

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

## Regular Meeting Minutes February 5, 2018 at 4:00 p.m.

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A Regular Meeting of the TIRZ No. 1 & No. 2 Board was held Monday, February 5, 2018 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:

Dave Edwards - Chair  
Mim James - Vice Chair  
Missy Atwood  
Dr. Bruce Gearing (left meeting at 5:28 p.m.)  
John McIntosh

Board Members absent were:

Mike Figer  
Ray Whisenant

City Staff/Officials present were:

City Administrator Michelle Fischer  
Keenan Smith, Project Manager  
Assistant City Attorney Laura Mueller  
Council Member Taline Manassian, Board Liaison  
Council Member John Kroll, Board Liaison

With a quorum of the Board present, Chair Edwards called the meeting to order at 4:00 p.m.

### II. PRESENTATION OF CITIZENS

*Floor open to discussion on any subject. No action may be taken by law. Citizens wishing to speak shall do so after being recognized by the Chair. The Chair may establish a time limit as necessary.*

Pam Owens: Dripping Springs Visitors Bureau. Focus on increase in sales tax and hotel tax as well as to promote Dripping Springs. Remember Visitor Bureau when designing our projects. Would like a visible location in Town Center. Tourism is the economic development of Dripping Springs and a downtown helps tourism in the community.

### III. MINUTES

*Consideration and possible action on:*

**A. Approval of the regular meeting minutes of the TIRZ No. 1 & No. 2 of December 4, 2017 (as corrected) and the regular meeting minutes of January 4, 2018**

A motion was made by Vice Chair James to approve the December 4, 2017 minutes as corrected and the regular meeting minutes of January 4, 2018. Board Member McIntosh seconded the motion which carried unanimously 5 to 0.

**IV. BUSINESS (TIRZ #1 and TIRZ #2)**

*Consideration and possible action on:*

**A. Project Manager's Report**

*1. Task Order #1 – Priority Projects Update*

a. **Town Center Next Steps**

1. **Property Appraisals Update: City, DSISD, DSCL**

Keenan Smith: Discussion last meeting was that each stakeholder would commission their own appraisal. City has hired appraiser. Library has hired an appraiser but does not have date. School is in the process of hiring an appraiser.

2. **Market Study Update: White Paper and CMS Proposal**

Keenan Smith: White paper is in packet. KS went over White Paper based on an ad hoc subcommittee regarding this issue. Market Study and Market Analysis. Estimate between \$25,000 and \$35,000.

3. **P3 / Real Estate Deal Advisor Update: EPS, CBRE**

Keenan Smith: White Paper in Packet. KS went over the White Paper. Estimate between \$25,000 and \$35,000.

Need to determine cost sharing and whether to seek proposals at this time.

4. **Draft Interlocal Agreements: Laura Mueller**

Laura Mueller discussed the draft Interlocal Agreement and timing.

Board discussed contents of the next Interlocal Agreement to include the Market Study, the Private Public Partnership Study, and the Appraisals. Each party will pay for its own

appraisals but the Market Study and P3 study would be paid for by Pro Rata Share based on appraisal values. School District and City will like to have input on who is chosen to do these studies. These items will be reimbursable by the TIRZ. Developer Forum to follow studies. The TIRZ will solicit proposals for the Market Study and P3 Study with the assistance of the City and School.

Timing: Market Study date of completion: July 1, 2018

Project, Schedule, and Concept Plan: For the next agreement.

Appraisal date: April 2018

Keenan Smith: Suggested considering hiring independent legal counsel for the P3. Other TIRZs have done this

A motion was made by Board Member Atwood to ask Keenan to use the white paper regarding the market study and P3 and adding additional information as needed and inviting the list created by the ad hoc committee to submit proposals and ask the School and City to provide names as additional consultants to invite to submit proposals by March 30. Board Member McIntosh seconded the motion with carried unanimously 5 to 0.

b. Old Fitzhugh Road Concept Plan

Jim Adams (Organization) presented the Concept Plan. Mr. Adams reviewed the challenges and the constraints on Old Fitzhugh Road. The project may need a public access easement from some property owners. A Tree Survey has been completed.

1. Preliminary Draft Concept Plant: Presentation MAS
2. TIRZ Board Feedback / HPC Review and Feedback: February 6<sup>th</sup>
3. Stakeholder Workshop 2.0: Early March (TB Scheduled)
4. CAMPO Design & Construction Grant Update
  - i. Leslie Pollak, HDR Engineering, Inc.: Both projects have been submitted for a grant.

c. Triangle + RR 12 / US 290 Development Feasibility Study

1. TBD (CAMPO Planning Grant) Update  
*Skipped to Business Item C*

**C. TIRZ Administrator Update & Kickoff Meeting (Laura Mueller, Michelle Fischer, Taussing & Associates)**

Hector Perez: Introduced himself. They will handle the finance and would like to be in the Loop. From Taussig and Associates.

Michelle Fischer: On Feb. 27, we will meet with Taussig and Associates.

**B. TIRZ Priority Projects – Cost Participation Framework (Mim James)**

Vice Chair James: We need to address spending, funding, and spending. Town Center will be a complicated funding issue. Triangle as well. Report next meeting.

**D. TIRZ FY 2017-2018 Funding Update (Ginger Faught, Michelle Fischer, Laura Mueller)**

1. Hays County: Waiting on Execution
2. DSCL: Has Paid

**E. TIRZ Public Outreach: PR & Media Plan (Dave Edwards)**

Chair Edwards: Working on a strategic plan.

**V. ADJOURN**

A motion was made by Vice Chair James to adjourn the meeting. Board Member Atwood seconded the motion, which carried unanimously 5 to 0.

This regular meeting adjourned at **XX:XX** p.m.