

**City of Pilot Point, Texas**  
**Minutes of the April 9, 2019**  
**Economic Development Corporation Meeting**

The Pilot Point Economic Development Corporation met on April 9, 2019 at 5:30 p.m. for a regular meeting held at Pilot Point City Hall, 102 East Main Street, Pilot Point, Texas.

Members present were Glen Ray, Chance Kirby, Stephanie Sanchez, Sandra Lapsley, and Jim Porter. Others present included EDC Executive Director Denise Morris and City Secretary Alice Holloway.

**A. Call to Order**

Director Ray called the meeting to order at 5:30 pm.

**B. Pledge to Allegiance & Texas Pledge**

*Honor the Texas flag: I pledge allegiance to thee, Texas, one state under God, one and indivisible.*

Director Ray led the pledge to flags

**C. Public Forum, Presentations and Recognition:**

*Citizens are allowed 3 minutes to speak. If the issue is on the agenda, the Economic Development Corporation (EDC) may choose to discuss and consider the item. If the issue is not on the agenda, the EDC is not permitted by state law to respond to or discuss the item other than to make statements of specific factual information in response to a citizen's inquiry or to recite existing policy in response to the inquiry. The EDC may request the issue to be placed on a future agenda for action in accordance with state law. This forum is not the appropriate place to address complaints against Public Officials and/or Staff. Complaints of this nature should be made in writing and filed with the executive director.*

NA

**D. Discuss, consider, and possible action on approval of the Economic Development Corporation Minutes of March 5, 2019.**

Director Porter moved to approve the minutes of March 5, 2019 with one correction (Director Kirby changed to Vice-President Kirby). Director Lapsley seconded the motion. The motion passed unanimously.

**E. Discuss, consider, and possible action on the matching funds grant program committee recommendations.**

Executive Director Morris stated that the committee met on March 21, 2019 to review the existing grant program and look at options for expanding the program. In addition, Ms. Morris stated she provided a proposal from Best Practices Consulting firm for the committee to consider. Ms. Morris stated that that the committee recommends the consultant proposal.

Director Lapsley moved to authorize staff to move forward and use the \$5000.00 in the unplanned projects budget. Director Kirby seconded the motion. The motion passed unanimously.

**F. Discuss, consider, and possible action on board participating in the Texas Municipal League (TML) Small Town Conference.**

Executive Director Morris stated that TML is hosting a Small-Town Conference May 15-16 in Granbury. Ms. Morris stated that experts will discuss economic development, water, transportation, infrastructure, and legal issues.

Director Porter stated he may attend. No action taking on this item.

**G. Discuss, consider and possible action on board participation in Texas Travel Information Center in Gainesville celebrating National Travel and Tourism Week in May.**

Executive Director Morris stated that the National Travel and Tourism Week is May 5-11, 2019 and the Texas Travel Information Center in Gainesville is celebrating with a special event on Friday, May 10. Ms. Morris stated that the Pilot Point Chamber of Commerce requested that she and the Main Street Manager participate with them during this event.

No action taken on this item.

**H. Discuss, consider, and possible action on consideration of use of independent consultant on managing digital media content.**

Executive Director Morris stated that one of the Marketing objectives from the EDC strategic plan was analyze digital content and effectiveness. In addition, she stated she has provided them with analytics from the website, Facebook, Instagram, twitter and the app.

Ms. Morris stated that a proposal from Christine Walker is included in the packet and it provides the scope of service and her fees.

Director Kirby stated that he does not believe it is worth the proposed charges. Posting on the Facebook only takes seconds. The timing is coming up with items to post.

No action on this item.

**I. Discuss, consider, and possible action on executing professional services agreement with Best Practices Consulting.**

City Secretary Alice Holloway was asked if an agreement needs to have an end of agreement date. Mrs. Holloway stated that she highly recommends it.

This item was tabled until the meeting for staff to amend contract by adding an ending date. No action taken on this item.

**J. Discussion on potential grant to replace sidewalk on Jefferson St. located in front of Golden Triangle Meats and Sturm Welding buildings.**

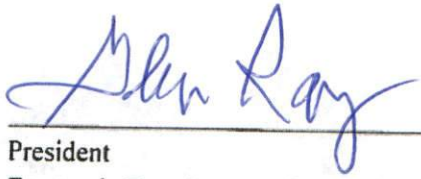
Executive Director Morris stated that the section of sidewalk in front of Sturm Welding buildings was unable to be included in the sidewalk grant program. Sturm Welding is considering opening up store fronts but needs to the sidewalk in front to be repaired.

Director Ray stated that its not the EDC's job to build City sidewalks. In addition, he stated that City sidewalks is not what the EDC should be focusing on and he believes this is a City Administration way of tapping into the EDC.

No action on this item.

- K. Administrative Reports**
- i. Sales Tax Report
  - ii. Finance Report
  - iii. Directors Update

- L. Director Porter moved to adjourn the meeting. Director Kirby seconded the motion. The motion passed unanimously. The meeting was adjourned at 6:26 pm.**



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President  
Economic Development Corporation

ATTEST:



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Secretary

Approved: May 7, 2019