

**MINUTE RECORD OF THE CITY OF SAN ANGELO TAX INCREMENT  
REINVESTMENT ZONE MEETING HELD ON Tuesday, March 26, 2019 AT  
3:00 PM, MCNEASE CONVENTION CENTER, 501 RIO CONCHO DRIVE.**

**PRESENT:**     **Voting Members:** Jim Cummings, Lee Pfluger, Jason Fernandez, Greg Gayler, Toni Hunter, Jon Mark Hogg and Tom Maurer

**Non-voting Members:** DSA – Del Velasquez, GAFB –Kevin Bruce

**ABSENT:**     Michael Biggerstaff, Dudra Butler

**STAFF:**     Jon James, Director  
                  Sheri Guidry, Sr. Administrative Assistant  
                  Shannon Scott, Business Retention & Expansion Coordinator  
                  Dan Saluri – Deputy City Attorney  
                  Aaron Vannoy – Planning and Development Services Administrator  
                  Rick Weise – Assistant City Manager  
                  Rae Lineberry – Development Services Technician

I.     Call to order, establish quorum.

The meeting was called to order at 3:01 pm. It was established that a quorum was present. Mr. Jim Cummings recognized and welcomed the two new board members— Jon Mark Hogg (SMD 1) replaced Casey Barrett and Tom Maurer (SMD6) filled the vacant position.

II.    Public comment.

***No public comment.***

III.   Consideration of approving the minutes from the January 29, 2019 TIRZ Board Meeting.

***Motion to approve the January 29, 2019 TIRZ Board Minutes by Mr. Lee Pfluger, seconded by Mr Jason Hernandez, and carried unanimously as amended.***

IV. Financial Report.

Mr. Jon James presented the following financial information:

**TIRZ Finance Report (thru end of February 2019)**

	North	South
2019 Beginning Balance	\$1,458,047	\$599,548
2019 Total Expected Revenue	\$ 549,850	\$245,780
Remaining Annual Budget	\$2,007,897	\$845,328
Committed (Incentives)	-\$ 270,583	-\$487,328
2017 unspent public project set aside	\$ 103,740	\$ --
Committed (Public Projects) *	-\$ 2,924	-\$ 2,473
Committed (Chadbourne)	-\$ 272,686	-\$302,505
Total Outstanding Committed	\$ 649,933	\$792,008
Total Available Funds	\$1,357,964	\$ 53,320

*\*streetscape improvements and maintenance (North & South)  
Updated: March 25, 2019 (based on February 28, 2019 report)*

Jon mentioned that the property on Park Street that was approved at the January meeting and approved by Council was looked at more closely and was determined that it was actually located just outside the TIRZ Zone therefore they were ineligible for funds. This left additional funds in the South for distributing during the next cycle.

**Motion to approve Financial Report by Greg Gayler and seconded by Toni Hunter, carried unanimously.**

V. Update and discussion on projects in progress

Ms. Shannon Scott, Business Expansion and Retention Coordinator for COSA presented the following information:

**Projects in progress:**

- 6 E. Concho
- 8 E. Concho
- 101 S. Chadbourne (Fuente's Café Downtown)
- 123 N. Chadbourne (Buffalo Soldier Art Gallery)
- 200 S. Magdalen (Old Central Firehouse Bed & Brew)
- 305 W. Twohig (Dean & Lineberger Attorneys at Law)
- 2020 N. Chadbourne (Icon Cinema)

All of the projects that were approved in January have signed their contracts and letters to proceed. The first six projects are in the South Zone and the last project listed is in the North Zone.

***Projects still in progress***

- 32 N. Chadbourne- 12 N. Chadbourne, LLC
- 59 N. Chadbourne - Michelle Chapa
- 2821 N. Chadbourne- Harvey Andrews
- 2829 N. Chadbourne- Harvey Andrews
- 39 W. Concho Ave. – Casa Décor
- 202 S. Chadbourne – One East Twohig Partnership
- 1102 N. Chadbourne – San Angelo Insurance
- 410 MLK Blvd – Palmer, Palmer and Palmer – over 1 year left to sign letter to proceed. Once signed that starts their 2 year clock.
- 2414 N. Chadbourne – Skyway Motel

***No action taken.***

VI Discussion of Board By Laws update and adoption

Jon James updated the board. No presentation but board was previously sent red line version of By Laws so that they could review changes that were made to remove any items in current By Laws that the City Council adopted in Article 2 of the main City Code. Approximately, six months ago City Council looked at basically making all rules for Boards & Commissions more consistent and so they adopted new standards in Article 2 for things like membership and term limits and standardized them across all Boards and Commissions. None of those things enacted any changes in the TIRZ Board but the one thing it does is because they've now adopted standards within the main City Code of Ordinance, it has allowed us to remove any duplicated items from our new Board By Laws. The only thing remaining in the TIRZ By Laws are the things that differ from any other Board and Commission that are unique to this board.

Jim Cummings requested a new "clean" copy in lieu of the red line copy. Jon stated that yes once the bylaws were approved and adopted by both the Board and City Council we would send the board members a clean copy. Jon stated that the reason for the red line copy was so that the board could see the change that were being made. Jim Cummings asked about whether or not provisions were retroactive. Specifically term limits and the effects it would have on the current members. Dan Saluri, Assistant City Attorney stated the new by laws would go into effect when the board members

for the red line copy was so that the board could see the change that were being made. Jim Cummings asked about whether or not provisions were retroactive. Specifically term limits and the effects it would have on the current members. Dan Saluri, Assistant City Attorney stated the new by laws would go into effect when the board members current term limit was up. Jim Cummings requested that the board members be notified when their terms were ending. Jon James stated that Sheri Guidry keeps track of that internally and that we will let the board members know ahead of time when their terms are ending.

Lee Pfluger had comments about the text of the bylaws. He said they were pretty extensive so he offered to give a marked copy to us to go through his grammatical changes. He stated that he was confused as to why we had to put our operating systems in three different places. He suggested that we simplify things for the average layperson. Jon James and Dan Saluri explained the process to the board and why things were set up this way. Jim Cummings recommended that if anyone needed assistance in looking up information then the City employees were a great resource for explanations.

Lee Pfluger asked that the following sentence be included in section 6.4 c "Secretary does not have a vote on Board issues." Jon stated that he agreed with Lee Pfluger about it being a "non-voting" member and we can make that clear in the bylaws.

Jim Cummings asked if everyone had a copy of the City Ordinance for their binders. Lee Pfluger also mentioned that he made changes to the City Ordinance. Jim Cummings asked if they could get a clean copy of the By Laws and Ordinance to review before adopting.

**Motion to table adoption of new by-laws by Lee Pfluger and seconded by Tom Maurer, carried unanimously**

VII. Director's Report

Per previous request from the board, Jon James informed board members that TIRZ funds, per our policy, could not be transferred from the TIRZ North to TIRZ South unless it was associated with a particular project. If there is a particular project the TIRZ Board could vote along with City Council. There would need to be a "Super Majority" vote from both to spend money from the North on a South project. Another question was "Can the Board and City Council amend the TIRZ Project Plan (the initial plan that created TIRZ) without approval from the County Commissioner?" Yes, City Council was the official entity that created the TIRZ Zone so any modifications to the TIRZ Zones can be made by this Board and approved by City Council. However,

if amendments involve changing the boundaries or extending terms of the TIRZ then the County Commissioner would need to be involved. Lee Pfluger asked if zones are modified, does it become a "new TIRZ" and do all appraisals that we have would need to be redone? Jon James stated that from his past experiences it doesn't affect the existing TIRZ if you are only expanding the TIRZ to include more area but any new area you add, the initial value starts at whatever date it gets added to the TIRZ. The TIRZ gets funded by the incremental value of property value increases. Any added area begins with the base year within TIRZ.

Jon James updated the board on Chadbourne Street project – Phase B.

Grant application due April 12, 2019 – City is preparing to submit grant.

Find out if awarded in August 2019 and if selected, then a more detailed application will be due in October 2019.

Project if selected would be a 2021/2022 project.

Estimated cost of Phase B is \$12.4 million dollars – 80% Grant – 20% City

Some funding already available partly from TIRZ North because Phase A didn't include any portion within TIRZ North. The money the board has been putting aside for 2 years now is just in a pot waiting for a TIRZ North part of Chadbourne to come up. This money could be used for Phase B. This update was provided to Jon James from COSA Engineering.

A brief overview of the Chadbourne street project was given to the two new board members. Sheri Guidry is going to email graphics that were previously sent to board members to the two new board members.

Lee Pfluger asked if there was any update on Concho: Jon James stated he was not familiar with timeline but it is under construction. Jon James offered to get someone from Engineering to come to a future meeting to provide an update on Concho.

VIII. Announcements/possible future agenda items.

a) Next Meeting –April 23, 2019

IX. Adjournment.

***Motion to adjourn at 3:35 pm by Mr. Jon Mark Hogg, seconded by Mr. Jason Hernandez and carried unanimously.***

  
Mr. Jim Cummings, TIRZ Chairman