

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

Regular Meeting Minutes

May 7, 2018 at 4:00 p.m.

A Regular Meeting of the TIRZ No. 1 & No. 2 Board was held Monday, May 7, 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
Mike Figer
Dr. Bruce Gearing
John McIntosh

Board Members absent were:

Ray Whisenant
Bob Richardson (*Advisory Board Member*)

City Staff/Officials present were:

Michelle Fischer, City Administrator
Molly Mulloy, Development Coordinator
Keenan Smith, TIRZ Project Manager
Laura Mueller, Assistant City Attorney
Council Member John Kroll

With a quorum of the Board present, Chair Edwards called the meeting to order at 4:01 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.

No one spoke during Presentation of Citizens.

III. MINUTES

Consideration and possible action on:

A. Approval of the TIRZ No. 1 & No. 2 Board regular meeting minutes of the of April 2, 2018; and the corrected minutes of February 5, 2018 and March 5, 2018

A motion was made by Vice Chair James to approve the regular meeting minutes of the of April 2, 2018; and the corrected minutes of February 5, 2018 and March 5, 2018 with the following corrections:

1. Correct heading date to read April 2, 2018 and not March 5, 2018
2. IV(B) add “committed funds” to “already”
3. Old Fitzhugh Road section should read “if the grant is scored”

Board Member Figer seconded the motion which carried unanimously 6 to 0.

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

Consideration and possible action on:

A. Review needs and requests for Fiscal Year 2018-2019 Budget

The Board discussed requests, which are due next month. Vice Chair James, Keenan Smith and Michelle Fischer will work with Hays County on budget requests for Fiscal Year 2019.

B. Update on the TIRZ Town Center Project

1. Final Interlocal Agreement

Keenan Smith: the final ILA has been approved and City Staff is working executing the document.

2. Capital Market Research

Keenan Smith: Capital Market Research Agreement has been executed, and they are waiting on the retainer fee of \$10,000.00 to get started on the project.

3. P3 Advisor

Keenan Smith: Request for Qualifications for the P3 Advisor have been sent out, and four Statements of Qualifications have been received. The preliminary reviews have been completed as well.

C. Update on Cost Participation and Reimbursements Agreement for the TIRZ Town Center Project

1. Subcommittee Update

Vice Chair James reviewed the subcommittee’s decision.

2. Draft Agreement and Stakeholder Review

Laura Mueller: The agreement has been drafted, and comments from the DSISD attorney are being reviewed. The Board was directed to review the agreement and decide how the costs will be relayed to the Board.

Vice Chair James requested that City Treasurer Gina Gillis meet with Taussig & Associates to discuss details related to costs and budgeting. The Board would like to approve the agreement in June, and institute periodic reporting to the TIRZ Board.

Board Member Atwood would like to see the term of the agreement end this calendar year with renewals, and that creation costs to be in the agreement.

The Board would also like to include how costs will be submitted, and an agreement termination date of December 31, 2018. Once the final agreement has been drafted, it will be reviewed in the following order:

1. Working Group Review
2. Taussig & Associates Attorney Review
3. Meet with Taussig & Associates regarding their review

D. Update and consideration of Concept Plan Schedule for the Old Fitzhugh Road Project

1. Stakeholder Meetings

Keenan Smith: The last OFR Stakeholder Meeting was April. The meeting resulted in some adjustments to expenditures, and the consultants will be refiguring approved tasks. A no-cost change order will be presented for recommendation in June. Easements are still being worked on, and another Open House will be held in May.

2. Concept Plan Schedule

Keenan Smith: Reviewed the Concept Plan which is on file and available for review.

E. Update and Consideration of TIRZ Administrator Work Plan and Cost Accounting

Hector Perez and Aksel Dregelid participated in the discussion via teleconference.

The ad valorem rate has increased more than predicted in TIRZ No. 1 and TIRZ No. 2. The parcel update will be complete in the next two weeks, and Taussig will proceed with updated report on the Work Plan and Cost Accounting.

F. Update on TIRZ Communications Plan

Pedernales Electric Cooperative Community Engagement Representative Tessa Schmidtzinsky and Ashley Greater San Marcos Partnership Vice-President of Marketing & Communications Ashley Gossen, are assisting the Board with a Communications Plan and developing content for the website and pamphlets. An approval process will be needed for content.

G. An Amendment to the TIRZ Project Manager Professional Services Agreement between the City of Dripping Springs and Keenan Smith (City Lights Design)

Chair Edwards reviewed the amended agreement, which is on file and available for review.

A motion was made by Vice Chair James to approve the Amendment to the TIRZ Project Manager Professional Services Agreement between the City of Dripping Springs and Keenan Smith (City Lights Design). Board Member Atwood seconded the motion, which carried unanimously 6 to 0.

Without objection from the Board, Chair Edwards recessed the meeting into Executive Session under Texas Government Code Sections 551.071, 551.072, 551.073, 551.074, 551.076 and 551.086; and regarding Business Item B(3).

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.

The TIRZ No. 1 & No.2 Board met in Executive Session from 5:27 p.m. – 5:43 p.m.

No vote or action was taken in Executive Session.

Chair Edwards returned the meeting to Open Session at 5:43 p.m.

OPEN SESSION:

A motion was made by Board Member Dr. Gearing to interview the top two candidates for the P3 Advisor. Board Member McIntosh seconded the motion which carried unanimously 6 to 0.

VI. ANNOUNCEMENTS

A. May 8, 2018 - Regular City Council Meeting, 5:30 PM workshop/6:30 PM meeting

B. May 15, 2018 - Regular City Council Meeting, 6:00 PM

C. June 4, 2018 - TIRZ Meeting, 4:00 p.m.

VII. ADJOURN

Without objection from the Board, Chair Edwards adjourned the meeting.

This regular meeting adjourned at 5:50 p.m.