

MINUTE RECORD OF THE CITY OF SAN ANGELO TAX INCREMENT REINVESTMENT ZONE MEETING HELD ON Tuesday, July 23, 2019 AT 3:00 PM, CITY HALL 1ST FLOOR EAST RECEPTION ROOM, 72 WEST COLLEGE ROAD.

PRESENT: **Voting Members:** Jim Cummings, Greg Gayler, Toni Hunter, Tom Maurer and Dudra Butler, Jon Mark Hogg and Michael Biggerstaff

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

ABSENT: Lee Pfluger and Jason Hernandez

STAFF: Jon James, Director
 Sheri Guidry, Sr. Administrative Assistant
 Shannon Scott, Business Retention & Expansion Coordinator
 Aaron Vannoy, Planning and Development Services Administrator
 Rick Weise, Assistant City Manager
 Jonathan Flores, Accountant

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.

Jon James advised board members on the reasoning for new location of board meetings and also asked for recommendations/suggestions for the set up. Greg Gayler and Toni Hunter suggested that the board member tables be set up on either side of the room so that their backs are not facing the public. We will try that setup next meeting. Jim Cummings asked Jon for further clarification as to why the meetings could not be held at the Convention Center. Jon explained that it had something to do with the "HOT" taxes, the use of that space and the amount of events taking place at the Convention Center. Jon deferred them to the 4th floor for further questions.

Shannon Scott presented the board members with the updated brochures for TIRZ North and TIRZ South Zones as requested from the previous board meeting. Shannon handed out brochure bundles to board members that were interested in displaying them at their businesses or giving them to other businesses to hand out.

- III. Consideration of approving the minutes from the May 28, 2019 TIRZ Board Meeting.

Motion to approve the May 28, 2019 TIRZ Board Minutes by Mr. Greg Gayler, seconded by Mr Tom Maurer , and carried unanimously.

- IV. Consideration of approving the items on the consent agenda.

Extension letters for the following:

32 N. Chadbourne – **12 N. Chadbourne, LLC** until 09/09/2019

59 N. Chadbourne – **Michelle Chapa** until 07/20/2019

2821 N. Chadbourne – **Harvey Andrews** until 02/01/2020

2829 N. Chadbourne – **Harvey Andrews** until 02/01/2020

Termination Letter for the following:

410 MLK Blvd – **Palmer, Palmer, Palmer** in the amount of \$61,466 to be forfeited back to the TIRZ North Private funds.

Jim Cummings asked if anyone wanted to pull any of the items on the consent agenda for further discussion. All board members declined.

Motion to approve items on the consent agenda by Mr. Michael Biggerstaff, seconded by Mr. Greg Gayler, and carried unanimously.

- V. Financial Report.

Mr. Jon James presented the following financial information:

TIRZ Finance Report (thru end of June 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
Committed (Chadbourne)	-\$ 272,686	-\$302,505
Committed (Public Projects)*	-\$ 2,924	-\$ 2,473
2017 unspent public project set aside	-\$ 103,740	\$ --
Ending Zone Balance	\$ 363,740	\$ 12,523

**streetscape improvements and maintenance (North & South)*

Updated: May 25, 2019 (based on February 28, 2019 report)

Jon James reviewed the financial report with the board members. Jon advised board members of changes in the way that the report will be presented to board members will be made at the next meeting. Accounting will now consolidate the **Ending Zone Balance** with the **Available for Assignment** and this will zero out the Ending Zone Balance. Following this change it should give everyone an exact amount of what is left to be dispersed to the applicants in the Available for Assignment account. RE: TIRZ South Zone the "Available for Assignment" amount is already spent. Accounting has just not transferred the money to the "Private Incentives" account yet. Due to accounting purposes, the money will be transferred when it gets closer to the end of the fiscal year. Greg stated that "Accounting wise once the funds were allocated for a project, then the funds should be moved over to the correct account, whether it be the North or the South. Both funds should be adjusted at the same time." Jon advised the board that it would all fall into place in the coming months once all of the transfers from the previous cycles were completed. There were multiple projects in the South Zone and one of those was just terminated. We wanted to allow all of that to transpire before we made the transfers so that accounting didn't have to move money from one account to another only to have them move it back. Jim Cummings asked Jon to continue with the monthly updates as a reminder of what is going on. Jim did agree with Greg that all funds should be transferred at the same time.

Jon advised the board members that Engineering is researching the sidewalks near the Skyway Motel as the board members requested. Engineering is also looking researching the cost and possibility of upgrading all sidewalks on Chadbourne (6-8 block area). Jon will provide that information to board members when received from Engineering at a future TIRZ Board Meeting.

VI. 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: South

- **6 E. Concho**
- **8 E. Concho—finished**
- **32 N. Chadbourne – awnings left to be installed – extension requested**
- **39 W. Concho Avenue – (Casa Décor) extension requested**
- **59 N. Chadbourne – (Michelle Chapa) – extension requested**
- **101 S. Chadbourne (Fuente's Café Downtown)**
- **305 W. Twohig (Dean & Lineberger Attorneys at Law)**
- **123 N Chadbourne (Buffalo Soldier Gallery)**
- **200 S. Magelen (Old Central Firehouse Bed & Brew) – Façade only left**

- 202 S. Chadbourne (One East Twohig Partnership)

Projects in progress: North

- 2020 N. Chadbourne (Icon Cinema)
- 2412 N. Chadbourne (Skyway Motel) –paving complete & landscaping in progress
- 2821 N. Chadbourne (Harvey Andrews) -- extension requested
- 2829 N. Chadbourne (Harvey Andrews) – extension requested

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

VIII. Director's Report

Jon mentioned Skyway Motel again and the fact that we have reached out to Engineering about the sidewalks and the length/cost of the project there. We are also looking at other Streetscape projects, street lighting, sidewalks etc. Hopefully, we can bring more of those types of projects to you to approve.

Jon James advised board members that they each received signed copies of the new TIRZ Bylaws and the October 12, 2018 Ordinance in their member packets. They were asked to replace the old copies that were in their member binders that they were given when they joined the TIRZ Board.

IX. Announcements/possible future agenda items.

- a) Next Meeting –August 27, 2019

IX. Adjournment.

Motion to adjourn at 3:20 pm by Mr. Jon Mark Hogg, seconded by Ms. Toni Hunter and carried unanimously.


Mr. Jim Cummings, TIRZ Chairman