



# TIRZ NO. 1 & NO. 2 BOARD REGULAR MEETING

City of Dripping Springs

Council Chambers, 511 Mercer St, Dripping Springs, TX

Monday, September 14, 2020 at 4:00 PM

## MINUTES

### MEETING SPECIFIC VIDEOCONFERENCE INFORMATION

***Join Zoom Meeting:***

<https://us02web.zoom.us/j/83833695343?pwd=b0JpTnpnY0tRQUl4K0ptUU9WWkxxQT09>

***Meeting ID:*** 838 3369 5343

***Passcode:*** 170920

***Dial Toll Free:***

888 475 4499 US Toll-free

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***Find your local number:*** <https://us02web.zoom.us/j/83833695343?pwd=b0JpTnpnY0tRQUl4K0ptUU9WWkxxQT09>

***Join by Skype for Business:*** <https://us02web.zoom.us/skype/83833695343>

### CALL TO ORDER AND ROLL CALL

***Board Members present were:***

Dave Edwards, Chair

Mim James, Vice Chair

Missy Atwood

Dan O'Brien

Todd Washburn

Shannon O'Connor (Advisory Board Member)

Bob Richardson (Advisory Board Member)

***Board Members absent were:***

John McIntosh

Walt Smith

***Staff, Consultants and Appointed/Elected Officials present were:***

City Administrator Michelle Fischer

City Attorney Laura Mueller

Communications Director Lisa Sullivan

City Secretary Andrea Cunningham

Mayor Pro Tem Taline Manassian

TIRZ Project Manager Keenan Smith

TIRZ Communications Consultant Tori Robertson

TIRZ P3 Consultant Darin Smith  
TIRZ Administrator Jon Snyder

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

Chair Edwards introduced newly appointed Board Member Dan O'Brien.

### **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 with in 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 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. Speaker are encouraged to sign in. Anyone may request a copy of the City's policy on presentation of citizens for the City Secretary. By low no action may be taken during Presentation of Citizens.*

No one spoke during Presentation of Citizens.

### **MINUTES**

- 1. Discuss and consider approval of the August 10, 2020 TIRZ No. 1 & No. 2 Board regular meeting minutes.**

A motion was made by Vice Chair James to approve the August 10, 202 TIRZ No. 1 & No, 2 Board regular meeting minutes. Board Member Atwood seconded the motion which carried unanimously 5 to 0.

### **BUSINESS**

- 2. Update and discussion regarding TIRZ Project Interlocal Agreement Tasks and Deliverables.**

Mayor Pro Tem Manassian presented the item.

*a) Real Estate Agreements*

The Committee is continuing work with DSISD and Darin Smith regarding demolition and how this will be handled with either a swap or purchase. Term sheet for DSISD should be available for review by the Board at the next meeting in October. City Staff is in talks with the Library District and their attorneys regarding those agreements.

*b) Infrastructure Cost Sharing Agreements*

Heather Mendez and Darin Smith have updated the infrastructure cost data and options and how the cost sharing could work. This information should be available for review and feedback from the Board and Stakeholders at the October meeting.

*c) Plan of Finance*

The Committee has met with Michelle Fischer and City Treasurer Gina Gillis to make sure there are funds for property purchase and assistance for Phase 1 and Phase 1A activities. The Committee will also bring in TIRZ Administrator Jon Snyder to assist with the plan of finance. Keenan Smith added that the refreshed data for infrastructure costs commiserates with numbers presented to the Board in October 2019 and include current cost for items such as labor and materials. Chair James has met with Jon Snyder, Michelle Fischer and Gina Gillis to include an update to revenue projections in the Quarterly TIRZ Cost Report, and the Board will see these updates in the next report to be presented in December.

Darin Smith added that he is drafting the term sheets for Real Estate and Cost Infrastructure Sharing agreements and will share that information with the Committee.

**3. Update and possible action regarding the Town Center Communication Plan and the TIRZ Website.**

Tori Robertson presented the TIRZ Town Center Communication Plan.

The Board directed staff to provide each Board Member with the Communication Plan for feedback to Tori Robertson.

Lisa Sullivan presented the TIRZ Proposed Website.

The Board directed staff to provide the website link and for each member to provide feedback to Lisa Sullivan.

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

Keenan Smith presented the reports on TIRZ Priority Projects.

*a) Town Center*

Bob Richardson spoke regarding the Library District's progress and reported that meetings with the architect are going well and that there is a planned tour of libraries.

*b) Old Fitzhugh Road*

City Staff will continue to work with Keenan Smith and the Board to develop a Request for Proposal/Bid/Qualifications for Grant Services related to the Old Fitzhugh Road Project, and staff can deliver a new RFP within 30 days.

*c) Downtown Parking*

Notice to proceed for survey has been issued and surveys should be completed in December. There will be a Project Goals meeting in October.

*d) Triangle*

This project continues to be on hold due to FEMA and TxDOT.

**5. Update regarding Amendment No. 4 to the Professional Services Agreement between the City of Dripping Springs and Keenan Smith (City Lights Design Alliance) regarding TIRZ Project Management Services.**

Chair Edwards presented the item and updated the Board regarding the agreement which was approved by City Council at the September 8, 2020 regular meeting.

**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 Drippings Springs may act upon any item listed in Executive Session in Open Session or move any item from Executive Session to Open Session for action.*

The Board did not meet in Executive Session.

**UPCOMING MEETINGS**

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

October 5, 2020 at 4:00 p.m.

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

December 14, 2020 at 4:00 p.m.

**City Council Meetings**

September 15, 2020 at 6:00 p.m.

October 13, 2020 at 6:00 p.m. (Workshop 6:00 / Regular Meeting 6:30 p.m.)

October 20, 2020 at 6:00 p.m.

**ADJOURN**

A motion was made by Board Member Atwood to adjourn the meeting. Board Member O'Brien seconded the motion which carried unanimously 5 to 0.

This regular meeting adjourned at 4:55 p.m.