

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

On the 9<sup>th</sup> day of February, 2012, the Tax Increment Reinvestment Zone 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
Richard Brown, Chairman, City of Amarillo	Yes	47	43
Dr. David Woodburn, Amarillo College	Yes	9	4
Greg Graham, Amarillo Hospital District	Yes	5	4
John Ben Blanchard, Amarillo Independent School District	Yes	22	21
Paula Bliss, City of Amarillo	Yes	47	43
Scott Bentley, City of Amarillo	Yes	10	10
James Wester, Panhandle Groundwater Conservation District	Yes	15	11
Carol Autry, Potter County	Yes	44	41
H.R. Kelly, Potter County	Yes	30	27
Sonya Letson, Potter County	Yes	47	39

Others Present:

Dean Frigo, Assistant City Manager for Finance  
 Jan Sanders, Recording Secretary

Kelley Shaw, Planning Director

Chairman Brown opened the meeting at 12:00 PM, established a quorum and conducted the consideration of the following items in the order listed below.

ITEM 1 Approve the minutes of the meeting of January 12, 2012.

Chairman Brown asked for corrections, deletions or changes to the minutes of January 12, 2012. Carol Autry advised Item 4, d. Vineyard Manor Apartments, first sentence should be corrected to reflect 'projected completion date of first of April is on track'. Noting the change, the January 12, 2012 minutes were approved.

ITEM 2 Presentation and discussion of the 2011 Annual Financial Report for the Tax Increment Reinvestment Zone #1 by Connor, McMillon, Mitchell & Shennum PLLC.

Janie Arnold with Connor, McMillon, Mitchell & Shennum presented the 2011 TIRZ Audit draft reports. Mrs. Arnold commented the TIRZ #1 changed accounting policies by adopting the provisions of Governmental Accounting Standards Board Statement No. 54, known as GASB 54. Financial statements as of September 30, 2011 reflect total net assets of \$3.4 million, including \$2.1 million in restricted cash (for street improvements) from City issued bonds transferred to TIRZ. \$1.09 million is committed for improvement projects with the balance for the upcoming

year's debt payment. Revenues over expenses for the year, total \$2.4 million. Dean Frigo, Assistant City Manager for Finance Division, stated TIRZ #1 has \$3.9 million in commitments, which exceeds net assets of \$3.4 million. The Board could take action to 'un-commit' funds or possibly another bond issue. Mrs. Arnold stated The Government Committee Auditing Standards issued an Audit committee letter stating all items were in order and gave a clean opinion.

Motion was made by Scott Bentley, seconded by Carol Autry to accept the auditor's report and finalize as presented. The motion passed unanimously.

### ITEM 3 Presentation and discussion of the Amarillo College downtown project.

Dr. Paul Matney, Amarillo College President, briefed the Board on a new parking lot design for the Amarillo College Downtown Campus, located on Polk Street. The Downtown Campus is the continuing education division for Amarillo College and will enroll approximately 26,000 this year in occupational education and personal enrichment courses.

Dr. Matney commented the parking lot will include 60 trees, pedestrian lights, 205 parking spaces, brick façade, a state approved motorcycle track to continue teaching motorcycle classes, and will conform to the Downtown Amarillo Urban Design Standards. Dr. Matney stated dirt work has begun on the anticipated four month project with a completion goal of early summer. The parking lot will also assist Polk Street United Methodist Church and First Baptist Church with their overflow parking.

### ITEM 4 Report on status of TIRZ #1 Projects.

- a. Fisk Courtyard by Marriott Redevelopment Project  
Kelley Shaw, Planning Director, reported no change in the project.
- b. Potter County Courthouse Streetscape Project  
Melissa Daily, Executive Director, DAI, presented a slide presentation on the progress of the Potter County Courthouse. H.R. Kelly reminded the Board April 14<sup>th</sup> has been set as the re-dedication date for the Potter County Courthouse.
- c. Polk Street Methodist Church Streetscape Project  
Mr. Shaw reported no change in the project.
- d. Vineyard Manor Apartments/Streetscape Project  
Mr. Shaw reported no change in the project.
- e. Downtown Amarillo Inc.
  - Downtown Circulation Study -  
Mrs. Dailey reported this study is compiling data as the traffic counts are almost complete. Mrs. Daily stated bike safety measures will also be included in the study.
  - Downtown Wayfinding Study –  
Mrs. Dailey stated the designs are being pulled together
  - Public Improvement District (PID) Feasibility Study –  
Mrs. Dailey stated a program to include different scenarios for the property owners within a potential PID area is in the works.
  - Status of other Downtown projects –

ITEM 5 Public Forum.

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

ITEM 6 Discuss Items for Future Agendas.

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No one spoke from the audience and there being no further items before the Board, the meeting adjourned at 1:00 PM. All remarks are recorded and are on file in the Planning Department.