

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

On the 11th day of August 2022, the Center City Tax Increment Reinvestment Zone No. 1 Board met in a regularly scheduled meeting at 12:00PM, in Room 306 of City Hall, at 601 South Buchanan Street, Amarillo, Texas with the following members present:

Voting Members	Present	Meetings Held	Meetings Attended
Dean Frigo, Chairman, Amarillo Hospital District	Yes	29	25
Austin Sharp, City of Amarillo	No	25	13
Dr. David Woodburn, Amarillo College	Yes	9	7
Gary Jennings	Yes	3	3
Dick Ford, Amarillo Independent School District	Yes	6	6
Kimberly Warminski, Panhandle Groundwater Conservation Dist.	Yes	33	29
Jackson Latimer, Potter County	Yes	5	5
John Coffee, Potter County	Yes	5	5
H.R. Kelly, Potter County	Yes	14	12
Joseph Peterson, Jr., City of Amarillo	Yes	34	31

Staff Present:

Emily Koller, Assistant Director of Planning
Cody Balzen, Economic Development Specialist
Andrew Freeman, Assistant City Manager
Courtney White, City Attorney II
Laura Storrs, Assistant City Manager
Mathew Poston, Director of Finance
Andreanna Jarrett, Recording Secretary

ITEM 1. Call to Order.

Chairman Dean Frigo opened the meeting at 12:03 PM, established a quorum and conducted the consideration of the following items listed below.

ITEM 2. Public Address

Chairman Frigo inquired if anyone in the audience wished to speak for Public Address.

No comments were made.

ITEM 3. Minutes.

Chairman Frigo asked for corrections, deletions, or changes to the minutes of May 5th, 2022.

A motion was made by Joseph Peterson, seconded by David Woodburn, to approve the minutes as submitted.

The motion passed unanimously.

ITEM 4. Discussion and Consideration of the FY2022-23 Tax Increment Reinvestment Zone #1 Annual Budget

Mathew Poston, Director of Finance presented the above item. Mr. Poston reviewed the proposed budget for the fiscal year of 2022-2023. There are three columns to review: amended budget fy21-22, revised budget FY21-22, and proposed budget FY22-23. Under the revised budget fy21-22, we have a \$1,083,395 balance and an estimated revenue of \$1,554,223. Expenses are at \$1,394,324, which leaves \$1,243,294 in ending cash for FY21-22. Next year the budget will start off at \$1,293,294, which includes \$50,000 added back to it from a project incentive that is no longer taking place. Revenue for next year is at \$1,763,373, about a \$200,000 increase. Expenditures are \$1,157,897, about \$230,000 less than the previous year, leaving the ending cash for the proposed budget at \$1,898,771. We are required to maintain a 90-day operating reserve and one year debt service, so the target fund balance is \$473,319. Mr. Poston stated that we can make changes as needed and asked for any questions.

John Coffee asked about the \$50,000 that had been cancelled.

Andrew Freeman stated it was in reference to the Pergola Shop project that is no longer moving forward.

Chairman Dean Frigo asked if we have any new projects.

Andrew Freeman stated the Herring Hotel has new owners that will likely apply for the hotel project.

Chairman Frigo asked if there were any other questions.

Dick Ford asked if the board could receive a summary of the TIRZ incentive agreements to cross reference terms, amount spent, and amount remaining.

Andrew Freeman stated that we could get that information for the board.

Chairman Frigo asked if anyone had any questions on the budget.

No other questions were asked.

A motion was made to approve the budget as presented by H.R. Kelly and seconded by Jackson Latimer

The motion passed unanimously.

ITEM 5. Discussion and Consideration of the Tax Increment Reinvestment Zone #1 2022 Investment Policy

Mathew Poston presented the above item. Mr. Poston stated this is an annual recertification the board has to do. There were no changes this year. The Board is subject to the Public Funds Investment Act so there is a requirement for this policy to be reviewed by the board each year.

Chairman Frigo asked what the Board was invested in right now.

Mr. Poston stated it was all cash.

Chairman Frigo asked if it would be a good idea to invest in some CDs since the interest rates are increasing.

Mr. Poston stated that this is something Finance is looking into now that the rates are increasing.

Chairman Frigo asked if there were any questions.

No other questions or comments were made.

A motion to approve the policy as presented was made by Joseph Peterson and seconded by Jackson Latimer.

The motion passed unanimously.

ITEM 6. Discussion and Consideration Regarding Next Steps for the Wayfinding Project

Emily Koller, Assistant Director of Planning, presented the above item. Ms. Koller stated that staff, in consultation with the Legal and Purchasing Departments, had determined the best option was to terminate the contract due to the length of time for the project, communication issues, and cost increases. The project budget with the change order was nearing \$1,000,000, and staff thought it was best to step back and re-evaluate the project. The original intent was to set Amarillo apart with the unique wayfinding signage. Direction is need on whether staff should rebid the project the way it is or look for different cost-effective wayfinding signage for the city. Staff requested feedback on those options.

H.R. Kelley asked how much money we spent on this project.

Ms. Koller stated that no payments had been processed since no work had been done. The cost of the design work had already been paid.

H.R. Kelley stated he believes we should find a different company.

John Coffee stated he believes this project may be too early since things are still changing downtown.

Dick Ford asked why we couldn't just create our own signs instead of bidding it out.

Mr. Freeman stated it just depends on the appetite of the Board.

Joseph Peterson stated he doesn't think there would be a need for such a scale of signage for the other neighborhoods as was designed for downtown.

Ms. Koller stated that staff could bring back some ideas of different scales of projects to show what kind of options are available.

Beth Duke spoke on the importance of art and cultural aspects of what the signs could offer.

Dick Ford asked for the possibility of paper map options to be placed in hotels and other areas for people to be able to take with them.

It was agreed that the Board would like to see examples of different options and scales as well as incorporating cellphone and electronic wayfinding into the wayfinding project.

ITEM 7. Update on Projects Taking Place in Downtown Amarillo

Beth Duke, Executive Director for Center City Amarillo presented the above item. Beth Duke stated that some updates did involve TIRZ and some were Center City. The city just completed the 27th year of High Noon on the Square which was a huge success. Center City had its first-ever Center City Mural Run with 150 runners on June 4 and are already planning the second Mural Run for March 25, 2023.

Center City is also working with the Ben E. Keith Company with a campaign called “Eat Local, Eat Often” to promote local restaurants. You will see one part of this campaign with the new mural at El Braceros on Polk Street. Center City opened the 7th season of the Amarillo Community Market on June 11 which will continue until Sept. 10. We are averaging between 45 and 60 vendors each week with great turn out every Saturday.

The Barfield celebrated its first birthday last week. Occupancy of the hotel averages 90 percent capacity, and it is so exciting to see that building thriving after it was worn down for so long.

In 2016, voters approved funds for a Polk Street Streetscape project which has started the construction process this year as Parkhill Smith and Cooper has already begun the survey work. We are working with stakeholders and Polk Street property owners to get input on the project before the design phase.

The Hoof Print Horse project started 20 years ago with ten horses, and now we have more than 120. People still want them and there is now a waiting list, so we will be seeing a lot more horses.

In 2016 Center City applied to be designated as Amarillo’s Cultural District. Since 2016, we have received \$111,557 in Cultural District Project grants, \$21,845 from the Texas Rescue Plan, and \$10,892 from the Texas Cares Act.

The Santa Fe Depot improvements are underway. The City Council approved water and electrical lines for the facility as well as the new pavilion. Andrew Freeman stated that Jerry Danforth has modified the original design to better suit the Downtown Amarillo Urban Design Standards and showed a picture to the room.

The Herring Hotel sold last October. A group called Blueprint Hospitality is working with Sandvick Architects from Cleveland, Ohio. They have worked with many historic hotels, and we are excited to see the Herring Hotel have a new life.

Producer Owned Beef announced its plans yesterday to build a state-of-the-art producer owned beef plant in Amarillo. Its headquarters are downtown in the historic Levine’s Building at 800 S. Polk Street. We are so proud that they chose downtown for their headquarters.

Center City façade grant projects this year include the Downtown Women’s Center at 10th and Adams and the WTAMU Parking Plaza for the Nursing School at the Harrington Academic Hall.

Since 1996, Center City has invested more than \$1.3 million in façade grants. Because these are matching grants, we know the owners and tenants have spent far more than the match with façade and interior improvements. Several façade grant projects were included on the Imagine the Possibilities Tour held in May. Center City celebrated its 20th year as an official Main Street City, and once again received accreditation as a Texas and National Main Street City. As of July 30, 2022, Center City documented \$2,193,342 in public, private, and public and private investment with more to come before the end of the year.

Beth Duke stated she appreciates TIRZ for their help with downtown's revitalization, and she can answer any questions anyone might have.

John Coffee stated he would like to see First Fridays be re-initiated to get a younger crowd to come to downtown at night and other events to bring more people downtown.

Beth Duke stated the biggest issue is finding sponsors to fund these events.

John Coffee stated that he understands that, but if we are trying to build downtown, we need to do more to get downtown active.

Beth Duke stated she would love to get together to talk about different ideas and avenues for funding on this subject.

Chairman Dean Fargo asked if the board could sponsor this type of event.

Andrew Freeman stated he would investigate it.

Joseph Peterson stated that he remembered there were talks previously about a food truck park to be developed downtown.

Andrew Freeman stated there was one that had been established but has since closed down.

Beth Duke stated there has been some talk about a food truck plaza, but it's about finding the right location and supporting amenities.

Joseph Peterson asked if TIRZ#1 could start its own project and fund it with the budget.

Andrew Freeman stated that is an option as far as owning the land and building the infrastructure.

John Coffee stated that they are tearing the old courthouse down which would be a good location for an event location and the food truck park.

Beth Duke stated she has noticed Polk Street is very busy Thursday through Saturday night, but she would love to see these ideas happen if we can find the money.

Andrew Freeman gave an update on City Hall. Asbestos has been taken care of in the building. The buildings along Johnson where the parking lot is planned will be demolished soon. The construction will start this fall and shall be complete by the end of next year.

Chairman Frigo asked if there were any questions.

No other questions or comments were made.

ITEM 8. Discuss Items for Future Agendas

Chairman Dean Frigo stated we need to discuss Wayfinding and bring some proposals to the next meeting. Chairman Frigo also asked to bring back some information on the possibility of the Board participating in sponsoring an event with its funds.

Joseph Peterson stated he would like to see the food truck park and possible greenspace in downtown be brought back as an agenda item in the future.

John Coffee asked if staff would be able to tell the Board next meeting if the TIRZ would be able to help finance events or was limited to infrastructure.

Andrew Freeman stated yes, staff could bring some information for the Board on these items.

No other future agenda items were requested.

ITEM 9. Adjourn

There being no further items before the Board, the meeting adjourned at 1:01 PM. All remarks are recorded and are on file in the City Manager's Office.



Cris Valverde
Director of Planning and Development Services