

**MINUTE RECORD OF THE CITY OF SAN ANGELO TAX INCREMENT
REINVESTMENT ZONE MEETING HELD ON WEDNESDAY, July 15, 2015
AT 12:00 PM, MCNEASE CONVENTION CENTER, 501 RIO CONCHO
DRIVE.**

PRESENT: Lee Pfluger, William Dendle, Anne Coverston, Travis Stribling, Dominic Santos, Mike Campbell, Craig Kinney, Bob Pfluger, John Klingemann

ABSENT: Nelly Perez (AE), David Mazur (AE), Johnny Calvert (AU)

STAFF: AJ Fawver, AICP
Sarah Tackett
Rick Weise
Michael Dane
Dan Saluri
Morgan Chegwiddden
Tina Carriger

I. Call to order, establish quorum.
The meeting was called to order at 12:00 pm. It was established that a quorum was present.

II. Public comment.

No public comment.

III. Consideration of approving the minutes from the June 17, 2015 TIRZ Board Meeting.

Motion to approve the minutes from the June 17, 2015 TIRZ Board Meeting by Ms. Anne Coverston, seconded by Mr. John Klingemann and carried unanimously.

IV. Presentation and consideration of proposed screening/landscaping solution by Alden Chiu, applicant for TIRZ Incentives for property located at 236 W. Beauregard, and any action in connection thereto.

Mr. Alden Chiu unfortunately did not attend the meeting. Ms. AJ Fawver presented the applicants proposed site plan for the property located at 236 W. Beauregard. Screening was added to the site plan, which included shrubs, trees, also added were

some potential xeriscaping possibilities. Mr. Craig Kinney suggested adding an 18” berm or landscaping that is continuous and low. Mr. Lee Pfluger suggested possibly some artwork in the corner. Mr. Fawver stated that staff will relay the comments to the property owner. Staff will review and bring back to board.

V. Presentation of the quarterly financial statement.

Ms. Tina Carriger, Director of Finance, presented a year-to-date overview of the financials. The numbers presented are current through June 30, 2015.

Downtown TIRZ		North TIRZ	
Year to Date Revenue	\$ 320,189	Year to Date Revenue	\$ 351,207
Less: Year to Date Expenditures	124,261	Less: Year to Date Expenditures	25,739
Rev Over (Under) Exp	\$ 195,928	Rev Over (Under) Exp	\$ 325,468
Less: Incentive Commitments	285,386	Less: Incentive Commitments	96,704
Less: Granted Incentives	58,040	Plus: Access of Fund Balance*	199,213
Plus: Access of Fund Balance*	277,766		
Total Available for Incentives and Projects	\$ 130,268	Total Available for Incentives and Projects	\$ 427,977

Ms. Carriger added that staff has requested access to the remaining fund balance (the amount of revenue over expenditures). The access of the fund balance is still subject to Council approval. The commitments are also subject to approval by Council .

Mr. Lee Pfluger questioned the commitments; at the last TIRZ Meeting they had approved approximately \$119,000 for the Chadbourne Streetscape Project. Ms. Carriger stated that this amount had already been moved to the New Freedom portion of the budget. Ms. Fawver stated that staff has recently discovered a prior encumbrance on a previous streetscape project. Approximately \$90,000 is still encumbered in the South TIRZ. Ms. Carriger explained that staff believes that this amount is not a financial obligation; and after some research, should be released back to the South TIRZ Fund.

Ms. Carriger also addressed some issues with amounts from the Appraisal District. Staff at the Appraisal District stated that in the past they did have some issues getting a current map of the TIRZ Boundaries. Staff with the Appraisal District stated that they are now in possession of an updated and current map. Any adjustments/corrections have been made to current figures. Moving forward,

payment will be made one time a year in January. The board would like an update regarding the payment of delinquent taxes to the TIRZ Board at the next meeting.

VI. Discussion regarding a second application window for FY2015, to allow for additional awards of TIRZ Incentives, and any action in connection thereto.

Ms. Fawver stated that at the last meeting there was some discussion regarding having a 2nd window for Incentive Applications. A brief overview of the Incentive Policy for FY2015 was presented. She explained that this is a very tight window.

Application Window adopted for FY2015:

- January 15 - March 31, 2015: Window for submittal of proposals & complete application packages, formulation of FY2015 TIRZ board subcommittee
- April 1 - April 31, 2015: Review & evaluation/scoring of all applications; presentation of proposals to TIRZ board subcommittee for applications not administratively eligible
- May 1 - May 31, 2015: Awards made & letters to proceed issued to selected projects; any necessary agreements drafted & submitted for legal review

Application Windows **PROPOSED** for FY2016:

WINDOW 1

- October 1 - December 31, 2015: Window for submittal of proposals & complete application packages, formulation of FY2015 TIRZ board subcommittee
- January 1 - January 31, 2016: Review & evaluation/scoring of all applications; presentation of proposals to TIRZ board subcommittee for applications not administratively eligible
- February 1 - February 28, 2016: Awards made & letters to proceed issued to selected projects; any necessary agreements drafted & submitted for legal review

WINDOW 2

- April 1 – June 30, 2016: Window for submittal of proposals & complete application packages, formulation of FY2015 TIRZ board subcommittee
- July 1 - July 31, 2016: Review & evaluation/scoring of all applications; presentation of proposals to TIRZ board subcommittee for applications not administratively eligible
- August 1 – August 31, 2016: Awards made & letters to proceed issued to selected projects; any necessary agreements drafted & submitted for legal review

Ms. Fawver updated the board on the status of the FY2015 Awards; proposed updates to policy, incentives agreement, and the recommended awards on projects

will be presented to the City Council on July 21st. If approved, all of these items will be finalized; agreements and Letters to Proceed will be issued to selected applicants.

Mr. Lee Pfluger questioned if the board would know how much is available to award in a timely manner; do not want to over-commit. Ms. Morgan Chegwidde, COSA-Budget Manager, stated that the certified valuations will be available mid-year. Mr. Travis Stribling proposed shifting the entire timeline by a month. Moving window 1 from November to October, window 2 from April to May.

Motion to approve as presented with a one month delay by Mr. Bob Pfluger, seconded by Mr. John Klingemann and carried unanimously.

- VII. Announcements and consideration of future agenda items.
- a) Next Meeting – August 19, 2015
 - b) Update – New Freedom Grant/Streetscape Project
 - c) Update regarding all projects funded by TIRZ- this item will be brought back to the board in August or September.
 - d) Mr. Pfluger would like the financials included every month in the packet.

VIII. Adjournment.

Motion to adjourn by Mr. Mr. Travis Stribling, seconded by Mr. John Klingemann and carried unanimously. The meeting was adjourned at 12:47 PM.



Lee Pfluger, TIRZ Chairman