




**PILOT POINT ECONOMIC DEVELOPMENT CORPORATION
BOARD OF DIRECTORS REGULAR MEETING
102 E MAIN STREET PILOT POINT, TX
September 7, 2021 5:30 pm**

AGENDA

1. **Roll Call/Call to Order**
2. **Pledge of Allegiance & Texas Pledge**
3. **Public Forum, Presentations and Recognition: (No Action)**
Public Forum: (Citizens are allowed 3 minutes to speak. If the issue is on the agenda, the Pilot Point Economic Development Corporation (PPEDC) may choose to discuss and consider the item. If the issue is not on the agenda, the PPEDC is not permitted by state law to respond to or discuss the item other than to make statements of specific information in response to a citizen's inquiry or to recite existing policy in response to the inquiry. The PPEDC may request the issue to be placed on a future agenda for action in accordance with state law.)
4. **Discuss, consider, and possible action on approval of Economic Development Corporation Minutes:**
 - A. August 3, 2021
5. **Discussion and review of Administrative Reports.**
 - A. August 2021 Executive Director's Report
 - B. Sales Tax Report
 - C. Finance Report
6. **Board training presentation from Attorney Robert Hager**
7. **Discuss Future Agenda Items and Meetings**
Board Members shall not comment upon, deliberate, or discuss any item that is not on the agenda.
8. **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 on **Friday, September 3, 2021 5:00 p.m.** and shall remain posted for at least 72 hours preceding the scheduled time of said meeting.



Lennette Cox, City Secretary

Pilot Point Economic Development Corporation 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 EDC); 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.

Pursuant to Section 551.127, Texas Government Code, one or more Economic Development Corporation Directors may attend this meeting remotely using videoconferencing technology. A quorum will be physically present at the posted meeting location of City Hall.

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 ECONOMIC DEVELOPMENT CORPORATION
BOARD OF DIRECTORS REGULAR MEETING
102 E MAIN STREET PILOT POINT, TX
August 3, 2021 5:30 pm
Minutes**

1. Roll Call/Call to Order 5:35 pm

Quorum established

Attendee	Organization	Title	Status
Glen Ray	EDC	President	Present
Andrew Ambrosio	EDC	Vice President	Present
Matt McIlravy	City of Pilot Point Council	Board Member	Absent
Stephanie Sanchez	EDC	Treasurer	Present
Rowland Funk	EDC	Secretary	Present
Justin Byars	EDC	Board Member	Present
Everett Cummings	City of Pilot Point Council	Board Member	Present
Denise Morris	EDC	EDC Director	Present
Wendy Haun	EDC	EDC Coordinator	Present
Lenette Cox	City of Pilot Point	City Secretary	
Britt Lusk	City of Pilot Point	City Manager	

2. Pledge of Allegiance & Texas Pledge

3. Public Forum, Presentations and Recognition: (No speakers and no action required)

4. Discuss, consider, and possible action on approval of Economic Development Corporation Minutes:

A. July 13, 2021

Result: Approved (unanimous)

Mover: Stephanie Sanchez, Treasurer

Secunder: Justin Byars, Board Member

5. Discuss, consider, and possible action on scheduling EDC Board Training. No action required.

6. Discuss, consider, and possible action on downtown beautification project.

Motion made to have EDC Director respond that PPEDC declines to move forward on this proposal.

Result: Approved (unanimous)

Mover: Rowland Funk, Secretary

Secunder: Everett Cummings, Board Member

7. Discuss, consider and possible action on a Property Enhancement Incentive Program application for 1013 US-Hwy 377, Pilot Point Texas.

Motion to approve \$10,000 or 50% of the actual costs whichever is greater.

Result: Approved (unanimous)

Mover: Andrew Ambrosio, Vice president

Secunder: Justin Byars, Board Member

8. Downtown projects update. No action taken.

9. Discuss, consider and possible action on Resolution 2021-007 authorizing the EDC President to transfer EDC funds from the EDC Account to establish the MDD Project Fund Account.

Motion to approve Resolution 2021-007 for EDC President to transfer \$500,000.00 to establish the MDD Project Fund

Account.

Result: Approved (unanimous)

Mover: Stephanie Sanchez, Treasurer

Secunder: Rowland Funk, Secretary

10. Executive Closed Session of the Board of Directors, The Pilot Point EDC will now hold a Closed Executive Session meeting pursuant to the provisions of Chapter 551 of the Texas Local Government Code in accordance with authority contained in the Chapter.

A. Section 551.072 of Texas Government Code to discuss or deliberate the Purchase, exchange, lease or value of real property.

a. Downtown Property – Session Opened at 6:19 pm

11. Reconvene into Open Session, The Pilot Point EDC will reconvene into Regular Session pursuant to the provisions of Chapter 551 of the Texas Government Code to take any action necessary as result of the Closed Session. Open Session reconvened at 6:41 pm and no action required.

12. Discussion and Review of Administrative Reports.

A. July 2021 Executive Director's Report

B. Sales Tax Report

C. Finance Report

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 7:35 p.m.

Rowland Funk, PPEDC Secretary

Glen Ray, PPEDC President



To: EDC/MDD Board Members
From: Denise Morris, Director
Date: August 31, 2021
Re: August Recap

Business Growth and Development

- DRC meeting on new potential business selling and assembling blinds, moving business from Canada to the Pilot Point Industrial Park
- DRC with proposed development for residential/commercial
- DRC with private property owner considering commercial development
- DRC with company looking to relocate operations to Pilot Point related to music/art
- DRC meeting with CoServ
- DRC with owners of the property on both sides of TigerMart.
- Robert Smith informed me that he would be listing Magnolia Station and 113 Liberty St.
- Greta Buchanan has leased her building on Washington St. – DRC with tenant who will be opening a restaurant.
- Crossfit has leased a space on Hwy 377
- New liquor store under renovation on Hwy 377
- New Optometrist office opening in Brookshire's shopping center.

2021 Year to Date Residential Permits Issued

- New Single-Family Homes – YTD 60 (2020 Total 95)
- Misc. – YTD- 230 (2020 Total 258)

Pilot Point current approx. population - 5,000

(Persons per household Denton Co. - 2.8)

Single Family Lots Under Development

- Yarbrough Farms - Phase 1C, 2A, 2B, 2C, 2D, Ruthye Addition - 265 lots
- The Hills – 34 lots
- Windrose Phase 1 – 182 lots

Total lots currently under development = 481 lots

Projected population from new lots under development = 1,346 (a 27% population growth)

Proposed Developments in planning and development rights stage

- Windrose Phase 2 - 198 lots
- Mustang Ranch Development - 2,452 lots
- 926 Development – 4,060 lots

Projected population of proposed developments – 18,787

- Pilot Point projected population with lots under construction and proposed developments – 25,133

- **New Commercial / Remodel /Addition**

ADDRESS	TYPE	STATUS
1235 J. C Lane	Accessory Structure	UNDER CONSTRUCTION
887 Production Road Ste.# 100	Finish-Out /Remodel (Laundromat)	UNDER CONSTRUCTION
11590 S. Washington	Remodel- 2 Buildings Body Shop & Main Building	UNDER CONSTRUCTION
1797 N Washington	New Police Station	UNDER CONSTRUCTION
1789 N. Washington	New Fire Station	UNDER CONSTRUCTION
111 S. Jefferson	Remodel Exterior	UNDER CONSTRUCTION
828 S. Harrison St.	Solar Panels	WAITING FOR FINAL
113 S. Jefferson St.	Replacement of Rear Brick Wall	Permit Fees Due
1115 JC Lane	New Commercial Building	UNDER CONSTRUCTION
1205 S. Washington	New Storage Building	UNDER CONSTRUCTION
1230 S. US 377	Remodel	Approved
1024 N Hwy 377	New Storage Building	Approved
1235 JC Lane	New Storage Building (Use Storage Only)	Approved
200 S. US 377	Minor Remodel (Point Bank)	Approved
1115 JC Lane Bldg#2	New Commercial	Approved
216 W. Liberty St.	Remodel	Review

Visit Pilot Point Project

Various meetings to research future launch of horse country tours from Pilot Point. Action item for September agenda.

EDC Grant Updates:

- Wireox: Building Completed and grant requirement met. Processing reimbursement request.
- Pelzel's Barber Shop: Grant Complete and Processed
- Purple Door: Grant Complete and Processed
- Jerry's Beverage: Construction complete Processing reimbursement request
- Yeti Ink: Grant Complete and Processed
- William Kraft-under construction

MDD Update:

Comptroller requiring a final audit of taxpayer list for notification purposes and an additional document from Council. We remain on track to begin collecting sales tax directly to the MDD on October 1, 2021. Comptroller assigned new Texas tax ID number to the MDD.

Finalizing documents with Secretary of State's office and IRS on name change.

Downtown Project:

Meetings with:

- Government Capital: requested formal documentation on MDD creation, has sent package to credit review and will have final loan options at the September Board meeting for approval. Target funding date is October 15, 2021
- Eikon anticipates mid-September meeting with committee to discuss finishes and other details.
- Terminix reported no active termites but recommended beginning service. Once construction is complete, I will bring proposal to the board for consideration

- Wall Engineering is completing bid package and design plans. He is targeting a mid-October start date

Awareness/Marketing:

- The CoServ Grant for the map brochure project is complete and we are awaiting reimbursement. Murals have been installed in Council Chambers and the Conference room at City Hall.
- The North Texas Commercial Association of Realtors Expo is September 2 from 3-7 pm.
- Attended two Pilot Point Chamber board meetings
- Attended one Lake Ray Roberts Rotary
- Attended two Main Street board meetings
- Attended one City Council meeting
- Attended two Chamber Ribbon Cuttings
- Attended one Chamber luncheon – PPISD Bond Presentation

Board Development

Registration is now available for ED Sales Tax Workshops.

DFW: September 17, 2021

The workshop registration fee is \$175.00 and board training is a budgeted item.

EDC Attorney Bob Hager will attend September meeting for a training session,

Important Dates:

Sept 4: Chrome Fest Car Show on the Square
Sept 6: City Offices closed for Labor Day
Sept 7: MDD/EDC Board Meetings
Sept 9: City Council
Sept 17: Concession volunteers needed to work home football game
Sept 23: City Council
Oct 9: Bonnie & Clyde Days
Nov 13: Chamber Awards Banquet

9/1/2021

BUDGET 2021 ACTUAL 2021 % OF BUDGET

REVENUE

41000 INTEREST*	\$	7,000	\$	638	9%
41100 SALES TAX	\$	296,400	\$	339,094	114%
42000 LEASE INCOME- TOWN SQUARE PROJECT	\$	-	\$	-	-
43600 GRANT INCOME	\$	-	\$	35,000	-
LOAN INCOME	\$	-	\$	-	-
TOTAL	\$	303,400	\$	374,732	

EXPENDITURES**PERSONNEL**

60001 SALARY	\$	90,000	\$	79,485	88%
60200 LONGEVITY PAY	\$	157	\$	-	0%
61000 SOCIAL SECURITY	\$	5,580	\$	3,700	66%
61050 MEDICARE	\$	1,305	\$	865	66%
61100 HEALTH INSURANCE	\$	1,500	\$	1,108	74%
61200 WORKER'S COMP.	\$	300	\$	-	0%
61300 UNEMPLOYMENT	\$	300	\$	70	23%
61400 RETIREMENT	\$	8,200	\$	7,377	90%
66450 MILEAGE REIMBURSEMENT	\$	1,200	\$	-	0%
PERSONNEL SUBTOTAL	\$	108,542	\$	92,604	85%

OPERATING COSTS

62700/62800 OFFICE & MINOR SUPPLIES	\$	3,500	\$	4,780	137%
64600 COMMUNICATIONS	\$	1,500	\$	701	47%
64800 UNPLANNED PROJECT COSTS	\$	10,000	\$	2,232	22%
66400 TRAVEL AND TRAINING	\$	5,000	\$	270	5%
64900 MEMBERSHIP	\$	2,300	\$	1,100	48%
64000 AUDIT	\$	300	\$	-	0%
64300 LEGAL FEES	\$	4,000	\$	833	21%
66300 SYSTEM MAINTENANCE	\$	1,000	\$	-	0%
64700 CONTRACT SERVICES	\$	33,950	\$	25,206	74%
66695 BOARD TRAVEL AND TRAINING	\$	2,500	\$	-	0%
66697 FOOD	\$	600	\$	343	57%
OPERATING SUBTOTAL	\$	64,650	\$	35,464	55%

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	\$	3,621	72%
66715 MARKETING AND PROMOTIONS	\$	29,640	\$	28,145	95%
67140 COMMUNITY DEVELOPMENT	\$	20,000	\$	256	1%
67150 BUSINESS DEVELOPMENT (FUNDS GRANT)	\$	100,000	\$	67,597	68%
67400 TOWN SQUARE PROJECT	\$	100,000	\$	2,165	-
DEVELOPMENT SUBTOTAL	\$	268,140	\$	115,284	43%

TRANSFERS TO CITY

66701 ADMINISTRATION FEE	\$	-		-
66711 PARK IMPROVEMENT	\$	10,000	\$	0%
85500 ECONOMIC DEVELOPMENT FOUNDATION	\$	-		-
66700 BOND PAYMENT	\$	-		-
CITY TRANSFER SUBTOTAL	\$	10,000	\$	0%
EXPENDITURE TOTAL	\$	451,332	\$	243,353 54%
REVENUE OVER EXPENDITURES	\$	(147,932)	\$	131,379
10% MARKETING CARRYOVER	\$	26,034		

BANK ACCOUNT BALANCE				
Economic Dev. Corp-Point Bank	\$	722,564		
Town Square Project Account	\$	8,026		
Total	\$	730,589		

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

PUBLIC SALES TAX COMPARISON FY 21 vs FY20					
Month	EDC 2020	EDC 2021	(FY20 vs. FY21)		
OCTOBER	\$ 20,886	\$ 29,914	\$ 9,028		43%
NOVEMBER	\$ 26,266	\$ 27,438	\$ 1,172		4%
DECEMBER	\$ 26,934	\$ 25,948	\$ (986)		-4%
JANUARY	\$ 19,492	\$ 25,573	\$ 6,081		24%
FEBRUARY	\$ 29,311	\$ 36,967	\$ 7,656		21%
MARCH	\$ 20,184	\$ 24,764	\$ 4,580		18%
APRIL	\$ 21,199	\$ 21,501	\$ 302		1%
MAY	\$ 26,119	\$ 39,972	\$ 13,853		35%
JUNE	\$ 22,756	\$ 32,747	\$ 9,991		31%
JULY	\$ 30,251	\$ 36,028	\$ 5,777		16%
AUGUST	\$ 31,198	\$ 38,243	\$ 7,045		18%
SEPTEMBER	\$ 26,620		\$ (26,620)		#DIV/0!
YTD TOTALS	\$ 301,216	\$ 339,094	\$ 37,878		#DIV/0!

2019 vs 2020 = 9% increase

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

FY 2013

13530

15913

14384

13829

16910

12374

14100

17804

14666

16273

17108

15646

182538