



**NOTICE OF REGULAR MEETING
FOR MUNICIPAL DEVELOPMENT DISTRICT
THURSDAY, AUGUST 10, 2023, AT 6:00 P.M.
LOCATION: 1401 FM 424, CROSS ROADS, TEXAS 76227**

Call to Order

1. Roll Call
2. Citizen Input for Items both ON and NOT on the Agenda
Please limit your comments to three minutes in duration, and you are restricted from passing your time or any portion of unused minutes to another citizen for comment. The Board is restricted from discussing or taking action on items not posted on the agenda. Action on your statement may be taken only at a future meeting.

EXECUTIVE SESSION

3. The Municipal Development District will convene into Executive Session pursuant to the following:
 - a. Texas Government Code, Section 551.072 - Deliberation Regarding Real Property; to deliberate the purchase, exchange, lease, or value of real property if deliberation in an open meeting would have a detrimental effect on the position of the governmental body in negotiations with a third person: 1151 FM 424 Lease; Project Alpha
 - b. Texas Government Code, Section 551.087 - Deliberation Regarding Economic Development Negotiations; to discuss or deliberate regarding commercial or financial information that the governmental body has received from a business prospect that the governmental body seeks to have locate, stay, or expand in or near the territory of the governmental body and with which the governmental body is conducting economic development negotiations; or (2) to deliberate the offer of a financial or other incentive to a business prospect.
 - a. Project Alpha
 - b. Project Bravo
 - c. Project Charlie
4. Take action as may be necessary or appropriate on matters discussed in Executive Session.
5. Updates:
 - a. Review of Financials
 - b. Local Development Update
 - c. Website Analytics
 - d. US 380 Update

6. Discuss and consider approval of the June 8, 2023, Meeting Minutes.
7. Receive a report, discuss and consider activities related to business retention surveys and the action items received by Mundo and Associates.
8. Discuss and consider the FY 2023 Budget Amendment and the FY 2024 Proposed Budget including Council directives for project funding related to communications.
9. Receive a presentation from Retail Strategies.
10. Request for future agenda items.
11. Adjourn

Upcoming Events:

- *Town Council Meeting – Monday, August 21, 2023 at 6:00 p.m.*
- *Planning and Zoning Commission Meeting – Tuesday, September 5, 2023 at 7:00 p.m.*
- *Parks and Recreation Board Meeting – Wednesday, September 6, 2023 at 6:00 p.m.*
- *Municipal Development District Meeting – Thursday, September 14, 2023 at 6:00 p.m.*

**A QUORUM OF COUNCIL MEMBERS MAY BE PRESENT.
NO ACTION BY THE TOWN COUNCIL WILL BE TAKEN AT THIS MEETING.**

CERTIFICATION:

I, the undersigned authority, do hereby certify that this Public Meeting Notice was posted on the official bulletin board, at the Town Hall of the Town of Cross Roads, Texas on or before August 4th, 2023, by 5:00 p.m., in accordance with Chapter 551, Texas Government Code.

As authorized by Section 551.071 of the Texas Government Code, this meeting may be convened into closed executive session for seeking confidential legal advice from the Town Attorney on any agenda item listed herein.

This facility is wheelchair accessible and accessible parking spaces are available. For requests, please contact Town Hall at 940-365-9693. Reasonable accommodations will be made to assist your needs. This facility is wheelchair accessible and accessible parking spaces are available.

Donna Butler, Town Secretary

I certify that the attached notice and agenda of items to be considered by the Town Council of the Town of Cross Roads was removed by me from the front window of the Town of Cross Roads Town Hall, 1401 FM 424, Cross Roads, Texas, on the _____ day of _____, 2023.

_____, Title: Donna Butler, Town Secretary

CROSS ROADS MDD AGENDA BRIEFING SHEET

Meeting Date:

June 8, 2023

Agenda Item:

Review of Financials – June & July 2023

Prepared by:

Kristi Gilbert, Town Administrator

Description:

The attached financials are the unaudited financials as of July 31, 2023. The budget versus actuals report represents the FY 23 adopted budget. The report is reflective of ten months (83.3%) of the fiscal year. Most revenues should be tracking at 16.7% or lower, indicative of revenues at or exceeding budget projections. Most expenses should be tracking at 16.7% or higher, indicative of expenses at or lower than budget projections. Overall, MDD revenues are tracking at 14.98% and expenses are tracking at 66.86% with revenues exceeding expenditures by \$32,100.67 for the month of July and \$320,057.27 for the fiscal year to date.

Attachments:

June and July 2023 Budget versus Actuals

June and July Transaction Detail

June and July Balance Sheet

Town of Cross Roads
Revenue And Expense Report
As of June 30, 2023

7/5/2023 2:54 PM

210 - Municipal Development District	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
Revenue Summary							
-	42,934.94	362,621.10	516,750.00	154,128.90	29.83%	344,919.56	483,167.66
Revenue Totals	42,934.94	362,621.10	516,750.00	154,128.90	29.83%	344,919.56	483,167.66
Expense Summary							
110-Administration	11,350.70	74,664.50	222,119.28	147,454.78	66.39%	49,318.01	63,147.65
Expense Totals	11,350.70	74,664.50	222,119.28	147,454.78	66.39%	49,318.01	63,147.65
Revenues Over(Under) Expenditures	31,584.24	287,956.60	294,630.72	0.00	0.00%	295,601.55	420,020.01
710-Transfers Out	0.00	(20,134.35)	0.00	20,134.35	0.00%	(18,272.25)	(18,272.25)

Town of Cross Roads
Revenue and Expense Report
As of June 30, 2023

7/5/2023 2:54 PM

210 - Municipal Development District	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.

<u>Sales Taxes</u>							
-40100 Sales Tax Revenue	37,990.58	356,136.96	500,000.00	143,863.04	28.77%	353,049.85	486,424.66
Total Sales Taxes	<u>37,990.58</u>	<u>356,136.96</u>	<u>500,000.00</u>	<u>143,863.04</u>	<u>28.77%</u>	<u>353,049.85</u>	<u>486,424.66</u>
<u>Investment Income</u>							
-40306 Interest Revenue	3,494.36	10,121.64	1,750.00	(8,371.64)	(478.38%)	1,386.96	1,910.25
Total Investment Income	<u>3,494.36</u>	<u>10,121.64</u>	<u>1,750.00</u>	<u>(8,371.64)</u>	<u>(478.38%)</u>	<u>1,386.96</u>	<u>1,910.25</u>
<u>Miscellaneous</u>							
-40350 Rental Income	1,450.00	13,050.00	15,000.00	1,950.00	13.00%	8,755.00	13,105.00
Total Miscellaneous	<u>1,450.00</u>	<u>13,050.00</u>	<u>15,000.00</u>	<u>1,950.00</u>	<u>13.00%</u>	<u>8,755.00</u>	<u>13,105.00</u>
<u>Transfers</u>							
-40910 Transfers In	0.00	(16,687.50)	0.00	16,687.50	0.00%	(18,272.25)	(18,272.25)
Total Transfers	<u>0.00</u>	<u>(16,687.50)</u>	<u>0.00</u>	<u>16,687.50</u>	<u>0.00%</u>	<u>(18,272.25)</u>	<u>(18,272.25)</u>
Total	<u>42,934.94</u>	<u>362,621.10</u>	<u>516,750.00</u>	<u>154,128.90</u>	<u>29.83%</u>	<u>344,919.56</u>	<u>483,167.66</u>
Total Revenue	<u>42,934.94</u>	<u>362,621.10</u>	<u>516,750.00</u>	<u>154,128.90</u>	<u>29.83%</u>	<u>344,919.56</u>	<u>483,167.66</u>

210 - Municipal Development District	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
110-Administration _ _ _ _ _							
Contractual Services							
110-53002 Advertising and Promotion	0.00	1,527.04	15,000.00	13,472.96	89.82%	0.00	88.81
110-53004 Software	0.00	1,692.14	1,500.00	(192.14)	(12.81%)	559.42	758.93
110-53007 Administrative Expenses	130.50	18,059.91	24,000.00	5,940.09	24.75%	18,637.24	19,028.74
110-53015 Dues and Subscriptions	0.00	375.00	4,000.00	3,625.00	90.63%	0.00	0.00
110-53022 Training and Travel	60.20	3,195.95	7,500.00	4,304.05	57.39%	0.00	0.00
110-53100 Planning/Consulting	11,160.00	11,985.00	65,000.00	53,015.00	81.56%	4,068.75	4,068.75
110-53110 Utilities	0.00	315.00	1,500.00	1,185.00	79.00%	177.96	177.96
110-53805 Property Taxes	0.00	0.00	13,600.00	13,600.00	100.00%	0.00	0.00
Total Contractual Services	<u>11,350.70</u>	<u>37,150.04</u>	<u>132,100.00</u>	<u>94,949.96</u>	<u>71.88%</u>	<u>23,443.37</u>	<u>24,123.19</u>
Maintenance							
110-54018 Rental Property Repair and Maintenance	0.00	0.00	40,000.00	40,000.00	100.00%	865.00	1,510.00
Total Maintenance	<u>0.00</u>	<u>0.00</u>	<u>40,000.00</u>	<u>40,000.00</u>	<u>100.00%</u>	<u>865.00</u>	<u>1,510.00</u>
Debt Service							
110-56010 Debt Principal	0.00	25,103.01	33,591.46	8,488.45	25.27%	16,320.18	24,568.51
110-56020 Debt Interest	0.00	12,411.45	16,427.82	4,016.37	24.45%	8,689.46	12,945.95
Total Debt Service	<u>0.00</u>	<u>37,514.46</u>	<u>50,019.28</u>	<u>12,504.82</u>	<u>25.00%</u>	<u>25,009.64</u>	<u>37,514.46</u>
Total Administration	<u>11,350.70</u>	<u>74,664.50</u>	<u>222,119.28</u>	<u>147,454.78</u>	<u>66.39%</u>	<u>49,318.01</u>	<u>63,147.65</u>
710-Transfers Out _ _ _ _ _							
Capital Outlay							
710-59100 Transfers Out	0.00	(20,134.35)	0.00	20,134.35	0.00%	(18,272.25)	(18,272.25)
Total Capital Outlay	<u>0.00</u>	<u>(20,134.35)</u>	<u>0.00</u>	<u>20,134.35</u>	<u>0.00%</u>	<u>(18,272.25)</u>	<u>(18,272.25)</u>
Total Transfers Out	<u>0.00</u>	<u>(20,134.35)</u>	<u>0.00</u>	<u>20,134.35</u>	<u>0.00%</u>	<u>(18,272.25)</u>	<u>(18,272.25)</u>
Total Expense	<u>11,350.70</u>	<u>54,530.15</u>	<u>222,119.28</u>	<u>167,589.13</u>	<u>75.45%</u>	<u>31,045.76</u>	<u>44,875.40</u>

Town of Cross Roads
Revenue And Expense Report
As of July 31, 2023

8/4/2023 8:18 AM

210 - Municipal Development District	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
Revenue Summary							
-	39,507.01	402,128.11	473,000.00	70,871.89	14.98%	388,469.43	483,167.66
Revenue Totals	<u>39,507.01</u>	<u>402,128.11</u>	<u>473,000.00</u>	<u>70,871.89</u>	<u>14.98%</u>	<u>388,469.43</u>	<u>483,167.66</u>
Expense Summary							
110-Administration	7,406.34	82,070.84	247,674.28	165,603.44	66.86%	50,381.83	63,147.65
Expense Totals	<u>7,406.34</u>	<u>82,070.84</u>	<u>247,674.28</u>	<u>165,603.44</u>	<u>66.86%</u>	<u>50,381.83</u>	<u>63,147.65</u>
Revenues Over(Under) Expenditures	<u>32,100.67</u>	<u>320,057.27</u>	<u>225,325.72</u>	<u>0.00</u>	<u>0.00%</u>	<u>338,087.60</u>	<u>420,020.01</u>
710-Transfers Out	(5,562.50)	(25,696.85)	0.00	25,696.85	0.00%	(18,272.25)	(18,272.25)

Town of Cross Roads
Revenue and Expense Report
As of July 31, 2023

8/4/2023 8:18 AM

210 - Municipal Development District	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
Sales Taxes							
-40100 Sales Tax Revenue	39,841.23	395,978.19	445,000.00	49,021.81	11.02%	394,983.40	486,424.66
Total Sales Taxes	39,841.23	395,978.19	445,000.00	49,021.81	11.02%	394,983.40	486,424.66
Investment Income							
-40306 Interest Revenue	3,778.28	13,899.92	13,000.00	(899.92)	(6.92%)	1,553.28	1,910.25
Total Investment Income	3,778.28	13,899.92	13,000.00	(899.92)	(6.92%)	1,553.28	1,910.25
Miscellaneous							
-40350 Rental Income	1,450.00	14,500.00	15,000.00	500.00	3.33%	10,205.00	13,105.00
Total Miscellaneous	1,450.00	14,500.00	15,000.00	500.00	3.33%	10,205.00	13,105.00
Transfers							
-40910 Transfers In	(5,562.50)	(22,250.00)	0.00	22,250.00	0.00%	(18,272.25)	(18,272.25)
Total Transfers	(5,562.50)	(22,250.00)	0.00	22,250.00	0.00%	(18,272.25)	(18,272.25)
Total	39,507.01	402,128.11	473,000.00	70,871.89	14.98%	388,469.43	483,167.66
Total Revenue	39,507.01	402,128.11	473,000.00	70,871.89	14.98%	388,469.43	483,167.66

210 - Municipal Development District	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
110-Administration - - - - -							
Contractual Services							
110-53002 Advertising and Promotion	449.47	1,976.51	15,000.00	13,023.49	86.82%	88.81	88.81
110-53004 Software	0.00	1,692.14	1,700.00	7.86	0.46%	758.93	758.93
110-53007 Administrative Expenses	5,693.00	23,752.91	29,355.00	5,602.09	19.08%	18,767.74	19,028.74
110-53015 Dues and Subscriptions	0.00	375.00	4,000.00	3,625.00	90.63%	0.00	0.00
110-53022 Training and Travel	1,263.87	4,459.82	7,500.00	3,040.18	40.54%	0.00	0.00
110-53025 MDD Business Grant	0.00	0.00	20,000.00	20,000.00	100.00%	0.00	0.00
110-53100 Planning/Consulting	0.00	11,985.00	65,000.00	53,015.00	81.56%	4,068.75	4,068.75
110-53110 Utilities	0.00	315.00	1,500.00	1,185.00	79.00%	177.96	177.96
110-53805 Property Taxes	0.00	0.00	13,600.00	13,600.00	100.00%	0.00	0.00
Total Contractual Services	<u>7,406.34</u>	<u>44,556.38</u>	<u>157,655.00</u>	<u>113,098.62</u>	<u>71.74%</u>	<u>23,862.19</u>	<u>24,123.19</u>
Maintenance							
110-54018 Rental Property Repair and Maintenance	0.00	0.00	40,000.00	40,000.00	100.00%	1,510.00	1,510.00
Total Maintenance	<u>0.00</u>	<u>0.00</u>	<u>40,000.00</u>	<u>40,000.00</u>	<u>100.00%</u>	<u>1,510.00</u>	<u>1,510.00</u>
Debt Service							
110-56010 Debt Principal	0.00	25,103.01	33,591.46	8,488.45	25.27%	16,320.18	24,568.51
110-56020 Debt Interest	0.00	12,411.45	16,427.82	4,016.37	24.45%	8,689.46	12,945.95
Total Debt Service	<u>0.00</u>	<u>37,514.46</u>	<u>50,019.28</u>	<u>12,504.82</u>	<u>25.00%</u>	<u>25,009.64</u>	<u>37,514.46</u>
Total Administration	<u>7,406.34</u>	<u>82,070.84</u>	<u>247,674.28</u>	<u>165,603.44</u>	<u>66.86%</u>	<u>50,381.83</u>	<u>63,147.65</u>
710-Transfers Out - - - - -							
Capital Outlay							
710-59100 Transfers Out	(5,562.50)	(25,696.85)	0.00	25,696.85	0.00%	(18,272.25)	(18,272.25)
Total Capital Outlay	<u>(5,562.50)</u>	<u>(25,696.85)</u>	<u>0.00</u>	<u>25,696.85</u>	<u>0.00%</u>	<u>(18,272.25)</u>	<u>(18,272.25)</u>
Total Transfers Out	<u>(5,562.50)</u>	<u>(25,696.85)</u>	<u>0.00</u>	<u>25,696.85</u>	<u>0.00%</u>	<u>(18,272.25)</u>	<u>(18,272.25)</u>
Total Expense	<u>1,843.84</u>	<u>56,373.99</u>	<u>247,674.28</u>	<u>191,300.29</u>	<u>77.24%</u>	<u>32,109.58</u>	<u>44,875.40</u>

Town of Cross Roads
Transaction Detail Report
6/1/2023 - 7/31/2023

8/4/2023 8:44 AM

210 - Municipal Development District

Account 210-110-53002

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
7/26/2023	8/2/2023	Crctn to JE-Genl ckg ck#11689- effective 08/23 Newsltr related s/be MDD Exp and MDD ckg				449.47	0.00	449.47
Total						449.47	0.00	

210 - Municipal Development District

Account 210-110-53007

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
6/1/2023	7/5/2023	Mgmt FEE - Property mgmt co deposit for MDD rental property - 06- 01-2023 deposiut				130.50	0.00	130.50
7/6/2023	8/2/2023	Mgmt FEE - Property mgmt co deposit for MDD rental property - 07- 06-23 deposit				130.50	0.00	261.00
7/10/2023	7/10/2023	MDD to General ckg-Qtrly transfer for salary and office exp \$5562.50				5,562.50	0.00	5,823.50
Total						5,823.50	0.00	

210 - Municipal Development District

Account 210-110-53022

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
6/14/2023	6/14/2023	Travel Reimbmt Tolls & Mlg 5/21 to 5/23/23 - \$7.80 Tolls and 80 miles at .655 - Tolls	T. Lynn Tompkins	Travel Reimbmt Tc 1018		7.80	0.00	7.80
6/14/2023	6/14/2023	Travel Reimbmt Tolls & Mlg 5/21 to 5/23/23 - \$7.80 Tolls and 80 miles at .655 - Mlg Reimbmt	T. Lynn Tompkins	Travel Reimbmt Tc 1018		52.40	0.00	60.20
7/11/2023	7/11/2023	chgs to 6-21-23 - Nametagwizard, Uber, Cafe Americano, Mandalay Noodle Shop, COD Aviation, Horseshoe, Uber, Jose Cuervo, Las Vegas convention, Uber	Point Bank	chgs to 6-21-23	11654	1,263.87	0.00	1,324.07
7/18/2023	7/19/2023	Town received ck # 1020 from MDD- reimbmt for MDD CC chgs Town paid thru 6-21-2023				0.00	1,263.87	60.20

7/18/2023	7/19/2023	Town received ck # 1020 from MDD-reimbmt for MDD CC chgs Town paid thru 6-21-2023 - Reversal				1,263.87	0.00	1,324.07
7/19/2023	7/19/2023	Pay Town ck # 1020 from MDD-reimbmt for MDD CC chgs Town paid thru 6-21-2023	Town of Cross Roads	Pay Town ck # 1020		1,263.87	0.00	2,587.94
7/26/2023	7/26/2023	*VOID* Pay Town ck # 1020 from MDD-reimbmt for MDD CC chgs Town paid thru 6-21-2023	Town of Cross Roads	Pay Town ck # 1020		0.00	1,263.87	1,324.07
Total						<u>3,851.81</u>	<u>2,527.74</u>	

210 - Municipal Development District **Account 210-110-53100**

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
6/29/2023	6/29/2023	Mundo invoice dated 06-23-23 MDD Business survey	Mundo and Associates Inc.	06-23-23	1019	9,455.00	0.00	9,455.00
6/29/2023	6/29/2023	Mundo invoice dated 06-23-23 MDD Business expansion services	Mundo and Associates Inc.	06-23-23	1019	1,705.00	0.00	11,160.00
Total						<u>11,160.00</u>	<u>0.00</u>	

210 - Municipal Development District **Account 210-710-59100**

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
7/10/2023	7/10/2023	MDD to General ckg-Qtrly transfer for salary and office exp \$5562.50				0.00	5,562.50	(5,562.50)
Total						<u>0.00</u>	<u>5,562.50</u>	

Town of Cross Roads
Balance Sheet
As of June 30, 2023

7/5/2023 3:27 PM

Account Type	Account Number	Description	Balance	Total
210 - Municipal Development District				
Assets				
	210-10000	Operating Cash Consolidated	0.00	
	210-10090	MDD Cash / Checking xxx9987	271,039.98	
	210-10138	Texpool Municipal Development District	773,208.10	
	210-11020	Sales Tax Receivable	85,749.70	
	Total Assets		<u>1,129,997.78</u>	
				<u><u>1,129,997.78</u></u>
Liabilities				
	210-20100	Accounts Payable Consolidated	0.00	
	210-20105	Due to General Fund	0.00	
	210-21100	Accrued Wages	0.00	
	210-21115	Accounts Payable MDD	0.00	
	Total Liabilities		<u>0.00</u>	
Fund Balance				
	210-30050	Fund Balance Beginning	0.00	
	210-30100	Fund Balance	810,798.31	
	Total Fund Balance		<u>810,798.31</u>	
		Total Revenue	362,621.10	
		Total Expenses	<u>54,530.15</u>	
		Current Year Increase (Decrease)	319,199.47	
		Fund Balance Total	810,798.31	
		Current Year Increase (Decrease)	<u>319,199.47</u>	
		Total Fund Balance/Equity	<u>1,129,997.78</u>	
	Total Liabilities & Fund Balance			<u><u>1,129,997.78</u></u>

Town of Cross Roads
Balance Sheet
As of July 31, 2023

8/4/2023 8:48 AM

Account Type	Account Number	Description	Balance	Total
210 - Municipal Development District				
Assets				
	210-10000	Operating Cash Consolidated	0.00	
	210-10090	MDD Cash / Checking xxx9987	287,385.60	
	210-10138	Texpool Municipal Development District	794,975.12	
	210-11020	Sales Tax Receivable	85,749.70	
	Total Assets		<u>1,168,110.42</u>	
				<u>1,168,110.42</u>
Liabilities				
	210-20100	Accounts Payable Consolidated	449.47	
	210-20105	Due to General Fund	0.00	
	210-21100	Accrued Wages	0.00	
	210-21115	Accounts Payable MDD	0.00	
	Total Liabilities		<u>449.47</u>	
Fund Balance				
	210-30050	Fund Balance Beginning	0.00	
	210-30100	Fund Balance	821,906.83	
	Total Fund Balance		<u>821,906.83</u>	
		Total Revenue	402,128.11	
		Total Expenses	<u>56,373.99</u>	
		Current Year Increase (Decrease)	345,754.12	
		Fund Balance Total	821,906.83	
		Current Year Increase (Decrease)	<u>345,754.12</u>	
		Total Fund Balance/Equity	<u>1,167,660.95</u>	
	Total Liabilities & Fund Balance			<u>1,168,110.42</u>

CROSS ROADS MDD AGENDA BRIEFING SHEET

Meeting Date:

August 10, 2023

Agenda Item:

Website Analytics – June and July 2023

Prepared by:

Kristi Gilbert, Town Administrator

Description:

Attached is the website analytics report as requested by the Board for both the month of June and July. Google Analytics has changed their reporting so we are unable to provide a report on direct referrals, just a summary page. For the month of June, we had 4,117 pageviews from 1,434 users. July increased to 8,259 views from 2,671 users.

The top five pages for July were:

1. Homepage
2. US 380 Projects
3. Municipal Court
4. Cross Roads Police Department
5. Search Results

June's top five pages were:

1. Homepage
2. US 380 Projects
3. Municipal Court
4. Search Results
5. Permits & Development

May's top five pages were:

1. Homepage
2. US 380 Projects
3. Search Results
4. Municipal Court
5. Employment Opportunities

Attachments:

June Report

July Report

Pages and screens: Page title and screen class

Views by Page title and screen class over time

Views by Page title and screen class

Page title and screen class	Views	Users	Views per user	Average engagement time	Event count	Conversions	Total revenue
	4,117	1,434	2.87	0m 00s	7,393	0.00	\$0.00
	100% of total	100% of total	Avg 0%		100% of total		
1Cross Roads, TX	610	412	1.48	0m 00s	1,451	0.00	\$0.00
2US 380 Projects Cross Roads, TX	327	272	1.20	0m 00s	878	0.00	\$0.00
3Municipal Court Cross Roads, TX	249	137	1.82	0m 00s	482	0.00	\$0.00
4Search Results Cross Roads, TX	173	66	2.62	0m 00s	177	0.00	\$0.00
5Permits & Development Cross Roads, TX	172	93	1.85	0m 00s	292	0.00	\$0.00
6Planning and Zoning Meeting Cross Roads, TX	121	21	5.76	0m 00s	154	0.00	\$0.00
7Employment Opportunities Cross Roads, TX	112	77	1.45	0m 00s	230	0.00	\$0.00
8Cross Roads Police Department Cross Roads, TX	101	75	1.35	0m 00s	230	0.00	\$0.00
9Maps Cross Roads, TX	92	53	1.74	0m 00s	168	0.00	\$0.00
10Cross Roads Summer Market Cross Roads, TX	88	63	1.40	0m 00s	201	0.00	\$0.00
11Permits - Residential Cross Roads, TX	88	37	2.38	0m 00s	137	0.00	\$0.00
12Town Council Cross Roads, TX	74	43	1.72	0m 00s	117	0.00	\$0.00
13Ordinances Cross Roads, TX	71	36	1.97	0m 00s	121	0.00	\$0.00
14Minutes & Agendas Cross Roads, TX	59	39	1.51	0m 00s	68	0.00	\$0.00
15Contacts Directory Cross Roads, TX	58	39	1.49	0m 00s	73	0.00	\$0.00
16US 380 Current Construction (Grade Separation) Cross Roads, TX	58	43	1.35	0m 00s	61	0.00	\$0.00
17Calendar Cross Roads, TX	57	25	2.28	0m 00s	74	0.00	\$0.00
18Payment Plans Cross Roads, TX	56	32	1.75	0m 00s	74	0.00	\$0.00
19Permits - Commercial Cross Roads, TX	54	29	1.86	0m 00s	70	0.00	\$0.00
20Methods of Payment Cross Roads, TX	50	30	1.67	0m 00s	61	0.00	\$0.00
21Atwoods Ranch & Home Cross Roads, TX	46	38	1.21	0m 00s	127	0.00	\$0.00
22Find It Fast... Cross Roads, TX	45	32	1.41	0m 00s	49	0.00	\$0.00
23Utilities & Key Contacts Cross Roads, TX	42	33	1.27	0m 00s	96	0.00	\$0.00
24Town Council Meeting Cross Roads, TX	41	27	1.52	0m 00s	43	0.00	\$0.00
25About Cross Roads, TX	38	30	1.27	0m 00s	51	0.00	\$0.00
26User account Cross Roads, TX	38	18	2.11	0m 00s	57	0.00	\$0.00
27Contact Us Cross Roads, TX	36	30	1.20	0m 00s	53	0.00	\$0.00
28Development Cross Roads, TX	36	25	1.44	0m 00s	51	0.00	\$0.00
29Departments Cross Roads, TX	34	27	1.26	0m 00s	64	0.00	\$0.00
30Municipal Development District Cross Roads, TX	34	30	1.13	0m 00s	42	0.00	\$0.00
31Founder's Day Cross Roads, TX	33	28	1.18	0m 00s	71	0.00	\$0.00
32Cross Roads Holiday Pop-up Markets Cross Roads, TX	31	16	1.94	0m 00s	40	0.00	\$0.00
33Planning and Zoning Special Meeting Cross Roads, TX	28	14	2.00	0m 00s	28	0.00	\$0.00
34Services Cross Roads, TX	28	18	1.56	0m 00s	32	0.00	\$0.00
35Development Projects Cross Roads, TX	25	21	1.19	0m 00s	35	0.00	\$0.00
36Check out what's happening at Cross Roads Town Park! Cross Roads, TX	24	17	1.41	0m 00s	30	0.00	\$0.00
37How can I handle my citation? Cross Roads, TX	24	18	1.33	0m 00s	26	0.00	\$0.00
38Deferred Disposition Cross Roads, TX	22	11	2.00	0m 00s	24	0.00	\$0.00
39Court Hearing Requests Cross Roads, TX	21	12	1.75	0m 00s	29	0.00	\$0.00
40Driver's Safety Course Cross Roads, TX	20	8	2.50	0m 00s	24	0.00	\$0.00
41Mill Creek Road Rehabilitation Cross Roads, TX	20	18	1.11	0m 00s	49	0.00	\$0.00
42Plea Options for Your Case Cross Roads, TX	20	15	1.33	0m 00s	22	0.00	\$0.00
43Volunteer Application Cross Roads, TX	20	17	1.18	0m 00s	43	0.00	\$0.00
44Applications & Forms Cross Roads, TX	19	13	1.46	0m 00s	19	0.00	\$0.00
45US 380 Feasibility Study (2045) Cross Roads, TX	19	17	1.12	0m 00s	23	0.00	\$0.00
46Human Resources Cross Roads, TX	18	12	1.50	0m 00s	27	0.00	\$0.00
47Fire & Emergency Medical Services Cross Roads, TX	17	11	1.55	0m 00s	32	0.00	\$0.00
48Vision 2035 Cross Roads, TX	17	12	1.42	0m 00s	20	0.00	\$0.00
49Where do I find information on the US 380 Projects? Cross Roads, TX	17	15	1.13	0m 00s	17	0.00	\$0.00
50Inspection Requests Cross Roads, TX	16	13	1.23	0m 00s	27	0.00	\$0.00
51Denton ISD Project Updates Cross Roads, TX	15	15	1.00	0m 00s	37	0.00	\$0.00
52Message Sent Cross Roads, TX	15	10	1.50	0m 00s	16	0.00	\$0.00
53 Cross Roads, TX	15	12	1.25	0m 00s	39	0.00	\$0.00
54Additional Information Cross Roads, TX	14	13	1.08	0m 00s	20	0.00	\$0.00
55Town Administrator Cross Roads, TX	14	13	1.08	0m 00s	18	0.00	\$0.00
56Where can I renew my drivers license? Cross Roads, TX	14	11	1.27	0m 00s	34	0.00	\$0.00
57Business Directory - All Cross Roads, TX	13	12	1.08	0m 00s	19	0.00	\$0.00
58History of CRPD Cross Roads, TX	13	9	1.44	0m 00s	14	0.00	\$0.00
59Other Government Services Cross Roads, TX	13	11	1.18	0m 00s	15	0.00	\$0.00
60Parks & Recreation Cross Roads, TX	13	13	1.00	0m 00s	29	0.00	\$0.00
61Public Notices and Bids Cross Roads, TX	13	9	1.44	0m 00s	26	0.00	\$0.00
62Subscribe Cross Roads, TX	13	12	1.08	0m 00s	27	0.00	\$0.00
63Tax Rates Cross Roads, TX	13	9	1.44	0m 00s	27	0.00	\$0.00
64Town Secretary Cross Roads, TX	13	12	1.08	0m 00s	17	0.00	\$0.00
65Planning & Zoning Commission Cross Roads, TX	12	10	1.20	0m 00s	18	0.00	\$0.00
66TxDOT Traffic Alert Cross Roads, TX	12	12	1.00	0m 00s	28	0.00	\$0.00
67Boards Cross Roads, TX	11	8	1.38	0m 00s	14	0.00	\$0.00
68Court Process Cross Roads, TX	11	8	1.38	0m 00s	12	0.00	\$0.00
69Dockets Cross Roads, TX	11	9	1.22	0m 00s	11	0.00	\$0.00
70Close Patrol Vacation Watch Cross Roads, TX	10	8	1.25	0m 00s	12	0.00	\$0.00
71Local Businesses Cross Roads, TX	10	6	1.67	0m 00s	12	0.00	\$0.00
72Open Government Cross Roads, TX	10	10	1.00	0m 00s	12	0.00	\$0.00
73Public Information Act Request Cross Roads, TX	10	9	1.11	0m 00s	16	0.00	\$0.00
74Save the Date! Cross Roads, TX	10	10	1.00	0m 00s	15	0.00	\$0.00
75How do I file a Public Information Act Request? Cross Roads, TX	9	9	1.00	0m 00s	9	0.00	\$0.00
76Residents Cross Roads, TX	9	6	1.50	0m 00s	15	0.00	\$0.00
77Rustic Furniture Depot Cross Roads, TX	9	9	1.00	0m 00s	27	0.00	\$0.00
78TxDOT Public Meeting for US 380 Denton County Feasibility Study Cross Roads, TX	9	8	1.13	0m 00s	21	0.00	\$0.00
79Where do I go to register my vehicle? Cross Roads, TX	9	6	1.50	0m 00s	21	0.00	\$0.00
80Complaints & Commendations Cross Roads, TX	8	7	1.14	0m 00s	11	0.00	\$0.00
81Compliance Dismissals Cross Roads, TX	8	7	1.14	0m 00s	8	0.00	\$0.00
82How Do I... Menu Cross Roads, TX	8	6	1.33	0m 00s	10	0.00	\$0.00
83Cross Roads Summer Mega Market Cross Roads, TX	7	6	1.17	0m 00s	14	0.00	\$0.00
84Finance Department Cross Roads, TX	7	6	1.17	0m 00s	7	0.00	\$0.00
85Parks & Recreation Board Cross Roads, TX	7	7	1.00	0m 00s	12	0.00	\$0.00
86How do I submit a permit application? Cross Roads, TX	6	6	1.00	0m 00s	6	0.00	\$0.00
87Location & Directions to Court Office Cross Roads, TX	6	3	2.00	0m 00s	8	0.00	\$0.00
88Mustang SUD Enacts Stage 2 Restrictions Cross Roads, TX	6	6	1.00	0m 00s	18	0.00	\$0.00
89Northeast Municipal Court Cross Roads, TX	6	3	2.00	0m 00s	10	0.00	\$0.00
90Real Estate Cross Roads, TX	6	3	2.00	0m 00s	10	0.00	\$0.00
91T. Lynn Tompkins Jr. Cross Roads, TX	6	5	1.20	0m 00s	17	0.00	\$0.00
92Upcoming Events Cross Roads, TX	6	3	2.00	0m 00s	15	0.00	\$0.00
93Continuances Cross Roads, TX	5	5	1.00	0m 00s	5	0.00	\$0.00
94Cross Roads Community Market Cross Roads, TX	5	4	1.25	0m 00s	12	0.00	\$0.00
95Education Cross Roads, TX	5	4	1.25	0m 00s	6	0.00	\$0.00
96Elections Cross Roads, TX	5	5	1.00	0m 00s	7	0.00	\$0.00
97Health Inspections Cross Roads, TX	5	2	2.50	0m 00s	5	0.00	\$0.00
982035 Comprehensive Plan Cross Roads, TX	4	4	1.00	0m 00s	6	0.00	\$0.00
99Budgets & Finance Reports Cross Roads, TX	4	2	2.00	0m 00s	4	0.00	\$0.00
100Do you issue passports or marriage licenses? Cross Roads, TX	4	3	1.33	0m 00s	7	0.00	\$0.00
101Economic Development Cross Roads, TX	4	4	1.00	0m 00s	8	0.00	\$0.00
102Fiscal Transparency Cross Roads, TX	4	3	1.33	0m 00s	4	0.00	\$0.00
103How do I file a police report? Cross Roads, TX	4	4	1.00	0m 00s	8	0.00	\$0.00
104How do I request close patrol of my property when I am out of town? Cross Roads, TX	4	4	1.00	0m 00s	6	0.00	\$0.00
105Resources Cross Roads, TX	4	3	1.33	0m 00s	5	0.00	\$0.00
106Summer Business Hours Change Cross Roads, TX	4	4	1.00	0m 00s	6	0.00	\$0.00
107Town Hall Closed for Independence Day Cross Roads, TX	4	4	1.00	0m 00s	10	0.00	\$0.00
1082023 Community Market Vendor Applications now available Cross Roads, TX	3	3	1.00	0m 00s	7	0.00	\$0.00
109Add Business to Business Directory Cross Roads, TX	3	2	1.50	0m 00s	3	0.00	\$0.00
110Beauty By Us Beauty Supply Cross Roads, TX	3	3	1.00	0m 00s	9	0.00	\$0.00
111Business Directory - Medical-Dental-Pharmacy Cross Roads, TX	3	3	1.00	0m 00s	3	0.00	\$0.00
112Cross Roads Mourns the Loss of Council Member Greg Gaalema Cross Roads, TX	3	3	1.00	0m 00s	3	0.00	\$0.00
113How do I listen to recordings of past meetings? Cross Roads, TX	3	2	1.50	0m 00s	4	0.00	\$0.00
114Location & Directions to Court Hearing Cross Roads, TX	3	2	1.50	0m 00s	3	0.00	\$0.00
115News Cross Roads, TX	3	3	1.00	0m 00s	9	0.00	\$0.00
116Parks & Recreation Board Meeting Cross Roads, TX	3	2	1.50	0m 00s	3	0.00	\$0.00
117US 380 Improvement Project Kicks Off in Denton County this Week Cross Roads, TX	3	3	1.00	0m 00s	9	0.00	\$0.00
118US 380 will be reduced to one lane between Walmart Drive and FM 2931 Cross Roads, TX	3	2	1.50	0m 00s	5	0.00	\$0.00
119court Cross Roads, TX	3	1	3.00	0m 00s	3	0.00	\$0.00
120Bids for Road Construction Cross Roads, TX	2	2	1.00	0m 00s	2	0.00	\$0.00
121Business Directory - Construction Cross Roads, TX	2	2	1.00	0m 00s	2	0.00	\$0.00
122Business Directory - K Cross Roads, TX	2	1	2.00	0m 00s	4	0.00	\$0.00
123Business Directory - Restaurant Cross Roads, TX	2	2	1.00	0m 00s	2	0.00	\$0.00
124Community Cross Roads, TX	2	1	2.00	0m 00s	2	0.00	\$0.00
125Cross Roads Mourns the Loss of a Police Officer Cross Roads, TX	2	1	2.00	0m 00s	5	0.00	\$0.00
126Elite Healthcare, LLC Cross Roads, TX	2	2	1.00	0m 00s	4	0.00	\$0.00
127Greg Gaalema (deceased) Cross Roads, TX	2	1	2.00	0m 00s	2	0.00	\$0.00
128How do I get a copy of an accident report? Cross Roads, TX	2	2	1.00	0m 00s	2	0.00	\$0.00
129Jack in the Box Cross Roads, TX	2	1	2.00	0m 00s	5	0.00	\$0.00
130Jackson Hewitt Tax Preparation Office Cross Roads, TX	2	2	1.00	0m 00s	6	0.00	\$0.00
131Krispy Kreations Cuts and Designs Cross Roads, TX	2	2	1.00	0m 00s	6	0.00	\$0.00
132MDD Meeting Cross Roads, TX	2	1	2.00	0m 00s	2	0.00	\$0.00
133Platting Application Cross Roads, TX	2	2	1.00	0m 00s	4	0.00	\$0.00
134Ron King Cross Roads, TX	2	1	2.00	0m 00s	2	0.00	\$0.00
135Search Results Page 2 Cross Roads, TX	2	2	1.00	0m 00s	2	0.00	\$0.00
136Set up a building inspection? Cross Roads, TX	2	2	1.00	0m 00s	2	0.00	\$0.00
137Sylvia Phillips Cross Roads, TX	2	1	2.00	0m 00s	2	0.00	\$0.00
138Text Alerts for US 380 Project Cross Roads, TX	2	2	1.00	0m 00s	4	0.00	\$0.00
139The Hillside Estate Cross Roads, TX	2	1	2.00	0m 00s	2	0.00	\$0.00
140Town Council Special Called Meeting Cross Roads, TX	2	2	1.00	0m 00s	2	0.00	\$0.00
141US 380 & FM 424 Traffic Light Cycle Cross Roads, TX	2	2	1.00	0m 00s	6	0.00	\$0.00
142Upcoming Events Page 2 Cross Roads, TX	2	2	1.00	0m 00s	2	0.00	\$0.00
143Website Disclaimer Cross Roads, TX	2	2	1.00	0m 00s	4	0.00	\$0.00
144kgilbert Cross Roads, TX	2	1	2.00	0m 00s	2	0.00	\$0.00
145Itompkins Cross Roads, TX	2	1	2.00	0m 00s	4	0.00	\$0.00
1462023 Candidate Packet Cross Roads, TX	1	1	1.00	0m 00s	1	0.00	\$0.00
147About Us Cross Roads, TX	1	1	1.00	0m 00s	1	0.00	\$0.00
148At Ease Chiropractic Cross Roads, TX	1	1	1.00	0m 00s	3	0.00	\$0.00
149Big Tex Trailers Cross Roads, TX	1	1	1.00	0m 00s	3	0.00	\$0.00
150Blinford Fence Supply Cross Roads, TX	1	1	1.00	0m 00s	3	0.00	\$0.00
151Business Directory - Automotive Cross Roads, TX	1	1	1.00	0m 00s	1	0.00	\$0.00
152Business Directory - Professional Services Cross Roads, TX	1	1	1.00	0m 00s			

A

All Users

Add comparison

+

Custom

Jun 1 - Jun 30, 2023

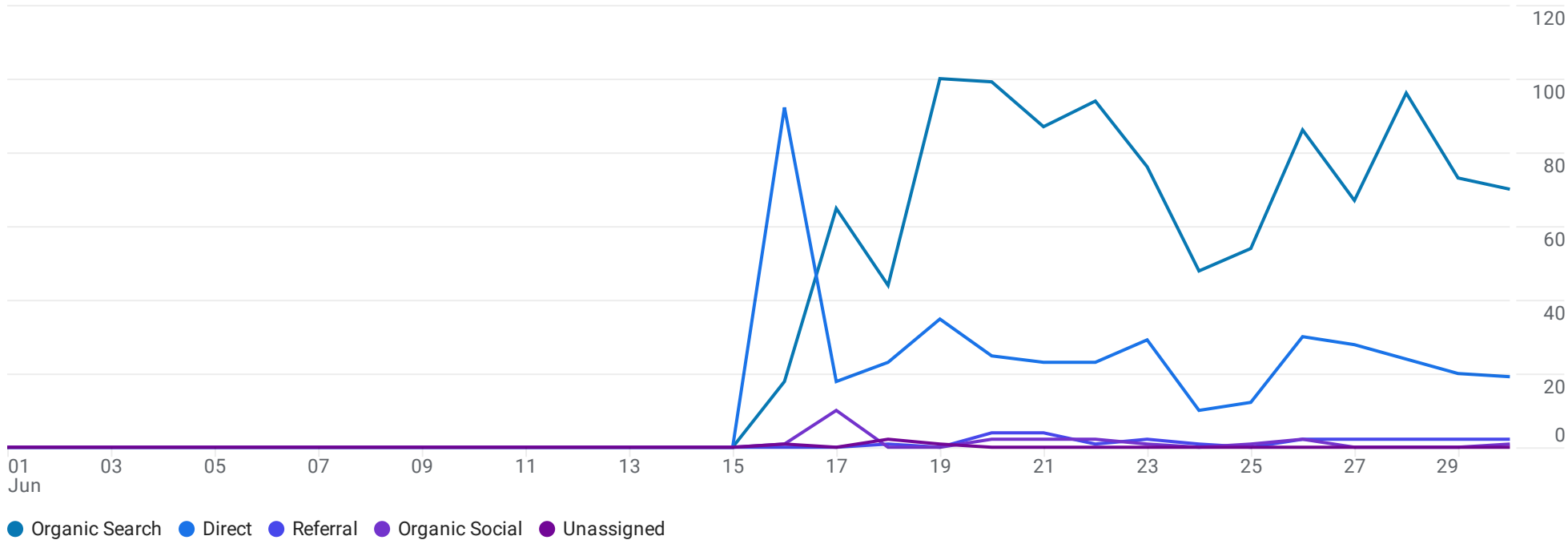
Traffic acquisition: Session default channel group

✔

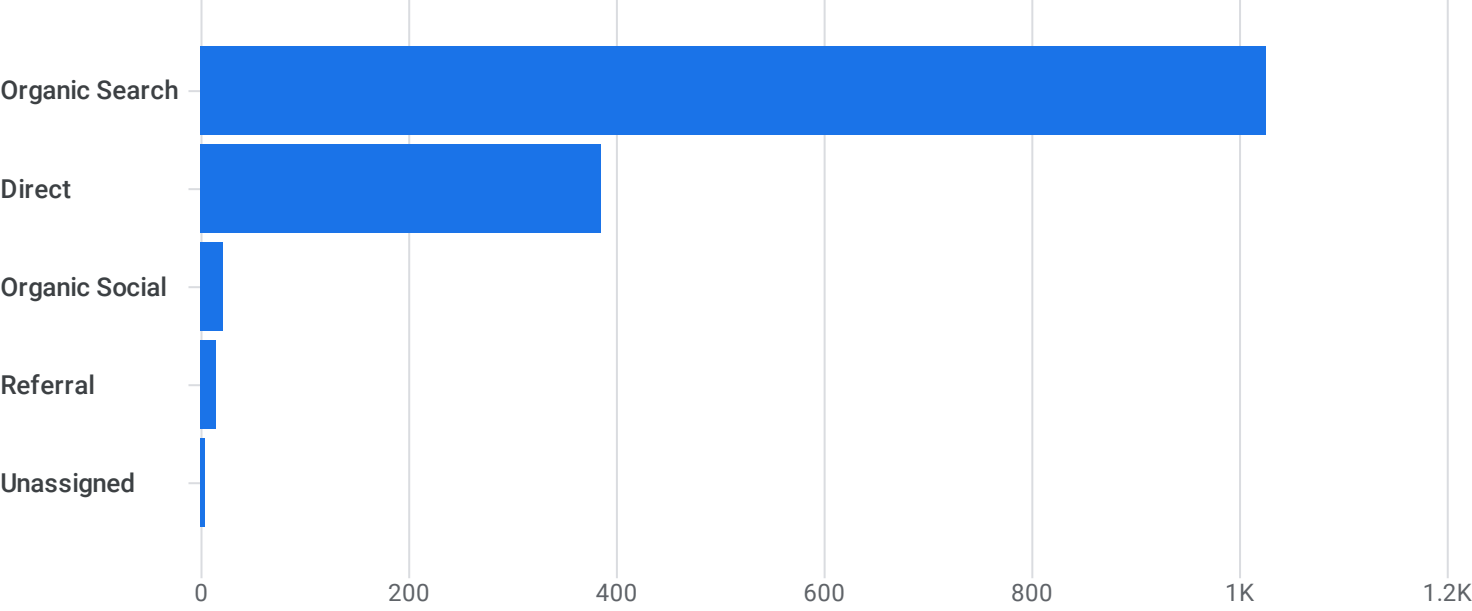
Add filter

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Users by Session default channel group over time



Users by Session default channel group



Search...

Rows per page: 10

1-5 of 5

Session default channel group		↓ Users	Sessions	Engaged sessions	Average engagement time per session	Engaged sessions per user	Events per session	Engagement rate	Event count	Conversions	Total revenue
		1,434	1,792	702	0m 00s	0.49	4.13	39.17%	7,393	0.00	\$0.00
		100% of total	100% of total	100% of total		Avg 0%	Avg 0%	Avg 0%	100% of total		
1	Organic Search	1,026	1,239	477	0m 00s	0.46	4.12	38.5%	5,108	0.00	\$0.00
2	Direct	386	487	197	0m 00s	0.51	4.19	40.45%	2,039	0.00	\$0.00
3	Organic Social	22	22	4	0m 00s	0.18	3.23	18.18%	71	0.00	\$0.00
4	Referral	15	38	23	0m 00s	1.53	4.24	60.53%	161	0.00	\$0.00
5	Unassigned	4	4	0	0m 00s	0.00	3.50	0%	14	0.00	\$0.00

All Users

Add comparison

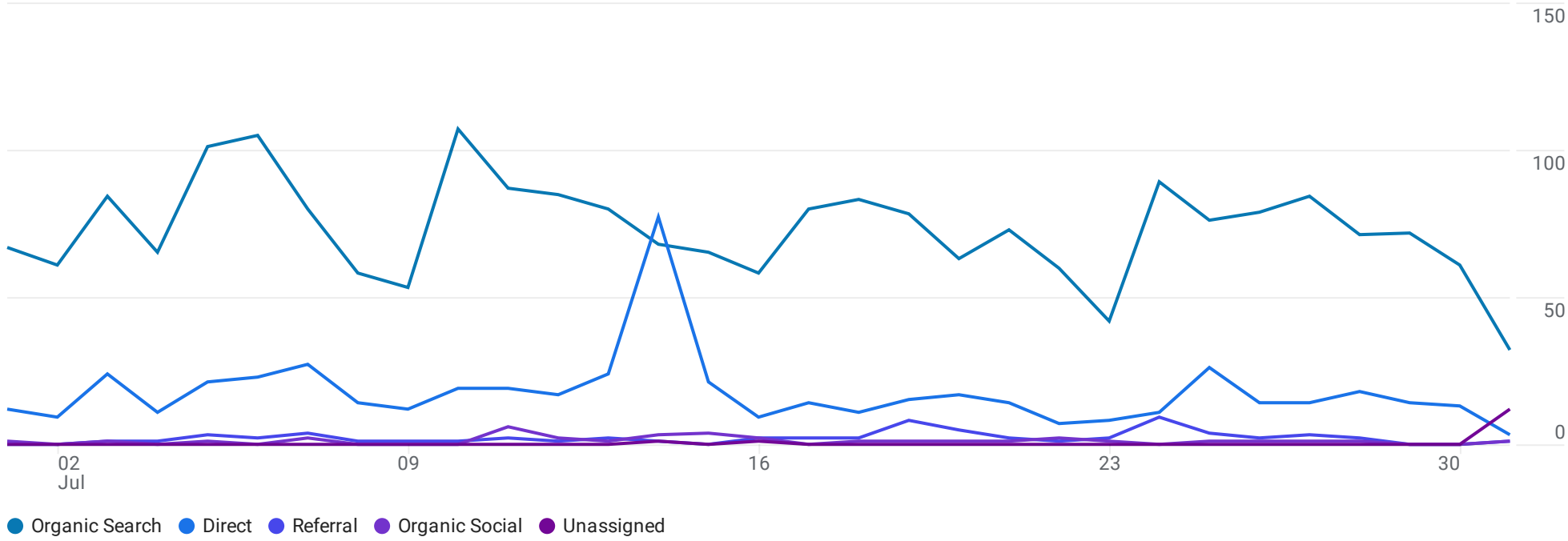
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Jul 1 - Jul 31, 2023

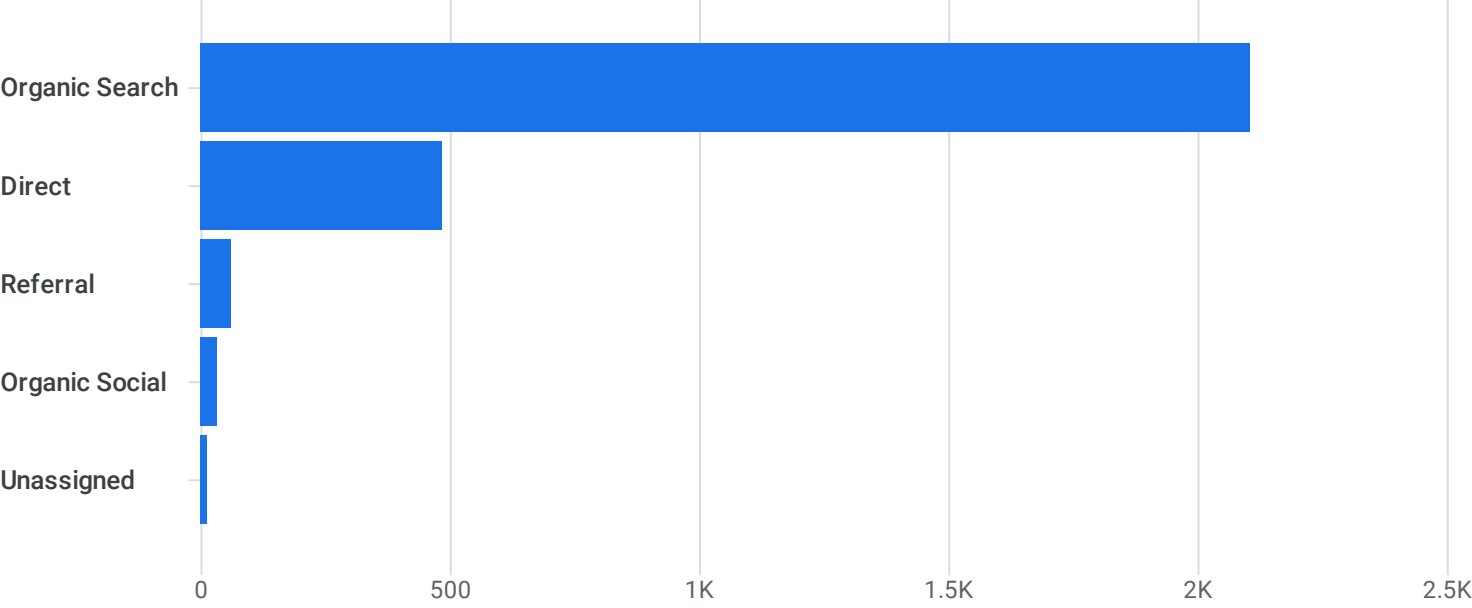
Traffic acquisition: Session default channel group

Add filter

Users by Session default channel group over time



Users by Session default channel group



Search...

Rows per page: 101-5 of 5

Session default channel group		↓ Users	Sessions	Engaged sessions	Average engagement time per session	Engaged sessions per user	Events per session	Engagement rate	Event count All events	Conversions All events	Total revenue
		2,671 100% of total	3,421 100% of total	1,425 100% of total	0m 00s	0.53 Avg 0%	4.21 Avg 0%	41.65% Avg 0%	14,392 100% of total	0.00	\$0.00
1	Organic Search	2,106	2,688	1,107	0m 00s	0.53	4.08	41.18%	10,967	0.00	\$0.00
2	Direct	485	640	269	0m 00s	0.55	4.41	42.03%	2,825	0.00	\$0.00
3	Referral	61	77	32	0m 00s	0.52	5.18	41.56%	399	0.00	\$0.00
4	Organic Social	33	36	15	0m 00s	0.45	3.78	41.67%	136	0.00	\$0.00
5	Unassigned	14	15	0	0m 00s	0.00	4.33	0%	65	0.00	\$0.00



**MINUTES OF REGULAR MEETING
FOR MUNICIPAL DEVELOPMENT DISTRICT
THURSDAY, JUNE 8, 2023, AT 6:00 P.M.
LOCATION: 1401 FM 424, CROSS ROADS, TEXAS 76227**

Call to Order – **6:00 P.M.**

1. Roll Call: **President Knox; Members Paus and Zuczek. Coronado and Berry were absent.**
2. Citizen Input for Items both ON and NOT on the Agenda
Stuart Tilley – impact of construction on US 380 to Sonic’s revenue; asked that MDD consider assistance
3. Discuss and consider appointment of a Vice President for the Municipal Development District.
**Motion to appoint Steve Zuczek Vice President of MDD made by Paus;
Second by Knox;
Passed 3 to 0.**
4. Updates:
 - a. Review of Financials
 - b. Local Development Update
 - c. Website Analytics
 - d. US 380 Update**Town Administrator Kristi Gilbert gave the reviews and updates.**
5. Discuss and consider approval of the May 11, 2023, Meeting Minutes.
**Motion to approve May meeting minutes made by Paus;
Second by Zuczek;
Passed 3 to 0.**
6. Presentation by Sylvia Phillips on business activities and the need for acquiring easements for Mustang Special Utility District.
Sylvia Phillips gave presentation on business activities and the need for acquiring easements for Mustang SUD.
7. Receive a report, discuss and consider activities related to business retention surveys.
Pam Mundo gave a report on business retention surveys conducted by herself and MDD Members Paus and Coronado.

**Motion to approve \$3,500.00 to Pam Mundo for research and report of top 5 businesses in need of MDD assistance made by Zuczek;
Second by Paus;
Passed 3 to 0.**

**Motion to request Council amend Park budget to move \$20,000 from Reserved Funding to Grant Line Item made by Paus;
Second by Knox;
Zuczek voted no;
Passed 2 to 1.**

EXECUTIVE SESSION – MDD did not convene into Executive Session

8. The Municipal Development District will convene into Executive Session pursuant to the following:

- a. Texas Government Code, Section 551.072 - Deliberation Regarding Real Property; to deliberate the purchase, exchange, lease, or value of real property if deliberation in an open meeting would have a detrimental effect on the position of the governmental body in negotiations with a third person: FM 424
- b. Texas Government Code, Section 551.087 - Deliberation Regarding Economic Development Negotiations; to discuss or deliberate regarding commercial or financial information that the governmental body has received from a business prospect that the governmental body seeks to have locate, stay, or expand in or near the territory of the governmental body and with which the governmental body is conducting economic development negotiations; or (2) to deliberate the offer of a financial or other incentive to a business prospect.

- a. Project Alpha
- b. Project Bravo
- c. Project Charlie

9. Take action as may be necessary or appropriate on matters discussed in Executive Session.

No action - MDD did not convene into Executive Session

10. Request for future agenda items.

Executive Session, Pam Mundo, Sylvia's recommendation, and budget amendment.

11. Adjourn – **7:47 P.M.**

CROSS ROADS MDD

AGENDA BRIEFING SHEET

Meeting Date:

August 10, 2023

Agenda Item:

Receive a report, discuss and consider activities related to business retention surveys and the action items received by Mundo and Associates.

Prepared by:

Kristi Gilbert, Town Administrator

Description:

The Board previously hired Mundo and Associates to conduct interviews with key businesses to determine what their current concerns are and if they have any suggestions that the Town can do to help. At the June 8th meeting, the Board further authorized Mundo to identify five specific action items the Board could move forward with as a result of the interviews. Ms. Mundo will be at the meeting to provide an update on the interviews and action items.

Recommended Action:

The Board may want to take action on certain items depending on Pam Mundo's action report.

Attachments:

Included under separate cover

CROSS ROADS MDD

AGENDA BRIEFING SHEET

Meeting Date:

August 10, 2023

Agenda Item:

Discuss and consider the FY 2023 Budget Amendment and the FY 2024 Proposed Budget including Council directives for project funding.

Prepared by:

Kristi Gilbert, Town Administrator

Description:

The Board has previously taken action that requires an amendment to the FY 2023 budget, in addition to the need to adjust revenues to reflect reduced sales tax receipts.

FY 2023 ADJUSTMENTS:

- Decrease in Sales Tax Revenue based on YTD collections.
- Increase in Software based on actual expenses of sales tax reporting software.
- Increase in Administrative Expenses as authorized at the March 7, 2023 meeting to take on 33% of the Communications Coordinator position and increase the contribution towards the Town Administrator and Town Secretary's salary from 7% to 10% based on workload.
- Addition of \$20,000 allocated for MDD Business Grants as authorized at the June 8, 2023 Board meeting.
- The MDD may wish to consider utilizing some of their Advertising and Promotions funds to help sponsor the Town's Founder's Day Event.

Also included is the FY 2024 proposed budget for consideration and recommendation to the Town Council. Per Section 7.6 of the MDD bylaws, the Board shall adopt a proposed budget at least thirty (30) days prior to the commencement of each fiscal year which begins October 1st. The budget must also be approved by the Town Council. With the timing, the budget must be presented to the Town Council prior to their August 21st meeting.

At the June Council Retreat, the Council discussed initiatives they would like to see the MDD work on in the 2024 Fiscal Year. The memo from Council is attached for reference. The initiatives include increasing communication efforts with a heavy focus on Cross Roads businesses in the form of a monthly mailed newsletter compiled by Staff, continuing to utilize Mundo and Associates for business interviews, and hiring consultants related to Project Alpha and to perform a sales tax audit. The proposed Fiscal Year 2024 budget considers these initiatives.

FY 2024 PROPOSED BUDGET:

- Decrease in Sales Tax Revenue based on current collections.
- Increase in Interest Revenue based on current revenues.

CROSS ROADS MDD

AGENDA BRIEFING SHEET

- Increase in Rental Income per the property management company's recommended lease rate.
- Increase in Advertising and Promotion expenses to reflect the cost of monthly mailed newsletters at a monthly cost of approximately \$1,200 - \$1,800 per month depending on the number of pages.
- Increase in Software to add an additional module to incorporate the boundaries of the MDD (Cross Roads ETJ) not just the Town limits.
- Increase in Administrative Expenses to reflect the full cost of the Communications Coordinator at approximately 16 hours per week; 10% of the weighted cost of the Town Administrator, Town Secretary and Accounts Payable Technician based on workload for a total of approximately \$57,500. This line item also includes approximately \$2,700 per year for the property management company for 1151 FM 424.
- Addition of Property and Liability Insurance for the property located at 1151 FM 424.
- Increase in Training and Travel to provide funds for a Basics of Economic Development Class for each member at approximately \$800/each; International Council of Shopping Centers (ICSC) Red River Conference at \$550/person (5 people); ICSC Las Vegas Conference at approximately \$2,500/person (2 people).
- Decrease in Planning/Consulting to \$50,000 with the expectation this would be used for services provided by Mundo & Associates, costs associated with Project Alpha and for a sales tax audit.
- Decrease in Rental Property Repair to \$10,000 based on current expenditures.

Recommended Action:

Recommend approval of the FY 2023 Amended Budget and the FY 2024 Proposed Budget.

Attachments:

Memo from Council – June 14, 2023
FY 23 Proposed Budget Amendment
FY 24 Proposed Budget



JUNE 14, 2023

TO: JOHN KNOX, PRESIDENT

FROM: STEVE ZUCZEK, COUNCIL LIAISON TO MDD
T. LYNN TOMPKINS, JR., MAYOR
KRISTI GILBERT, TOWN ADMINISTRATOR

SUBJECT: REPORT ON JUNE 2023 COUNCIL RETREAT

CC: MDD BOARD MEMBERS
TOWN COUNCIL MEMBERS

As you are aware, the Town Council conducted a planning retreat the first weekend of June. During that retreat, the Council had an opportunity to discuss projects and challenges each of the Town's boards are facing.

The Council came to a consensus with regard to items of interest to the Municipal Development District (MDD). The Mayor has committed to meet with the Council Liaison and Chairperson on a monthly basis to assist in moving projects forward.

General direction from the Council includes the following:

- Continue utilizing Mundo & Associates for business interviews.
- Increase communication efforts to assist businesses which includes the following:
 - Bringing the mailed newsletter in house and publish and mail on a monthly basis.
 - Seek advertising for the newsletter
 - Feature businesses in the newsletter and provide business highlights
 - The newsletter will be advertised as "Provided by the Cross Roads Municipal Development District"
 - Cover the full cost of the Communications Coordinator to coordinate the newsletter publication, website updates and general communication
 - The anticipated cost of the entire program is approximately \$30,000 per year
- Hire consultant related to Project Alpha – to be detailed further at a future meeting.
- Pay for 10 temporary blue driveway signs.
- Engage a consultant to perform a sales tax audit.
- Re-evaluate the installation of a digital sign in three years.

**FISCAL YEAR 2023 PROPOSED AMENDMENT
210 - MUNICIPAL DEVELOPMENT DISTRICT**

Account #	Account Description	Category	FY 23 Proposed	
			FY 23 Approved	Amend 1
REVENUES - MUNICIPAL DEVELOPMENT FUND - 210				
210-40100	Sales Tax Revenue	Sales Tax	\$ 500,000.00	\$ 445,000.00
210-40306	Interest Revenue	Investment Income	\$ 1,750.00	\$ 13,000.00
210-40350	Rental Income	Miscellaneous	\$ 15,000.00	\$ 15,000.00
210-40620	Debt Proceeds	Other Income	\$ -	\$ -
210-40910	Transfers In	Transfers	\$ -	\$ -
TOTAL REVENUES - MUNICIPAL DEVELOPMENT FUND			\$ 516,750.00	\$ 473,000.00
EXPENSES - MUNICIPAL DEVELOPMENT FUND - 210				
210-110-53002	Advertising and Promotion	Contractual Services	\$ 15,000.00	\$ 15,000.00
210-110-53004	Software	Contractual Services	\$ 1,500.00	\$ 1,700.00
210-110-53007	Administrative Expenses	Contractual Services	\$ 24,000.00	\$ 29,355.00
210-110-53015	Dues and Subscriptions	Contractual Services	\$ 4,000.00	\$ 4,000.00
210-110-53022	Training and Travel	Contractual Services	\$ 7,500.00	\$ 7,500.00
210-110-53025	MDD Business Grant	Contractual Services	\$ -	\$ 20,000.00
210-110-53100	Planning/Consulting	Contractual Services	\$ 65,000.00	\$ 65,000.00
210-110-53110	Utilities	Contractual Services	\$ 1,500.00	\$ 1,500.00
210-110-53805	Property Taxes	Contractual Services	\$ 13,600.00	\$ 13,600.00
210-110-54018	Rental Property Repair	Maintenance	\$ 40,000.00	\$ 40,000.00
210-110-56010	Debt Principal	Debt Service	\$ 33,591.46	\$ 33,591.46
210-110-56020	Debt Interest	Debt Service	\$ 16,427.82	\$ 16,427.82
210-110-56030	Debt Issuance Costs	Contractual Services	\$ -	\$ -
210-110-58007	Capital Improvements	Capital Outlay	\$ -	\$ -
210-710-59100	Transfers Out	Capital Outlay	\$ -	\$ -
TOTAL EXPENSES - MUNICIPAL DEVELOPMENT FUND			\$ 222,119.28	\$ 247,674.28
Net Income			\$ 294,630.72	\$ 225,325.72
Beginning Balance FY 21			\$ 530,343.00	\$ 736,157.13
Ending Balance FY 22			\$ 736,157.13	\$ 961,482.85

FY 2024 PROPOSED BUDGET
210 - MUNICIPAL DEVELOPMENT DISTRICT

Account #	Account Description	Category	FY 23 Approved	FY 23 Amend 1	FY 24 Proposed
REVENUES - MUNICIPAL DEVELOPMENT FUND - 210					
210-40100	Sales Tax Revenue	Sales Tax	\$ 500,000.00	\$ 445,000.00	\$ 438,000.00
210-40306	Interest Revenue	Investment Income	\$ 1,750.00	\$ 13,000.00	\$ 22,100.00
210-40350	Rental Income	Miscellaneous	\$ 15,000.00	\$ 15,000.00	\$ 19,200.00
210-40620	Debt Proceeds	Other Income	\$ -	\$ -	\$ -
210-40910	Transfers In	Transfers	\$ -	\$ -	\$ -
TOTAL REVENUES - MUNICIPAL DEVELOPMENT FUND			\$ 516,750.00	\$ 473,000.00	\$ 479,300.00
EXPENSES - MUNICIPAL DEVELOPMENT FUND - 210					
210-110-53002	Advertising and Promotion	Contractual Services	\$ 15,000.00	\$ 15,000.00	\$ 35,000.00
210-110-53004	Software	Contractual Services	\$ 1,500.00	\$ 1,700.00	\$ 3,500.00
210-110-53007	Administrative Expenses	Contractual Services	\$ 24,000.00	\$ 29,355.00	\$ 60,000.00
210-110-53010	Property and Liability Insurance	Contractual Services	\$ -	\$ -	\$ 1,500.00
210-110-53015	Dues and Subscriptions	Contractual Services	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00
210-110-53022	Training and Travel	Contractual Services	\$ 7,500.00	\$ 7,500.00	\$ 12,000.00
210-110-53025	MDD Business Grant	Contractual Services	\$ -	\$ 20,000.00	\$ 20,000.00
210-110-53100	Planning/Consulting	Contractual Services	\$ 65,000.00	\$ 65,000.00	\$ 50,000.00
210-110-53110	Utilities	Contractual Services	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
210-110-53805	Property Taxes	Contractual Services	\$ 13,600.00	\$ 13,600.00	\$ 14,000.00
210-110-54018	Rental Property Repair	Maintenance	\$ 40,000.00	\$ 40,000.00	\$ 10,000.00
210-110-56010	Debt Principal	Debt Service	\$ 33,591.46	\$ 33,591.46	\$ 33,591.46
210-110-56020	Debt Interest	Debt Service	\$ 16,427.82	\$ 16,427.82	\$ 16,427.82
210-110-56030	Debt Issuance Costs	Contractual Services	\$ -	\$ -	\$ -
210-110-58007	Capital Improvements	Capital Outlay	\$ -	\$ -	\$ -
210-710-59100	Transfers Out	Capital Outlay	\$ -	\$ -	\$ -
TOTAL EXPENSES - MUNICIPAL DEVELOPMENT FUND			\$ 222,119.28	\$ 247,674.28	\$ 261,519.28
Net Income			\$ 294,630.72	\$ 225,325.72	\$ 217,780.72
Beginning Balance FY 21			\$ 530,343.00	\$ 736,157.13	\$ 961,482.85
Ending Balance FY 22			\$ 736,157.13	\$ 1,030,787.85	\$ 1,179,263.57