

AGENDA

A meeting of the Board of Directors of the Tax Increment Reinvestment Zone No. 1 (TIRZ) to be held on ***Wednesday, February 15, 2023 at 3:00 p.m.*** in the Council Chamber at City Hall, 401 S. Rogers, Waxahachie, Texas.

Members: David Hill
Brad Yates
Dusty Autrey
Brett Hess
Al Mack
Randy Vineyard

1. Call to Order
2. ***Public Comments:*** Persons may address the Tax Increment Reinvestment Zone No. 1 Board of Directors on any issues. This is the appropriate time for citizens to address the Board on any concern whether on this agenda or not. In accordance with the State of Texas Open Meetings Act, the Board may not comment or deliberate such statements during this period, except as authorized by Section 551.042, Texas Government Code.
3. Reorganize the Board
4. Approval of minutes of the Tax Increment Reinvestment Zone No. 1 meeting of March 16, 2022
5. Consider adoption of the Downtown Building Improvement Grant Program and authorize funding from the Tax Increment Reinvestment Zone No. 1 fund
6. Consider authorizing funding from the Tax Increment Reinvestment Zone No. 1 fund for Walk of Fame Stars fabrication and installation
7. Consider authorizing funding from the Tax Increment Reinvestment Zone No. 1 fund for Downtown Rehabilitation Projects
8. Adjourn

The Board of Directors of the Tax Increment Reinvestment Zone No. 1 reserves the right to go into Executive Session on any posted item.

This meeting location is wheelchair-accessible. Parking for mobility impaired persons is available. Any request for sign interpretive services must be made forty-eight hours ahead of the meeting. To make arrangements, call the City Secretary at (469) 309-4006 or (TDD) 1-800-RELAY TX

<p style="text-align: center;"><i>Notice of Potential Quorum</i> <i>One or more members of the Waxahachie City Council may be present at this meeting.</i> <i>No action will be taken by the City Council at this meeting.</i></p>

A regular meeting of the Board of Directors of the Tax Increment Reinvestment Zone No. 1 was held on Wednesday, March 16, 2022 at 3:00 p.m. in the Council Chamber at City Hall, 401 S. Rogers, Waxahachie, Texas.

Members Present: Doug Barnes
Coy Sevier
Brad Yates
Dusty Autrey
Ron Ansell
Chris Wright
Patrick Souter

Others Present: Michael Scott, City Manager
Albert Lawrence, Deputy City Manager
Amber Villarreal, City Secretary

1. Call to Order

Mr. Brad Yates called the meeting to order.

2. Public Comments

None

3. Introduction to the Tax Increment Reinvestment Zone No. 1

City Manager Michael Scott provided an overview of the Tax Increment Reinvestment Zone No. 1 (TIRZ) explaining it provides a dedicated funding source for improvements downtown. He explained the life of a TIRZ is 25 years or until all debt is expired and is governed by Section 311 of the Tax Code. Past projects include the streetscape bricks around the courthouse, MKT Depot renovation, and amphitheater project. TIRZ currently funds the ongoing fire alarm program downtown.

4. Reorganize the Board

Action:

Mr. Dusty Autrey moved to appoint Mayor Doug Barnes as Chairman. Mr. Ron Ansell seconded, All Ayes.

Mayor Doug Barnes moved to appoint Mr. Brad Yates as Vice Chairman. Mr. Coy Sevier seconded, All Ayes.

5. Approval of minutes of the Tax Increment Reinvestment Zone No. 1 meeting of February 23, 2021

Action:

Mr. Dusty Autrey moved to approve the minutes of the Tax Increment Reinvestment Zone No. 1 meeting of February 23, 2021. Mr. Patrick Souter seconded, All Ayes.

6. Hear financial update

Anita Simpson, Downtown Development Director, provided a current financial update noting the 2021 Tax Increment Finance Value is \$137,873,842.00 and the current Tax Increment Finance Levy is \$909,967.36. She explained there is approximately \$225,000.00 allocated for annual commitments from the fund. Ms. Simpson expressed her gratitude for the Board's stewardship over the fund.

7. Consider funding for Farmers Market improvements

Ms. Simpson requested approval of funding in the amount of \$97,167.50 plus a 10% contingency for the following Farmers Market improvements:

- Thermal/moisture barrier to the roof
- Commercial grade ceiling fans
- Concrete two-space handicap parking area with sidewalk connection to the entrances of the building
- 8-foot-wide sidewalk connection to allow accessibility to the existing restrooms

Mr. Patrick Souter inquired about the limited handicap parking spaces and Ms. Simpson explained the City Engineer reviewed the site and noted this was the best location due to grading on the property.

Mr. Dusty Autrey stated water flows directly to the proposed handicap spaces and Gumaro Martinez, Executive Director Park & Leisure Services, explained curb and concrete parking will be installed to help the water flow; however, staff is working on addressing that issue with future improvements and proper drainage.

Mr. Coy Sevier asked if two spaces meets ADA requirements and Mr. Martinez explained parking with fifty or less spaces only requires two handicap spaces.

Action:

Mr. Coy Sevier moved to approve funding for Farmers Market improvements as presented in the amount of \$97,167.50. Mr. Dusty Autrey seconded.

Mr. Coy Sevier amended his motion to approve funding for Farmers Market improvements as presented in the amount of \$97,167.50 plus a 10% contingency, totaling \$106,884.25. Mr. Dusty Autrey seconded, All Ayes.

8. Consider funding for Downtown Parking Garage improvements

Ms. Simpson requested approval of funding in the amount of \$126,242.89 plus a 10% contingency for the following Downtown Parking Garage improvements:

- Upgrading lighting to LED fixtures
- New camera surveillance system
- Refreshing and updating signage

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- Restriping the parking spaces
- Servicing the A/C units in the IT and elevator room

Mr. Martinez explained improvements to the server storage capacity will be included with the upgraded camera surveillance system.

Action:

Mr. Ron Ansell moved to approve funding for Downtown Parking Garage as presented in the amount of \$126,242.89 plus a 10% contingency, totaling \$138,867.18. Mr. Brad Yates seconded, All Ayes.

9. Adjourn

There being no further business, the meeting adjourned at 3:34 p.m.

Respectfully submitted,

Amber Villarreal
City Secretary



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Memorandum

To: Tax Increment Reinvestment Zone No. 1 Board of Directors
From: Anita Simpson, Downtown Development Director
Thru: Michael Scott, City Manager *Mike*
Date: February 15, 2023
Re: Consider Adoption of the Downtown Building Improvement Grant Program and Authorize Funding from the City's TIRZ Fund

Recommended Motion: "I move to adopt the Downtown Building Improvement Grant Program as presented and authorized funding for the program from the Tax Increment Reinvestment Zone No. 1 Fund."

Item Description: Consider adoption of the new Downtown Building Improvement Grant Program (DBIP) and authorize funding the program from the TIRZ Fund balance.

Item Summary: One of the Community Transformation Strategies adopted by the Waxahachie Partnership, Inc. (WPI) Board for 2021-2022 was to develop incentives/initiatives for vacant and underutilized downtown buildings. As part of the transformation strategy, the board developed a vacant building ordinance to help with enforcement, but also wanted to provide an incentive to assist with improvements made to downtown buildings.

Staff researched other similar programs and constructed a program to incentivize downtown building owners to make buildings appealing, usable, and safe. The details of the proposed grant program are stated below in summary. This program has been vetted by the WPI Board and also presented to the City Council in a workshop on January 25, 2023. Council instructed staff to proceed with the program and present to the appropriate boards for consideration and approval.

Downtown Building Improvement Grant Program (DBIP)

Eligibility

- The matching grant recipient must be the owner of the downtown property
- The property must be located within the eligible area
- Property owner is an eligible party
- The property owner must be willing to comply with all local and state laws and regulations affecting the property, its rehabilitation, and future use

Eligible Projects

- Life Safety Code compliance
- Improvements for compliance with Americans with Disabilities Act (ADA)
- Structural repairs, infrastructure, roofs
- Work/repairs required to meet current code
- Historic reconstruction including storefront, door or window repair, masonry repointing, etcetera; removal of false fronts and additions that detract from a building's architectural or historical character

City Financial Participation

- Costs will be shared for the DBIP on the following basis:
- Total grant of up to \$50,000 with a 50/50 match required
- Grant cannot exceed 50% of the total eligible project cost
- Projects that also utilize the Historic Waxahachie, Inc. façade grant are given priority

Fiscal Impact: The TIRZ fund has a sufficient fund balance and yearly revenue stream to provide funding for this program. Should interest in this program exceed expectations to the point of putting pressure on available funds, staff will consult with the TIRZ Board to consider annual funding limits for this program.

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Memorandum

To: TIRZ Board Members

From: Amy Borders, Director of Communications and Marketing

Thru: Michael Scott, City Manager

Date: February 15, 2023

Re: Downtown Walk of Fame

As in past years, I have come to the TIRZ Board to request funding to add stars to the Downtown Walk of Fame. This year, I am requesting funding for two additional stars. If approved, the two new stars will be dedicated during the Crossroads of Texas Film and Music Festival, April 20-22, 2023. They will be located in the 100 block of S. College Street, near the Pocket Park.

The first part of the request is the pricing for the granite from Giles Monument, a total not to exceed \$3,700.00. The second part of the request is for \$4,000.00 for paving and installation of the two stones, by On-Site Construction. These two entities have been used in previous years and have done an outstanding job.

The total request is for up to \$7,700.00 to allow for unforeseen overages, although none are expected.



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Memorandum

To: Tax Increment Reinvestment Zone No. 1 Board
From: Anita Simpson, Downtown Development Director
Thru: Michael Scott, City Manager

Date: February 15, 2023

Re: Consider Authorizing Funding from the TIRZ Fund for Downtown Rehabilitation Projects

Recommended Motion: "I move to approve funding from the TIRZ fund in the amount of \$130,905 for the projects as presented by staff, and authorize the City Manager to execute all documents as necessary."

Item Description: Consider authorizing funding from the TIRZ fund in the amount of \$130,905 for several improvement projects enhancing the aesthetics and safety of downtown.

Item Summary: City Staff has evaluated and identified several rehabilitation projects in the downtown area that will enhance aesthetics and safety. These projects are listed below along with projected costs based on estimates gathered by staff.

Proposed Rehabilitation Projects:

- Replace damaged railing on south side of building at 315 S. Rogers - \$11,000
- Cleaning of the stone facade at Courthouse Pocket Park - \$6,500
- Cleaning exterior & interior of parking garage - \$20,280
- Replace damaged railing at Main Street & Rogers Street, modify tree grates at parking garage along Jackson Street, and add gates under stairwells at parking garage to assist with cleaning - \$11,000
- Sand blast and repaint downtown railing & tables - \$60,307

The total cost of the projects recommended by staff is \$109,087. Staff would also ask the board to consider a 20% contingency totaling \$21,818 for these projects to account for any unforeseen price changes or scope of work. The grand total for all projects including the recommended contingency would be \$130,905.

Fiscal Impact: The \$130,905 request would be funded by the TIRZ fund and there is a sufficient fund balance to cover the improvements recommended by staff.