26196	25126	22767	24100	18229	19479
Dec.	26934	21803	17507	19595	19146	18184	14910
Jan.	29311	19263	19254	19223	16234	14330	14631
Feb.	19492	24825	25108	24240	25521	22283	18645
Mar.	20184	19467	18804	18316	17941	26720	17536
April	21199	18495	17894	19470	17365	14689	18977
May	26119	26255	25580	25486	23920	20241	21260
June	22756	21115	19514	17708	17372	21045	16213
July	30251	21177	21723	17164	17418	16492	17361
Aug.	31198	25320	27473	24818	23116	23099	19192
Sept.	26620	21533	20051	18138	21659	19909	17676
Total	301216	268550	258414	246452	243427	232795	211377

MDD Sales Tax Revenue by Industry



City Sales Tax Revenue by Industry





To: PPMDD Board Members
From: Denise Morris, Executive Director of Economic Development
Date: April 29, 2022
Re: April Recap

We have four board members with **terms expiring** June 30, 2022. If you would like to serve another term you will need to complete the application and return it to the City Secretary. The application can also be accessed through the City website at www.cityofpilotpoint.org.

1. **Business Growth and Development**

- DRC discussions with Hope Realty on upcoming projects in Pilot Point
- DRC with Yellow Door Storage
- DRC on area Batch Plant
- Update from Bella Mia Winery – expected construction delays
- Update Ruben Aguire on new restaurant project status: May opening
- Meetings with Konrad Shields to discuss future plans for downtown properties
- Toured AmeriConstruction renovated office and warehouse space on McDonald
- Met with Funk Commercial on Pilot Point overview and future project discussions
- Met with Weitzman on Pilot Point overview and future project discussions
- Discussion with one business regarding the PEIP Grant program
- TNMP new service center construction is underway on St. Johns Road
- New Business: Rooted In opened on Pelzel Road and is a nursery and gardening center
- The Train Station was approved by City entities on moving their venue forward in downtown.
- Met Giovanni Fortunato to discuss potential tenants for 444 Hwy 377.
- Met with Lisa Cave, Point Bank Branch Manager
- See attached Pilot Point population projection map provided by Development Services.
- Increased calls for industrial space in the 5-10 thousand square foot space.

2. **Committee Meetings:**

Central Church Committee Meeting met for updates on the building renovations and further discuss finishes and provide feedback on name and logo design for the building.

3. **Other Updates:**

- Attended Chamber Board Meeting
- Attended Main Street Board Meeting, P&Z, and Council Meetings
- Attended Rotary

- Attended Regional ED Luncheon
- Council/ED Workshop: City Manager asked that this workshop be scheduled once the election process is complete.

4. Downtown Project:

- Parking lot: construction going smoothly and on time. The Contractor provided a temporary solution for light poles until the final product is chosen. Anticipate selections to the board in June.
- Ice House and CCC: Interior demolition is 90% complete. Further meetings and discussion were held with Eikon and Contractor to provide clarifications, structural inspections and change order authorizations.
- Project signage will be placed at each work site next week.

5. Hotel Project: Developer will provide updates to Council in May.

6. Marketing/Awareness

See attached report

Our ad in the new Texas Lakes Trail Region map is out. Maps are available at State of Texas Visitor Center's and we will deliver to the lake this month.

We will continue with the Lovin the Lake campaign for the summer months on Visit Pilot Point site.

Economic Development Week is May 9-13

7. Staff Development

Attended Texas Industrial Summit

- Noted highlights: Construction costs continue to rise 2-3% per month
- Steel is taking up to 30-35 weeks to deliver
- 14-16% of retail is ecommerce
- Average industrial building is taking 16-18 months to complete
- DFW leading the nation in "Spec" buildings
- Automation will help with labor shortages

I will be attending the TEDC Women's Conference May 17-18

2022 Important Dates: Visitpilotpoint.org for full calendar of area events

April 30 Main Street Market

May 3 Early Voting Ends & PPMDD Board Meeting

May 7 Election Day

May 12 City Council

May 23 City Council

May 28 Main Street Market

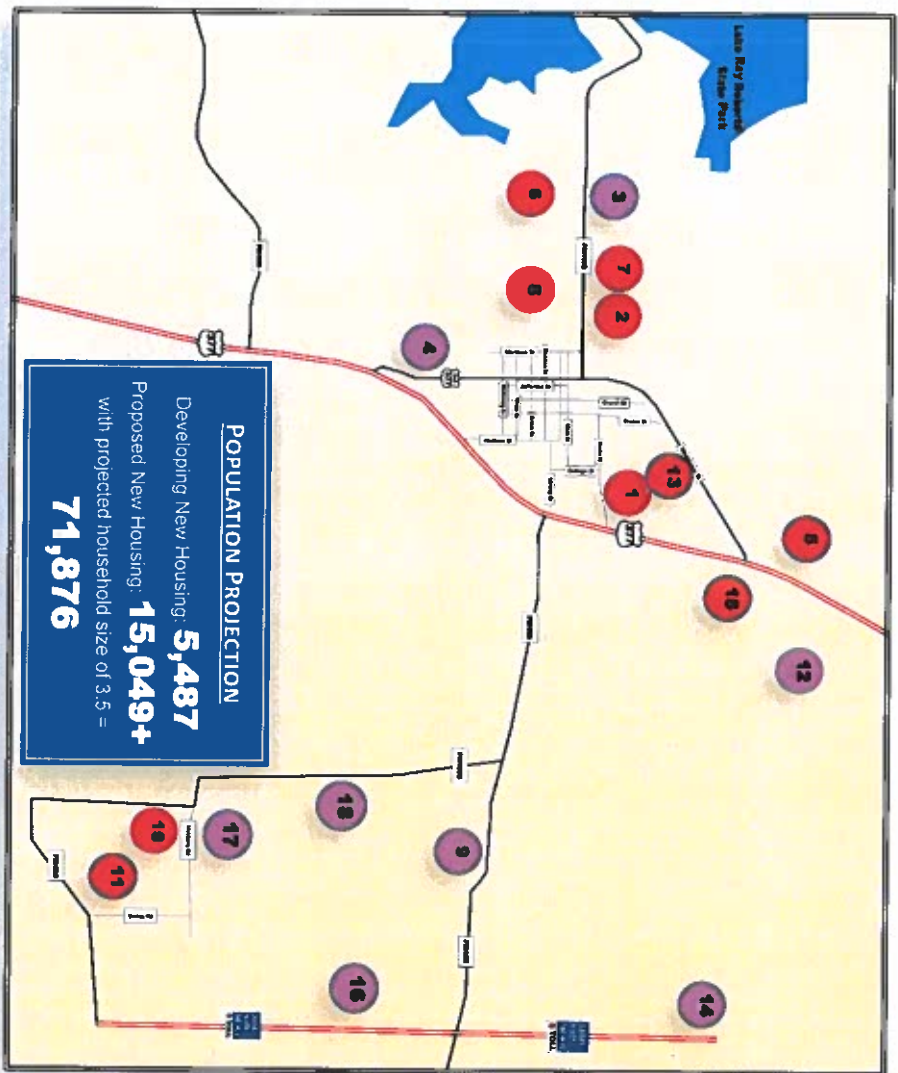
May 30 Memorial Day Office Closed



HOUSING DEVELOPMENTS

NEARING COMPLETION

- 8** Lakeview Estates
Location: Morrison St / Lakeview Circle
♦ 16 acres, 47 lots
♦ Final houses in construction
- 2** Mustang Creek PD 002
Location: Broad & Montague St
♦ 15 acres, 64 lots
♦ Final houses in construction
- 1** Yarbrough Farms PD 001
Location: Burks Rd & US 377
♦ 105 acres, 341 lots
♦ Final houses in construction
- IN PLAT / PERMIT STAGE**
- 11** Creekside Meadows PD 011
Location: FM 428 & FM 1365
♦ 1,027 acres, 2,415 lots
♦ Includes: amenity center, parks
- 10** Mobbey Farms PD 010
Location: FM 1365 & Mobbey Rd
♦ 521 acres, 1,886 lots
♦ Includes: school site, parks, amenity center
- 15** Morning Star Point and The Farms at Morning Star Point
Location: US 377 & Berard Rd
♦ 14 acres, 7 Fourplex and 34 Duplex Condos
♦ Awaiting development
- 7** Summit PD 007
Location: Gould St & Summit Dr
♦ 8 acres, 37 lots
♦ Civil plan review
- 6** The Hills at Pilot Point PD 006
Location: Massey Rd & Aubrey St
♦ 77 acres, 33 lots
♦ Houses under construction
♦ Includes: recreation lots facilities
- 13** The Reserve at Pilot Point
Location: Washington & Yarbrough St
♦ 28 acres, 91 lots
♦ Civil plan review
- 5** Windrose PD 005
Location: US 377
♦ 113 acres, 377 lots Phase 1 137 lots Phase 2 start in 2024
♦ Includes: amenity center



PROPOSED DEVELOPMENT

- 17** Bryson Ranch PD 0XX
Location: Mobbey Road & Lights Ranch Road
♦ 1,047 acres, 3,173 SF & 1,089 MUF lots
♦ Awaiting development and annexation
- 18** Eland Farms PD 0XX
Location: FM 1365 & Lights Ranch Road
♦ 669 plus 231 acres, Mixed Use
♦ Awaiting development
- 14** Four Seasons PD 0XX
Location: N Dallas Tollway & Berard Rd
♦ 1,115 acres, 4,000 commercial & residential lot
♦ Awaiting development and annexation
- 3** Hat Creek Estates PD 003
Location: Wickett St & FM 1192
♦ 56 acres, 192 lots
♦ Awaiting development
♦ Includes: parks
- 9** Mustang Ranch PD 009
Location: Tisdler Rd & FM 455
♦ 669 acres, 2,452 lots
♦ Awaiting development
♦ Includes: parks, amenity center, MIF
- 12** Pacan Creek PD 0XX
Location: US 377 & Berard Rd
♦ 926 acres, 4,060 lots
♦ Awaiting development and annexation
♦ Includes: amenity center, school, parks, retail
- 4** Rodeo Crossing PD 004
Location: S Washington St
♦ 14 acres, 83 townhouse lots
♦ Awaiting development
- 16** Talley Ranch PD 0XX
Location: N Dallas Tollway & FM 455
♦ 3,545 plus 190 acres, Master Planned Community
♦ Awaiting development

ACTIVITY REPORT - APRIL 2022

Pilot Point Main Street - Pilot Point Municipal Development - Visit Pilot Point

SUMMARY

MAIN STREET

- » Held Easter Egg Hunt & Flower Festival on April 9 - 7 vendors
- » Held Pilot Point Market on April 30 - 28 vendors
- » Conducted workshop between Main Street Board and City Council to discuss future of historic review for downtown on April 28
- » Began planning for Bonnie & Clyde Days - October 8

ECONOMIC DEVELOPMENT

- » Created page on Visit Pilot Point for Historic Downtown Walking Tour
- » Sent out Q2 Pilot Point MDD Newsletter

PAID CAMPAIGNS - APRIL 2022

CHANNEL	CAMPAIGN	BUDGET	RESULTS
Main Street FB	Easter Egg Hunt / Flower Fest	\$35	224 results 8,760 reach
Main Street FB	Farmers Market Event	\$25	197 results 5,866 reach
Visit Pilot Point FB	Spring in Pilot Point	\$100	55,151 impressions

SOCIAL MEDIA METRICS - APRIL 2022

CHANNEL	FOLLOWERS	REACH	CHANNEL	FOLLOWERS	REACH
Main Street Facebook	2,626	27,085	pilotpointmdd Twitter	167	934
Pilot Point MDD Facebook	1,254	2,735	developpilotpoint Instagram	409	1,391
Visit Pilot Point Facebook	1,647	30,176	visitpilotpoint Instagram	479	4,689
Bonnie & Clyde Days FB	3,587	1,985	MDD LinkedIn	68	76

WEBSITE METRICS - APRIL 2022

CHANNEL	PAGEVIEWS	SESSION DURATION	TOP VISITED PAGE
Develop Pilot Point	476	1m 53s	Available Properties
Visit Pilot Point	3,551	1m 17s	Pecan Creek Strawberry Farm





Municipal Development District Board

Glen Ray **Term: July 2023**
President
100 S Hill Street
940-686-2130
gwr7989@gmail.com

Matt McIlravy **Term: July 2022**
301 N. Sierra Trail
325-315-6488
Macilravy@gmail.com

Justin Byars **Term: July 2023**
409 N. College St.
864-991-7720
byarsius@gmail.com

Rowland Funk **Term: July 2022**
9624 Yellow Rose Lane
214-405-4708
rsfunk@aol.com

Andrew Ambrosio **Term: July 2023**
325 W. Grove St.
720-933-0855
andrew.ambrosio@gmail.com

Stephanie Sanchez **Term: July 2022**
405 Copenhavr
940.312.9923
sanchezsteph@outlook.com

Everett Cummings **Term: July 2022**
416 W. Walcott
214.202.6990
everettcummings@gmail.com



**PPMDD Agenda
May 3, 2022, 2022**

Agenda Item: 5

Agenda Description: Discuss, consider, and possible action on Property Enhancement Improvement Program Grant for 1112 US Hwy 377, Pilot Point TX.

Background Information:

Mark's Auto Body is updating signage and wishes to apply for the PIEP Grant

This property and owner have never applied for or received a grant from the EDC or MDD.

Financial Information:

Maximum grant allowable is \$25,000 per PIEP Policy

Budget Category: Business Incentives

Attachments:

1. Application and supporting documentation

Recommendation:

Approve application as presented. [RECOMMENDED MOTION] – I move to approve Mark's Auto Body for a Property Enhancement Improvement Grant not to exceed: \$_____.



Application for Property Enhancement Incentives

Denise Morris, Executive Director (940) 324-5023 dmorris@cityofpilotpoint.org

1 PROJECT INFORMATION							
A	Business Name: <i>Mark's Body Shop</i>						
B	Property Address: <i>112 W. Hwy 377</i>						
C	Estimated Begin Work Date: <i>2/3/22</i>			Estimated Completion Date:			
D	Years in business at this location: <i>40 years</i>						
E	Reason for requesting grant: <i>For Sign Replace Panels</i>						
2 ELIGIBILITY OF PROPERTY							
	Yes	No	Item	Notes			
A	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Within the City or ETJ?	•			
B	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Commercially zoned?	•			
C	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Tax Paying entity?	•			
D	<input checked="" type="checkbox"/>	<input type="checkbox"/>	City taxes in good standing?	•			
E	<input checked="" type="checkbox"/>	<input type="checkbox"/>	No City liens existing?	•			
F	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Proof of ownership provided?	•			
G	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Outstanding code violations?	•			
H	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Frequency of Grants OK?	• In accordance with Section 3.1.8			
3 ELIGIBILITY OF BUSINESS							
	Yes	No	Item	Notes			
A	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Business taxes in good standing?	•			
B	<input type="checkbox"/>	<input type="checkbox"/>	If not owner, authorization provided?	•			
4	Enhancements		Total Cost	Policy Max 40-50%	Policy Max \$ \$5,000- \$25,000	Amount Requested	Amount Approved
A	Facade: (Section 4.3)		\$			\$	\$
B	Interior Renovation: (Section 4.4)		\$			\$	\$
C	Landscaping: (Section 4.5)		\$			\$	\$
D	Lighting: (Section 4.6)		\$			\$	\$

E	<u>Parking / Driveways:</u> (Section 4.7)	\$			\$	\$	
F	<u>Pedestrian Amenities:</u> (Section 4.8)	\$			\$	\$	
G	<u>Signage:</u> (Section 4.9)	9883.95	50%	4941.50	\$	\$	
H	<u>Utilities:</u> (Section 4.10)	\$			\$	\$	
I	<u>Code Compliance:</u> (Section 4.11)	\$			\$	\$	
J	<u>Demolition:</u> (Section 4.12)	\$			\$	\$	
K	(Max. Grant Per Policy = \$25,000) TOTAL PROPERTY ENHANCEMENT GRANT APPROVED:					4941.50	
L	<u>Describe any planned Non-Grant Enhancements:</u>						

5 ATTACHMENTS / EXHIBITS				
	Yes	No	Item	Notes
A	✓		Ownership documentation	•
B	✓		Photos of existing conditions	•
C	✓		Drawing, renderings, plans of the proposed enhancements	•
D			Written description of the enhancements including building materials and color schemes	•
E			Construction cost estimates from two contractors	•
F			Copy of the signed lease agreement	• If Applicant is not property owner
G			Written support of the grant application from the owner	• If Applicant is not property owner
6 CONTRACTOR INFORMATION				
A	<u>Contractor for:</u> See attached bids			
	Company Name:			
	Contact Person:		Title:	
	Address:			
	Wk Phone:		Cell:	Fax:
	Email:		Website:	
B	<u>Contractor for:</u>			
	Company Name:			
	Contact Person:		Title:	
	Address:			
	Wk Phone:		Cell:	Fax:
	Email:		Website:	

C	Contractor for:		
	Company Name:		
	Contact Person:	Title:	
	Address:		
	Wk Phone:	Cell:	Fax:
	Email:	Website:	
D	Contractor for:		
	Company Name:		
	Contact Person:	Title:	
	Address:		
	Wk Phone:	Cell:	Fax:
	Email:	Website:	

7	Applicant / Owner Certifications: In accordance with Resolution 2022-07-538 adopting the Property Enhancement Incentives Policy, the undersigned do hereby certify the following:	
A	Section 7.1 - Application Accuracy: The information provided in the Application, and all that may have been affixed thereto, is true and correct, and that the Board may rely on all of the information therein contained, and all that may have been affixed thereto, as being true and correct.	
B	Section 7.2 - Compliance: I (we) certify that I am (we are) solely responsible for all safety conditions and compliance with all safety regulations, building codes, ordinance and other applicable regulations. Neither approval of an Application nor payment of a Property Enhancement Improvement Grant upon completion of the project shall constitute approval of the project by any City department, Board Member or Staff or a waiver by the City of any safety regulation, building code, ordinance or other applicable regulation.	
C	Section 7.3 - Insurance: I (we) certify that I (we) maintain sufficient insurance coverage for property damage and personal injury liability relating to the project.	
D	Section 7.4 - Maintenance: I (we) certify that the Enhancements, once approved by the City shall be maintained for a period of three (3) years from the date of payment. No changes shall be made without prior written approval from the Board.	
E	Section 7.5 - Discretionary Rights: I (we) certify that I (we) acknowledge that the Board has the absolute right of discretion in deciding whether or not to approve a PEIP Grant relative to the Application, whether or not such discretion is deemed arbitrary or without basis in fact, including the right to approve or disapprove a Grant on terms and conditions that are contrary to the guidelines of this Policy.	
F	Section 7.6 - Policy Promotion: I (we) authorize the Board to use an approved project to promote the merits of this Policy, including but not limited to displaying a sign at the Property or Business during and within thirty (30) days after construction, and using photographs and descriptions of the project in distribution material, press releases, social media and on the Board's website.	
G	Section 7.7 - Indemnification: I (we) certify that I am (we are) solely responsible for overseeing the work, and will not seek to hold the City, the Board, and / or their agents, employees, officers, and / or directors liable for any property damage, personal injury, or other loss related in any way to this Policy, and by submission of an Application, agree to indemnify the City, the Board and / or their agents, employees, officers, and / or directors from any claims or damages resulting from the project, including reasonable attorney fees.	
8	I (we) hereby affirm the Certifications noted above and approve this Application for Property Enhancement incentives and the Enhancements identified herein.	
Property Owner		Applicant / Business Representative
Company: <i>Mark's Body Shop LLC</i>		Company:
Signed: <i>Mark Bauer</i>		Signed:
Name: <i>Mark Bauer</i>		Name:
Title: <i>Owner</i>		Title:
W:	C:	W:
EM:		EM:
Address: <i>1112 N. Hwy 377</i>		Address:





1302 AVENUE R
GRAND PRAIRIE, TX 75050

P: 817.222.0033
F: 817.222.1329

TurnerSignSystems.com

PROPOSAL
Proposal #: 9511

Proposal Date: 04/20/22
Customer #: CRM006026
Page: 1 of 3

SOLD TO:	JOB LOCATION:
Mark's Body Shop 1112 N Hwy 377 Pilot Point TX 76258	Mark's Body Shop 1112 N Hwy 377 Pilot Point TX 76258

Turner Sign Systems (HEREINAFTER CALLED THE "COMPANY") HEREBY PROPOSES TO FURNISH ALL THE MATERIALS AND PERFORM ALL THE LABOR NECESSARY FOR THE COMPLETION OF:

QTY	DESCRIPTION	UNIT PRICE	TOTAL PRICE
1	QUOTE #24741 Manufacture and install (1) one new 6' x 18' flex face on a retro frame with a new retainer system and digitally printed graphics. Pricing includes repainting the cabinet and both poles.	\$8,775.00	\$8,775.00
1	QUOTE #24742 Permit Acquisition Fee	\$385.00	\$385.00
1	QUOTE #24743 Permit Fees at cost	\$0.00	\$0.00
		SUB TOTAL:	\$9,160.00
		ESTIMATED SALES TAXES:	\$723.95

ALL MATERIAL IS GUARANTEED TO BE AS SPECIFIED, AND THE ABOVE TO BE IN ACCORDANCE WITH THE DRAWINGS AND OR SPECIFICATIONS SUBMITTED FOR THE ABOVE WORK AND COMPLETED IN A WORKMANLIKE MANNER FOR THE SUM OF:

TOTAL PROPOSAL AMOUNT: \$9,883.95

TERMS: 50.0% DOWN, BALANCE DUE ON COMPLETION

THIS PRICE DOES NOT INCLUDE ELECTRICAL HOOKUP, PERMITS, ENGINEERING OR TAX UNLESS SPECIFICALLY STATED.

NOTE: THIS PROPOSAL MAY BE WITHDRAWN IF NOT ACCEPTED WITHIN 30 DAYS. WORK WILL NOT BEGIN UNTIL DOWN PAYMENT AND WRITTEN ACCEPTANCE IS RECEIVED.

ANY ALTERATION FROM THE ABOVE SPECIFICATIONS INVOLVING EXTRA COSTS, WILL BE EXECUTED ONLY UPON WRITTEN ORDERS, AND WILL BECOME AN EXTRA CHARGE OVER AND ABOVE THE ESTIMATE TO BE PAID BY THE PURCHASER.

TERMS AND CONDITIONS

COMPANY INITIALS _____

CUSTOMER INITIALS _____



1302 AVENUE R
GRAND PRAIRIE, TX 75050

P: 817.222.0033
F: 817.222.1329

TurnerSignSystems.com

DEPOSIT INVOICE

Invoice #: DP9511

Inv Date: 04/20/22
Customer #: CRM006026
Page: 3 of 3

SOLD TO:	JOB LOCATION:
Mark's Body Shop 1112 N Hwy 377 Pilot Point TX 76258	Mark's Body Shop 1112 N Hwy 377 Pilot Point TX 76258

ORDERED BY	PO NUMBER	SALESPERSON	ORDER DATE	PAYMENT TERMS	DUE DATE
		HOUSE ACCOUNT	04/20/22	50.0% Due Upon Receipt	05/18/22

QTY	DESCRIPTION	UNIT PRICE	TOTAL PRICE
1	QUOTE #24741 Manufacture and install (1) one new 6' x 18' flex face on a retro frame with a new retainer system and digitally printed graphics. Pricing includes repainting the cabinet and both poles.	\$8,775.00	\$8,775.00
1	QUOTE #24742 Permit Acquisition Fee	\$385.00	\$385.00
1	QUOTE #24743 Permit Fees at cost	\$0.00	\$0.00
		SUB TOTAL	\$9,160.00
		ESTIMATED SALES TAXES	\$723.00
		TOTAL PROPOSAL AMOUNT	\$9,883.00
*** FINAL INVOICE AMOUNT MAY VARY UPON COMPLETION ***			

PLEASE PAY THIS DEPOSIT AMOUNT: \$4,941.50



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PROPOSAL
Proposal #: 9511

Proposal Date: 04/20/22
Customer #: CRM006026
Page: 2 of 3

- 1. UPON DEFAULT IN THE PAYMENT OF ANY SUMS HEREIN AGREED, Turner Sign Systems MAY, AT ITS OPTION, DECLARE THE ENTIRE BALANCE PRICE FULLY DUE AND PAYABLE WITHOUT FURTHER NOTICE TO CUSTOMER; AND WHEN DECLARED, CUSTOMER AGREES TO PAY INTEREST ON SAID BALANCE, WHEN DECLARED DUE AT THE RATE OF 1.5% PER MONTH. CUSTOMER FURTHER AGREES TO PAY ALL REASONABLE COSTS OF COLLECTION OF SAID BALANCE INCURRED BY THE COMPANY, INCLUDING ATTORNEY'S FEES.
- 2. BOTH PARTIES HERETO AGREE THAT THE TITLE TO SAID ELECTRICAL SIGN SHALL REMAIN IN THE COMPANY UNTIL PAID FOR IN FULL, BUT AFTER DELIVERY TO THE CUSTOMER ALL OF DAMAGE FROM FIRE OR OTHER CAUSES AFTER SAID DELIVERY SHALL BE ASSUMED BY SAID CUSTOMER AND WILL NOT EFFECT THE RIGHTS OF THE COMPANY TO ENFORCE OF THE PURCHASE PRICE THEN UNPAID.
- 3. IT IS FURTHER AGREED BY BOTH PARTIES THAT ALL PROVISIONS IN REGARD TO THE PROJECT ARE CONTAINED IN WRITING HEREIN.
- 4. ALL TERMS AND CONDITIONS OF THIS CONTRACT SHALL BE BINDING UPON ANYSUCCESSORS, ASSIGNEES OR OTHER LEGAL REPRESENTATIVES OF THE RESPECTIVE PARTIES BUT NO ASSIGNMENT SHALL BE MADE BY THE CUSTOMER WITHOUT THE CONSENT IN WRITING THE COMPANY UNLESS FULL PAYMENT OF THE TOTAL CONSIDERATION HAS BEEN MADE.
- 5. Turner Sign Systems SHALL SECURE ALL NECESSARY PERMITS FROM THE BUILDING OWNER, AND/OR OTHERS WHOSE PERMISSION IS REQUIRED FOR THE INSTALLATION OF THE SIGN AND SAID SHALL BE LIABLE FOR ANY OBSTRUCTION OF DELIVERY DUE TO DELAY IN OBTAINING SUCH PERMISSION, AND IF CUSTOMER EXECUTES THIS CONTRACT OF SALES WITHOUT EVER OBTAINING PERMISSION FROM PARTY OR PARTIES NECESSARY FOR THE INSTALLATION OF SAID SIGN, THEN HE PURCHASES SAME AND IS BOUND TO THE TERMS AND CONDITIONS OF THIS CONTRACT AS THOUGH HE HAD OBTAINED SAID PERMISSION AND HE AGREES TO RELIEVE THE COMPANY FROM ANY LIABILITY FOR ITS FAILURE WITHIN 10 DAYS OF DELIVERY TO ERCT OR INSTALL SAID SIGN.
- 6. CUSTOMER AGREES TO PROVIDE SERVICE FEED WIRE OF SUITABLE CAPACITY AND APPROVED TO LOCATION OF DISPLAY IN ADVANCE OF INSTALLATION, AND MAKE CONNECTION THEREOF TO DISPLAY.
- 7. WHEN PIER DRILLING IS NECESSARY, THE COMPANY WILL CONTACT DIG TESS TO LOCATE PUBLIC UTILITIES. LOCATION OF PRIVATE UTILITIES IS SOLE RESPONSIBILITY OF THE CUSTOMER. IN THE EVENT ROCK IS ENCOUNTERED IN THE DRILLING PROCESS, TO THE POINT WHERE SPECIAL EQUIPMENT IS REQUIRED, ADDITIONAL MONIES MAY BE REQUESTED IN WRITING BY THE COMPANY.
- 8. ALL PRODUCTS MANUFACTURED BY THE COMPANY ARE GUARANTEED UNCONDITIONALLY AGAINST DEFECTIVE PARTS, MATERIALS AND WORKMANSHIP, WITH EXCEPTION OF INCANDESCENT AND FLUORESCENT LAMPS AS THEY ARE NEVER GUARANTEED, FOR A PERIOD OF ONE YEAR (1) YEAR. FOR THE NEXT THREE HUNDRED THIRTY (330) DAYS, AND MATERIAL, WITH THE EXCEPTION OF THE LAMPS, WILL BE REPLACE AT NO COST TO THE BUYER FOR THIS MATERIAL. THE COST OF LABOR, HOWEVER, WILL BE CHARGED AT HOURLY RATES.

THIS PROPOSAL DOES NOT BECOME EFFECTIVE UNTIL SIGNED AND DATED BY THE COMPANY; ONCE SIGNED THIS PROPOSAL WILL EXPIRE AFTER 30 DAYS.

THE ABOVE PRICES, SPECIFICATIONS, AND CONDITIONS ARE SATISFACTORY AND ARE HEREBY ACCEPTED. YOU ARE AUTHORIZED TO DO THE WORK AS SPECIFIED. PAYMENT WILL BE MADE AS OUTLINED ABOVE.

SALESPERSON: _____

DATE: _____

ACCEPTED BY: _____

TITLE: _____

SIGNATURE: _____

DATE: _____

COMPANY INITIALS _____

CUSTOMER INITIALS _____



PROPOSAL

220303-01

Date: 03/03/2022

Expires: 06/01/2022

Drawing Numbers:

Project: Mark's Body Shop
1112 N. Hwy 377
Pilot Point, TX 76258

Client: Marks Body Shop
1112 N. Hwy 377
Pilot Point, TX 76258

Contact: Mark Schon 940-686-5194 mbs76258@speednet.com

We are pleased to offer this proposal for the following services at the above location.

Project Description:	Item Total
Manufacture and install the following:	\$7,313.0

A. (1) One new 6'x18' digitally printed flex face on a retro frame with a new retainer system. On North side of pylon cabinet.

B. Repaint sign cabinet and both poles.

Permits (if applicable) will be added to the final invoice at cost plus staff time.

Get customer sign off

Get before and after photos

Customer signature _____

Date _____

Subtotal: \$7,313.00
Tax: \$603.32
Total: \$7,916.32

Terms: Net 30 Days

Salesperson: Jeff Cope

Buyer _____ Seller _____



**PPMDD Agenda
May 3, 2022**

Agenda Item: 6

Agenda Description:

Discuss, consider and possible action on appointing a committee chair for Director's annual review.

Background Information:

The PPMDD Director annual review is scheduled each June.

The committee chair will collect feedback from board members and summarize information for review process.

Financial Information:

There is no cost to appoint the committee.

Attachments:

None.



**PPMDD Agenda
May 3, 2022**

Agenda Item: 7

Agenda Description:

Discuss, consider and possible action on Downtown Project Change Order 001: \$12,743.50 presented by Tegrity Construction on the Ice House flooring.

Background Information:

The Ice House flooring was bid to patch, grind and polish existing concrete flooring.

After further inspection of the flooring with all items completely removed from the building the contractor is recommending that the building receive new concrete rather than try to patch existing.

The board will discuss options:

- a. Patch, grind and polish existing concrete
- b. New concrete
- c. Other flooring options

Financial Information:

The new concrete would add an additional \$12,743.50 to the project costs.

Attachments:

Contractor change order



PCO #001

Date: 4/22/2022

To: City of Pilot Point Municipal Development District
102 E Main Street
Pilot Point, TX 76258

From:

Brad Gibson
Tegrity Contractors, Inc
202 N. Allen Drive, Suite E
Allen, Texas 75013

To saw cut, remove, and pour back Ice House concrete slab.

Description

Due to the unforeseen elevation changes in the foundation of the Ice House, we will need to demo and repour new concrete in the Ice House RR Area. This will also give a much nicer look on the floor since it is exposed concrete. Based on 469 SF @ \$33.50 per SF

\$ -
\$ 15,550.00
\$ -

Credit for Plumbing leave outs - 39 SF @ \$33.50 per SF

\$ (1,306.50)

Credit for Grinding/Patching

\$ (1,500.00)

Breakdown -

Materials - \$ 6,200

Labor - \$9,300

Labor includes demolition, haul off, and re-pour. Saw cut concrete will have to be wheel-barreled out.

Subtotal \$ 12,743.50

Bond \$ -

Profit & Overhead \$ -

Total \$ 12,743.50

Submitted

By
Brad Gibson

Approved

By