

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

On the 10<sup>th</sup> day of June 2010, the Tax Increment Reinvestment Zone Board met in a regularly scheduled meeting at 12:00 p.m., in Room 306, City Hall, 509 SE 7<sup>th</sup> Avenue, Amarillo, Texas with the following members present:

VOTING MEMBERS	PRESENT	MEETINGS HELD	MEETINGS ATTENDED
John Ben Blanchard, Amarillo Independent School District	Yes	6	6
Carol Autry, Potter County	Yes	28	26
Paula Bliss, City of Amarillo	Yes	31	29
H.R. Kelley, Potter County	Yes	14	12
Richard Brown, Chairman, City of Amarillo	Yes	30	28
Lilia Escajeda, Amarillo College	Yes	26	25
Paul Harpole, Vice-Chair, City of Amarillo	Yes	30	28
Sonya Letson, Potter County	Yes	30	25
Dr. Paul Proffer, Amarillo Hospital District	No	15	14

**OTHERS PRESENT:**

Vicki Covey, Assistant City Manager  
 Dean Frigo, Assistant City Manager  
 Courtney Goodman-Morris, Attorney II  
 Karon Watkins, Recording Secretary

Chairman Brown opened the meeting at 12:05 P.M., established a quorum and conducted the consideration of the following items.

ITEM 1 Approve the minutes of the regular meeting of May 13, 2010.

Chairman Brown identified the following corrections to the minutes, asked for other corrections, deletions or changes to the minutes and hearing none approve the May 13, 2010 minutes as distributed and corrected.

ITEM 2, paragraph 1, line 3, replace Les Simpson as the representative of Downtown Amarillo Inc. (DAI) with Melissa Dailey;

ITEM 2, paragraph 2, line 7, replace “the zoning ordinance still applies,” with “the zoning ordinances still apply,”

ITEM 2, paragraph 2, line 9, replace “...ordinance and the DAUDS...” with “...ordinances and the DAUDS...”

ITEM 2, paragraph 3, line 10, replace “...TIRZ funds being allocated initially for the cost of the fixtures...” with “..., TIRZ funds being allocated initially for the cost of some of the fixtures...”

ITEM 2, paragraph 5, line 5, replace “...Planning and Zoning Commission oversee...” with “Planning and Zoning Commission oversees...”

ITEM 2 Consider a training opportunity for TIRZ board members at the 2010 International Downtown Association conference, held in Fort Worth, October 1-5, 2010.

Ms. Covey presented information for the International Downtown Association (IDA) 2010 Conference – Face-to-face Opportunities, being held in Fort Worth the week of October 1 – 5, 2010, which Melissa Dailey had spoken of and encouraged board members to attend. Ms. Covey emphasized that the attached brochure is IDA's preliminary agenda addressing some of the topics that will be discussed as well as who might be in attendance but does not include any information concerning breakout sessions. Ms. Covey reminded the Board that the budget allows each member to attend one training session per year. Chairman Brown asked for any questions or discussion regarding the conference and there were none.

ITEM 3 Consider the TIRZ budget for the 2010-11 fiscal year.

Mr. Frigo presented a draft budget for the 2010-11 fiscal year and a brief financial history since the TIRZ Board's (Board) inception in 2006. Mr. Frigo estimated total expenditures for 2009 will be approximately \$61,000, ending the year with a balance of \$873,000. Mr. Frigo estimated based on preliminary property values and flat tax rates, the estimated revenue for the 2010-11 budget should be approximately \$413,000. Mr. Frigo reviewed the budget items, which include \$225,000 for community projects and \$96,500 for debt-service for the Potter County obligation. Mr. Frigo anticipated a year-end balance for 2010-2011 of approximately \$928,000. Ms. Covey added the funds allocated for community projects are reduced by \$25,000 due to a slight decrease in revenue. Chairman Brown asked Mr. Frigo to go over the budget cycle. Mr. Frigo said the budget should go before City Commission for approval in September and if approved, will go into effect October 1, 2010.

Chairman Brown said he would like to appoint a sub-committee to examine street lighting features such as costs, quantities and locations, as well as what Xcel and/or the City plan to contribute. He anticipates the Board considering funding some of the pedestrian street lighting, if the Downtown Amarillo Urban Design Standards (DAUDS) are approved. Chairman Brown added that having a good indication of the incremental cost of street lighting will allow for a clearer representation for the budget when considering community projects. He asked anyone interested in serving on this sub-committee to contact him. Mr. Harpole asked if more than one year's contingencies had been built into the budget. Mr. Frigo said no and clarified that there are no outstanding commitments other than the Potter County contingency at this time.

ITEM 4 Briefing by Kelley Shaw, Planning Director, on the development of the Amarillo Comprehensive Plan.

Board Member Escajeda, Vice Chairman of the Amarillo Comprehensive Plan Steering Committee presented a brief description of the development of the Amarillo Comprehensive Plan. Ms. Escajeda stated the steering committee, which is composed of citizens from across the community, has been meeting for many months and the Comprehensive Plan is based on input from various public meetings, focus groups and community feedback and ties in with all of the new efforts towards the revitalization of downtown. Ms. Escajeda gave examples of some of the questions raised during the public meetings such as:

1. What type of growth does Amarillo expect to see in the future?
2. Where is that growth expected to occur?
3. What are the economic objectives and how will they be achieved?
4. How do we want our community to appear to others?
5. What are the committee's priorities for Amarillo in 20 – 30 years?

Ms. Escajeda stated key themes and guiding principles were established with the help of the consulting firm of Kendig-Keast Collaborative, based in Sugarland, Texas. These included 1) land use and community character, which encompasses appropriate and effective land use planning as well as aesthetics and image; 2) growth management and capacity, which is concerned with proactive annexation for protection of growth areas, capital improvement planning and subsidizing infrastructure costs; 3) mobility, which addresses quality of life issues such as bike paths, public transportation, corridor management and high traffic neighborhoods; 4) parks and cultural resources, which recognizes Amarillo's already strong parks system and using that strength to build on improving amenities such as neighborhood parks and open areas in new developments; and 5) housing and neighborhoods which deals with an aging housing stock, promotion of variety and balance, and the protection neighborhood integrity where possible. Many of the issues being addressed by the Comprehensive Plan are the same issues being focused on by the DAUDS, Center City and DAI and therefore, create a unified public image with all entities working towards the same goal. Ms. Escajeda stated the next stages will include the implementation of action items, discussion of future land use and preferred growth areas and lastly, presentation of the Amarillo Comprehensive Plan to the Planning and Zoning Commission and if approved to the City Commission for final approval in July 2010.

Ms. Covey added the City of Amarillo presently covers a little more than 100 square miles with a great deal of development happening outside the city limits making annexation more difficult as development becomes more prominent within the extraterritorial jurisdiction zone. Ms. Covey expressed the importance of annexation and recommended discussing annexation methods to both get ahead of development and protect the city's ability to grow and manage existing development. Chairman Brown asked about the committee's position on the core infrastructure and continued building on the fringes. Ms. Covey confirmed that infill has been a major topic from the beginning and the general census favors redevelopment, maintaining existing neighborhoods and improving what we already have. Board Member Autrey expressed concerns about tax dollars and the imposition of the right tax rate. Ms. Escajeda stated that the topic of keeping Amarillo business friendly, yet discovering a way to attract, maintain and control growth will be a difficult resolution. Board Member Blanchard asked about mobility noting the differences in accessibility to development in the southeast/southwest where there is easy access from other parts of the city vs. development in the northeast/northwest which is isolated and difficult to access and if any consideration had been made concerning parkways or other forms of transportation for easier accessibility to the northern areas. Ms. Escajeda stated arterial pathways and open roadways running through town had been discussed. Ms. Covey added that for greater accessibility, major arterials have to have fewer access points for improved vehicular flow. Chairman Brown asked if the same City infrastructure which is available at the edge of town is available within the TIRZ boundary. Ms. Covey explained that the TIRZ is the infill development. The area already contains water mains, sewer and water lines, and lift stations that are being maintained and refurbished by the City. Public Works has a plan to overlay all of the streets every 10 years on a schedule; however due to budget constraints, those plans have been pushed out, causing difficulty in maintaining the infrastructure. Concerning new growth and development, Ms. Covey stated a study was done previously and at that time, 11 developers wanted to build in different locations, and wanted the City to furnish water and sewer to their developments. The City's policy had been to take water and sewer up to their development with the developer incurring the responsibility for water and sewer inside the development. However, the City is now unable to continue to do this, which will eventually impede growth. Board Member Letson asked how the City influences growth and redevelopment within the existing infrastructure. Ms. Covey explained presently everything is developer driven. Mr. Harpole said there needed to be a tax incentive for infill development. Ms. Covey stated the TIRZ is in effect, an incentive for infill development. Mr. Harpole suggested a study for a linear TIRZ along Amarillo Blvd., 6<sup>th</sup> Avenue or 10<sup>th</sup> Avenue.

ITEM 5 Report on Status of Projects:

a. Fisk Courtyard by Marriott Redevelopment Project

Beth Duke, with Center City, stated the project is still on schedule with the anticipated Thanksgiving opening. A test lighting of the Courtyard by Marriott Fisk sign will be done at the Center City Block Party on August 21, 2010.

b. Double R Lofts

There was nothing to report.

c. Downtown Amarillo Inc. Consultant Planning Studies

Ms. Dailey stated the Land Use Plan Study is approximately 90% complete but still requires the completion of a parking study which will include detailed analysis on parking needs and timing of functions in areas such as at the Civic Center and the Globe News Center. Ms. Dailey said they had received preliminary data from the Housing Study, but the data is still being compiled and both studies should be completed in approximately one month, at which time they will be presented to the Board.

ITEM 6 Committee Reports

a. Marketing

There was nothing to report.

b. Hotel Development

Ms. Covey stated the original deadline date of June 15, may be extended 4 to 6 weeks to allow the alternate developer to submit a proposal.

c. Subcommittee on Extensions

The subcommittee did not meet.

ITEM 7 Public Comments

The Board can take no action on matters presented or discussed.

Ms. Duke commended Paula Bliss' marketing efforts and stated that Center City has been assisting other municipalities that are interested in creating downtown redevelopment and improvement plans and have used her marketing information to represent what Amarillo has been able to do.

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There being no further items before the Board, the meeting adjourned at 1:05 p.m. All remarks are recorded and are on file in the Planning Department.