

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

On the 8th day of May 2025, the Center City Tax Increment Reinvestment Zone No. 1 Board of Directors met in a scheduled meeting at 12:00 PM, in Room 275 of Simms Municipal Building, at 808 South Buchanan Street, Amarillo, Texas with the following members present:

Voting Members	Present	Meetings Held	Meetings Attended
Dean Frigo, Chairman, Amarillo Hospital District	Y	41	36
Dr. David Woodburn, Vice Chair, Amarillo College	N	21	12
Amy Rainey, Amarillo City Council	Y	11	9
Dr. Gary Jennings, Amarillo City Council	Y	15	15
Tom Warren II, Amarillo City Council	N	6	4
H.R. Kelly, Potter County	Y	26	22
John Coffee, Potter County	Y	17	15
Melinda Powell, Potter County	N	11	9
Marcus Hardcastle, Panhandle Groundwater Conservation District	Y	2	2
Steve Trafton, Amarillo ISD	N	6	0

Staff present:

Drew Brassfield, Assistant Director of Planning  
Emily Koller, Director of Planning  
Andrew Freeman, Deputy City Manager  
Bryan McWilliams, City Attorney  
Katrina Owens, Director of Finance  
Jenine Cruz, Administrative Technician

**ITEM 1. Call to Order.**

Dean Frigo, Board Chair, called the meeting to order at 12:00 PM and established a quorum.

**ITEM 2. Public Address**

Chairman Frigo inquired if anyone in the audience wished to speak for Public Address and no one wished to speak.

**ITEM 3. Minutes - Approval of the minutes of the Center City Tax Increment Reinvestment Zone No. 1 Board meeting held on February 13, 2025.**

A motion was made by H.R. Kelly and seconded by Marcus Hardcastle to approve the minutes as submitted.

The motion passed 6-0.

**ITEM 4.A. Consider acceptance – TIRZ #1 Annual Comprehensive Financial Report for the year ending September 30, 2024.**

Rebecca Gladney with CMMS CPA's & Advisors presented the Annual Comprehensive Financial Report for the year ending September 30, 2024, to the Board.

A motion was made by Dr. Gary Jennings and seconded by John Coffee to approve the Annual Comprehensive Financial Report for the year ending September 30, 2024.

The motion passed 6-0.

**ITEM 4.B. Presentation and discussion of 2024 Progress Toward Goals report.**

Drew Brassfield, Assistant Director of Planning, presented the 2024 progress toward goals report to the Board.

Discussion item only – no action was taken.

**ITEM 4.C. Discussion on TIRZ #1 support of Economic Development software subscription purchases for FY26.**

AD Brassfield gave a presentation to the Board on new software subscriptions from Placer.Ai and CivicServe being considered to serve as an aide for Economic Development. The Board requested these items added to the FY25-26 budget. The total of the two subscriptions would be \$81,000 annually and would be split between the TIRZ #1, TIRZ #2, and the Planning Department budgets.

Discussion item only – no action was taken.

**ITEM 4.D. Discussion on quarterly report and updates from Center City of Amarillo.**

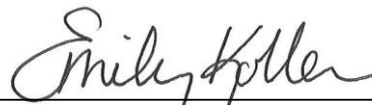
Beth Duke, Director of Center City, presented the Board with a quarterly update for Center City.

**ITEM 5. Discuss Items for Future Agendas.**

Chairman Frigo requested an update on the Board's financials.

**ITEM 6. Adjourn**

The meeting adjourned at 1:17 pm.



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Emily Koller, AICP  
Director of Planning