

**LORENA TIRZ #1 EAST
REGULAR MEETING OF THE BOARD OF DIRECTORS
MONDAY, JANUARY 9, 2017, AT 6:30 P.M.
LORENA CITY HALL
107-A S. Frontage Rd.
Lorena, Texas 76655**

MINUTES

Call to Order and Verification of Agenda Posting

The meeting was called to order at 6:30 pm and Chairman Coleman noted that the meeting was posted in accordance with the requirements of the Texas Open Meetings Act and a quorum was present. Members Present: Bill Coleman, Chuck Roper, J Fagner, David Anderton, John Johnston, Kelly Snell, and William Callan. Members Not Present: None. Also Present: Joseph Pace (City Manager) and Kevin Neal (City Staff – Public Works), Jason Mundo (TIRZ Administration and Program Management Consultants),

1. Discussion and possible action to approve Lorena TIRZ #1 East Regular Meeting Minutes – December 5, 2016

The Board reviewed the meeting minutes. John Johnston moved to approve the Lorena TIRZ #1 East Regular Meeting Minutes – December 5, 2016. William Callan seconded the motion. The motion was unanimously approved.

2. Discussion and possible action on Election of Lorena TIRZ #1 East Officers for calendar year 2017.

The Board discussed the officer positions. John Johnston moved to reappoint the existing officers (Bill Coleman – Chairman, Kelly Snell – Vice Chairman, Chuck Roper – Secretary) for calendar year 2017. J Fagner seconded the motion. The motion was unanimously approved.

3. Update on Sanitary Sewer Line project progress by Consultant Mundo and Associates.

Mr. Mundo updated the Board that month No. 3 of the final design project had been completed, and that the following services are currently ongoing: Phase 1 Environmental Investigation, Archeological/Cultural resources survey, Preliminary Waters of the US Delineation, Threatened/Endangered Species Habitat, Existing Utility Location, and Design Surveying. Mr. Mundo reminded the Board that the Geotechnical Investigations are complete as noted the previous month. In addition, Jason Mundo reported that in month 3 the design engineers KPA began the Nationwide Permit process and the sanitary sewer line designs were ongoing as well. No action was taken.

3. Discussion and possible action to approve Lorena TIRZ #1 East Financial Reports and Invoices and to authorize payment of the following: 4A) Mundo and Associates invoice representing Administration services December 2016 and 50% of Administration services occurring August 2015 – November 2016; 4B) KPA invoice for month 3 of Sanitary Sewer Line Final Design; 4C) Mundo and Associates invoice for month 3 of Sanitary Sewer Line Program Management;

The Board discussed the final financial contributions in January from McElla Group (Callan) and Braswell, the Financial Report prepared by Mundo and Associates, Virtual Checkbook Cash Flow Report prepared by Mundo and Associates, the Administration invoice from Mundo and Associates, the sanitary sewer line final Engineering Design invoice from KPA, and the sanitary sewer line Program Management invoice from Mundo and Associates, and the updated phone log.

John Johnston moved to: (1) to approve the Lorena TIRZ #1 East financial reports and invoices; and (2) to authorize payment of \$37,800 to Mundo and Associates representing Administration Services December 2016 and 50% of Administration Services occurring August 2015 – November 2016; and (3) to authorize payment of \$23,662.46 to KPA for month 3 Sanitary Sewer Line Final Design services December 2016; and (4) to authorize payment of \$3,000 to Mundo and Associates for month 3 Sanitary Sewer Line Program Management Services December 2016. J Fagner seconded the motion. The motion was unanimously approved.

Chuck Roper requested to discuss the TIRZ Administration contract fees. Bill Coleman requested that an executive session be placed on the February meeting agenda to discuss the TIRZ Administration contract fees.

5. Update on Lorena TIRZ #1 East Semi-Annual Report by Consultant Mundo and Associates.

Consultant Jason Mundo presented to the Board the completed Lorena TIRZ #1 East Semi-Annual Report prepared by TIRZ Administration Consultant Mundo and Associates. Mr. Mundo and the Board discussed the report and Mr. Mundo noted that he would send the report to Commissioner Snell's office for review and approval by the County Commissioners Court.

6. Adjournment

The meeting was adjourned at 7:19 pm

If, during the course of the meeting, discussion of any item on the agenda should be held in a closed meeting, the Board will conduct a closed meeting in accordance with the Texas Open Meetings Act, Government Code, Chapter 551, Subchapters D and E. Before any closed meeting is convened, the presiding officer will publicly

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identify the section or sections of the Act authorizing the closed meeting. All final votes, actions, or decisions will be taken in open meeting.

Bill Coleman, Board Chairman, Date

Chuck Roper, Board Secretary, Date