

**LORENA TIRZ #1 EAST
REGULAR MEETING OF THE BOARD OF DIRECTORS
MONDAY, NOVEMBER 4, 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 6:35 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, Steve Meadows and William Callan. Members Not Present: Kelly Snell. Also Present: Chrissy Brault (McLennan County), Joseph Pace (City Manager), Kevin Neal (Public Works Director), Jason Mundo of Mundo and Associates, Inc. (TIRZ Administration and Program Management Consultants), Ginger Tolbert (KPA Engineering), and Chris McGowan (RKS).

1. Discussion and possible action to approve Lorena TIRZ #1 East Meeting Minutes – September 3, 2019

The Board reviewed the meeting minutes. J Fagner moved to approve the Lorena TIRZ #1 East Meeting Minutes – September 3, 2019. William Callan 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.

September 2019 and October 2019 - Administration Contract:

Printing and assembly of Board Pack for September TIRZ meeting. Conduct September TIRZ Meeting. Preparation and printing of TIRZ semi-annual report (Jan. 2019 – June 2019). Editing of Semi-Annual Report per Board request. Sent Semi-Annual Report to County; Coordination with Gary Tully requesting update on TIRZ development plans; coordination with TIRZ land owner Ken Sullivan regarding his development plans;

Preparation of TIRZ Financial Pack in October including preparation and review of all financial reports and invoices for September services. Coordination with Chairman Coleman and the City on approval and payment of those invoices. Additional October activities included coordination with Mitchell-Tully inviting them to speak at November TIRZ meeting; coordination with Waco Tribune answering questions on TIRZ impact to Lorena; collection of

info requested by City Financial Officer for City Audit 2019; coordination with County Commissioner Snell on Pct. 1/TIRZ Park planning;

Preparation for November 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.

Look Ahead Months: 11/01 to 01/01, 2020

Administration Contract (may include but not limited to):

November TIRZ meeting preparation; conduct November TIRZ meeting;

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

Preparation for January 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: Pct. 1/TIRZ Park Project Planning. (Implementation of TIRZ Project Plan)

Website updates as needed and any other administrative items as they arise.

3. Update and discussion on Lorena /Waco ETJ Swap

The Board discussed the Lorena/Waco ETJ Swap. The Board noted that they anticipated a decision by Waco P&Z and City Council at their upcoming November 19 and December 3 meetings.

4. Update and discussion on Mitchell-Tully Development

The Board discussed the lack of progress on commercial development at the Mitchell-Tully TIRZ Properties. Mr. Mundo noted that Gary Tully and his development team had been

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invited to speak with the Board at this meeting but were unable to attend. Mr. Mundo added that Gary Tully and his development team would be speaking with the Lorena EDC at their upcoming November EDC meeting. In addition, Mr. Mundo said Gary and his team have been asked to speak with the Board at the January TIRZ meeting.

5. 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 October 2019;

The Board reviewed and discussed items A and B listed above. J Fagner moved to approve items A and B 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 October 2019.

Chuck Roper seconded the motion. The motion was unanimously approved.

8. Adjournment

The meeting was adjourned at 7:01 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