

**LORENA TIRZ #1 EAST
REGULAR MEETING OF THE BOARD OF DIRECTORS
MONDAY, JULY 1, 2019, 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 convened 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, Chad Hanson, Kelly Snell, and William Callan. Also Present: Joseph Pace (City Manager), Kevin Neal (Public Works Director), Jason Mundo of Mundo and Associates, Inc. (TIRZ Administration and Program Management Consultants), and Chris McGowan (RKS).

1. Discussion and possible action to approve Lorena TIRZ #1 East Meeting Minutes – May 6, 2019

The Board reviewed the meeting minutes. Chuck Roper moved to approve the Lorena TIRZ #1 East Meeting Minutes – May 6, 2019. J Fagner seconded the motion. The motion was unanimously approved.

2. Update on Path Forward of Lorena TIRZ #1 East.

Mr. Mundo updated the Board on the Administration of Lorena TIRZ #1 East.

May 2019 - Administration Contract:

Preparation for 5/6/19 TIRZ Meeting including - Agenda Preparation, Meeting Minutes Preparation, Coordination with Chairman Coleman on Agenda, Preparation of Admin Path Forward, Preparation of Phase II Project Path Forward, Review and Reconciliation of Invoices, Preparation of Financial Report, Preparation of Cash Flow Report, Preparation of Board Pack, posting of agendas and minutes to website.

Printing and assembly of Board Packs, Conduct TIRZ Meeting.

Review of State of Texas Legislative Bills filed that may impact Lorena TIRZ #1 East and Lorena.

Coordination with TIRZ legal counsel on Phase II completion dates, Loera payment status, Loera/City discussions. Preparation of Phase II Project Cost Summary and sent report to the Board.

June 2019 - Administration Contract:

Preparation of TIRZ Financial Pack including preparation and review of all financial reports and invoices. Coordination with Chairman Coleman and the City on approval and payment of those invoices.

Preparation for 7/1/19 TIRZ Meeting including - Agenda Preparation, Meeting Minutes Preparation, Coordination with Chairman Coleman on Agenda, Preparation of Admin Path Forward, Review and Reconciliation of Invoices, Preparation of Financial Report, Preparation of Cash Flow Report, Preparation of Board Pack, posting of agendas and minutes to website.

Preparation of TIRZ Budget for Fiscal Year 2019-2020

Look Ahead Months: 07/01 to 09/01, 2019

Administration Contract (may include but not limited to):

Coordination with City Council on approval of TIRZ Budget FY2019-2020

Preparation of TIRZ semi-annual report (Jan. 2019 – June 2019) and submittal to County

Preparation of TIRZ Financial Pack in August including preparation and review of all financial reports and invoices for March services. Coordination with Chairman Coleman and the City on approval and payment of those invoices.

Preparation for September TIRZ Meeting including - Agenda Preparation, Meeting Minutes Preparation, Coordination with Chairman Coleman on Agenda, Preparation of Admin Path Forward, Review and Reconciliation of Invoices, Preparation of Financial Report, Preparation of Cash Flow Report, Preparation of Board Pack, posting of agendas and minutes to website.

Any additional coordination with City as needed regarding suggested path forward steps to address annexation and development review issues and move forward with proposed Loera and Mitchell-Tully developments.

Project Planning: Old Temple Rd./Barnes Rd./Cooksey Rd.(Implementation of TIRZ Project Plan)

Website updates as needed.

Any other administrative items as they arise.

3. Discussion and possible action on Lorena TIRZ #1 East FY2019-2020 Budget

The Board reviewed and discussed the Budget presented to them by Consultant Mundo. J Fagner moved to approve the Lorena TIRZ #1 East FY2019-2020 Budget. Kelly Snell seconded the motion. The motion was approved unanimously.

4. Discussion and possible action(s) to approve the following financial reports and invoices:

A) Lorena TIRZ #1 East monthly Financial Report and monthly Cash Flow Report;

B) Mundo and Associates invoice representing Administration services June 2019;

C) Bovey invoice for legal services June 2019.

D) Payment to City of Lorena for August 2018 Certificates of Obligation payments for TIRZ portion of Series 2017, Series 2017-A, and Series 2018 Certificates of Obligation.

Consultant Mundo noted that the Bovey invoice for legal services was not received in time for inclusion in the Board Pack. The Board reviewed and discussed items A through D listed above. Kelly Snell moved to approve items A, B, and D listed below:

A. Lorena TIRZ #1 East Financial Report and Cash Flow Report.

B: authorize payment of \$2,000.00 to Mundo and Associates representing Administration services June 2019.

D: authorize payment of \$48,035.00 to City of Lorena for August 2019 debt service (CO Series 2017, 2017A) and \$28,062.50 for August 2019 debt service (CO Series 2018).

J Fagner seconded the motion. The motion was unanimously approved.

5. Discussion and possible action on setting of September TIRZ meeting date.

Consultant Mundo noted that the traditional first Monday of September meeting date falls on the Labor Day national holiday. The Board discussed moving the meeting date. The Board generally agreed to move the meeting date to Tuesday September 3rd.

6. Adjournment

The meeting was adjourned at 7:53 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