

**LORENA TIRZ #1 EAST
REGULAR MEETING OF THE BOARD OF DIRECTORS
MONDAY, OCTOBER 2, 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 6:33 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, William Callan, and Kelly Snell. Members Not Present: John Johnston. 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 Meeting Minutes – September 11, 2017

The Board reviewed the meeting minutes. Kelly Snell moved to approve the Lorena TIRZ #1 East Meeting Minutes – September 11, 2017. Chuck Roper seconded the motion. The motion was unanimously approved.

2. Update on Lorena TIRZ #1 East sanitary sewer trunk line project. Discussion and possible action on recommendation to City Council to award Phase 1 Wastewater Improvements Project Construction Contract.

Consultant Jason Mundo updated the Board that there was a pre-bid conference at City Hall on 9/13/17. Ten bids were received and bids were opened, read aloud, and recorded at City Hall on 9/26/17. This was followed by Bid Tabulation and review from 9/26/17 – 9/28/17. Mr. Mundo stated that the low bid was from Bruce Flanigan Construction Inc. of Belton Texas in the amount of \$1,845,845. Mr. Mundo noted that Flanigan's bid was complete and met all qualifications.

David Anderton moved to recommend to City Council that the Phase 1 Wastewater Improvements Project Construction Contract be awarded to Bruce Flanigan Construction, Inc. of Belton Texas in the amount of \$1,845,845. William Callan seconded the motion. The motion was unanimously approved.

Mr. Mundo added that City Council would be considering the Board's recommendation to Award the Construction Contract at the 10/16/17 City Council Meeting; This would be

followed by Notice of Award to Bruce Flanigan Construction Inc. 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 8/31/17.

3. Discussion and possible action on Engineering Construction Administration On-Site Representation Scope of Services ES 17 10 02 with KPA and Construction Phase Program Management Task Order PM 17 10 02 with Mundo and Associates, Inc.

The Board discussed the two construction phase contracts. J Fagner moved to approve the Engineering Construction Administration On-Site Representation Scope of Services ES 17 10 02 with KPA and the Construction Phase Program Management Task Order PM 17 10 02 with Mundo and Associates, Inc. and authorized Bill Coleman to sign the contracts pending the City Council award of the construction contract to Bruce Flanigan Construction, Inc. of Belton Texas. Kelly Snell seconded the motion. The motion passed 5-1 with Chuck Roper opposed.

4. Update on Basin G development timeline/path forward.

Mr. Mundo discussed the Basin G development timeline with the Board and recommended that the next step in the timeline would be for the City and Loera to pursue annexation as per the development agreement as Mundo and Associates continues work on the TIRZ Expansion Project Plan and Financial Plan. No action was taken.

5. Discussion and possible action(s) to approve Lorena TIRZ #1 East Financial Reports and Invoices and to authorize payment of the following: 5A) Mundo and Associates invoice representing Administration services September 2017. 5B) KPA invoice for Sanitary Sewer Line Final Design services September 2017; 5C) Mundo and Associates invoice for Sanitary Sewer Line Program Management services September 2017; 5D) Bovey Law invoice for TIRZ legal services September 2017; 5E) Mundo invoice for TIRZ Basin G Expansion Project Plan and Financial Plan services to date.

The Board discussed the Financial Report prepared by Mundo and Associates, 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 September 2017, the Mundo invoice for TIRZ Basin G Expansion Project Plan and Financial Plan services to date, and the updated phone log.

J Fagner 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 September 2017; and (3) to authorize payment of \$15,438.95 to KPA Sanitary Sewer Line Final Design services September 2017; and (4) to authorize payment of \$130 to Mundo and Associates for Sanitary Sewer Line Program Management Services September 2017; and (5) to authorize payment of \$696 to Bovey Law for the TIRZ legal services September 2017; (6) to authorize payment of \$12,000 to Mundo and Associates for TIRZ Basin G Expansion Project Plan and Financial Plan services to date. David Anderton seconded the motion. The motion was unanimously approved.

6. Discussion and possible action on proposed Lorena TIRZ #1 East Budget Fiscal Year 2017-2018 and amendment to Lorena TIRZ #1 East Budget Fiscal Year 2016 – 2017

Mr. Mundo noted that at the September City Council meeting, City Council discussed but did not take action on the proposed amendment to the TIRZ FY2016-2017 Budget nor the proposed TIRZ FY2017-2018 Budget that were approved by the TIRZ Board at the September TIRZ meeting. Mr. Mundo presented the Board with the proposed amendment to the TIRZ FY2016-2017 Budget and the proposed TIRZ FY2017-2018 Budget updated with end of fiscal year numbers. No action was taken.

8. Adjournment

The meeting was adjourned at 8:29 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