

**LORENA TIRZ #1 EAST  
REGULAR MEETING OF THE BOARD OF DIRECTORS  
MONDAY, JULY 6, 2020, AT 6:30 P.M.**

**VIRTUAL MEETING, ONLINE VIA ZOOM  
LINK FOR MEETING – Join Zoom Meeting  
<https://us02web.zoom.us/j/88156489073>**

**MINUTES**

Call to Order and Verification of Agenda Posting

*The meeting was convened at 6:31 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, Chad Hanson, Steve Meadows, and Kelly Snell. Members Not Present: 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)).*

1. Discussion and possible action to approve Lorena TIRZ #1 East Meeting Minutes – March 2, 2020; May 11, 2020; and May 18, 2020;

*The Board reviewed the meeting minutes. Chuck Roper moved to approve the Lorena TIRZ #1 East Meeting Minutes – March 2, 2020; May 11, 2020; and May 18, 2020. Kelly Snell 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 2020 - Administration Contract:*

*coordination with Chairman Coleman regarding Loera; preparation of March/April Report including March meeting minutes, Path Forward report, update summary on Lorena/Waco ETJ swap, update summary on Loera Development, update summary on Mitchell-Tully Development, update on completion and submittal of annual TIRZ report to Comptroller, monthly Financial Report, Cash Flow Report, and invoice; preparation of March/April report; preparation of March/April report and sent report to Board and communicated that there will be no May 4 meeting; updated agenda section of website to inform that there will be no May 4 meeting; coordination of possible alternatives for Board consideration regarding Loera request; coordination with Board chairman regarding draft meeting agenda; coordination*

*with Board chairman and legal counsel regarding possible alternatives for Board regarding Loera's request for no bank guarantee; coordination with Board Chairman on meeting agenda and Board Pack; scheduled Zoom meeting on zoom website, sent called meeting agenda to City for posting, posted meeting agenda to website, sent Board pack to Board; preparation for Zoom TIRZ meeting running test meeting checking meeting video settings, etc.; facilitating and hosting TIRZ Zoom meeting; coordination with legal counsel, city manager, and TIRZ Chairman regarding Loera agreeing to the newly proposed amendments approved by the TIRZ Board at the 5/11 meeting; coordination with TIRZ Chairman, City Manager, and legal counsel regarding Amendment to Loera development agreement, draft agenda and called meeting; preparation of agenda and board pack for called meeting; sent agenda to city for posting; posted agenda to website; sent board pack to Board; host and facilitate TIRZ Zoom meeting; attend first half of Lorena City Council meeting thru item approving Amendments to Loera development agreement; coordination with Chairman Coleman regarding review of the invoices and minutes that were in the May 4 April TIRZ report that was created in lieu of the regular May 4 TIRZ meeting; coordination with City Financial Officer sending them Financial Reports and invoices for April services approved by Chairman Coleman;*

***June 2020 - Administration Contract***

*drafting of 5/11 Called Meeting Minutes; drafting of 5/18 Called Meeting Minutes; research, meeting, and coordination with COG regarding new EDA grant that could be used for TIRZ Pct. 1 Regional park; coordination with County Commissioner to set up meeting to discuss next steps for Pct. 1 park; coordination with City Financial Officer regarding her request to move some TIRZ funds from operating account to TxPool to lower the collateral requirement of the bank as well as increased interest rate; coordination with Bovey & Cochran requesting their legal invoice; review of Bovey & Cochran invoice for legal services; preparation of TIRZ Financial Report, preparation of TIRZ Cash Flow Report, preparation of TIRZ June Financial Pack; sent TIRZ Financial Pack to Chairman Coleman for review; coordination with Chairman on approval of TIRZ Financial Pack; coordination with city financial officer on interest statements and sending her invoices and financial reports for payment;*

*coordination with Chrissy Brault on setting up meeting to discuss next steps for Precinct 1 Park in the TIRZ; set up Zoom meeting for 6/16/20 1pm; coordination with Chrissy Brault confirming meeting with Commissioner Snell to discuss Precinct 1 Park next steps on Tuesday; coordination with Mark Rizzuto of WB Development reaching out to him to answer his questions/interest in Lorena TIRZ #1 East; coordination with Robert Braswell where Robert requested any property information available to assist him in his annexation efforts for his properties; coordination with Chrissy Brault to reschedule meeting at Kelly's request due to Commissioner's Court extending longer than expected; coordination with representatives of WB Development answering their questions about the TIRZ and the development process*

*within the TIRZ and their ideas, thoughts, and hopes for development of the McElla properties; coordination with Chairman Coleman updating him about discussions with Braswell and WB Development; meeting with County Commissioner Kelly Snell and Chrissy Brault regarding planning for Pct. 1 Park; coordination with McElla realtor and developers considering McElla properties; phone call with developers looking at McElla properties answering their questions in regards to their requests for a property survey and the Atmos gas easement document if available; email coordination/report of phone call with developers considering McElla properties in the TIRZ; coordination with McElla realtor regarding his request for a property survey and Atmos gas easement document if available; coordination with Robert Braswell regarding his request for property description/property survey if available for his use in proceeding with annexation of his properties with the City;*

**Look Ahead Months: 7/01 to 09/01, 2020**

*Preparation of TIRZ Board Pack in August including preparation and review of all financial reports and invoices for July services. Coordination with City on approval and payment of those invoices.*

*Project Planning: Pct. 1/TIRZ Park Project Planning.(Implementation of TIRZ Project Plan)*

*Preparation of TIRZ Budget for FY2020-2021 for review and approval by TIRZ Board at August 3 2020 Called Meeting.*

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

*Beginning preparation of TIRZ Semi-Annual Report for period January 2020 – June 2020*

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

**3. Update on TIRZ/Precinct 1 Park**

*Mr. Mundo updated the Board that the County Commissioner is working to set up a meeting with the new Waco City Manager to discuss the TIRZ/Precinct 1 Park Lease.*

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4. Update on Loera residential development.

***The City Manager updated the Board that the Loera development review process at the City was progressing and hoped to have dirt moving in the coming couple of months.***

5. Update on McElla development

***Mr. Mundo updated the Board that a developer had reached out to Mr. Mundo to discuss the McElla property. Mr. Mundo added that a McElla real estate representative had reached out to him and they discussed property info that might be available for use in the voluntary annexation process.***

6. Update on Braswell development

***Mr. Mundo updated the Board that Mr. Braswell had reached out to him and they discussed property info that might be available for use in the voluntary annexation process.***

7. 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 2020;
- C) Certificate of Obligation Series 2017 and Series 2017A August 2020 interest payment; Certificate of Obligation Series 2018 August 2020 interest payment;

***The Board reviewed and discussed items A and B and C listed above. Chuck Roper moved to approve items A and B and C 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 2020.***

***C: authorize payments for: Certificate of Obligation Series 2017 August 2020 interest payment in the amount of \$33,862.50; Series 2017A August 2020 interest payment in the amount of \$14,172.50; and Series 2018 August 2020 interest payment in the amount of \$28,062.50;***

***Chad Hanson seconded the motion. The motion was unanimously approved.***

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8. Adjournment

***The meeting was adjourned at 7:00 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