

**LORENA TIRZ #1 EAST  
REGULAR MEETING OF THE BOARD OF DIRECTORS  
MONDAY, DECEMBER 4, 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 6:34 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, William Callan, and Kelly Snell. Members Not Present: David Anderton and John Johnston. Also Present: Joseph Pace (City Manager), Kevin Neal (Public Works Director), Jason Mundo, Pam 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 – November 6, 2017

*The Board reviewed the meeting minutes. J Fagner moved to approve the Lorena TIRZ #1 East Meeting Minutes – November 6, 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 construction was fully underway with construction of the wastewater line A through the Mitchell-Tully commercial property. Mr. Mundo added that crossing borings at Barnes and Birdie Lane were 100% complete and that the crossing boring at Southwinds was 50% complete. Mr. Mundo and the Board concluded with discussion on the successful groundbreaking ceremony in mid-November as well as the Waco Tribune article celebrating the groundbreaking. No action was taken.*

3. Update on Basin G Development Timeline /Path Forward.

*Consultant Jason Mundo updated the Board on the Path Forward Development Timeline for Basin G. Mr. Mundo noted that City Council would be considering the TIRZ Basin G Expansion economic development agreement (County agreement) between the TIRZ, City and County as well as the TIRZ Basin G Expansion Program Project Agreement (381 Agreement) between the City and County at their upcoming December 12 meeting. Mr. Mundo added that he would then take both agreements to the County for their consideration at the December 19*

**County Commissioners meeting. Mr. Mundo also encouraged the Board and City to annex the Loera properties in Basin G. No action was taken.**

3A. Discussion and possible action on Lorena TIRZ #1 East Phase II Wastewater Improvements Engineering Scope of Services ES 17 12 04 with KPA as well as Phase II Wastewater Improvements Engineering Program Management Task Order PM 17 12 04 with Mundo and Associates, Inc.

***The Board discussed the Phase II (Basin G) engineering design and program management contracts for the design of the sanitary sewer force main and lift station in Basin G of Lorena TIRZ #1 East. Mayor Roper expressed concern about project costs. J Fagner moved to approve the Lorena TIRZ #1 East Phase II Wastewater Improvements Engineering Scope of Services ES 17 12 04 with KPA and Phase II Wastewater Improvements Engineering Program Management Task Order PM 17 12 04 with Mundo and Associates, Inc. William Callan seconded the motion. The motion was unanimously approved.***

3B. Discussion and possible action on Economic Development Agreement Between Lorena TIRZ #1 East, City of Lorena, and McLennan County For Basin G Expansion.

***The Board discussed the agreement. J Fagner moved to approve the Economic Development Agreement Between Lorena TIRZ #1 East, City of Lorena, and McLennan County For Basin G Expansion. Kelly Snell seconded the motion. The motion was unanimously approved.***

4. Discussion and possible action(s) 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 November 2017. 4B) Mundo and Associates invoice for Sanitary Sewer Line Program Management services November 2017; 4C) Bovey Law invoice for TIRZ legal services November 2017; 4D) Mundo invoice for TIRZ Basin G Expansion Project Plan and Financial Plan services to date. 4E) KPA invoice for Phase 1 Wastewater Improvements Engineering Construction Administration and On-Site Representation Services November 2017. 4F) Mundo invoice for Phase 1 Wastewater Improvements Construction Phase Program Management Services November 2017. 4G) Bruce Flanigan Construction Inc. invoice for Phase I Wastewater Improvements Construction Services November 2017.

***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 Program Management invoice from Mundo and Associates, the invoice from TIRZ legal counsel Bovey Law for legal services, the Mundo invoice for TIRZ Basin G Expansion Project Plan and Financial Plan services, the KPA invoice for Phase 1 Wastewater Improvements Engineering Construction Administration and and On-Site Representation Services, the Mundo invoice for Phase 1 Wastewater Improvements Construction Phase Program Management Services, and the Bruce Flanigan***

**Lorena TIRZ #1 East**  
**Minutes of Regular Meeting of the Board of Directors**  
**Monday, December 4, 2017**

**Construction invoice for Phase I Wastewater Improvements Construction, all occurring in December 2017, 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 November 2017; and (3) to authorize payment of \$0 to Mundo and Associates for Sanitary Sewer Line Program Management Services November 2017; and (4) to authorize payment of \$4,219.50 to Bovey Law for the TIRZ legal services November 2017; (5) to authorize payment of \$6,000 to Mundo and Associates for TIRZ Basin G Expansion Project Plan and Financial Plan services to November 2017; (6) to authorize payment of \$16,580.60 to KPA for Phase 1 Wastewater Improvements Engineering Construction Administration and On-site Representation services November 2017; (7) to authorize payment of \$1,800 to Mundo for Phase 1 Wastewater Improvements Construction Phase Program Management services November 2017; (8) to authorize payment of \$143,123.08 to Bruce Flanigan Construction Inc. for Phase 1 Wastewater Improvements Construction Services November 2017. Kelly Snell seconded the motion. The motion was unanimously approved.**

5. Discussion and possible action on proposed Lorena TIRZ #1 East Budget Fiscal Year 2017-2018.

**Jason Mundo presented the budget to the Board. Mr. Mundo noted that he separated the engineering, capital outlay, and legal services by project, a reformatting as requested by the City Financial Officer. J Fagner moved to approve the re-formatted Lorena TIRZ #1 East Budget Fiscal Year 2017-2018. Kelly Snell seconded the motion. The motion was unanimously approved.**

6. Adjournment

***The meeting was adjourned at 7:40 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.*

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Bill Coleman, Board Chairman, Date

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Chuck Roper, Board Secretary, Date