

**LORENA TIRZ #1 EAST  
REGULAR MEETING OF THE BOARD OF DIRECTORS  
MONDAY JUNE 2, 2025, AT 6:30 P.M.  
LORENA CITY HALL, 107A S. FRONTAGE RD., LORENA, TX 76655**

**MINUTES**

1. Call to Order/Roll Call.

*The meeting was convened at 6:31 pm and it was noted that the meeting was posted in accordance with the requirements of the Texas Open Meetings Act and a quorum was present. Members Present: Jason BlaneK, Commissioner Jim Smith, Kelly Yarbrough, Emily McKenzie, and Christian Ortiz via video conference; Also Present: Kevin Neal (City of Lorena City Manager), Billy Borunda and Jake Dickson (Lorena EDC Representatives).*

2. Discussion and possible action to appoint a Chairman to the Lorena TIRZ #1 East Board of Directors.

*After a brief discussion amongst the board of directors Jason BlaneK volunteered if the board would allow him the honor of being appointed as chairman of the TIRZ. Commissioner Jim Smith by acclamation recommended appointment of Jason BlaneK as Chairman to the Lorena TIRZ #1 East Board of Directors. The acclamation carried unanimously.*

3. Citizens questions or comments.

*There were no visitors or citizens present, and no email correspondence was received by City Manager Neal.*

*The Board reviewed the meeting minutes. Commissioner Jim Smith moved to approve the Lorena TIRZ #1 East Meeting Minutes – February 3, 2025. William Callan seconded the motion. The motion was approved unanimously.*

4. Introduction of Jake Dickson and Billy Borunda, of the Lorena EDC, to be appointed to the Lorena TIRZ #1 East Board of Directors as recommended to the Lorena City Council for official appointment at the regularly scheduled June Lorena City Council Meeting.

*City Manager Kevin Neal introduced Lorena EDC representatives Jake Dickson and Billy Borunda to the board. Neal further explained that both Lorena EDC representatives had been recommended by the EDC to the City Council for appointment; however, until such time they are appointed by the City Council they could not vote on matters before the TIRZ board. No formal action was taken.*

5. Discussion and possible action to approve Lorena TIRZ #1 East Meeting Minutes – April 7, 2025.

*The Board reviewed the meeting minutes. Commissioner Jim Smith moved to approve the Lorena TIRZ #1 East Meeting Minutes – April 7, 2025. Emily McKenzie seconded the motion. The motion was approved unanimously.*

6. Discussion and possible action to approve the Lorena TIRZ # 1 East monthly Financial Reports and Invoices.

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

B) City of Lorena invoices representing administrative services for May & June of 2025.

*Neal presented in detail the financial and cash flow report to the Board and presented invoices due to the Lorena TIRZ #1 Board of Directors for approval. Chairwomen McKenzie asked Neal about principal and interest payments and how they are applied. Neal explained that principal is only paid annually, and interest is paid biannually. Chairman Blane asked if there were any further questions, being none, Commissioner Jim Smith moved to approve the Lorena TIRZ # 1 East monthly financial reports and invoices. Emily McKenzie seconded the motion. The motion was unanimously approved.*

7. Discussion and possible action to approve the City of Lorena to continue to provide administrative services for the Lorena TIRZ #1 East Board of Directors during FY 2025 – 2026 at a rate of \$16,932.00 annually.

*After the board reviewed the administrative services agreement. It was noted that the TIRZ and/or the City has the ability to terminate this agreement with a 30-day written notice. It was further discussed that this is an annual agreement that must be renewed annually with a 7.5% increase due to last year's agreement only included a 5% increase but the City gave a 10% CPI increase and this agreement is always approved prior to the finalized city budget. Neal further explained how the interfund transfer is conducted within the City of Lorena's Budget. Chairwomen McKenzie noted that this agreement with the 7.5% increase is still well below what the previous consultant administrative services rate was. Commissioner Jim Smith moved to approve administrative services for the Lorena TIRZ #1 East Board of Directors during FY 2025 – 2026 at a rate of \$16,932.00 annually. Emily McKenzie seconded the motion. The motion was unanimously approved.*

8. Discussion and possible action to approve the FY 2025 – 2026 proposed budget.


*City Manager Neal reviewed the budget document presented to the board members that was provided in the board pack. After discussion of the budget amongst the board members Emily McKenzie moved to approve the FY 2025 – 2026 proposed budget for recommendation to the Lorena City Council for final approval. Commissioner Jim Smith seconded the notion. The motion was unanimously approved.*

9. Future Agenda Items.

*Mitchell – Tully development agreement amendment.*

10. Adjournment.

*The meeting was adjourned at 6:59 p.m.*

  
\_\_\_\_\_  
Lorena TIRZ #1 East Chairman  
Jason Blane

October 6, 2025

\_\_\_\_\_  
Date