

MINUTE RECORD OF THE CITY OF SAN ANGELO TAX INCREMENT REINVESTMENT ZONE MEETING HELD ON Tuesday, May 28, 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, Tom Maurer and Dudra Butler

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

ABSENT: Michael Biggerstaff, Jon Mark Hogg

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

I. Call to order, establish quorum.

The meeting was called to order at 3:00 pm. It was established that a quorum was present.

II. Public comment.

No public comment.

III. Consideration of approving the minutes from the March 26, 2019 TIRZ Board Meeting.

Motion to approve the March 26, 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 April 2019)

	North	South
2019 Beginning Balance	\$1,458,047	\$599,548
2019 Total Expected Revenue	\$ 549,850	\$245,780
Available for Assignment	-\$ 982,369	-\$210,585
Private Incentives	-\$ 282,708	-\$317,242
2017 unspent public project set aside	-\$ 103,740	\$ --
Committed (Public Projects) *	-\$ 2,924	-\$ 2,473
Committed (Chadbourne)	-\$ 272,686	-\$302,505
Ending Zone Balance	\$ 363,740	\$ 12,523

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

Jim Cummings asked for clarification of “Available for Assignment” category. Jon James gave explanation. Jon stated that he would get with the Accounting department to double check the \$210,585 in the South Zone. If this is accurate then we may be able to open up another round for the South Zone. It is possible that Accounting may not have added in the most recent set of commitments. Del Valesquez asked about having someone in Accounting attending the future board meetings and reviewing the financials. Jon stated that we could ask that for 1-2 times per year but he didn’t feel it was necessary to have someone show up for each meeting unless there were specific questions from the board. Jim Cummings agreed to leave things as they are but requesting clarification of the \$210,585 in the South Zone.

Staff is recommending a second round for the North Zone.

Motion to approve Financial Report by Tom Maurer and seconded by Lee Pfluger, carried unanimously.

V. Update and discussion on projects in progress

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

Projects in progress:

- 6 E. Concho
- 8 E. Concho
- 101 S. Chadbourne (Fuente’s Café Downtown)
- 305 W. Twohig (Dean & Lineberger Attorneys at Law)

- **123 N Chadbourne (Buffalo Soldier Gallery)**
- **2020 N. Chadbourne (Icon Cinema)**

All of these are the most recent projects that were approved for the last cycle. The first five projects are in the South Zone and the last project listed is in the North Zone. All currently underway with their projects.

Projects still in progress

- 32 N. Chadbourne- 12 N. Chadbourne, LLC – completed in a few weeks
- 59 N. Chadbourne - Michelle Chapa -- expires July 2019
- 2821 N. Chadbourne- Harvey Andrews – expires July 2019
- 2829 N. Chadbourne- Harvey Andrews -- expires July 2019
- 39 W. Concho Ave. – Casa Décor – on schedule
- 202 S. Chadbourne – One East Twohig Partnership – Construction just began
- 1102 N. Chadbourne – San Angelo Insurance -- complete
- 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 – paving has been completed.
- 202 S. Magdalen – Old Central Firehouse Bed & Brew – Secondary Egress & Landscaping has been completed, Façade work in progress.

Only concern is 59 N. Chadbourne. Shannon unable to reach Michelle Chapa. Lee Pfluger commented about Concho Project Summary that was sent to the board members as requested. Very appreciative of that.

Lee Pfluger asked about sidewalk near Skyway Motel that was not included in the funding request. Lee Pfluger requested that the TIRZ Board fund the repairs to that portion of the sidewalk on behalf of the city. Jon stated that this type of project does not need to go through the “incentive cycle”. The board can recommend a public project outside of the incentive cycle. Staff to follow up with Engineering to what the cost would be to get this work completed. Staff will provide TIRZ Board with information when estimates are available from Engineering.

- VI Discussion and possible action regarding the second Incentive Aware Cycle for FY2019 (North Only)

**Second Incentive Aware Cycle – North
Staff Recommendation**

July 1st – August 31st: Window for submittal of application packets
September: Staff recommendations presented to the TIRZ Board
October: TIRZ Board recommendations presented to City Council

**If funding available for South then we can possibly open up that as well.

Shannon receiving lots of interest for applications. Greg Gayler asked how it is publicized. Shannon reviewed the ways it was done in the past. Mail outs (Costs \$700-\$800), websites, phone calls, word of mouth, etc. Greg is concerned that we don't have enough people applying. Shannon stated that she has gone out in the North zone and visited businesses and spoke with business owners. A contractor willing to take on these projects has approached Shannon. He is willing to apply and put forth the money and then we work through him. The business owner would then pay the contractor back. Jim suggested having past recipients spread the word. Toni Hunter suggested a brochure sent to her and other board members and they could send it out via their business FB page.

Motion to approve opening the North Zone by Mr. James Cummings, seconded by Mr Lee Pfluger, and carried unanimously as amended.

- VII Discussion of Board By-Laws update and adoption

Suggested changes were made as recommended. Mr. Greg Gayler asked for reasoning for monthly meetings. Mr. Lee Pfluger said that it was decided early on that the board felt that it needed to be scheduled every month. It was easier for board members to keep on their schedules and cancel as needed. Mr. James Cummings stated that we do not meet unless it is absolutely necessary.

There was one formatting correction to be made. Article 4 4.1 Underline "Motions" to make it consistent with the others.

Motion to adopt By Laws as presented by Mr. Lee Pfluger, seconded by Mr. Tom Maurer, and carried unanimously as amended.

VIII. Director's Report

Jon asked if anyone had any questions or comments about the Chadbourne and Concho Street projects. Everyone was satisfied with the information they'd received.

IX. Announcements/possible future agenda items.

a) Next Meeting –June 25, 2019

a. Sidewalk repairs near Skyway Motel – can be added to whenever next board meeting takes place.

X. Adjournment.

Motion to adjourn at 3:53 pm by Mr. Lee Pfluger, seconded by Ms. Toni Hunter and carried unanimously.



Mr. Jim Cummings, TIRZ Chairman

