

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 May 21, 2014
McNease Convention Center, South Meeting Room
501 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 April 16, 2014 meeting.
- IV. Review and consideration of the April 2014 financial report(s).
- V. Consideration and approval of funding to contract a Design/Build consultant to oversee the New Freedom Grant Project (North Chadbourne Streetscape from 7th to 14th Street).
- VI. Consideration and approval of funding decorative street and pedestrian lighting for the New Freedom Grant Project (North Chadbourne Streetscape from 7th to 14th Street).
- VII. Announcements and consideration of future agenda items
- VIII. Adjournment

Given by order of the TAX INCREMENT REINVESTMENT ZONE BOARD and posted in accordance with Title 5, Texas Government Code, Chapter 551, Thursday, May 15, 2014 at 5:00 p.m.



Patrick Howard, Director, Development Services

MINUTE RECORD OF THE CITY OF SAN ANGELO TAX INCREMENT REINVESTMENT ZONE MEETING HELD ON WEDNESDAY, April 16, 2014 AT 12:00 PM, MCNEASE CONVENTION CENTER, 500 RIO CONCHO DRIVE.

PRESENT: David Mazur, William Dendle, Mike Campbell, Craig Kinney, Nelly Perez, Michael Noret, John Calvert, John Klingeman, and Dominique Santos,

ABSENT: (AE) Lee Pfluger, (AE)Bob Pfluger, (AU)Roger Allen, and (AE)Travis Stribling

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

I. Call to order, establish quorum.

The meeting was called to order at 12:05 pm. It was established that a quorum was present.

II. Public comment.

Ms. Nora Regino introduced Sarah Tackett as the new Sr. Administrative Assistant for Development Services. Ms. Regino also introduced new board member, Dominique Santos.

Mr. Jerry Sea inquired about an Expenditure Report for North TIRZ and questioned if any money that had been loaned out had been repaid?

Mr. Schneeman told Mr. Sea to come by his office to discuss issue and receive a copy of the report.

Mr. Patrick Howard introduced himself; explained that the divisions had been split. He is looking forward to some strategic planning and working with the TIRZ Board.

III. Consideration of approving the minutes from the February 26, 2014 meeting.

Motion was made to accept the minutes, with a correction to the date and time adjourned, by William Dendle, seconded by Mike Campbell and carried unanimously.

IV. Review and consideration of the March 2014 financial reports.

Mr. Schneeman presented the March 2014 financial report; no property tax income is shown for the downtown zone. Mr. Schneeman stated that there have been some problems with money from the county; COSA Finance

Department is working on this issue. An overview of the revenues were also presented.

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

No action taken.

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

Mr. Schneeman stated that contractors have completed all work on the project. The estimated and actual expenses were presented. Mr. Schneeman added that the Concho Valley Transit District is working on the requirement to make payment to TIRZ.

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

No action taken.

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

Mr. Schneeman gave a brief overview of the North TIRZ Streetscape projects; this includes two grants. Dates and deadlines were explained to the board. Concho Valley Transit District (CVTD) is working on the RFQ for a Design/Build Contract to allow for construction to begin while still in the design phase. This is the best way to accelerate the project to meet deadlines. It is recommended that this project run concurrently with another project on 12th – 18th Streets; funded by a grant to CVTD.

Mr. Craig Kinney questioned if timeframe is reasonable; Mr. Schneeman stated staff is optimistic, it is doable. Mr. Mike Campbell asked what risks are involved with proceeding with Design/Build? Mr. Bob Schneeman stated that there is the possibility of more change orders. Mr. Michael Noret stated he was very use to this process; it is very straight forward.

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

No action taken.

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

Mr. Schneeman presented maps of the proposed Transportation Enhancement Grant areas in the North and South TIRZ. The total costs and matching funds information was presented. Mr. Schneeman stated that there has been a lot of interest regarding the improvements of MLK.

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

No action taken.

VIII. Announcements and consideration of future agenda items.

Mr. Mike Campbell asked for an update on MLK.

IX. Adjournment.

Motion to adjourn by Mr. Mike Campbell, seconded by Mr. John Klingemann and carried unanimously. The meeting was adjourned at 12:53 pm.

Lee Pfluger, TIRZ Chairman

DRAFT

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ANNUAL BUDGET	MONTH ACTUAL	YEAR TO DATE ACTUAL	ENCUMBRANCES	BUDGET BALANCE
FUND 106 TIRZ						
DEPT 29 TIRZ						
DIV 10 DOWNTOWN						
106-2910-311.10-00	REAL PROPERTY TAX	167,966-	29,943	153,628-	0	14,338-
*	REVENUE	167,966-	29,943	153,628-	0	14,338-
106-2910-411.03-20	PROFESSIONAL SERVICES	418,497	161	191,176	90,538	136,783
106-2910-411.03-30	CONTRACT SERVICES	30,000	5,734-	7,349	0	22,651
106-2910-411.05-40	ADVERTISING	100	0	0	0	100
106-2910-411.05-50	PRINTING & COPYING	150	0	0	0	150
106-2910-411.05-81	MILEAGE	42	0	0	0	42
106-2910-411.06-10	OFFICE SUPPLIES	69	0	0	0	69
106-2910-411.06-14	POSTAGE & SHIPPING	50	0	1	0	49
106-2910-411.06-30	FOOD	511	0	82	0	429
*	EXPENDITURE	449,419	5,573-	198,608	90,538	160,273
**	DOWNTOWN	281,453	24,370	44,980	90,538	145,935

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ANNUAL BUDGET	MONTH ACTUAL	YEAR TO DATE ACTUAL	ENCUMBRANCES	BUDGET BALANCE
FUND 106 TIRZ						
DEPT 29 TIRZ						
DIV 20 NORTH						
106-2920-311.10-00	REAL PROPERTY TAX	273,286-	257,521-	257,521-	0	15,765-
* REVENUE						
106-2920-411.03-20	PROFESSIONAL SERVICES	273,286-	257,521-	257,521-	0	15,765-
106-2920-411.03-30	CONTRACT SERVICES	255,415	0	10,354	7,273	237,788
106-2920-411.04-11	WATER/SEWER UTILITIES	30,000	0	0	0	30,000
106-2920-411.04-13	ELECTRICITY	1,380	90	842	0	538
106-2920-411.05-40	ADVERTISING	2,500	156	942	0	1,558
106-2920-411.05-50	PRINTING & COPYING	100	0	0	0	100
106-2920-411.05-81	MILEAGE	175	0	0	0	175
106-2920-411.06-10	OFFICE SUPPLIES	57	0	0	0	57
106-2920-411.06-14	POSTAGE & SHIPPING	138	0	0	0	138
106-2920-411.06-30	FOOD	100	0	0	0	100
		1,047	0	167	0	880
* EXPENDITURE		290,912	246	12,305	7,273	271,334
** NORTH		17,626	257,275-	245,216-	7,273	255,569

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ANNUAL BUDGET	MONTH ACTUAL	YEAR TO DATE ACTUAL	ENCUMBRANCES	BUDGET BALANCE
FUND 106 TIRZ		573,471-	0	0	0	573,471-
DEPT 29 TIRZ		573,471-	0	0	0	573,471-
DIV 30 NEW FREEDOM GRANT		256,049	0	256,049	0	0
106-2930-380.40-00 REIMBURSED EXPENSES		256,049	0	256,049	0	0
* REVENUE		317,422-	0	256,049	0	573,471-
106-2930-411.03-20 PROFESSIONAL SERVICES		18,343-	232,905-	55,813	97,811	171,967-
* EXPENDITURE		18,343-	232,936-	54,787	97,811	170,941-
** NEW FREEDOM GRANT						
*** TIRZ						
**** TIRZ						

TIRZ

ITEMS

- V) Consideration and approval of funding to contract a Design/Build consultant to oversee the New Freedom Grant Project (North Chadbourne Streetscape from 7th to 14th Street).
- VI) Consideration of funding decorative street and pedestrian lighting for the New Freedom Grant Project (North Chadbourne Streetscape from 7th to 14th Street).

SUMMARY

- V) The New Freedom Grant Project (North Chadbourne Streetscape from 7th to 14th Street) was originally approved by the TIRZ Board in 2011. A cash match in the amount of \$57,869, described in a letter written by Shawn Lewis dated November 29, 2011. This money was initially the 20% match and allocated for engineering services that were to be completed by the City of San Angelo Engineering staff. Since that initial letter the FTA agreement, more specifically Attachment A, has been approved by the TIRZ board in the amount of \$68,777 as the local match in funds for this project, with a total of \$275,108 allocated by the grant itself. In the previous month, CVTD, along with the COSA Engineering staff has revisited this project to determine what steps need to be taken to expedite this project to final completion, while maintaining the funding source already in place. The limited time constraints that this project is now under, completion date of May 2015, requires a change in scope and design feasibility. The Texas Department of Transportation granted COSA a one year extension, with no exceptions. Staff would recommend approval to contract a Design/Build Consultant, which would have the ability to oversee all aspects of design and construction, making the issue of unforeseen existing ADA accessibility obstacles a continual goal, alleviating the loss of funding due to not meeting the completion date.
- VI) The need for proper pedestrian lighting is a concern staff would like the board to consider and give clear direction, regarding funding. The New Freedom Grant Project (North Chadbourne Streetscape from 7th to 14th Street) does not have funding to install the proposed lighting for the project. When the public meetings were held in 2010 and 2011, citizens were told this project would be constructed to match the existing amenities of the previous Chadbourne Project at 19th Street that included decorative street and pedestrian lighting. Specific questions were asked, with noted replies distinctly related to this particular lighting. An approximate dollar amount to install lights on this project is \$500,000.

However, future alternatives exist if the funds are not available to install the lighting during construction. During construction, both sides of Chadbourne from 7th to 14th will be cleared from property line to the edge of pavement,

allowing for electrical conduit to be installed. This option will allow for future cost savings and considerable reduction to future construction and demo of the completed project. An estimated cost to facilitate the installation of electrical conduit for this project is approximately \$30,000. Currently, the Westside of Chadbourne Street has street lighting only on the corners, mounted to timber poles. The Eastside of Chadbourne does have some random street lighting on timber poles.