

## **TIRZ #2 Board Meeting Minutes**

The TIRZ #2 Board of the City of Kyle, Texas met on October 16, 2019 at Kyle City Hall with the following persons present:

Commissioner Debbie Ingalsbe, Chair  
Commissioner Mark Jones  
Mayor Travis Mitchell  
Mayor Pro Tem Dex Ellison  
Council Member Tracy Scheel  
Council Member Robert Rizo  
Council Member Rick Koch  
Council Member Daphne Tenorio  
Scott Sellers, City Manager  
James Earp, Assistant City Manager  
Paige Saenz, City Attorney  
Jerry Hendrix, Chief of Staff  
Jennifer Vetrano, City Secretary  
Perwez Moheet, Finance Director  
Matt Dawson, IT Director (Remotely)  
Adrian Gooden, IT Technician

### **I. Call Meeting to Order**

Chairwoman Ingalsbe called the meeting to order at 9:07 a.m. Chairwoman Ingalsbe asked the city secretary to call roll.

Present were: Chairwoman Ingalsbe, Mayor Mitchell, Mayor Pro Tem Ellison, Council Member Scheel, Council Member Rizo, Council Member Koch and Council Member Tenorio. A quorum was present.

Commissioner Jones and Council Member Villalobos were absent. Commissioner Jones arrived at 9:14 a.m.

### **II. Citizen Comment Period**

Chairwoman Ingalsbe opened citizen comments at 9:07 a.m. With no one wishing to speak, Chairwoman Ingalsbe closed citizen comments at 9:07 a.m.

### **III. Consider and Possible Action**

#### **1. Review Budget**

Chairwoman Ingalsbe brought forward Item No. 1 for discussion. Mr. Sellers introduced the item. Mr. Moheet provided the proposed budget information to the board. Commissioner Jones arrived during the presentation.

Council Member Tenorio moved to add an additional line item for contingency funding in the amount of \$5,000.00. Council Member Scheel seconded the motion.

There was discussion on the motion. Mayor Pro Tem Ellison asked whether the 10% contingency of \$5,000.00 would cover the anticipated additional amount. Mr. Sellers stated that the amount is

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\$50,400.00. Mayor Pro Tem Ellison then asked Mr. Moheet whether the TIRZ #2 fiscal year is the same as the City's fiscal year. Mr. Moheet affirmed. Mayor Pro Tem Ellison asked whether the fund balance is what is anticipated to be available October 1. Mr. Moheet stated that is the amount anticipated for September 30, the ending balance. Chairwoman Ingalsbe asked whether there is a map of that zone. Mr. Sellers stated that there is a map in the meeting packet. Council Member Scheel asked at what point can staff pull from the contingency, or would they have to come to the board for anything over that amount. Mr. Sellers stated that the board is authorizing expenditure of this budget.

All votes aye; motion carried 8-0.

2. Discuss Overall Creation and Concept and Prioritize Projects

Chairwoman Ingalsbe brought forward Item No. 2 for discussion. Mr. Sellers presented the item. Terry Mitchell of Momark Development presented the vision of Uptown. Steven Spears presented on the design of the project. No action was taken.

3. Select Lionheart to Create the Preliminary Project and Financing Plan

Chairwoman Ingalsbe brought forward Item No. 3 for discussion. Mr. Sellers presented the item.

Council Member Tenorio moved to select Lionheart to create the Preliminary Project and Financing Plan. Council Member Rizo seconded the motion. All votes aye; motion carried 8-0.

4. Discuss Proposed Amendments TIRZ Ordinance

Chairwoman Ingalsbe brought forward Item No. 4 for discussion. City Attorney Paige Saenz presented the item. Mr. Moheet provided information related to bond issuances and any effect changes to the ordinances could have on the City's rating. Council Member Scheel left at 10:46 a.m. Council Member Tenorio left at 10:46 a.m. Chairwoman Ingalsbe called for a recess at 10:46 a.m.

Chairwoman Ingalsbe called the meeting back to order at 10:56 a.m.

Mayor Mitchell moved to approve amendments to the TIRZ Ordinance as outlined by Paige Saenz, which includes allowing the TIRZ Board to administer a 380 grant program, in alignment with the project plan, which will define what funds can be used for 380 incentives, economic development incentives, county's equivalent to that is 381 agreements, with the purpose being to help incentivize some of the other projects the board has discussed such as back-stopping some release for Class A office building. Commissioner Jones seconded the motion. All votes aye; motion carried 6-0. Council Members Scheel and Tenorio were absent.

#### **IV. Executive Session**

5. Pursuant to Chapter 551, Texas Government Code, the TIRZ #2 Board reserves the right to convene into Executive Session(s) from time to time as deemed necessary during this meeting. The TIRZ #2 Board may convene into Executive Session pursuant to any lawful exception contained in Chapter 551 of the Texas Government Code including any or all of the following topics.

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1. Pending or contemplated litigation or to seek the advice of the City Attorney pursuant to Section 551.071.
  2. Possible purchase, exchange, lease, or value of real estate pursuant to Section 551.072.
  3. Personnel matters pursuant to Section 551.074.
  4. Convene into executive session pursuant to Section 551.087, Texas Government Code, to deliberate regarding the offer of economic incentives to one or more business prospects that the City seeks to have locate, stay, or expand in or near the City.
6. Take action on items discussed in Executive Session.

There was no Executive Session.

**V. ADJOURN**

Commissioner Jones moved to adjourn. Council Member Rizo seconded the motion. No vote was held.

With no further business to discuss, the TIRZ #2 Board adjourned at 10:57 a.m.

  
Debbie Ingalsbe, Chair

Attest:

  
Jennifer A. Vetrano, City Secretary