

NOTICE OF A PUBLIC MEETING

**AN AGENDA OF A SPECIAL MEETING OF THE
TAX INCREMENT REINVESTMENT ZONE BOARD**

THE CITY OF SAN ANGELO, TEXAS

12:00 Noon – Wednesday, February 26, 2014

**McNease Convention Center, South Meeting Room 500
Rio Concho Drive**

THE MCNEASE CONVENTION CENTER IS ACCESSIBLE TO PERSONS WITH DISABILITIES. ACCESSIBLE ENTRIES AND SPECIALLY MARKED PARKING SPACES ARE AVAILABLE AT BOTH MAIN ENTRANCES AT SURBER DRIVE AND RIO CONCHO DRIVE. IF ADDITIONAL ASSISTANCE IS NEEDED TO OBSERVE OR COMMENT, PLEASE NOTIFY COMMUNITY & ECONOMIC DEVELOPMENT, 69 N. CHADBOURNE, ROOM 200 (325) 657-4210, AT LEAST 24 HOURS PRIOR TO THE MEETING.

As a courtesy to those in attendance, please place your cell phone on “Silent” or “Vibrate” Thank You!

- I.** Call to order, establish quorum
- II.** Public comment
The chair will call for public comment on each item on the agenda at its appropriate time. Public input on an item not on the agenda may be identified and requested for consideration by the board at this time.
- III.** Consideration of approving the minutes from the November 20, 2013 meeting.
- IV.** Review and consideration of the January 2014 financial report(s)
- V.** Consideration and possible action regarding a request by the City of San Angelo Operations Department to fund the purchase of two (2) light poles as installed on North Chadbourne Street between 18th Street and 20th Street as replacement poles to maintain in stock in the event poles are damaged
- VI.** Update presentation, discussion and possible action regarding progress on the Downtown Pedestrian Improvements Project
- VII.** Update presentation, discussion and possible action regarding the North TIRZ Streetscape projects
- VIII.** Update presentation, discussion, and possible action regarding the Transportation Enhancement Grant approved July 2013
- IX.** Announcements and consideration of future agenda items
- X.** Adjournment

Given by order of the TAX INCREMENT REINVESTMENT ZONE BOARD and posted in accordance with Title 5, Texas Government Code, Chapter 551, Friday, February 21, 2013 at 5:00 p.m.



Robert A. Schneeman, Economic Development Coordinator

MINUTE RECORD OF THE CITY OF SAN ANGELO TAX INCREMENT REINVESTMENT ZONE MEETING HELD ON WEDNESDAY, November 20, 2013 AT 12:00 PM, MCNEASE CONVENTION CENTER, 500 RIO CONCHO DRIVE.

PRESENT: Lee Pfluger, Bob Pfluger, David Mazur, Craig Kinney, Mike Campbell, John Klingemann, William Dendle, & Travis Stribling

ABSENT: Michael Noret (AE), Nelly Perez (AE), Roger Allen (AU), John Calvert (AU)

STAFF: Robert Schneeman, Interim Director of Economic Development
Nora Regino, Sr. Administrative Assistant

I. Call to order, establish quorum

The meeting was called to order at 12:07 pm. It was established that a quorum was present.

II. Public comment

No public comment was made.

III. Consideration of approving the minutes from the September 18, 2013 meeting.

Motion was made to accept the minutes as presented by William Dendle, and seconded by Mike Campbell. Motion passed unanimously.

IV. Review and consideration of the current financial report(s)

Mr. Schneeman reviewed the October financials. No action was required.

V. Update presentation, discussion and possible action regarding progress on the Downtown Pedestrian Improvements Project.

Mr. Schneeman provided an update presentation regarding Downtown Pedestrian Improvements Project.

Due to the city being in drought stage 2, trees will not be planted. Because we are not able to plant the 42 trees, negotiations have been made with the contractor. We will receive a credit of \$200 per tree.

More work has been constructed in the Heritage Park area.

Currently we have empty tree wells with an electrical outlet. Staff feels the outlets are a safety hazard for the public. Mr. Schneeman suggested setting lime stone boulders next to the electrical outlets.

Board felt boulders were a great idea. Staff will follow up regarding price and size.

Mr. Kinney suggested contacting Art in Uncommon Places for suggestions regarding possible use of sculptures in some of these areas.

(A copy of the presentation is part of the Permanent Supplemental Minute Record)

VI. Update presentation, discussion and possible action regarding the North TIRZ Streetscape projects.

Mr. Schneeman presented an update regarding the North TIRZ Streetscape projects.

An RFQ will be submitted for engineering and design services. The RFQ will be designated for primary qualifications for engineering and design, grant administration and construction phase.

(A copy of the presentation is part of the Permanent Supplemental Minute Record)

VII. Update presentation, discussion, and possible action regarding the Transportation Enhancement Grant approved July 2013

Mr. Schneeman reviewed the Transportation Enhancement Grant. Funding for the grant needs to be identified by mid-summer 2014.

The City New Freedom Grant expires May 2014 and staff will be requesting an extension.

Board directed staff to seek funding thru a non-profit organization.

(A copy of the presentation is part of the Permanent Supplemental Minute Record)

Ms. Sue Mims, WTOS, reiterated that they are enthusiastic to proceed with this project.

VIII. Announcements and consideration of future agenda items.

No announcements or future items for the agenda.

IX. Adjournment

Mike Campbell made a motion to adjourn, seconded by Bob Pfluger. Motion passed unanimously. The meeting was adjourned at 12:58 pm.

Lee Pfluger, TIRZ Chairman

Memo

Date: February 24, 2014
To: TIRZ Board
From: Robert Schneeman, Interim Director of Economic Development
Subject: Agenda Item for **February 26, 2014**
Contact: Robert Schneeman 657-4210
Caption: Review and Consideration of the January 2014 Financial Report

Summary: Staff is currently working with the Tom Green County Appraisal District (TGCAD) to obtain corrected financial information for both TIRZ accounts. According to the attached financial report, the South TIRZ has received \$183,571 in property taxes to date which exceeds the budgeted tax revenues by about \$15,700. The North TIRZ has received \$273. Discussions with TGCAD personnel indicate that there is an error in the way their newly acquired software is calculating the TIRZ funds and they are working diligently to correct the error. At this TGCAD personnel are optimistic that they will have correct information prior to the meeting.

History:

Recommendation: None at this time
Attachments: N/A
Presentation: Bob Schneeman

THE CITY OF SAN ANGELO, TEXAS

Schedule of Revenues and Expenditures

Fiscal Year through January 31, 2014

33% of
Year Lapsec

TIRZ - Fund 106

Dept	Original Budget	Current Budget	Month Actual	YTD Total	YTD W/Enc	Over/(Under) Budget	% Realized
<u>DOWNTOWN</u>							
*Beginning Zone Balance	314,265	314,265			314,265		
REVENUES:							
Interest Income	-	-	76	91	91	91	0.0%
Property Tax	167,966	167,966	-	183,571	183,571	15,605	109.3%
Total Revenues	167,966	167,966	76	183,662	183,662	15,696	109.3%
EXPENDITURES:							
Contract Services 2910	167,966	449,419	5,834	147,529	294,792	(154,627)	65.6%
Total Expenditures	167,966	449,419	5,834	147,529	294,792	(154,627)	65.6%
Revenue Over/(Under) Expenditures	-	(281,453)	(5,758)	36,133	(111,130)		
Ending Zone Balance	314,265	32,812			203,135		
<u>NORTH</u>							
*Beginning Zone Balance	748,999	748,999			748,999		
REVENUES:							
Interest Income	-	-	227	273	273	273	0.0%
Property Tax	273,286	273,286	-	-	-	(273,286)	0.0%
Total Revenues	273,286	273,286	227	273	273	(273,013)	0.1%
EXPENDITURES:							
Contract Services 2920	273,286	290,912	270	11,359	18,632	(272,280)	6.4%
Total Expenditures	273,286	290,912	270	11,359	18,632	(272,280)	6.4%
Revenue Over/(Under) Expenditures	-	(17,626)	(43)	(11,086)	(18,359)		
Ending Zone Balance	748,999	731,373			730,640		
<u>NEW FREEDOM GRANT</u>							
*Beginning Zone Balance	256,049	256,049			256,049		
REVENUES:							
Reimbursed Expenses	-	573,471	-	-	-	(573,471)	0.0%
Total Revenues	-	573,471	-	-	-	(573,471)	0.0%
EXPENDITURES:							
Contract Services 2930	-	256,049	-	139,226	256,049	-	100.0%
Total Expenditures	-	256,049	-	139,226	256,049	-	100.0%
Revenue Over/(Under) Expenditures	-	317,422	-	(139,226)	(256,049)		
Ending Zone Balance	256,049	573,471			-		
Ending Fund Balance	1,063,264	1,081,607			677,726		

*Preliminary

Memo

Date: February 24, 2014

To: TIRZ Board

From: Robert Schneeman, Economic Development Coordinator

Subject: Agenda Item for **February 26, 2014 Meeting**

Contact: Robert Schneeman 657-4210

Caption: Consideration and possible action regarding a request by the City of San Angelo Operations Department to fund the purchase of two (2) light poles as installed on North Chadbourne Street between 18th Street and 20th Street as replacement poles to maintain in stock in the event poles are damaged

Summary: During the recent icy weather conditions two of the decorative street light poles in the area of the first streetscape project between 18th and 20th Streets were struck and knocked down by vehicles. Although these poles will be covered by insurance, it takes several months to order and receive replacement poles. Shane Kelton, Director of Operations has requested that the TIRZ Board approve funding of two poles to keep on hand for replacements as needed. This would allow faster replacement of the poles pending receipt of insurance funds which would then be used to restock the poles used.

Recommendation: Staff recommends approval of the request.

Financial Impact:

Attachments: Email from Shane Kelton

Presentation: Bob Schneeman

From: [Kelton, Shane](#)
To: [Schneeman, Robert](#)
Cc: [Frerich, Patrick](#); [Carrasco, Alonzo](#)
Subject: Decorative light Poles Around 19th and Chadbourne
Date: Tuesday, February 18, 2014 2:43:10 PM

Bob,

Would it be possible for TIRZ fund to purchase a couple of extra decorative light poles for us to keep on hand to more effectively and timely replace knock downs when they occur? Currently it is taking four to five months to get in new poles in when we get a knockdown.

Thanks,

Shane Kelton

Memo

Date: February 24, 2014
To: TIRZ Board
From: Robert Schneeman, Interim Director of Economic Development
Subject: Agenda Item for **February 26, 2014**
Contact: Robert Schneeman 657-4210
Caption: Update presentation, discussion and possible action regarding progress on the Downtown Pedestrian Improvements Project

Summary:

The contractor has completed all punch list items throughout the project with the exception of one wheelchair ramp at the corner of Chadbourne and Second Street which was constructed according to plan but did not pass TDLR inspection and will need to be replaced. The City is in the process of scheduling the removal of banner poles along Chadbourne which can now be removed due to the undergrounding of the overhead signal control lines and fiber optic cables. The contractor has agreed to patch concrete and brick work once the poles are removed. With minor exceptions which have since been corrected, the project passed the TDLR accessibility review.

Following is a summary of the project estimates and actual costs to date:

Fund	Estimated	Actual Cost
New Freedom Grant	\$573,471	\$573,471
North TIRZ	\$330,578	\$271,057
South TIRZ w/ all COs	\$307,581	\$258,061
Subtotal	\$1,211,630	\$1,102,589
Relocate Fiber Optics**	\$48,093	\$48,093
Other misc AEP** moves	\$1,094	\$1,094
Project Total	\$1,260,817	\$1,151,776

** indicates additional items paid by South TIRZ not in this contract.

Note: There are a number of items where the quantities ran over the original bid amount and several which were less than the bid amount. Major among these were approximately \$66,000 in thermoplastic striping; and \$9,500 in trees not planted.

The final quantities and cost figures are pending the reconstruction of the above mentioned wheelchair ramp, final determination on treatment of the landscape areas where trees were not installed due to the current drought conditions and a final determination on the amount and source of thermoplastic striping to be completed.

Attachments: none

Presentation: Bob Schneeman

Memo

Date: February 24, 2014
To: TIRZ Board
From: Robert Schneeman, Economic Development Coordinator
Subject: Agenda Item for **February 26, 2014**
Contact: Robert Schneeman 657-4210
Caption: Update presentation, discussion and possible action regarding the North TIRZ Streetscape projects

Summary: At its meeting on June 19, 2013 the TIRZ Board discussed and directed staff to prepare a Request for Qualifications (RFQ) for outside engineering services to design the next two phases of the North Chadbourne Streetscape Project, due to the current staffing shortage on the City's Engineering Division. Staff is currently in the process of preparing that RFQ for publication. Since that time staff has been working through a number of issues and coordinating with TXDOT and the Concho Valley Transit District to facilitate the preparation of a RFQ that meets both federal and state requirements.

History: Following is the summary of cost estimates for each of the two projects:

North Angelo Streetscape Projects

Location	Estimated Cost	Grant Amount	TIRZ Funding Required
Current Project	\$ 331,367		\$ 331,367
7th Street - 12th Street	\$ 773,080	\$ 275,000	\$ 498,080
12th Street - 18th Street	\$ 900,000	\$ 231,474	\$ 668,526
Totals	\$ 2,004,447	\$ 506,474	\$ 1,497,973

Assuming design costs to be approximately 10% of construction, the cost of designing the projects would be approximately \$200,000. The cost estimates shown above are based on very broad assumptions and also assume a full blown streetscape project. Engineered plans will be required in order to value engineer these projects.

Staff has prepared a draft RFQ which has been provided to the local TXDOT office and to the Goodman Corporation for review. The additional reviews are required to ensure that the RFQ meets the requirements of a Federally/ TXDOT funded project given that there are two New Freedom grants associated with the next phases of the project. The Goodman Corp. has recommended that the RFQ be revised to include engineering design services, grant administration and construction management. This would help ensure that the project is in

compliance with Federal and State requirements throughout the design and construction process.

Recommendation: N/A

Attachments: N/A

Presentation: Karl Bednarz, City Engineer

Memo

Date: February 24, 2014
To: TIRZ Board
From: Robert Schneeman, Interim Director of Economic Development
Subject: Agenda Item for **February 26, 2014**
Contact: Robert Schneeman 657-4210
Caption: Update presentation, discussion, and possible action regarding the Transportation Enhancement Grant approved July 2013

Summary: July 26, 2013 staff was notified by the Texas Department of Transportation (TXDOT) that the City of San Angelo was awarded a Transportation Enhancement grant in the amount of \$1,040,283 for various improvements including bicycle paths, bike lanes, sidewalks and streetscaping. Staff are currently working through the details of the grant and examining potential funding sources for the matching funds requirement of \$260,071.

History: The total project cost identified for this project was estimated at \$1,300,354.00 and the required local match is 20% or \$260,071. A portion of the project falls within each of the TIRZ boundaries and would be eligible for matching funds from TIRZ. The remainder of the project falling outside the TIRZ boundary will require matching funds by other sources. Staff are currently working through the timelines for the project and are breaking down the project quantities by area to determine the matching funds applicable to TIRZ and those to be provided by others. The grant does not cover design fees which will also need to be proportioned according to area. Suggested sources in the original grant application included TIRZ, Downtown San Angelo, the San Angelo Road Lizards and the San Angelo Health Foundation. Much of the improvements covered under this grant are located within the limits of the next two New Freedom grant project areas. As such, if possible, the most economy of scale would most likely be achieved by constructing all improvements simultaneously. However, due to time constraints and differing expiration dates on the various grants, this may not be possible.

As stated above, staff is currently looking at all the possible funding sources.

Recommendation: None at this time
Attachments: N/A
Presentation: Bob Schneeman