

**LORENA TIRZ #1 EAST
REGULAR MEETING OF THE BOARD OF DIRECTORS
MONDAY, AUGUST 7, 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 6:41 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, John Johnston, and Kelly Snell. Members Not Present: J Fagner, David Anderton, and William Callan. Also Present: Joseph Pace (City Manager), Kevin Neal (Public Works Director), Jason Mundo and Joe Mundo of Mundo and Associates, Inc. (TIRZ Administration and Program Management Consultants), Ginger Tolbert of KPA.

1. Discussion and possible action to approve Lorena TIRZ #1 East Called Meeting Minutes – July 14, 2017

The Board reviewed the meeting minutes. Chuck Roper moved to approve the Lorena TIRZ #1 East Called Meeting Minutes – July 14, 2017. Kelly Snell seconded the motion. The motion was unanimously approved.

2. Update on Lorena TIRZ #1 East sanitary sewer trunk line project.

Consultant Jason Mundo updated the Board that the sanitary sewer line project was progressing on schedule. Mr. Mundo noted that the design of the sanitary sewer gravity line segments were 95% complete and that the design of the force main was 95% complete. Mr. Mundo added that the design of the lift station was 80% complete. In addition he noted that additional items were now 100% complete including Phase 1 Environmental Investigation, Archeological and Cultural Resources Investigation, Preliminary Waters of the US Delineation, Threatened and Endangered Species Habitat Investigation, Texas Historical Commission and US Army Corps of Engineers coordination, and USACE Nationwide Permit pre-construction notification. Mr. Mundo also noted that we had received the TCEQ approval letter in mid-July. Looking ahead, Mr. Mundo stated that plans for the lift station would be complete by the end of August as would completion of the Construction Plans and Bidding Documents for the entire project: Mr. Mundo added that the project would be Advertised during week of 9/4/17 and 9/11/17; that there would be a pre-bid conference at City Hall the week of 9/11/17; followed by a bid opening at City Hall on 9/26/17, followed by Bid Tabulation and review from 9/26/17 – 9/28/17. Bid Award Recommendation for TIRZ Board

consideration on 10/2/17, TIRZ Board Recommendation for City Council Approval-to-Award at 10/16/17 City Council Meeting; Notice of Award to successful bidder on 10/17/17; Pre-Construction Conference at City Hall on or around 10/27/17; Notice to Proceed issued effectively on or around 10/31/17. Mr. Mundo added that the proposed construction schedule would be 300 consecutive calendar days with construction completion on 8/31/18. No action was taken.

3. Executive Session: *The Board entered into closed session at 6:59 pm.*

The Lorena TIRZ #1 East Board of Directors will now hold a closed Executive Session meeting pursuant to Section 551.087 of the Texas Government Code, discussion and deliberation regarding economic development negotiations:

(1) To deliberate a proposed developer agreement.

4. Reconvene to Open Session: *The Board reconvened into open session at 7:10 pm.*

No action was taken.

5. Discussion and possible action on authorization of a TIRZ project plan and financial plan for the expanded Basin G in the general area of Lorena east of IH-35 and north of Rosenthal Road.

John Johnston moved to direct TIRZ legal counsel to review the agreement document, and moved to authorized Chairman Bill Coleman to sign the agreement with consultant Mundo and Associates to conduct the TIRZ Project Plan and Financial Plan for expanded Basin G after the agreement has been reviewed by TIRZ legal counsel and after Jose Loera of Loera Home Builders has signed the Basin G Developer Agreement. Mayor Roper seconded the motion. The motion was unanimously approved.

6. Update on TIRZ semi-annual report.

Consultant Jason Mundo updated the Board on the progress of the TIRZ semi-annual report that the report was nearing completion and would be presented to the Board at the September TIRZ meeting. No action was taken.

7. Discussion and possible action(s) to approve Lorena TIRZ #1 East Financial Reports and Invoices and to authorize payment of the following: 7A) Mundo and Associates invoice representing Administration services July 2017. 7B) KPA invoice for Sanitary Sewer Line Final Design services July 2017; 7C) Mundo and Associates invoice for Sanitary Sewer Line Program Management services July 2017; 7D) Bovey Law invoice for TIRZ legal services July 2017; 7E) Lorena TIRZ #1 East August 2017 Bond Payment

The Board discussed 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 invoice from TIRZ legal counsel Bovey Law for legal services occurring in July 2017, and the Lorena TIRZ #1 East August 2017 Bond Payment, and the updated phone log.

Kelly Snell moved to: (1) to approve the Lorena TIRZ #1 East financial reports and invoices; and (2) to authorize payment of \$4,200 to Mundo and Associates representing Administration Services July 2017; and (3) to authorize payment of \$17,248 to KPA Sanitary Sewer Line Final Design services July 2017; and (4) to authorize payment of \$36 to Mundo and Associates for Sanitary Sewer Line Program Management Services July 2017; and (5) to authorize payment of \$6,773.90 to Bovey Law for the TIRZ legal services July 2017; (6) to authorize Lorena TIRZ #1 East August 2017 Bond Payment of \$48,035. John Johnston seconded the motion. The motion was unanimously approved.

7. Adjournment

The meeting was adjourned at 7:25 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 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