



## Tax Increment Reinvestment Zone (TIRZ) No. 1 & No. 2 Board

### Regular Meeting Minutes

February 10, 2020 at 4:00 p.m.

A Regular Meeting of the Tax Increment Reinvestment Zone (TIRZ) No. 1 & No. 2 Board was held Monday, February 10, 2020 beginning at 4:00 p.m. in the City Hall Council Chambers located at 511 Mercer Street, Dripping Springs, Texas.

#### I. CALL TO ORDER AND ROLL CALL

Board Members present were:

Mim James, Vice Chair

Missy Atwood

Mike Figer

Todd Washburn

Walt Smith

Board Members absent were:

Dave Edwards, Chair

John McIntosh

Ron Jones (Advisory Board Member)

Bob Richardson (Advisory Board Member)

City Staff/Appointed Officials present were:

City Administrator Michelle Fischer

City Secretary Andrea Cunningham

Assistant City Attorney Laura Mueller

Council Member John Kroll

Council Member Taline Manassian

TIRZ Projects Manager Keenan Smith

P3 Advisor Darin Smith (via teleconference)

With a quorum of the Board present, Vice Chair James called the meeting to order at 4:03 p.m.

#### II. PRESENTATION OF CITIZENS

*A member of the public who desires to address the Board regarding any item on an agenda for an open meeting may do so at presentation of citizens before an item or at a public hearing for an item during the Board's consideration of that item. Citizens wishing to discuss matters not contained within the current agenda may do so, but only during the time allotted for presentation of citizens. Speakers are allowed two (2) minutes to speak during presentation of citizens or during each public hearing. Speakers may not cede or pool time. Members of the public requiring the assistance of a translator will be given twice the amount of time as a member of the public who does not require the assistance of a translator to address the Board. It is the request of the Board that members of the public wishing to speak on item(s) on the agenda with a noticed Public Hearing hold their comments until the item(s) are presented for consideration. Speakers are encouraged to sign in. Anyone may request a copy of the City's policy on presentation of citizens from the city secretary. By law no action may be taken during Presentations of Citizens.*

No one spoke during Presentation of Citizens.

### III. MINUTES

#### A. **Discuss and consider approval of the TIRZ No. 1 & No. 2 Board January 13, 2020 regular meeting minutes.**

A motion was made by Board Member Smith to approve the TIRZ No. 1 & No. 2 Board January 13, 2020 regular meeting minutes, to include the correct spelling of “Jon Snyder”. Board Member Washburn seconded the motion which carried unanimously 5 to 0.

### IV. BUSINESS

#### A. **Presentation, discussion and possible action regarding the 2019 Q4 TIRZ Administrator Report.**

Jon Snyder, P3 Works

Jon Snyder presented the item which is on file.

The Board directed staff to meet with Jon Snyder to propose some level of reimbursement to Shareholders for discussion at the next TIRZ Board meeting.

A motion was made by Board Member Figer to accept the 2019 Q4 TIRZ Administrator Report. Board Member Washburn seconded the motion which carried unanimously 5 to 0.

#### B. **Update and discussion regarding the Town Center Project Implementation Strategy.**

Keenan Smith and Darin Smith presented the item which is on file.

The Board directed Keenan Smith and Darin Smith to include the following in their presentation:

- Information regarding the City and County Transportation Plan.
- Why the TIRZ Board is doing this project and what are the benefits to the community.
- Address the project quantitatively.
- Include other TIRZ Projects that are related to the TIRZ Town Center Project.

#### C. **Discuss and consider recommendations regarding the TIRZ Town Center Project Interlocal Agreement.**

Laura Mueller presented the staff report. Staff is seeking direction regarding the terms of the agreement. Attorneys for all entities included in the agreement have reviewed the agreement, and Oscar Trevino DSISD Attorney will send edits to Laura. If the Board has any other edits, they may send those via email.

The Board directed staff to include the following in the agreement before presentation to City Council:

- Non Appropriation Clause and reasons for termination.
- Hard transaction deadlines with firm commitments on site and financing by March 31, 2020.
- Time frame of 6 months for negotiations related to section 2.2(a).

**D. Update and discussion regarding TIRZ Priority Projects.**

Keenan Smith presented the following items:

*1. Downtown Parking Study*

Project is moving forward and the TIRZ team is working on a timeline with Land Planning Consultant Robyn Miga.

*2. Old Fitzhugh Road*

Nothing to report on this project.

*3. Triangle*

Project is on hold waiting for information from FEMA and TxDOT.

*4. Project Manager Cost Analysis & Summary*

Report is on file.

Via unanimous consent, the Board took items E and F in one motion.

**E. Discuss and consider recommendation of Task Order 2: Amendment 1 regarding the Professional Services Agreement between the City of Dripping Springs and HDR Engineering, Inc. related to TIRZ Priority Projects.**

*1. Staff Report*

Keenan Smith presented the staff report which is on file.

*2. Task Order 2: Amendment 1*

**F. Discuss and consider recommendation of Task Order 2: Amendment 1 regarding the Professional Services Agreement between the City of Dripping Springs and McCann Adams Studio related to TIRZ Priority Projects.**

*1. Staff Report*

Keenan Smith presented the staff report which is on file.

*2. Task Order 2: Amendment No. 1*

A motion was made by Board Member Smith to recommend approval of Task Order 2: Amendment 1 regarding the Professional Services Agreement between the City of Dripping Springs and HDR Engineering, Inc. related to TIRZ Priority Projects, and Task Order 2: Amendment 1 regarding the Professional Services Agreement between the City of Dripping Springs and McCann Adams Studio related to TIRZ Priority Projects. Board Member Atwood seconded the motion which carried unanimously 5 to 0.

## **V. EXECUTIVE SESSION**

*The TIRZ No. 1 & No. 2 Board for the City of Dripping Springs has the right to adjourn into executive session at any time during the course of this meeting to discuss any matter as authorized by Texas Government Code Sections 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices), and 551.086 (Economic Development). The TIRZ No. 1 & No. 2 Board for the City of Dripping Springs may act on any item listed in Executive Session in Open Session or move any item from Executive Session to Open Session for action.*

### **A. Consultation with City Attorney and Deliberation of Real Property regarding the TIRZ Town Center.**

Consultation with City Attorney, 551.071; Deliberation of Real Property 551.072

The Board did not meet in Executive Session.

## **VI. UPCOMING MEETINGS**

### **A. TIRZ No. 1 & No. 2 Board Meetings**

March 9, 2020 at 4:00 p.m.

April 13, 2020 at 4:00 p.m.

May 11, 2020 at 4:00 p.m.

### **B. City Council & Board of Adjustment Meetings**

February 11, 2020 at 6:00 p.m. (6:00 Workshop / 6:30 Regular Meeting)

February 18, 2020 at 6:00 p.m.

March 10, 2020 at 6:00 p.m. (6:00 Workshop / 6:30 Regular Meeting)

March 17, 2020 at 6:00 p.m.

## **VII. ADJOURN**

A motion was made by Board Member Figer to adjourn the meeting. Board Member Washburn seconded the motion which carried unanimously 5 to 0.

This regular meeting adjourned at 6:11 p.m.