

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

On the 14th day of February, 2013, the Tax Increment Reinvestment Zone Board met in a regularly scheduled meeting at 12:00 PM, in Room 306 of City Hall, at 509 E. 7th Street, Amarillo, Texas with the following members present:

Voting Members	Present	Meetings Held	Meetings Attended
Richard Brown, Chairman, City of Amarillo	Yes	56	52
Dr. David Woodburn, Amarillo College	Yes	18	10
Chuck Speed, Amarillo Hospital District	Yes	3	2
Anette Carlisle, Amarillo Independent School District	Yes	5	5
Jason Herrick, City of Amarillo	Yes	7	5
Scott Bentley, City of Amarillo	Yes	19	19
James Wester, Panhandle Groundwater Conservation District	No	24	15
Carol Autry, Potter County	Yes	53	48
H.R. Kelly, Potter County	Yes	39	36
Willie Quintero, Potter County	Yes	3	3

Others Present:

Vicki Covey, Assistant City Manager for Public Services Marcus Norris, City Attorney
Dean Frigo, Assistant City Manager for Finance Kelley Shaw, Planning Director

Chairman Brown opened the meeting at 12:00 PM, established a quorum and conducted the consideration of the following items listed below.

ITEM 1 Approve the minutes of the meeting of December 13, 2012.

Chairman Brown asked for corrections, deletions or changes to the minutes of December 13, 2012. Hearing none, the minutes were approved as submitted.

ITEM 2 Presentation and discussion of the 2012 Annual Financial Report for the Tax Increment Reinvestment Zone #1 by Connor, McMillon, Mitchell & Shennum PLLC.

Chairman Brown informed the Board the 2012 Annual Financial Report will be presented at a future board meeting. Chairman Brown took this time to thank Dean Frigo, Assistant City Manager for Finance, for his service to the City of Amarillo and the Tax Increment Reinvestment Zone #1 Board. Mr. Frigo plans to retire at the end of February.

ITEM 3 Consider resolution authorizing TIRZ #1 to enter into a loan agreement for \$1.5 million with the City of Amarillo.

Chairman Brown gave a synopsis of the proposed loan agreement between TIRZ #1 and the City of Amarillo. The TIRZ #1 has committed to fund approximately \$2.7 million in streetscape in proximity to the hotel, parking garage and multipurpose event venue (MPEV). Accrued fund and anticipated revenues may not be sufficient to timely honor this obligation, thus the need for a loan from the City to be repaid by future TIRZ revenue.

Motion was made by Chairman Brown, seconded by Carol Autry, to approve the Resolution read into record for adoption by the Board. Jason Herrick asked for clarification of when the Board agrees to fund a project, the amount is shown as an obligation on the TIRZ books, thus the need for such a Resolution. Dean Frigo stated the approved project amount is noted in the financial statements as a 'commitment'. Marcus Norris added if any commitments become due corresponding with the hotel, parking garage and MPEV development, TIRZ could have a cash flow shortage. This loan, an actual line of credit from the City, would carry the TIRZ funds until future tax collections were received. The motion carried unanimously.

ITEM 4 Briefing on history of the designation and function of TIRZ #1.

Kelley Shaw gave a brief history and distributed information of the TIRZ functions for the new Board members. Tax Increment Financing (TIF) is defined as an economic tool that captures any increase in property tax revenue created by new development or increased property values within a defined area. The 'Zone' or TIRZ is a defined area where projects are located to receive TIF assistance. Mr. Shaw mentioned a few of the reasons Amarillo decided to create a TIRZ: 1) Downtown is the heartbeat of a city. A progressive growing city starts with a progressive growing downtown. 2) Downtown should be a source of pride for all residents, showcasing activity and growth, and 3) Urban lifestyle is the current trend across America, appealing to young educated people. Next, step - how a TIRZ would help. A Downtown Strategic Action Plan was implemented with goals of repositioning downtown Amarillo as an urban center with a mixed use environment for dining and shopping areas. Additional goals include reducing unsafe conditions while revitalizing neighborhoods and business areas. Creation of a TIRZ was needed to fulfill the proposed goals. Amarillo's TIRZ #1 was created in December 2006 with 6 partners and a 10 member Board. The Board carries the task of making recommendations to the City Commission concerning the administration, management, and operation of the TIRZ. Mr. Shaw stated the fundamental purpose of the Board is to encourage economic development within TIRZ #1 that would not otherwise occur. A Policy and Procedure guideline was also created to assist the Board in reviewing projects under consideration. The application process begins with either a TIF incentive, or a 380 Agreement. Mr. Shaw reviewed the process of an applicant applying for assistance, and closed his presentation with project examples from the past 6 years.

ITEM 5 Report on status of TIRZ #1 Projects:

- a. Polk Street Methodist Church Streetscape Project
Mr. Shaw stated the streetscape has been completed and is expecting a final payment request.
- b. Vineyard Manor Apartments/Streetscape Project
Mr. Shaw stated the final payment request has been received and this project will be removed from the list.
- c. Downtown Athletic Club Parking Lot/Streetscape Project
Mr. Shaw stated the purchase and installation of lights should be complete by month end.
- d. Downtown Amarillo, Inc. Studies – No Report

Robert Goodrich asked the Board to add the pending tabled application of the Herring Hotel to the list of 'Report on status of TIRZ #1 Projects' item. Chairman Brown explained the projects listed on Agenda Item 5 are a compilation of approved projects by the TIRZ Board and the Amarillo City Commission. This item gives the Board an update on the approved projects at each TIRZ meeting. Chairman Brown further explained since the Herring Hotel application was tabled, no action is pending at this time.

ITEM 6 Public Forum.

Chairman Brown reminded Board members and those in the audience the Board can take no action on matters presented or discussed.

Beth Duke, Executive Director, Center City, reported Vineyard Manor has 5 units pre-leased and maintains a waiting list of tenants wanting to live downtown.

Robert Goodrich spoke and appealed to the Board to consider favorable action on his Herring Hotel application.

ITEM 7 Discuss Items for Future Agendas.

No items were mentioned.

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There being no further items before the Board, the meeting adjourned at 1:10 PM. All remarks are recorded and are on file in the Planning Department.