



TIRZ NO. 1 & NO. 2 BOARD REGULAR MEETING

City of Dripping Springs

Council Chambers, 511 Mercer St, Dripping Springs, TX

Monday, October 05, 2020 at 4:00 PM

MINUTES

MEETING SPECIFIC VIDEOCONFERENCE INFORMATION

Join Zoom Meeting

<https://us02web.zoom.us/j/85991887556?pwd=UnVLT2phc2dib2k2Qk5MYk9McHVJdz09>

Meeting ID: 859 9188 7556

Passcode: 690629

Dial Toll Free:

877 853 5257 US Toll-free

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Find your local number: <https://us02web.zoom.us/j/85991887556>

Join by Skype for Business: <https://us02web.zoom.us/skype/85991887556>

CALL TO ORDER AND ROLL CALL

Board Members present were:

Dave Edwards, Chair

Mim James, Vice Chair

Missy Atwood (arrived at 4:38 p.m.)

John McIntosh

Dan O'Brien

Walt Smith

Todd Washburn

Ron Jones (Advisory Board Member)

Bob Richardson (Advisory Board Member)

Staff, Consultants & Appointed/Elected Officials:

City Administrator Michelle Fischer

City Attorney Laura Mueller

City Secretary Andrea Cunningham

Mayor Pro Tem Taline Manassian

TIRZ Project Manager Keenan Smith

TIRZ Administrator Jon Snyder

TIRZ Communications Consultant Buie & Co., Tori Robertson

TIRZ Cost Estimator AG|CM, Heather Mendez

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

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 law no action may be taken during Presentation of Citizens.

No one spoke during Presentation of Citizens.

MINUTES

- 1. Discuss and consider approval of the September 14, 2020 TIRZ No. 1 & No. 2 Board regular meeting minutes.**

A motion was made by Board Member Smith to approve the September 14, 2020 TIRZ No. 1 & No. 2 Board regular meeting minutes with correction to Agenda Item 2(c), striking *December* and replacing with *October*. Vice Chair James seconded the motion which carried unanimously 6 to 0.

BUSINESS

- 2. Update and discussion regarding the TIRZ Town Center Project Interlocal Agreements related to tasks and deliverables.**

Mayor Pro Tem Manassian presented updates from the working group for these agreements.

a) Real Estate Agreements

The DSISD agreement is with the lawyers for discussion. Commissioner Washburn added that DSISD has been in contact with the Library regarding construction timelines and variables.

Timing of the agreements is important, and the group will be prepared for changes in the timeline if necessary. First will be the Real Estate Agreements, of which there is good communication happening and agreements should be ready for review mid-November. The current deadline of November 2020 for the Cost Sharing Agreements is too ambitious, and these agreements will take about 6 more months which should coincide with the closing of property transactions.

b) Infrastructure Cost Sharing Agreements

Darin Smith has been pulled in for discussions with the working group on both the Real Estate Agreements and Infrastructure and Cost Sharing Agreements. The group is working on a

proposal with options which should be come back to the TIRZ Board for discussion and recommendations soon.

Keenan Smith updated the Board that AG|CM and Leslie Pollack with HDR Engineering are working the infrastructure and construction cost estimates, and the infrastructure costs for phase 1 have been refreshed and he is confident in the numbers.

c) Plan of Finance

Progress on these agreements has been made in the last month. Jon Snyder, Chris Lane, Darin Smith and City Treasurer Gina Gillis are working on model assumptions and long range planning, and will present to the City Council at the October 13th meeting.

3. Presentation, discussion and acceptance of the TIRZ Administrator Q3 Summary & Report. TIRZ Administrator: Jon Snyder, P3Works, LLC

Vice Chair James introduced the item.

Jon Snyder gave the presented the TIRZ Administrator Q3 Summary & Report which is on file.

Via unanimous consent the Board accepted the TIRZ Administrator Q3 Summary & Report.

4. Update and possible action regarding the TIRZ Communications Plan.

a) Town Center Communications Plan

Tori Robertson presented the updated and her presentation materials are on file. Buie is working on a broad media plan with local and regional outlets, and on scheduling stakeholder meetings.

b) Town Center Website

Lisa Sullivan presented the update. The website has been updated with information supplied by the Library. The website should be ready for review by the Board in the next 3 – 4 weeks. After the Boards review and approval, the website will be launched.

5. Update and discussion regarding TIRZ Priority Projects.

Keenan Smith presented the item.

a) Town Center – discussed previously in the agenda.

b) Old Fitzhugh Road

Staff is reissuing the Grant Writer RFQ. An additional 5 known grant writers have been included in the RFQ distribution. The RFQ notice will be posted on the City’s website and in the newspaper, and submissions will be due at the end of the month.

c) Downtown Parking

Survey work is completed, and the Kick-Off Meeting will be coming soon.

d) Triangle – no updates at this time.

6. Discuss and consider approval of the TIRZ No. 1 & No. 2 Board 2021 Annual Meeting Calendar.

Chair Edwards presented the item. Andrea Cunningham's staff report is on file, and staff recommends approval of the 2021 meeting calendar with the October meeting scheduled for the 3rd Monday, October 18, 2021, due to City Hall closure.

A motion was made by Board Member O'Brien to approve the TIRZ No. 1 & No. 2 Board 2021 Annual Meeting Calendar as recommended by staff. Board Member Smith seconded the motion which carried unanimously 7 to 0.

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

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

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

City Council Meetings

October 13, 2020 at 6:00 p.m.

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

December 8, 2020 at 6:00 p.m.

ADJOURN

A motion was made by Vice Chair James to adjourn the meeting. Board Member Smith seconded the motion which carried unanimously 7 to 0.

This regular meeting adjourned at 5:13 p.m.