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

On the 26th day of October 2022, 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	30	26
Austin Sharp, City of Amarillo	No	26	13
Dr. David Woodburn, Amarillo College	No	10	7
Gary Jennings	Yes	4	4
Dick Ford, Amarillo Independent School District	Yes	7	7
Kimberly Warminski, Panhandle Groundwater Conservation Dist.	Yes	34	30
Jackson Latimer, Potter County	Yes	6	6
John Coffee, Potter County	Yes	6	6
H.R. Kelly, Potter County	Yes	15	13
Joseph Peterson, Jr., City of Amarillo	Yes	35	32

Staff Present:
Cris Valverde, Director of Planning
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
Jenine Cruz, 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.

Gary Pitner spoke for the Friends of AJ Swope First Responders Memorial project that is to be considered today as Item 4 on the agenda. The project is to create a memorial to recognize our public servants, law enforcement, fire and EMS services who have given their lives to serve the Texas Panhandle region. Mr. Pitner introduced Wendy Sloan and Bryan Thomas who were present in support of the development of this project. Mr. Pitner stated it was an honor to be in front of the TIRZ#1 board and thank you for your ongoing stewardship. The project being discussed today is believed to fit well with these ongoing downtown development efforts. More importantly, this project is a project of heart for the Texas Panhandle. There have been 91 individuals who have lost their lives in the Texas Panhandle region since the late 1800's in the fire service, police service, and EMS.

Mr. Pitner went on to discuss some of the lives that have been lost and the significance of why this memorial is so important. Amarillo is seen as the heart of the region, and therefore it is believed that downtown Amarillo is the right place for such a memorial.

Mr. Pitner described the details of the memorial. There will be three levels of granite tiers with names inscribed in some form. A water feature will cascade down the tiers and will be recirculated throughout. It is intended to be a unique work of art that will correlate with downtown Amarillo. Design work was done by Turner Landscape Architecture along with Simms Associates located in Amarillo. The project intends to save several existing trees as well as add some new trees; however, some existing trees will need to be removed for the project to occur. There will be ample lighting of the memorial. There will be security measures with 24/7 camera monitoring. In addition to the names inscribed, there will be QR codes that when scanned will take the person to a website that will provide further information on the individuals listed on the memorial as well as audio available on their stories.

Mr. Pitner further explained that the project will meet all of the Amarillo Downtown Urban Design Standards for streetscaping along Polk Street and 11th Avenue. The total project cost that was estimated by Southwest General Contractors is $1.2 million for hard construction costs. Fundraising is underway. Enough money will be raised to set up a fund with the Amarillo Area Foundation for the caretaking of the monument itself. A local corporation has agreed to do the landscape maintenance free of charge. This is a panhandle project, and money will be raised throughout the panhandle area for this project. Mr. Pitner explained that they are asking the TIRZ board to be a lead investor and help fund the project.

Mr. Pitner stated that this will be a great addition to downtown and he will answer any questions anyone has.

No comments were made.

Chairman Dean Frigo asked if there was anyone else would like to speak.

No comments were made.

ITEM 3. Minutes.

Chairman Frigo asked for corrections, deletions, or changes to the minutes of August 11th, 2022.

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

The motion passed unanimously.

ITEM 4. Discussion and Consideration of a Streetscape Grant with Friends of AJ Swope for the Texas Panhandle First Responders Memorial Project Located at 1018 S Polk Street

Chairman Frigo stated that the board had just received a good presentation for the project presented and identified that the request is for the amount of $120,000.

Chairman Frigo asked if this is a budgeted line item.

Andrew Freeman stated this it would come out of the community project line of the budget, which currently has designated $100,000, but the board has enough funds in reserves that could be designated through a budget amendment.

Chairman Frigo stated that the TIRZ does have the money and asked board members for their thoughts.

Gary Jennings, John Coffee, and Dick Ford all stated they were for the project.

Joseph Peterson asked if the project had been submitted through Center City's grant application process yet.

Mr. Pitner responded that it has not, but they have had conversations with Beth Duke on submitting later in the project process.

Chairman Frigo asked if there was any more discussion by the board.

No other comments were made.

Chairman Frigo asked for a motion.

A motion to approve the grant was made by Dick Ford and seconded by Joseph Peterson.

The motion passed with a 7:0 vote with one abstention. H.R. Kelley abstained from the vote since he resides on the committee for the project.

<u>ITEM 5. Discussion and Consideration of Reimbursement Agreement with Texas Blakey Amarillo, LLC for Costs Associated with Limited Architectural Design Services and a Market Feasibility Study for a Proposed Residential Project in Downtown Amarillo</u>

Andrew Freeman presented the above item. Mr. Freeman stated there is a minor change to the item. The item will not include the architectural design services and instead focus on the market feasibility study only. The idea is for a large mixed-use project that would take up a whole city block. The feasibility study would help prove that the financing of such a project could be done. The project scope seemed to be something that this board would be interested in funding since it will support nearly all the TIRZ goals for the downtown zone established in the Project and Financing Plan. The total cost of the study will be around $59,000, and the board could fund by reimbursement up to $50,000 from the professional services budget line. The study should take around eight to twelve weeks, and the benefit of TIRZ participation is that the board would get a copy of the results which could be shared with any potential developers for future similar projects.

Todd Harmon, the developer on the project, spoke on the item. Mr. Harmon stated he was the developer for the Barfield Hotel and while working on that project got a better understanding of the TIRZ and what the goals are for downtown. With a lot of projects already developed to help create more foot traffic, this is the part of the downtown plan we have been waiting for to develop a large-scale mixed-use project like this. Mr. Harmon presented a slideshow presentation to the board going over the layout and uses of the potential project and the reasons behind these design concepts. When he was done presenting, he asked for any questions the board may have.

Chairman Dean Frigo asked if there was a favorable feasibility study, how many residential units would be available.

Mr. Harmon stated that it would be 32 condos, 152 residential lease units primarily 2-bedroom 2 bath, 48 all-suite hotel units, and 15 brownstone walk ups.

Joseph Peterson asked if Mr. Harmon could describe the difference between a brownstone unit and a residential unit.

Mr. Harmon stated it is just the fascia.

John Coffee asked if they were looking for property to purchase or were in the process of purchasing a property, and if the board pays for this study would this help with the decision on the purchase.

Mr. Harmon stated that he was looking at purchasing a certain property, and this study will help further the option to purchase. He also explained that he will be the developer on the project but will still need to raise JD equity based on some cost analyses, and until these are done, he cannot say what the next steps would be on the purchase of the property and financing the project.

Gary Jennings asked about the location of the project.

Mr. Harmon stated that he could not disclose this information since he was under an NDA on the purchase of the property.

Mr. Jennings asked why the board should consider something without knowing the location.

Mr. Harmon stated that this feasibility study could be applied multiple different locations around downtown for the same style development.

Mr. Jennings asked why a feasibility study would be needed when they just finished the CDS Housing Study this last year.

Mr. Freeman answered stating that the CDS Housing Study showed a high-level demand, and that this feasibility study would be the next level on showing if this style project is financially feasible to build.

Chairman Frigo asked how this would benefit the TIRZ.

Mr. Freeman responded saying that this would help show that such a project could now work for downtown. The study could also be shared when completed and could help be a push for other developers on future projects, who might feel hesitant in developing residential or mixed-use projects downtown currently.

John Coffee asked if Mr. Harmon anticipated coming back to the board for a tax abatement request.

Mr. Harmon stated that he does anticipate the need to come back to the board for some type of tax abatement request.

Dick Ford asked on who would be completing the feasibility study.

Mr. Harmon stated that it would be Hunden Strategic Partners.

Chairman Frigo asked for any further discussion or questions.

None were made.

A motion to approve the reimbursement agreement was made by John Coffee and seconded by Gary Jennings.

The motion passed unanimously.

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

Emily Koller, Assistant Director of Planning, presented the above item. Ms. Koller stated that staff did some research on wayfinding done by other cities for other options regarding cost consideration and different sign design.

Ms. Koller passed around a packet with examples of wayfinding signs available that other cities have done, organized in terms of cost and implementation feasibility. She continued to explain the pages on cost and design from each example.

Ms. Koller stated that it is common to have a complete sign package which includes vehicular signage, pedestrian scale signage, and parking signage. There is a range of things that can be done relatively inexpensively that we didn't incorporate in our previous project scope. The way that we managed the previous project was to do a design plan, work with a sign designer, and then the project would go to bid for construction. There would be two separate contracts. If we were to decide to start on a new design, we would still be looking at two separate contracts again. A new design contract would cost around $50,000 to $100,000, which is how much we have already spent with the old design. The options now are: if we like our old sign design, we can rebid it for construction and hope for a lower cost, or, knowing that possibly going with a more general sign design could be a cheaper option for construction, we can redesign through a new design contract. A third option could be also to pause on the project for now and revisit the options at a later date.

Kimberly Warminski asked why the current design is going to cost so much for construction.

Andrew Freeman responded that it is a combination of materials, modularity, size, and custom design that causes the cost to be higher.

Chairman Frigo asked why it would have to go through another design contract instead of just looking for a nice design and constructing something similar.

Ms. Koller responded that we could use some design aspects from the previous contract, such as the skyline art design, but our old sign design package did not really focus on different scale of signs and focused primarily on vehicular oriented design. A new design contract could possibly take this and turn it into a more complete package of signage for all the different scales of wayfinding signs.

Mr. Freeman stated that it is possible to do an RFP process with this now instead of going through a pre-bid RFQ list that was done last time. This could allow us to utilize those companies that focus more explicitly on wayfinding signage.

Dick Ford asked about what is trying to be accomplished now with this signage.

Ms. Koller responded that these designs from other cities focus more on directing vehicles off the main roads and into the area, then with a different scale of signage help direct the pedestrians to different destinations.

John Coffee stated that he thinks this project may be a little too early and not fully warranted with the amount of traffic we have currently.

Ms. Koller responded that some of the examples provided in the handout have smaller downtowns than Amarillo, so the current amount of downtown traffic could warrant such signage if comparing to these other cities.

HR Kelly asked if any of the local sign companies could do something like this.

Mr. Freeman responded that they have expressed interest in the construction of the signs, but it could be possible that that could help in the small design changes and construction.

Gary Jennings expressed that he thinks they do need some type of signage ahead of all the development expected to come.

Joseph Peterson expressed that he doesn't want to rush into another contract for the project.

Mr. Freeman stated that there would be no cost to go through an RFP besides staff time if the board would like to go that route to see what some other designer might provide.

Mr. Coffee stated that he still thinks it is a little too early to continue with the project.

Gary Jennings left the meeting at this time.

Mr. Ford stated that he is not sure the large scale of the project is needed yet but does think that a smaller scale signage with pedestrian maps is a good idea.

Mr. Freeman expressed that staff could look into the RFP route and if there are other options on doing something with local sign companies for something smaller scale.

Mr. Peterson stated that something smaller scale could be a good interim project.

Ms. Warminski agreed with doing something smaller scale as an interim project or first phase of the bigger project.

Mr. Coffee agreed that this smaller scale could be beneficial.

Chairman Frigo asked staff to explore some of these options discussed and bring back to the board.

<u>ITEM 7. Presentation and Discussion on the Status of Active TIRZ#1 Incentive Agreements</u>

Cody Balzen, Economic Development Specialist presented the above item. Mr. Balzen passed around a handout with an overview of the total reimbursements for the year from all the active agreements. The document shows 12, but one agreement has been terminated which leaves us with 11 active projects for which we have reimbursement agreements. The spreadsheet also shows the number of years that have been reimbursed for each of the projects and the number of years remaining to be reimbursed based on the agreements. He then offered to answer any questions the board may have.

Joseph Peterson asked about the terminated agreement.

Andrew Freeman responded that the developer decided not to move forward with the project.

Chairman Frigo asked for any other questions or comments from the board.

Dick Ford stated that this spreadsheet has good information for board members who may have started on the board after these agreements have taken place.

No comments were made.

ITEM 8. Discuss Items for Future Agendas

Chairman Dean Frigo stated that staff will bring back the Wayfinding discussion at the next meeting after they have had a chance to explore the options discussed on Item 6.

Joseph Peterson asked staff to include a discussion item for a possible TIRZ owned park with food truck infrastructure.

Andrew Freeman stated that there might be an additional item on the TIRZ and Amarillo LGC loan for the retail space for discussion next meeting.

Chairman Frigo asked for any other thoughts for future agenda items.

No other comments were made.

ITEM 9. Adjourn

There being no further items before the Board, the meeting adjourned at 1:21 PM. All remarks are recorded and are on file in the City Manager's Office.

Cris Valverde
Director of Planning and Development Services