

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

On the 9th day of May, 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 | 57 | 53 |
| Dr. David Woodburn, Amarillo College | Yes | 19 | 11 |
| Chuck Speed, Amarillo Hospital District | No | 4 | 2 |
| Anette Carlisle, Amarillo Independent School District | Yes | 6 | 6 |
| Jason Herrick, City of Amarillo | No | 8 | 5 |
| Scott Bentley, City of Amarillo | Yes | 20 | 20 |
| James Wester, Panhandle Groundwater Conservation District | No | 25 | 15 |
| Carol Autry, Potter County | Yes | 54 | 49 |
| H.R. Kelly, Potter County | Yes | 40 | 37 |
| Willie Quintero, Potter County | No | 4 | 3 |

Others Present:

Vicki Covey, Deputy City Manager
Michelle Bonner, Assistant City Manager for Finance
Jan Sanders, Recording Secretary
Marcus Norris, City Attorney
Kelley Shaw, Planning Director

Chairman Brown opened the meeting at 12:10 PM, established a quorum and conducted the consideration of the following items listed below.

ITEM 1 Approve the minutes of the meeting of February 14, 2013.

Chairman Brown asked for corrections, deletions or changes to the minutes of February 14, 2013. Hearing none, the minutes were approved as submitted.

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

Janie Arnold with Connor, McMillon, Mitchell & Shenum presented the 2012 TIRZ Audit draft reports. Mrs. Arnold stated TIRZ participation by the taxing entities totaled \$494,761 in 2012, showing a steady increase since 2006. Financial statements as of September 30, 2012 reflect total net assets of \$2.6 million, including \$1.2 million in restricted cash (for street improvements) from City issued bonds transferred to TIRZ. Revenues were \$498,717 and total expenses ran \$1.2 million for 2012. A Commitments table was presented detailing each project that has been

approved by the Board and listed the stage of each project. Mrs. Arnold mentioned on page 19 the Investments line will need to be broken out between Restricted and Unrestricted. Mrs. Arnold further commented The Government Committee Auditing Standards issued an Audit committee letter stating all items were in order and gave a clean opinion.

Motion was made by Dr. Woodburn, seconded by Carol Autry to accept the auditor's report as amended and finalize as presented. The motion passed unanimously.

ITEM 4 Discuss collaboration between Tax Increment Reinvestment Zone #1 and Center City Façade Grant Program.

Item 4 was discussed next. Beth Duke, Executive Director, Center City, explained the Center City Façade Grant program is a matching grant with a cap of \$20,000 per project. The program assists downtown businesses with a façade, or sign, giving the business an incentive to do a little more while beautifying downtown. Center City would like to partner with TIRZ in encouraging these businesses to participate in streetscape projects. After some discussion and interest shown among the Board members, staff will draft a proposal for further review and consideration of TIRZ partnering with Center City on the Façade Grant program/streetscape projects.

ITEM 3 Presentation and discussion of the Tax Increment Reinvestment Zone #1 March 31, 2013 Quarterly Financial Report by City Staff.

Michelle Bonner, Assistant City Manager, reported total assets of \$4.1 million, of which \$1.276 million is in cash/money market, \$600,000 in investments, \$1.1 million in restricted investments (bond proceeds), and \$1.1 million in construction and progress. Total second quarter revenues are \$596,983, consisting of \$594,974 in tax collections, and \$2,009 in interest income. Mrs. Bonner reported expenditures of \$134,689, consisting of debt service payment of \$122,788, community projects of \$8,832, and other expenses such as audit fees and meal expenses. Mrs. Bonner further commented the revenue excess over expenditures was \$462,294.

ITEM 5 Report on status of TIRZ #1 Projects:

- a. Polk Street Methodist Church Streetscape Project
Kelley Shaw stated the final payment request has been received, and the project should be final.
- b. Vineyard Manor Apartments/Streetscape Project
Kelley Shaw stated the final payment request has been received, and the project should be final.
- c. Downtown Amarillo, Inc. Studies
Melissa Dailey, Executive Director, Downtown Amarillo Inc (DAI) is currently working with three downtown property owners on streetscape projects. Mrs. Dailey commented later this summer, TxDOT, thru their Transportation Enhancement Program, plans to receive recommendations on the Buchanan Ave/6th Street streetscape project that was submitted. Additionally, DAI is planning to take another look at Polk St. in hopes of showcasing Polk St. as the

'main' street in downtown by creating a more pedestrian-friendly atmosphere. Mrs. Dailey stated the Traffic Engineering Department is reviewing/analyzing the one-way to two-way streets in the Circulation Study, and will let the Board know when these findings are ready. Mrs. Daily is seeking resources to implement the program of Wayfinding signage, and will keep the Board updated.

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.

Mrs. Duke invited the Board to attend several ceremonies this month for National Historic Preservation Month. On May 14th @ 4:30 PM the Courtyard by Marriott will receive a historical marker dedication, the Vineyard Manor will host an open house on May 15th @ 4:00 PM, and also Center City will have a booth at Business Connection on May 16th at the Civic Center Coliseum.

Alan Abraham cautioned the Board to keep in mind that streetscape is only one piece of the downtown revitalization process.

ITEM 7 Discuss Items for Future Agendas.

Chairman Brown mentioned possibly appointing a new sub-committee with Jason Herrick as Chair, along with Carol Autry and Willie Quintero to investigate the possibility of re-purposing the Potter County Library. This committee would explore the possibility of co-locating the entities involved in downtown revitalization, for example the TIRZ, LGC, DAI, Center City, and Amarillo's Convention and Visitor's Council.

§ § §

There being no further items before the Board, the meeting adjourned at 1:20 PM. All remarks are recorded and are on file in the Planning Department.