MINUTES
CITY OF DENTON
DENTON TAX INCREMENT REINVESTMENT ZONE NUMBER TWO BOARD
April 1, 2014

After determining that a quorum was present, the Denton Tax Increment Reinvestment Zone Number Two Board convened on Tuesday, April 1, 2014 at 11:50 a.m. at the Denton Municipal Electric (DME) Engineering Building at 1659 Spencer Road, Denton, Texas.

PRESENT: Virgil Strange, Cleve Breedlove, Mark Burroughs, Neal Smatresk, Carrell Ann Simmons, Everette Newland, Greg Johnson, Dalton Gregory, and Selwyn Rayzor

ABSENT: Caleb O’Rear, Jim Fykes

STAFF PRESENT: Aimee Bissett, Erica Sullivan, Christina Davis, Julie Glover, Michelle Cunningham, Adam Gawarecki, John Cabrales, Bryan Langley, and Brian Daskam

GUESTS: Phil Williams, Phillip Baker

REGULAR SESSION

Welcome and Introductions
Phil Williams, Denton Municipal Electric (DME) General Manager, welcomed the board to the DME Engineering Building and provided housekeeping information. Cleeve Breedlove initiated introductions around the table.

1. Consider approval of the minutes of the October 15, 2013 meeting
Carrell Ann Simmons motioned to approve the minutes of the October 15, 2013 meeting as presented. Burroughs seconded the motion. The minutes were approved unanimously with a vote of 9-0.

2. Receive a report, hold a discussion and make a recommendation to the City Council regarding Board Bylaws
Erica Sullivan stated that the Ordinance establishing TIRZ Two, setting up a Tax Increment Fund and creating a Board of Directors was modeled after our first TIRZ. The board composition of the Downtown TIRZ board and TIRZ two necessitated the need to amend the board terms. Staff drafted an Ordinance amending the terms so they would coincide with Economic Development Partnership Board terms and the TIRZ Board Bylaws. This Ordinance (2014-039) was adopted by City Council on February 4, 2014.

The Bylaws were developed in concert with the City of Denton Boards, Commissions and Committees Handbook. There was no discussion or comments. Neal Smatresk made a motion that the Board recommend the TIRZ Number Two Bylaws. Virgil Strange seconded the motion. The motion was approved unanimously with a vote of 9-0.
3. **Receive a report, hold a discussion and give staff direction regarding the 2013 Annual Report for Westpark TIRZ Number Two**
   Sullivan reported that Chapter 311 of the Tax Code, the Tax Increment Financing Act, requires that an annual report be submitted to each taxing jurisdiction and the State Comptroller, detailing the previous year’s TIRZ activities. The comptroller keeps a registry of all of the zones in Texas. She stated that this is the first year of the TIRZ so the report is more of a formality that establishes the framework for future reports. During calendar year 2013, there were no funds collected or distributed. Selwyn Rayzor commented that this report was a formality. Strange made a motion that the Board recommend the Annual Report for Westpark TIRZ Number Two. Greg Johnson seconded the motion. The motion was approved unanimously with a vote of 9-0.

4. **Receive Staff Reports**
   a. **Westpark TIRZ Reimbursement Agreement**
      Aimee Bissett stated that the City Attorney had drafted a more simplified Reimbursement Agreement. The final components needed to complete the process are a traffic study and engineering modeling for the water capacity to meet the demands of the end user. Selwyn Rayzor estimated that the Agreement would be completed in the next thirty days.

   **CLOSED SESSION**

   A closed session was not held.

5. **The meeting adjourned at 12:04 p.m.**