



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

Regular Meeting Minutes July 13, 2020 at 4:00 p.m.

A Regular Meeting of the Tax Increment Reinvestment Zone (TIRZ) No. 1 & No. 2 Board was held Monday, July 13, 2020 beginning at 4:00 p.m. via Videoconference and in the City Hall Council Chambers located at 511 Mercer Street, Dripping Springs, Texas.

I. VIDEOCONFERENCE MEETING

This meeting will be held via videoconference and the public is encouraged and welcome to participate. Public comment may be given during the videoconference by joining the meeting using the information below. Public comment for this meeting may also be submitted to the City Secretary at acunningham@cityofdrippingsprings.com, no later than 1:00 p.m., Monday, July 13, 2020.

The TIRZ No. 1 & No. 2 Board respectfully requests that all microphones and webcams be disabled unless you are a member of the Board. City staff, consultants and presenters please enable your microphone and webcam when presenting to the Board.

Join Zoom Meeting

<https://us02web.zoom.us/j/83849657983?pwd=RVpjdTQxQWxOTStOOTltMGIzbXFBUt09>

Meeting ID: 838 4965 7983

Password: 278627

One tap mobile

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Meeting ID: 838 4965 7983

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Find your local number: <https://us02web.zoom.us/u/kbf3AkaGH>

Join by Skype for Business

<https://us02web.zoom.us/skype/83849657983>

II. CALL TO ORDER AND ROLL CALL

Board Members present were:

Dave Edwards, Chair
Mim James, Vice Chair
Missy Atwood
Todd Washburn
Shannon O'Connor (Advisory Board Member)
Bob Richardson (Advisory Board Member)

Board Members absent were:

Mike Figer
John McIntosh
Walt Smith

City Staff/Appointed Officials present were:

City Administrator Michelle Fischer
City Attorney Laura Mueller
City Secretary Andrea Cunningham
Communications Director Lisa Sullivan
Council Member Taline Manassian
TIRZ Projects Manager Keenan Smith

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

III. 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 within 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 the 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. Speakers are encouraged to sign in. Anyone may request a copy of the City's policy on presentation of citizens from the city secretary. By law no action may be taken during Presentations of Citizens.

No one spoke during Presentation of Citizens.

IV. MINUTES

A. Discuss and consider approval of the TIRZ No. 1 & No. 2 Board Regular meeting minutes of June 8, 2020 and the Special meeting minutes of June 19, 2020.

1. June 8, 2020 Regular Meeting Minutes

A motion was made by Vice Chair James to approve the June 8, 2020 regular meeting minutes. Board Member Washburn seconded the motion which carried unanimously 4 to 0.

2. June 19, 2020 Special Meeting Minutes

A motion was made by Board Member Atwood to approve the June 19, 2020 special meeting minutes. Vice Chair James seconded the motion which carried unanimously 4 to 0.

V. BUSINESS

A. Update and discussion regarding TIRZ Project Interlocal Agreements and Deliverables.

1. Real Estate Agreements

Mayor Pro Tem Manassian and John Kroll presented the item. Discussions regarding the real estate transaction, whether a swap or purchase, are ongoing with the stakeholders. It is possible that an agreement can be drafted for review in about 4 – 6 weeks which would outline a purchase then swap if desired; this can also begin with a swap followed by a purchase, if necessary.

2. Shared Infrastructure Cost Sharing Agreements

Mayor Pro Tem Manassian presented the item. Vice Chair James, Keenan Smith and Darin Smith are meeting on the details and will bring a proposal for Board feedback and comment.

Vice Chair James reviewed the proposal progression expressed that the 3 main issues to understand are: 1) Inflection point between cost sharing for planning phase and cost sharing for project phase, 2) Elements involved in the planning and project phases, and 3) That certain costs will be 100% the responsibility of the City and Library and the remaining costs will be distributed equitably.

3. Team Plan of Finance

Laura Mueller presented the item. Thus far the School District has approved the agreement, the Library District and County will be considering approval in the coming weeks and the City will considered approval at the July 14, 2020 meeting.

B. Discuss and consider possible action regarding Proposed Task Orders and/or Professional Services Agreements related to TIRZ Projects.

Keenan Smith presented the staff report and reviewed proposals which are on file. Staff recommends approval of the amendments.

1. Preconstruction Services, AG / CM, Inc.

2. P3 Advisor, Economic & Planning Systems, Inc.

3. Engineering & Surveying Services, HDR Engineering, Inc.

4. Architectural & Planning Consultant, McCann Adams Studio

A motion was made by Board Member Atwood to recommend City Council approval of the Amendments to Professional Services Agreements with AG | CM, Inc., Economic and Planning Systems, Inc., HDR Engineering, Inc., and McCann Adams Studio related to TIRZ Projects. Board Member Washburn seconded the motion which carried unanimously 4 to 0.

C. Update, discussion and possible staff direction regarding TIRZ Communications Services.

Chair Edwards presented the item and updated the Board on the TIRZ Communications Kick-Off meeting. Communications Director Lisa Sullivan will be working with Buie & Co. on talking points, messaging and improvements and updates to the TIRZ webpage.

D. Update and discussion regarding TIRZ Priority Projects.

Kennan Smith presented the staff report.

1. Town Center Square & Pavilion

The City has submitted the Town Center project to POSAC for possible funding.

2. Old Fitzhugh Road

The City has submitted the Old Fitzhugh Road project to POSAC for possible funding.

3. Downtown Parking

The City has approved the Downtown Parking Ordinance and staff is working on possible additional parking at the Stephenson Building lot.

4. Triangle

This project is still on hold due to FEMA and TxDOT projects.

5. Project Manager's Cost Analysis & Summary

Cots Analysis & Summary is on file and available for review.

VI. 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.

A motion was made by Vice Chair James to adjourn into Executive Session under Texas Local Government Code Sections 551.071, Consultation with City Attorney and 551.072, Deliberations about Real Property and regarding Business Agenda Item A and related to TIRZ Project Interlocal Agreements and Deliverables. Board Member Atwood seconded the motion which carried unanimously 4 to 0.

The Board met in Executive Session from 5:16 – 5:34 p.m. No vote or action was taken in Executive Session and Chair Edwards returned the meeting to Open Session at 5:34 p.m.

VII. UPCOMING MEETINGS

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

August 10, 2020 at 4:00 p.m.

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

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

B. City Council & Board of Adjustment Meetings

July 14, 2020 at 6:00 p.m. (6:00 Workshop / 6:30 Regular Meeting)

July 21, 2020 at 6:00 p.m.

August 11, 2020 at 6:00 p.m. (6:00 Workshop / 6:30 Regular Meeting)

August 18, 2020 at 6:00 p.m.

VIII. ADJOURN

A motion was made by Vice Chair James to adjourn the meeting. Board Member Atwood seconded the motion which carried unanimously 4 to 0.

This regular meeting adjourned at 5:35 p.m.