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

On the 9th day of November 2023, the Center City Tax Increment Reinvestment Zone No. 1 Board met in a 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 | 35 | 30 |
| Amy Rainey, City of Amarillo | Yes | 5 | 4 |
| Dr. David Woodburn, Amarillo College | No | 15 | 8 |
| Dr. Gary Jennings, Amarillo City Council | Yes | 9 | 9 |
| Kimberly Warminski, Panhandle Groundwater Conservation Dist. | Yes | 39 | 34 |
| Melinda Powell, Potter County | Yes | 5 | 4 |
| John Coffee, Potter County | Yes | 11 | 11 |
| H.R. Kelly, Potter County | Yes | 20 | 18 |
| Joseph Peterson, Jr., City of Amarillo | Yes | 40 | 35 |

Staff Present:
Andrew Freeman, Interim City Manager
Bryan McWilliams, City Attorney
Drew Brassfield, Assistant Director of Planning
Jon Barnes, Grants & Special Projects Manager

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 comment was made.

ITEM 3. Minutes.

Chairman Frigo asked for corrections, deletions, or changes to the minutes of the August 10, 2023 meeting.

A motion was made by H.R. Kelly and seconded by John Coffee, to approve the minutes, as submitted.

The motion passed unanimously.

ITEM 4. Regular Meeting Items

ITEM 4.A. Discussion and possible action regarding agreement for services between Center City of Amarillo, Inc., TIRZ #1 and City of Amarillo.

Drew Brassfield, Assistant Director of Planning began the discussion by explaining that this was a recurring agreement between the three entities to address costs with the façade grant program, the streetscape program and the administration of both programs. Andrew Freeman, Interim City Manager, explained that $70,000 that was removed from the City's contribution to this agreement and staff was proposing to replace that amount from the Community Projects line item of the TIRZ budget.

Mr. Freeman further explained that the second portion of this request was to assign administration of the streetscape applications in the amount of $50,000 or less to Center City of Amarillo and, potentially, add some additional funds to the $150,000 already committed to that portion of the agreement. Mr. Freeman explained that this could help avoid confusion by applicants and minimize the opportunities for applicants to attempt "double-dipping" by applying for two grants for the same project.

Discussion centered on ensuring that all activities related to this agreement would remain within the TIRZ boundaries, that the funding was coming from the tax increment fund, and how the $70,000 would fit in the existing, approved budget. Mr. Brassfield shared the email he had received from Beth Duke of Center City, where she stated her agreement to take on the administrative responsibilities for the $50,000 or less applications and her support of the reasoning behind the request.

A motion was made by Joseph Peterson and seconded by H.R. Kelly, to approve the addition of $70,000 to the TIRZ's contribution of this agreement. Prior to the vote, Mr. Freeman asked for clarification that the motion was only for adding the $70,000 and did not include assigning administrative responsibilities for the $50,000 or less Streetscape Grant applications to Center City of Amarillo, Inc. Mr. Peterson confirmed that information.

The motion passed unanimously.

ITEM 4.B. Presentation and discussion on progress toward goals.

Mr. Brassfield presented the Board with a progress report regarding the established Center City TIRZ goals. This report covered the time frame of 2021 to 2023. The report included the current appraised taxable value, no progress toward the hotel development goal, a $30.7M increase and 532 additional units added to the residential development goal, a $14.97M and 48,772 ft$^2$ increase to the office/commercial/retail development goal, and that The Pavilion at the Santa Fe Depot was a 60,000 ft$^2$ and $786,000 addition to the Zone. The Board had a few, general questions about being on target to reach the established goals and discussed that grocery, residential and retail appeared to be the current priorities seen in the zone. No further action was taken.

ITEM 4.C. Updates on projects taking place in Downtown Amarillo.

Mr. Brassfield informed the Board that the only two projects currently underway in Downtown Amarillo were the wayfinding banners and the gateway arches. Mr. Brassfield extended Beth Duke's apology for being absent due to attending the Texas Women's Hall of Fame reception. No further action was taken.

ITEM 5. Discuss Items for Future Agendas.

Chairman Frigo moved this item to the end of the agenda and no items were discussed.

ITEM 6. Executive Session

City Attorney, Bryan McWilliams, read the Board into Executive Session, pursuant to Texas Government Cod § 551.087 at 12:28pm.

The Board reconvened into Open Session at 12:38pm. No decisions were made during or as a result of the Executive Session.

ITEM 7. Adjourn

Chairman Frigo adjourned the meeting at 12:39pm.

Emily Koller

Emily Koller, AICP
Director of Planning