

**NOTICE OF A PUBLIC MEETING**

**AN AGENDA OF A REGULAR MEETING OF THE  
TAX INCREMENT REINVESTMENT ZONE BOARD  
THE CITY OF SAN ANGELO, TEXAS  
12:00 Noon – Wednesday, April 16, 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 February 26, 2013 meeting.
- IV.** Review and consideration of the March 2014 financial report(s)
- V.** Update presentation, discussion and possible action regarding progress on the Downtown Pedestrian Improvements Project
- VI.** Update presentation, discussion and possible action regarding the North TIRZ Streetscape projects
- VII.** Update presentation, discussion, and possible action regarding the Transportation Enhancement Grant approved July 2013
- VIII.** Announcements and consideration of future agenda items
- IX.** Adjournment

Given by order of the TAX INCREMENT REINVESTMENT ZONE BOARD and posted in accordance with Title 5, Texas Government Code, Chapter 551, Friday, April 11, 2014 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, February 26, 2014 AT 12:00 PM, MCNEASE CONVENTION CENTER, 500 RIO CONCHO DRIVE.**

**PRESENT:** Lee Pfluger, , David Mazur, Craig Kinney, Mike Campbell, , William Dendle, Michael Noret, Nelly Perez and Bob Pfluger

**ABSENT:** Roger Allen (AU), John Calvert (AU) Travis Stribling (AE), and John Klingemann, (AE)

**STAFF:** Robert Schneeman, Economic Development Coordinator  
Nora Regino, Sr. Administrative Assistant

**I.** Call to order, establish quorum

The meeting was called to order at 12:03 pm. It was established that a quorum was present.

**II.** Public comment

Mr. Schneeman introduced the new directors. Mr. Roland Pena, Director of Economic Development and Mr. Patrick Howard, Director of Development Services.

Mr. Howard and Mr. Pena, gave a brief background of themselves.

**III.** Consideration of approving the minutes from the November 20, 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 January financials including corrected tax revenue numbers provided by the Tom Green County Appraisal District not currently reflected in the monthly financial report. No action was required.

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

- 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 18<sup>th</sup> Street and 20<sup>th</sup> Street as replacement poles to maintain in stock in the event poles are damaged

Mr. Schneeman presented a request by the City Operations Department to purchase 2 decorative light poles as used in the North Chadbourne Streetscape project to keep on hand in order to expedite replacement when needed.

A motion to approve was made by Bob Pfluger to purchase one of each type pole, the price not to exceed \$20,000.00 for both. The motion was seconded by Nelly Perez and passed unanimously.

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

Mr. Schneeman presented this item explaining that the contractor had completed all work on the project and his punch list with the exception of one wheelchair ramp at the southeast corner of Chadbourne and 2<sup>nd</sup> Street which will need to be reconstructed to meet ADA accessibility requirements. Mr. Schneeman also gave a breakdown of expenditures for each portion of the project.

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

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

Karl Bednarz, City Engineer presented an update regarding the North TIRZ Streetscape projects including an explanation of the Request for Qualifications (RFQ) process and that the 7<sup>th</sup> thru 12<sup>th</sup> Street and 12<sup>th</sup> to 18<sup>th</sup> Street projects would be done simultaneously. Mr. Bednarz also presented a preliminary schedule for completion of the joint project.

Mr. Jerry Sea of WTOS came forward to ask whether a new design was being prepared. Mr. Schneeman explained that the drawing to be prepared are specific engineering plans as opposed to the previously prepared conceptual design guidelines. He also expressed his concern over the time the project is taking.

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

**VIII.** 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.

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

**IX.** Announcements and consideration of future agenda items.

Mr. Campbell requested an update on progress in the MLK area.

Mr. Bob Pfluger requested a discussion of the area of North Chadbourne under the Houston Harte overpass and Mr. Noret inquired as to the status of additional curb replacement in a future project in the downtown area.

**X.** Adjournment

Craig Kinney made a motion to adjourn, seconded by Bob Pfluger. Motion passed unanimously. The meeting was adjourned at 12:578 pm.

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Lee Pfluger, TIRZ Chairman

**THE CITY OF SAN ANGELO, TEXAS**

Schedule of Revenues and Expenditures  
Fiscal Year through March 31, 2014

50% of  
Year Lapsed

**TIRZ - Fund 106**

Dept	Original Budget	Current Budget	Month Actual	YTD Total	YTD W/Enc	Over/(Under) Budget	% Realized
<b><u>DOWNTOWN</u></b>							
<b>*Beginning Zone Balance</b>	314,265	314,265			314,265		
<b>REVENUES:</b>							
Interest Income	-	-	158	249	249	249	0.0%
Property Tax	167,966	167,966	-	183,571	183,571	15,605	109.3%
<b>Total Revenues</b>	167,966	167,966	158	183,820	183,820	15,854	109.4%
<b>EXPENDITURES:</b>							
Contract Services 2910	167,966	449,419	50	204,180	294,867	(154,552)	65.6%
<b>Total Expenditures</b>	167,966	449,419	50	204,180	294,867	(154,552)	65.6%
Revenue Over/(Under) Expenditures	-	<b>(281,453)</b>	<b>108</b>	<b>(20,360)</b>	<b>(111,047)</b>		
<b>Ending Zone Balance</b>	<b>314,265</b>	<b>32,812</b>			<b>203,218</b>		
<b><u>NORTH</u></b>							
<b>*Beginning Zone Balance</b>	748,999	748,999			748,999		
<b>REVENUES:</b>							
Interest Income	-	-	475	747	747	747	0.0%
Property Tax	273,286	273,286	-	-	-	(273,286)	0.0%
<b>Total Revenues</b>	273,286	273,286	475	747	747	(272,539)	0.3%
<b>EXPENDITURES:</b>							
Contract Services 2920	273,286	290,912	469	12,059	19,332	(271,580)	6.6%
<b>Total Expenditures</b>	273,286	290,912	469	12,059	19,332	(271,580)	6.6%
Revenue Over/(Under) Expenditures	-	<b>(17,626)</b>	<b>6</b>	<b>(11,312)</b>	<b>(18,585)</b>		
<b>Ending Zone Balance</b>	<b>748,999</b>	<b>731,373</b>			<b>730,414</b>		
<b><u>NEW FREEDOM GRANT</u></b>							
<b>*Beginning Zone Balance</b>	256,049	256,049			256,049		
<b>REVENUES:</b>							
Reimbursed Expenses	-	573,471	-	-	-	(573,471)	0.0%
<b>Total Revenues</b>	-	573,471	-	-	-	(573,471)	0.0%
<b>EXPENDITURES:</b>							
Contract Services 2930	-	256,049	-	256,049	256,049	-	100.0%
<b>Total Expenditures</b>	-	256,049	-	256,049	256,049	-	100.0%
Revenue Over/(Under) Expenditures	-	<b>317,422</b>	<b>-</b>	<b>(256,049)</b>	<b>(256,049)</b>		
<b>Ending Zone Balance</b>	<b>256,049</b>	<b>573,471</b>			<b>-</b>		
<b>Ending Fund Balance</b>	<b>1,063,264</b>	<b>1,081,607</b>			<b>677,583</b>		

\*Preliminary

# Memo

**Date:** April 15, 2014  
**To:** TIRZ Board  
**From:** Robert Schneeman, Interim Director of Economic Development  
**Subject:** Agenda Item for **April 16, 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	\$1,102,467
Relocate Fiber Optics**	\$48,093	\$48,093
Other misc AEP** moves	\$1,094	\$1,094
Project Total	\$1,260,817	\$1,151,654

\*\* 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.

Final reconciliation of the North TIRZ, South TIRZ and grant funding is attached.

**Attachments:** none

**Presentation:** Bob Schneeman

**Downtown Streetscape Project Invoicing**

<b>Invoice</b>	<b>Total Invoice</b>	<b>Grant</b>	<b>North TIRZ</b>	<b>South TIRZ</b>
1	\$209,833.52	\$112,953.82	\$96,999.29	\$0.00
2	\$69,283.28	\$15,373.86	\$53,909.42	\$0.00
3	\$87,416.65	\$78,810.67	\$8,608.59	\$0.00
4	\$145,413.94	\$87,244.22	\$16,880.54	\$41,289.18
5	\$177,370.32	\$95,957.51	\$31,821.43	\$49,591.38
6	\$283,893.86	\$155,748.06	\$11,103.18	\$117,042.62
7	\$129,255.31	\$27,382.89	\$51,734.27	\$50,138.30
<b>Total</b>	<b>\$1,102,466.88</b>	<b>\$573,471.03</b>	<b>\$271,056.72</b>	<b>\$258,061.48</b>
<b>Grant</b>		<b>\$573,471.00</b>		
<b>Bal</b>		<b>-\$0.03</b>		

# Memo

**Date:** April 15, 2014  
**To:** TIRZ Board  
**From:** Robert Schneeman, Economic Development Coordinator  
**Subject:** Agenda Item for **April 16, 2014**  
**Contact:** Robert Schneeman 657-4210  
**Caption:** Update presentation, discussion and possible action regarding the North TIRZ Streetscape projects

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**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:**

Staff has determined that current City staff are not able to perform the required design services for the next two phases of the project and at the direction of the TIRZ Board have been working on obtaining outside design services. In an effort to combine the next two New Freedom grants into the project, one of which has been granted to the City and the other to the Transit District, staff has determined that the best alternative would be for the Transit District, whose overall purchasing process has been approved by the Federal Highway Administration, prepare the RFQ for the combined project. In addition, in order to meet the grant deadlines it has been determined that a design – build approach would be best. Following is the proposed schedule for such a project:

Apr 15 Solicitation (RFQ)  
May 1 Site Visit  
May 15 Close solicitation (RFQ)  
May 20 Evaluation  
Jun 1 Award  
Jun 10 Pre Cons Conference  
Jun 15 Letter to Proceed  
Aug 1 Begin Project  
Mar 31, 2015 Complete Work

Staff is proceeding on this basis.

**Recommendation:** N/A  
**Attachments:** N/A  
**Presentation:** Karl Bednarz, City Engineer



# Memo

**Date:** April 15, 2014  
**To:** TIRZ Board  
**From:** Robert Schneeman, Interim Director of Economic Development  
**Subject:** Agenda Item for **April 16, 2014**  
**Contact:** Robert Schneeman 657-4210  
**Caption:** Update presentation, discussion, and possible action regarding the Transportation Enhancement Grant approved July 2013

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**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