

3STATE OF TEXAS
COUNTIES OF POTTER
AND RANDALL
CITY OF AMARILLO

On the 29th day of November 2017, the Amarillo Local Government Corporation Board of Directors met at 11:30 a.m. on the Third Floor, Room 306, City Hall, 509 Southeast 7th Avenue, with the following members present:

VOTING MEMBERS	PRESENT	NO. MEETINGS HELD	NO. MEETINGS ATTENDED
Bryan Poff, Jr., Board Member	Y	31	30
William Biggs, Vice President	Y	31	31
Eddy Sauer, Councilmember & Board Member	Y	8	7
John Lutz, Board Member	Y	50	45
Howard Smith, Councilmember & Board Member	Y	8	8
EX-OFFICIO MEMBERS			
Jared Miller, City Manager	Y	11	8
Mercy Murguia, Potter County Commissioner	N	50	34

Absent was Mercy Murguia.

Staff in Attendance:

William McKamie, City Attorney; Jerry Danforth, Facilities Manager, Andrew Freeman, Economic Development Manager, Bob Garrett, Frances Hibbs, City Secretary and Paul Matney.

ITEM 1: Mr. Biggs called the meeting to order.

ITEM 2: Minutes of the regular meeting held on November 1, 2017 were presented. Motion was made by Mr. Poff to accept the minutes, and seconded by Mr. Lutz. The minutes were unanimously approved.

ITEM 3: Mr. Danforth stated there has been inquiries about monthly passes for the Convention Center Parking Garage. He further stated the Embassy Suites Hotel purchased some parking passes for daily rates. Mr. Miller stated the WRCA event that was held at the Civic Center was one of the reasons there needs to be a downtown parking management. Mr. Biggs inquired when Council may consider a parking management. Mr. Miller replied in early 2018. Mr. Lutz stated the parking enhancement group will look into advertising and signs pointing to the garage to assist drivers. Mr. Danforth stated the placement of signs on the state highway was prohibited.

Mr. Danforth stated the Convention Center Hotel has received its final Certificate of Occupancy (CO) and it is fully operational. Mr. Danforth stated the concrete drive on 5th Avenue is in its first phase. Mr. Lutz inquired when the Embassy would apply for its four-diamond status. Mr. Danforth stated they have had mechanical issues and they will not request the status until it has

been finalized. Mr. Quandt stated they have recommended to the Embassy that they not consider applying for status for 3-6 months to work out any bugs.

Mr. Miller stated they are having ongoing conversations with the team and architects in regard to the MPEV. The Contractor at Risk has been given until 12/15 to see if they are able to perform.

Mr. Danforth stated work is continuing in front of City Hall. The contractor will begin to demolish 7th Avenue, asphalt and any construction in those blocks and then move east onto Johnson Street. The last piece of construction will be in front of City Hall and 7th Avenue. He stated the plans are to turn over the entire site on January 15, 2018. Mr. Miller stated construction will begin in late January or early February.

Mr. Garrett presented budgets and a list of companies they have been in contact with on the Parking Garage Retail space. They have been contacted either by personal contact, electronically, by phone or in person. He further stated they are working with a short list, aggressively and on an ongoing basis. He further stated the feedback has been very good. Mr. Poff inquired if they were just looking for food oriented businesses. Mr. Garrett replied they are seeking hospitality at this point and not to fill up the area with just offices. Mr. Poff inquired how many places were anticipated. Mr. Garrett replied depending on size, he believed 5-7.

ITEM 4: Mr. Biggs advised that officers needed to be appointed. Motion was made to approve John Lutz as President and Williams Biggs as Vice President, seconded by Mr. Smith.

**Voting AYE were Mr. Poff, Mr. Biggs, Dr. Sauer, Mr. Lutz and Mr. Smith
voting No were none; the motion carried by a 5:0 vote of the Board of
Directors.**

Motion was made by Mr. Biggs to appoint Frances Hibbs as City Secretary and Michelle Bonner as Treasurer, seconded by Mr. Poff.

**Voting AYE were Mr. Poff, Mr. Biggs, Dr. Sauer, Mr. Lutz and Mr. Smith
voting No were none; the motion carried by a 5:0 vote of the Board of
Directors.**

ITEM 5: Mr. Biggs advised that appointments need to be made to the Executive Committee. Motion was made by Mr. Biggs to table the appointments of the Executive Committee until the new board members, Paul Matney and Michael Haning are official, seconded by Dr. Sauer.

**Voting AYE were Mr. Poff, Mr. Biggs, Dr. Sauer, Mr. Lutz and Mr. Smith
voting No were none; the motion carried by a 5:0 vote of the Board of
Directors.**

ITEM 6: Mr. Biggs stated this item was to consider changes to the Convention Center Hotel Insurance Requirements. Motion was made by Mr. Poff to wait until there is a full board (January) to discuss the hotel's insurance requirements, seconded by Dr. Sauer.

Voting AYE were Mr. Poff, Mr. Biggs, Dr. Sauer, Mr. Lutz and Mr. Smith voting No were none; the motion carried by a 5:0 vote of the Board of Directors.

ITEM 7: Mr. Biggs stated this item was to consider terminating the MPEV Facilities Advisory Committee. Motion was made by Mr. Poff to approve the Resolution terminating the MPEV Facilities Advisory Committee, seconded by Mr. Smith.

Voting AYE were Mr. Poff, Mr. Biggs, Dr. Sauer, Mr. Lutz and Mr. Smith voting No were none; the motion carried by a 5:0 vote of the Board of Directors.

ITEM 8: Mr. Biggs spoke on the window wrap advertising that could go into the window space of the Parking Garage Retail. He stated the Downtown Urban Design Review Board would have final say and the need to facilitate the existing contract with Bob Garrett. Andrew Freeman stated he had checked with the Planning Department on the requirements of panels or framed areas and events advertised would have to be removed within 24 hours after an advertised event. Mr. Garrett stated he believed they could accommodate the wraps and the need to leave a few windows open. He also stated he would facilitate the Board's recommendations. He further stated he spoke with TxDot and they do control the advertising, and the City would need to request control for parking directional signs for events. Mr. Biggs stated the next thing to consider was the logistics with the executive committee or parking garage committee to come up with a proposal or some pricing. Mr. Garrett stated he would get some pricing. Motion was made by Mr. Biggs for the Executive Committee to negotiate with Mr. Garrett and come back to the full board, seconded by Dr. Sauer.

Voting AYE were Mr. Poff, Mr. Biggs, Dr. Sauer, Mr. Lutz and Mr. Smith voting No were none; the motion carried by a 5:0 vote of the Board of Directors.

ITEM 9: Mr. McKamie advised at 12:15 p.m. that the Board would convene in Closed Session per Texas Government Code section 551.071, consult with the attorney on a matter in which the attorney's duty to the governmental body under the Texas Disciplinary Rules of Professional Conduct conflicts with this chapter.

Mr. McKamie announced that the Closed Session was adjourned at 12:53 p.m. and reconvened the Regular Meeting.


ITEM 10: Mr. Biggs stated that at this time the Board would invite comments from interested citizens on matters directly pertaining to policies, programs or activities of the Amarillo Local Government Corporation. Paul Matney, stated he was honored and consider it a privilege to join the LGC Board. He further stated he admired the LGC's work for many years and looked forward to serving with the Board. There were no further comments.

ITEM 11: Mr. Biggs inquired about items for the next agenda. He stated there were a couple of items tabled at this meeting to be considered at the next meeting. He also stated the need to start

the garage revenue committee. Mr. McKamie stated there would also be a resolution making the garage revenue committee a standing committee instead of a temporary committee. Mr. Poff asked to address the attendance policy and its flexibility. Mr. Lutz also stated the need to send a letter to Sunny Hodge-Campbell for her service. Mr. Miller stated he would also be involving Andrew Freeman as a staff contact and resource for this board.


ITEM 12: Mr. Biggs stated the next meeting was scheduled for Wednesday, December 20, 2017.

ITEM 13: Mr. Biggs announced the meeting was adjourned.



William Biggs, Vice President

ATTEST:



Frances Hibbs, City Secretary