

STATE OF TEXAS
COUNTIES OF POTTER
AND RANDALL
CITY OF AMARILLO

On the 19th day of July 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
Sunny Hodge-Campbell, President	N	28	26
Bryan Poff, Jr., Board Member	Y	26	25
William Biggs, Vice President	Y	26	26
Eddy Sauer, Councilmember & Board Member	Y	3	3
John Lutz, Board Member	Y	45	39
Howard Smith, Councilmember & Board Member	Y	3	3
EX-OFFICIO MEMBERS			
Jared Miller, City Manager	N	6	4
Bob Cowell, Deputy City Manager	Y	23	20
Mercy Murguia, Potter County Commissioner	Y	45	31

Absent were Sunny Hodge-Campbell and Jared Miller.

Staff in Attendance:

William McKamie, City Attorney; Jerry Danforth, Facilities Manager; Andrew Freeman, Economic Development Manager; AJ Fawver, Planning Director and Frances Hibbs, City Secretary.

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

ITEM 2: Minutes of the regular meeting held on June 26, 2017 were presented. Motion was made by Mr. Poff to accept the minutes as corrected, and seconded by Dr. Sauer. The minutes were unanimously approved.

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 3: Mr. Cowell presented project updates on the following items:

The Convention Center Parking Garage and street conversions will be completed as soon as the programming is complete in the parking garage. It will then be opened for full operations. Mr. Cowell further stated a ribbon cutting would be arranged as soon as it is completed.

The one-way street conversions are operational and have been working fine. He further stated he believed it helped empty the garage on the July 1 event.

The change orders to work on 6th & 7th Avenues were approved and the bricks and asphalt have been removed from 7th Avenue, and a crosswalk has been formed between the parking garage and hotel. He further stated 6th Avenue would be complete the first week in August.

The Convention Hotel is set to open mid-August.

Mr. Lutz inquired about a mobile app for the parking garage. Mr. Cowell replied that before the parking garage is opened, the features available and the features purchased will be presented to LGC. Should the revenue exist to purchase additional features, they will bring them up at that time. Mr. Cowell stated the downtown parking management is handled by City Council. After getting the parking garage up and running they will address the parking control on on-street parking. An RFP has been issued to propose how to pay for the on-street parking by using cell phones on downtown streets. Signs will be installed for kiosks when cell phones are not available. Six proposals were received and they have narrowed the proposals to the top two firms. They will have a phone conference today to walk through the proposals. They will virtually cost zero, the companies will receive a percentage of the money it collects. Enforcement will still rest with the Amarillo Police Department. Mr. Biggs inquired as to what scope of area is being considered. Mr. Cowell stated the RFP indicated the entire area or a subset of the area with the ability to phase in other parts.

Ms. Murguia stated Potter County among others have parking lots to manage. Mr. Cowell stated Downtown Amarillo, Inc. had a study done by Jacobs on how Council may want to proceed, charges, scope and engagement process with stakeholders.

Mr. Cowell stated they collected \$3,000 for the July 1 event at a \$10 rate. Half those paid parking spaces were paid for by Bob Garrett's special event. The expenses were \$800 for the company hired to manage the parking event. Ms. Murguia inquired if LGC has found out any information from the taxing entity on what portion of the parking garage was taxable. Mr. Cowell stated they should find something out by the end of the month.

Mr. Garrett presented an update on the Parking Garage Retail Space. He stated the worker's liability insurance, budget, checking and five-year projections were all in place. He stated they have been reaching out to regional and national tenants in the hospitality area. With the announcement of the ballpark it will bring more options, and they are hoping to get the tenants before opening day. They have created an application for potential clients, but at this time they did not have anything to announce. Ms. Murguia inquired about the Xcel retail space. Mr. Garrett replied that they have about 3,000 feet of retail space left to lease and probably have room for one more tenant. Ms. Murguia asked if there was a vision for the retail parking garage retail property. Mr. Garrett replied they would be recognizable restaurant names, those you may see in Dallas, Houston and San Antonio which don't compete with each other. Most tenants will be closer to 5,000 square feet than 2,000 square feet. Mr. Lutz inquired if they would be full-service opposed to quick service. Mr. Garrett replied they would set the stage early on with one or two full-service restaurants and others would easily follow.

Mr. Cowell stated the Convention Center Hotel is set to open mid-August and they were progressing rapidly. A scheduled tour would be conducted along with the parking garage. Mr. Cowell stated the parking garage agreement with the hotel has a provision which specified the number of parking spaces, and the ability to secure 25 additional spaces at a predetermined rate and they have indicated an interest. The current agreement allows for parking next to the Herring Hotel instead of leasing additional spaces to accommodate their employees. There would need to be a release against that parking lot so the City could use it for other things.

Mr. Cowell stated regarding the MPEV, the LOI was signed by LGC and Mr. Elmore. Council was taking care of obtaining the team. The draft response to the lease has been prepared by the owners' attorneys. Information has been forwarded to the team's attorneys and is currently under review. They have suggested a face-to-face meeting to work through the issues that may remain. He further stated the contract should be before Council by the end of the month and then all the attention will focus on the construction.

ITEM 4: Mr. Cowell stated there was no need for this item at this time.

ITEM 5: Laura Storrs, Finance Director, presented an updated on the Public Fund Investment Policy. She stated this item was an annual housekeeping item to be reviewed yearly. She further stated there was only one change to the Investment Policy. This Investment Policy mirrors the City's Investment Policy, and the only change was to remove one of the brokers. Ms. Murguia inquired as to the diversity of the pool. Mr. Cowell stated this item is usually presented at the LGC's annual meeting. Mr. Lutz stated he was respecting the work that LGC did last year in keeping things mirrored with the City. Motion was made by Mr. Lutz to approve the Investment Policy, 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. Cowell outline the importance in having a Construction Manager at Risk as it relates to the construction of the Amarillo Multi-Purpose Event Venue. He stated they are working concurrently with the LOI and asked for a release of an RFP. There are incentives to cut costs as the facility is constructed. The LGC will evaluate the proposals returned. Mr. Cowell further stated they were using a template that has been tested and proven with Bexar County. Mr. Danforth stated this RFP was still in draft form.

ITEM 7: Mr. Cowell stated this item was a presentation, discussion and approval of membership of the Parking Garage Revenue Enhancement Committee and their scope of responsibilities. The current committee consists of Sunny Hodge-Campbell, Mercy Murguia and Randy Burkett (who has since resigned). Mr. Cowell asked for no discussion at the current time and this item would be posed on the ext LGC agenda. He further asked the Board to think of 2-3 names of people who would like to be involved in this committee.

ITEM 8: Mr. Cowell and Mr. Danforth presented conceptual designs of the proposed MPEV. Mr. Cowell stated they have had aggressive conversations with the architects and the team. Work on the design is in progress. Mr. Danforth stated the design preferred is a bowl design.

Future meeting will involve the Council as well as the public, and the need to stay on the schedule. Mr. Cowell stated the actual designs have been narrowed down to four prospective designs. At the next meeting there will be a schedule much like the parking garage with the timelines and when things need to happen.

ITEM 9: 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. Elaine Hays, 1520 South Lamar Street, stated she would like to have seen all 14 designs, rather than the four selected designs. There were no further comments.

ITEM 10: Mr. Cowell stated the next upcoming agenda would include the ribbon cutting and tour of the parking garage and a convention center hotel tour which they would try to do on August 2.

ITEM 11: Mr. Cowell stated the next meeting is scheduled for Wednesday, August 2, 2017.

ITEM 12: Mr. Biggs announced the meeting was adjourned.



William Biggs, Vice-President

ATTEST:



Frances Hibbs, City Secretary