

**STATE OF TEXAS §**  
**COUNTIES OF POTTER §**  
**AND RANDALL §**  
**CITY OF AMARILLO §**

On the 12<sup>th</sup> day of April, 2018, the Center City Tax Increment Reinvestment Zone No. 1 Board met in a regularly scheduled meeting at 12:00 PM, in Room 306 of City Hall, at 509 E. 7<sup>th</sup> Street, Amarillo, Texas with the following members present:

Voting Members	Present	Meetings Held	Meetings Attended
Scott Bentley, Chairman, City of Amarillo	Yes	48	47
Austin Sharp, City of Amarillo	Yes	3	3
Dr. David Woodburn, Amarillo College	No	47	32
Dean Frigo, Amarillo Hospital District	No	7	6
Scott Flow, Amarillo Independent School District	Yes	17	15
Kimberly Warminski, Panhandle Groundwater Conservation Dist	Yes	11	10
Tad Fowler, Potter County	Yes	5	4
Leon Church, Vice-Chairman, Potter County	Yes	23	21
Judge Thomas Jones, Potter County	No	23	14
Joseph Peterson, Jr., City of Amarillo	Yes	12	12

**Staff Present:**

Jared Miller, City Manager; Michelle Bonner, Deputy City Manager; Andrew Freeman, Economic Development Manager; Cris Valverde, Economic Development Specialist; Bryan McWilliams, Interim City Attorney; Jan Sanders, Assistant City Secretary

Chairman Bentley opened the meeting at 12:04 PM, established a quorum and conducted the consideration of the following items listed below.

**ITEM 1 Approve the minutes of the meeting of February 8, 2018.**

Chairman Bentley asked for corrections, deletions or changes to the minutes of February 8, 2018. Motion was made by Mr. Flow, seconded by Mr. Church, to approve the minutes as submitted. Motion passed unanimously. Mr. Freeman introduced Cris Valverde to the board, the City’s new Economic Development Specialist.

**ITEM 2 Receive and accept the TIRZ #1 September 30, 2017 audit.**

Janie Arnold with Connor, McMillon & Shennum presented the 2017 TIRZ #1 Audit draft reports. Ms. Arnold commented the Government Committee Auditing Standards issued an Audit committee letter stating all items were in order, and gave a clean opinion. The Management’s Discussion and Analysis draft document revealed a five year Historical Taxable Values and Participation table, reflecting TIRZ participation by the taxing entities. Ms. Arnold

stated Page 10 of the document summarized a TIRZ commitments table listing each approved TIRZ project and the current status. Financial statements as of September 30, 2017 reflect net assets of \$1.4 million, total revenues were \$654,556 and total expenses ran \$1.5 million consisting mainly of design and engineering of \$1.3 million and debt participation of \$172,000. Ms. Arnold advised a breakdown of the long-term liability is detailed on page 27, under Note 8, with additional verbiage pertaining to year end TIRZ tax abatements and commitments beginning on page 28, under Note 9.

Motion was made by Mr. Flow, seconded by Ms. Warminski, to accept the auditor's report as presented. Motion passed unanimously.

**ITEM 3 Discuss and consider an application for TIRZ incentives associated with the project in the vicinity of SW 6<sup>th</sup> Avenue and S Monroe Street intersection.**

Josh Palmer, with Gillispie Palmer Development, presented an application for 621 SW 6<sup>th</sup> Avenue. Mr. Palmer advised the \$1 million project, located along historic Route 66, consists of renovation to the existing 8,000+ square foot commercial building, demolition and removal of three dilapidated structures, along with 16,000+ parking area and streetscape improvements. Mr. Palmer stated the project has been approved for office and retail space and the project is ready to move forward.

Motion was made by Mr. Church, seconded by Mr. Fowler, to approve the request of \$50,000 for the project in the vicinity of SW 6<sup>th</sup> Avenue and S Monroe Street intersection. Motion passed 6:0:1 with Mr. Peterson abstaining.

Chairman Bentley asked Mr. McWilliams, to begin the executive session. Mr. McWilliams announced an executive session, at 12:33 PM.

**EXECUTIVE SESSION**

Board may convene in Executive Session to receive reports on or discuss any regular meeting items under the following exceptions to the Open Meetings Act:

- (1) Sec. 551.071 – Consult with the attorney on a matter in which the attorney's duty to the governmental body under the Texas Disciplinary Rules of Professional conduct conflicts with this chapter.
- (2) Sec. 551.087 – Discuss commercial or financial information received from an existing business or business prospect with which the TIRZ is negotiating for the location or retention of a facility, or for incentives the TIRZ is willing to extend, or financial information submitted by same.
  - (a) Economic development incentive request in the vicinity of SW 6<sup>th</sup> Avenue and S. Monroe Street intersection.
  - (b) Economic development incentive request in the vicinity of SW 8<sup>th</sup> Avenue and S. Tyler Street intersection.

- (3) Sec. 551.072 – Discuss the purchase, exchange, lease, sell, or value of real property and public discussion of such would not be in the best interests of the TIRZ’s bargaining position.

The executive session concluded at 12:48 PM.

**ITEM 4 Discussion Regarding Process to Extend the Term of a Tax Increment Reinvestment Zone.**

Mr. Freeman advised the current term of TIRZ #1 is 2036, and all taxing entities currently participate at 100%. Multiple scenarios were presented extending the term for an additional 20 years. Mr. Freeman stated each taxing entity would have the option to continue participation. After some discussion, the Board asked Mr. Freeman to continue with his research for further discussion before possible action.

**ITEM 5 Report on Status of Projects:**

- a. **Downtown Multi-Purpose Events Venue**  
Mr. Freeman advised the site is approximately three weeks ahead of schedule and work has begun on the construction pads.
- b. **Downtown Parking Garage**  
Mr. Freeman advised Bob Garrett continues working on the retail component, and at this time no tenants have been presented to the Local Government Corporation.
- c. **Streetscape Condition Survey**  
Mr. Valverde presented a draft streetscape condition survey map within the Downtown Urban Design Review (DDR) boundary. Mr. Valverde advised the map displays sidewalk improvements installed, currently underway, as well as acceptable or unacceptable sidewalk conditions. Chairman Bentley inquired what conditions trigger design standards. Mr. Valverde stated he would compile the standards and deliver the design standards via email to Board Members, as well as continue to work on finalizing the streetscape condition survey map.
- d. **Downtown TX.org initiative**  
Mr. Freeman advised the Texas Historic Commission has developed this database site which is essentially an inventory of all historic properties. The site allows users to have access in regards to properties that are available for lease and/or purchase, which in turn opens up downtown properties to a broader audience. The free site is open to Main Street cities and Certified Local Government communities at this time. The City, in coordination with Center City, expect to launch the Amarillo page in May.

**ITEM 6 Public Forum.**

Chairman Bentley reminded Board members, and those in the audience, the Board can take no action on matters presented or discussed.

No comments were made.

**ITEM 7 Discuss Items for Future Agendas and Future Meeting Date.**

The following were discussed as possible items to be included on future agendas: no items were discussed.

There being no further items before the Board, the meeting adjourned at 1:17 PM. All remarks are recorded and are on file in the City Manager Department.

  
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Scott Bentley, Chairman