

**ABILENE REINVESTMENT ZONE NUMBER ONE**  
**BOARD MEETING MINUTES**  
**May 23, 2007**

MEMBERS PRESENT:

George Nichols	Mike Warren
Mike Young	Charles Wolfe
Mary Helen Munoz	Tiffany Wagstaff
Tom Craig	Bill Senter
Chuck Statler	Joe Canon
Ruppert Rangel	Judy Godfrey

MEMBER ABSENT:

Greg Blair

STAFF PRESENT:

Richard Burdine	Kim Tarrant
Susan Campbell	Megan Santee

GUESTS PRESENT:

None.

1. **Call to Order.** President Mike Young called the meeting to order in the Chamber of Commerce Conference Room located at 174 Cypress, Abilene, Texas, 2<sup>nd</sup> floor.
2. **Approval of minutes from February 21, 2006 and December 19, 2006 meetings.** Joe Canon's last name was corrected (previously incorrectly spelled "Cannon"). Bill Senter moved to approve the minutes as corrected and Chuck Statler seconded the motion. The motion carried unanimously.
3. **Financial Report on status of TIF fund balance for April 30, 2007.** In David Wright's absence, Richard Burdine presented the current financial statements. Total Assets were \$1,554,504, Total Liabilities were \$249,146 and the Undesignated Balance was \$1,127,880. Delinquent taxes receivable stays on the books and sometimes those taxes are collected when the property sells. The \$100,000 encumbered for AMTRAK and the \$49,285.73 encumbered for the Wooten should be unencumbered and included in the Undesignated Balance by the next TIF board meeting, bringing that up to about \$1.37 million. This item will be placed on the next TIF Board Meeting agenda. A short discussion followed about the sunset of the TIF, which is thought to be January 1, 2008. Staff will confirm the date. Also discussed was the projected revenue for 2008 taxes. It was explained that the TIF funds need to be encumbered before the TIF sunsets, but not necessarily spent by then.
4. **Election of officers: Chairman and Vice Chairman.** Mr. Burdine clarified that the TIF Chairman is appointed by the mayor, not elected. The current slate of officers remains the same by acclamation: Mike Young, Chairman and Ruppert Rangel, Vice Chairman.
5. **Discussion and possible approval of a resolution authorizing funding for destination/ wayfinding signage.** The 2001 Abilene Community Excellence (ACE) Report identified the need for destination/wayfinding signage for the city. Guidance Pathway Systems (GPS) was chosen through an RFP process with funding provided

by the TIF board and the city. GPS specializes in this field and is highly recommended. After holding numerous meetings with various city officials and other community representatives, GPS has completed a draft destination/wayfinding signage study. It includes the design of a comprehensive family of signs and their locations to direct locals and visitors to points of interest in the city.

The planning committee of the TIF board developed priorities for use of the remaining and anticipated TIF funds. The number one priority recommended to the TIF board was for signage to direct people to and around the downtown area. The downtown will benefit from numerous directional signs at major entry points into the city guiding motorists to downtown, complimented by signage in the downtown for both motorists and pedestrians. The estimated cost for all signs directing people to or within the downtown is \$347,000.

It was noted that 81 of the 94 signs pertain to downtown. Tiffany Wagstaff suggested the TIF board pay for all 94 signs since the majority of them (81) benefit downtown and because it will take too long to ask the other venues for money to help pay for their signs. Chuck Statler suggested the TIF board allocate \$35,000 for sign maintenance.

Also discussed was the need for new banners. So many have deteriorated and are beyond repair. It was suggested to allocate \$50,000 from TIF funds for the purchase of new banners for the downtown area.

George Nichols made a motion to approve Resolution No. TIF-2007.02 (as corrected) authorizing total TIF funds of \$432,000 allocated as follows: \$347,000 for the purchase of signs relating to downtown, \$35,000 for the maintenance of these signs and \$50,000 for the purchase of new downtown banners. Tiffany Wagstaff seconded the motion and it passed by unanimous consent.

6. **Discussion and possible approval of a resolution authorizing transfer of funds to the Abilene Improvement Corporation for demolition of a building and construction of a public parking lot on Cedar Street between 2<sup>nd</sup> and 3<sup>rd</sup> Streets.** Last year the Abilene Improvement Corporation (AIC) acquired the former 325 Club building and the parking lot to its north for redevelopment as a public parking lot. Engineering analysis of the building revealed the need for special treatment of the party wall shared by the building and its adjoining neighbor. For that reason, using an experienced contractor is preferred over City personnel and equipment. Everything is in place to begin the demolition of the building and construction of the parking lot.

The estimated total cost to complete the project is \$128,225 which includes asbestos abatement and demolition of the building; repair and "dress up" of the party wall; surveying; parking lot design, materials and construction; revenue control equipment; and a 15% contingency. Staff recommends a grant of \$128,225 in current TIF funds to the AIC for redevelopment of the two lots into public parking with 40 to 50 spaces.

Bill Senter moved to approve Resolution No. TIF-2007.03 authorizing a grant of \$128,225 to the Abilene Improvement Corporation to redevelop two lots on Cedar St into public parking. Joe Canon seconded the motion and it passed by unanimous consent.

7. **Discussion and possible direction to staff to develop specific proposals for streetscape improvements on Pine, Cypress and Cedar streets.** There was a lot of discussion on how to prioritize streetscaping for downtown. Charlie Wolfe made a motion for the TIF Board to adopt the recommendation of the Ad Hoc Planning Committee but the motion died in favor of the committee meeting once more to finalize their recommendation. This item will be added to the agenda of the next TIF Board meeting.
8. **Adjournment.** Mr. Young adjourned the meeting.

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Mike Young, Chairman