REINVESTMENT ZONE NUMBER ONE, CITY OF MISSOURI CITY
MEETING AGENDA

Notice is hereby given of a meeting of the Board of Directors of Reinvestment Zone Number One, City of Missouri City to be held on **June 30, 2020, at 6:00 p.m.** by teleconference at: (415) 655-0003 (access code: 133 370 8333) due to emergency conditions, for the purpose of considering the following agenda items. All agenda items are subject to action. The Board of Directors reserves the right to meet in a closed session on any agenda item should the need arise and if applicable pursuant to authorization by Title 5, Chapter 551, of the Texas Government Code.

1. ROLL CALL

2. Consider approving the minutes of the meeting of December 17, 2019, and June 10, 2020.

3. Public comments.

4. Update on the Fiscal Year 2021 financial forecast.

5. Update on the status of current development projects.

6. ADJOURN

In compliance with the Americans with Disabilities Act, the City of Missouri City will provide for reasonable accommodations for persons attending Reinvestment Zone Number One, City of Missouri City meetings. To better serve you, requests should be received 24 hours prior to the meetings. Please contact Maria Jackson, City Secretary, at 281.403.8685.

CERTIFICATION

I certify that a copy of the June 30, 2020, agenda of items to be considered by Reinvestment Zone Number One, City of Missouri City was posted in a place convenient to the public in compliance with Chapter 551 of the Texas Government Code on June 26, 2020, at 3:30 p.m.

_____
Yomara Frias, City Secretary Department

I certify that the attached notice and agenda of items for consideration by the Board of Directors was removed by me from the City Hall bulletin board on the ___ day of _____, 2020.

_____

REINVESTMENT ZONE NUMBER ONE, CITY OF MISSOURI CITY

Minutes of Meeting of the Board of Directors
December 17, 2019

The Board of Directors of Reinvestment Zone Number One, City of Missouri City, met on Tuesday, December 17, 2019, at 6:00 p.m. at: City Hall, Council Conference Room, 2nd Floor, behind the Council Chamber, 1522 Texas Parkway, Missouri City, Texas, 77489, within the boundaries of the Zone, with the following in attendance:

Eunice Reiter, Director (Chairperson)
Vickie McBride, Director (Vice Chair), Director
Farrah Sabouni, Director,
Cherie Jones, Director
Tonya Eugene, Director,

Absent were: Directors M. E. "Skip" Belt, Rudy Sutherland, George Ewing, and John Ferro.

Also in attendance were Joseph Quintal, Assistant City Attorney; Joe Esch, Director Economic Development; Allena Portis, Director of Finance.

1. ROLL CALL

Chairperson Reiter called the meeting to order at 6:20 p.m.

2. Consider approval of the minutes of the meeting of July 10, 2019

Chairperson Reiter asked for minutes to be approved. Several corrections cited. Corrected minutes approved.

3. Public comment.

Director Jones requested a copy of the TIRZ board guidelines from the TIRZ training and information session. To be provided by J. Quintal.

4. Consider approval of the Grand Park Center Redevelopment Project.

DRAFT

Joe Esch: The city council of Missouri City approved a letter of intent with Grand Park Center developer in August 2019. Council requesting incentivized funding up to $400,000 excluding interest and security costs. Agreement drafted between four parties: the City of Missouri City, TIRZ 1, the developer and property owner to be considered by city council. Agreement defines owner required to expend funds and then submit eligible completed project items for reimbursement from TIRZ 1.

Director McBride: Are there building standards of compliance that the owner must adhere to? Esch: No. Through September 1, 2019, municipalities had regulatory authority to prescribe building materials but no longer. Through development agreements, standards can be required. Director Reiter: Is this a state mandate? Esch: Texas law that ended Sept. 1, 2019 stated that cities had the ability to mandate building materials, percentage of brick façade and similar requests for a project. The city of Missouri City can no longer enter in to similar agreements.

Dir. McBride: How does the city of Missouri City manage building standards and consistency now that the law has expired? Esch: There is no governmental control unless parties have entered into a contract citing building requirements. Deed restrictions may have specific requirements. Director Sabouni: Does TIRZ have any ability to require standards like deed restrictions? Esch: No, TIRZ is not a regulatory entity.

Dir. McBride/Sabouni: How do we, TIRZ, require standards for revitalization of the corridor? Joseph Quintal: TIRZ can negotiate quality controls when entering into a contract.

Director Eugene: As it pertains to the Grand Park Center Redevelopment project, are the standards defined by the design submitted by the builder? Esch: Yes. Sabouni: Other than the design, is there a list of requirements? Esch: Yes the exhibit lists improvement line items. The city council requested additional items to be included and the document is to be updated. TIRZ only has influence where there is a contractual agreement for reimbursements.

Reiter opens floor for additional comments. Motion to approve **Grand Park Center Redevelopment Project** by Director Eugene. 2nd by Director Jones.

Vote to approve item 4 – Motion passed.

DRAFT

Aye: Chairperson Reiter, Directors McBride, Sabouni, Jones, and Eugene.
Nay: None.
Abstained: None

5. Election of a Vice Chair to serve the TIRZ 1 Board. The position is currently vacant.

Chairperson Reiter stated that Director Vickie McBride was elected to serve as Vice-Chair at the June 2019 meeting.

6. ADJOURN

Chairperson Reiter adjourned the meeting at 6:44 p.m.

_____
Tonya Eugene, Secretary

The foregoing are the draft minutes of the December 17, 2019 meeting of the Board of Directors of Reinvestment Zone Number One, City of Missouri City, and will be presented for approval at the next meeting of said Board of Directors.

Tonya S. Eugene
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Tonya Eugene, Secretary

DRAFT

REINVESTMENT ZONE NUMBER ONE, CITY OF MISSOURI CITY

Minutes of Meeting of the Board of Directors
June 10, 2020

The Board of Directors of Reinvestment Zone Number One, City of Missouri City, met on Wednesday, June 10, 2020, at 5:00 p.m. by teleconference at: (415) 655-0003 (access code: 133 346 2272) due to emergency conditions, with the following in attendance:

Vice Chair Vickie McBride called the meeting to order at 5:11 p.m.

1. ROLL CALL

City Attorney E. Joyce Iyamu called the roll.

Vice Chair McBride and Directors Karen Overton, Cherie Jones, Farrah Sabouni, and Tonya Eugene were present. Chair Eunice Reiter and Directors George Ewing, M.E. Skip Belt, and John Ferro were absent.

Financial Services Director Allena Portis, City Attorney E. Joyce Iyamu, and Assistant City Attorney Joseph Quintal were also present.

Ms. Bertha Eugene was also present.

2. Consider approving the minutes of the meeting of July 10, 2019.

Director Eugene, Secretary, informed the board that July 10, 2019 agenda had already been approved and that the December 2019 minutes would be considered at a later meeting.

3. Public comments.

There were no public comments.

4. Review the Fiscal Year 2020 budget and consider the Fiscal Year 2021 proposed budget.

City Financial Services Director Allena Portis reviewed the Fiscal Year 2020 budget with the board and presented on the Fiscal Year 2021 proposed budget.

Vice-Chair McBride inquired about whether there was an impact to the earnings related to the COVID pandemic. Director Eugene inquired about the City's collection efforts to mitigate the impact of the COVID pandemic on residents.

Director Eugene also inquired about the decrease in estimated revenue. Director of Financial Services Portis stated that the estimated revenue was based on tax collection to date. Vice-Chair McBride asked staff to run scenarios to determine whether the board could meet its financial obligations. Director of Financial Services Portis stated that the estimated amount is conservative and that scenarios are provided on a City-wide level. Director of Financial Services Portis also stated that the long-range plan will be reviewed and could be reviewed at future meetings.

Director Sabouni asked about whether board projects are on track. City Attorney Iyamu stated that staff could provide the board with an update on all of the zone projects at the next meeting. Director Eugene commented that such information was important for debt scheduling, as well.

Director Sabouni inquired about the cost of the City Parks Department facility. Director of Financial Services Portis stated that the cost is estimated to be $2.7 million.

Director Jones inquired about the gym project. Director Sabouni stated that she is employed by the architect on the gym project.

Vice-Chair McBride inquired about whether Fort Bend County had agreed to extend the TIRZ. Director Eugene requested a forecast for the actual term of the TIRZ, to 2028.

Director Eugene made a motion to table the item until July so that the board could see the certified values and the budget through 2028.

Vice-Chair recommended that the board approve the 2021 proposed budget, provided that staff return to the board with additional information.

Director Sabouni made a motion to approve the 2021 proposed budget, provided that staff return to the board within the next 30 days with additional information on the proposed Fiscal 2021 budget, TIRZ projects, and the extension of the TIRZ. Director Jones seconded. The motion passed with Directors MBride, Jones, and Sabouni voting yes, and Directors Overton and Eugene voting no.

5. ADJOURN

The meeting was adjourned at 5:48 p.m. without objection.

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Tonya Eugene, Secretary

DRAFT

The foregoing are the draft minutes of the June 10, 2020 meeting of the Board of Directors of Reinvestment Zone Number One, City of Missouri City, and will be presented for approval at the next meeting of said Board of Directors.

Tonya Eugene, Secretary

DRAFT

REINVESTMENT ZONE NUMBER THREE, CITY OF MISSOURI CITY
AGENDA ITEM COVER MEMO

June 30, 2020

To: Board of Directors of Reinvestment Zone Number One

Agenda Items: 5. Status of current development projects

Submitted by: Joseph Quintal, Assistant City Attorney

SYNOPSIS

At the last TIRZ 1 meeting of its Board of Directors, on June 10, 2020, a request was made for a status report of all projects in which TIRZ 1 is a participant. There are four such active projects. A brief status and synopsis of each project is provided below.

STRATEGIC PLAN 2019 GOALS ADDRESSED

- Have quality development through buildout

BACKGROUND

1. The City's Veteran's Memorial Project

Currently, the design engineer is in the process of responding to the City's plan review comments provided to them on June 1, 2020. The City anticipates that the design engineer will be re-submitting plans for the City's final review and approval on July 9, 2020. The City's plan review process includes a review by various City departments. If final approval is made with no additional comments or changes to the plans the City then will proceed with posting the construction of the project out for bid. Pending current workloads the City plan review process could take from two to four weeks to complete.

2. The City's Parks Department Building Rehab.

City staff have negotiated a design contract with Ziegler Cooper (ZCA) for the design of the City Parks Building project in the amount of $337,388.00 Staff will be requesting City Council consideration to award a contract to ZCA at the Council Meeting on July 6, 2020. If approved by Council, City staff will make ready a contract for execution with ZCA and provide them a purchase order. This process normally takes from three to four weeks to complete. Once completed City staff will start the design process with ZCA. Staff anticipates that the design process will take approximately 10 to 12 months to complete.

3. Fort Bend County's Missouri City Gymnasium Renovation

The renovation and improvement of the historic Missouri City Gymnasium is nearing a projected August 1, 2020 completion date. An additional thirty days may be required for finishing the parking lot and some of the landscape items, extending final completion of the project to September 1, 2020. Fort Bend County will reach out to the both the City and TIRZ 1 when the planning for the grand re-opening is commenced. Attached are a few photos of the project progress.

FISCAL ANALYSIS

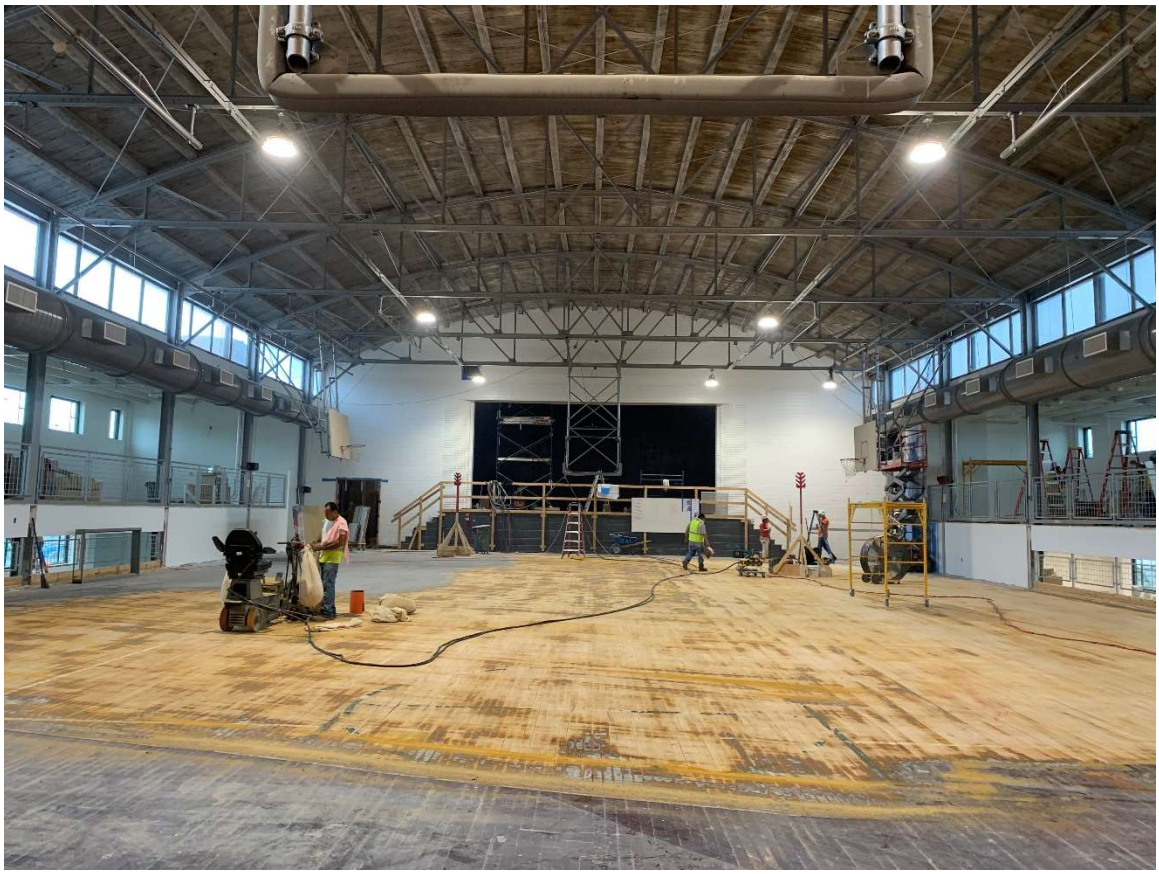
See FY 2021 forecast.

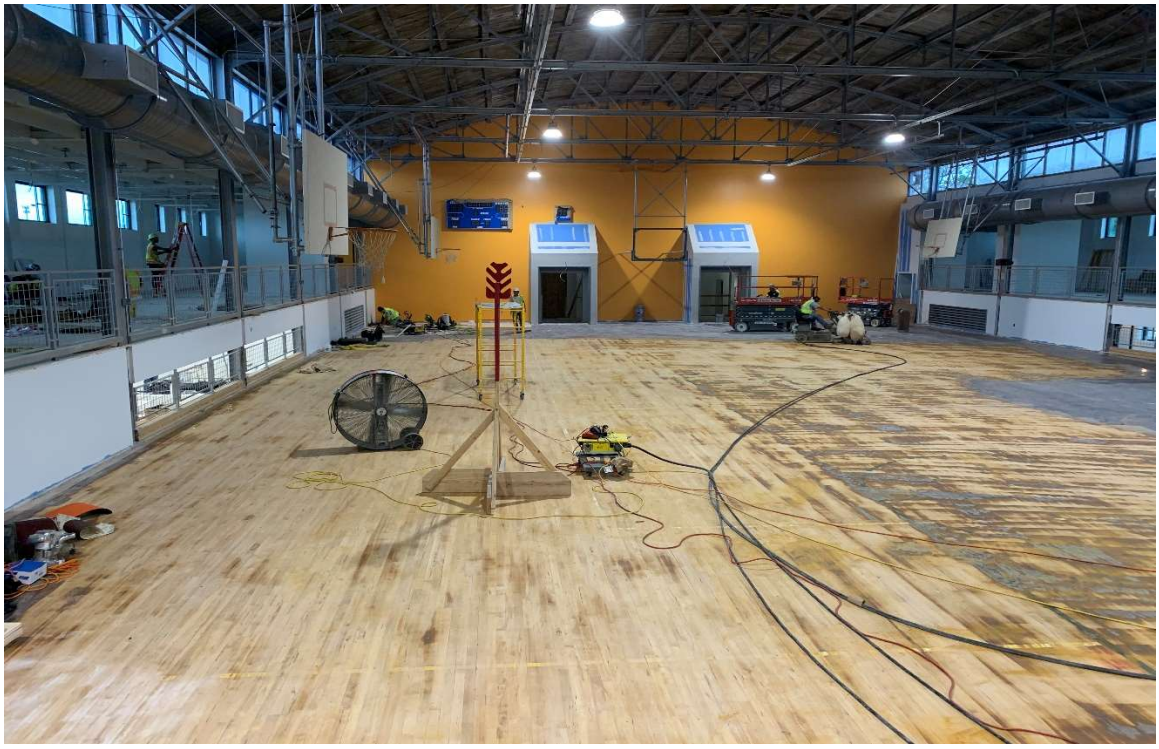
SUPPORTING MATERIALS

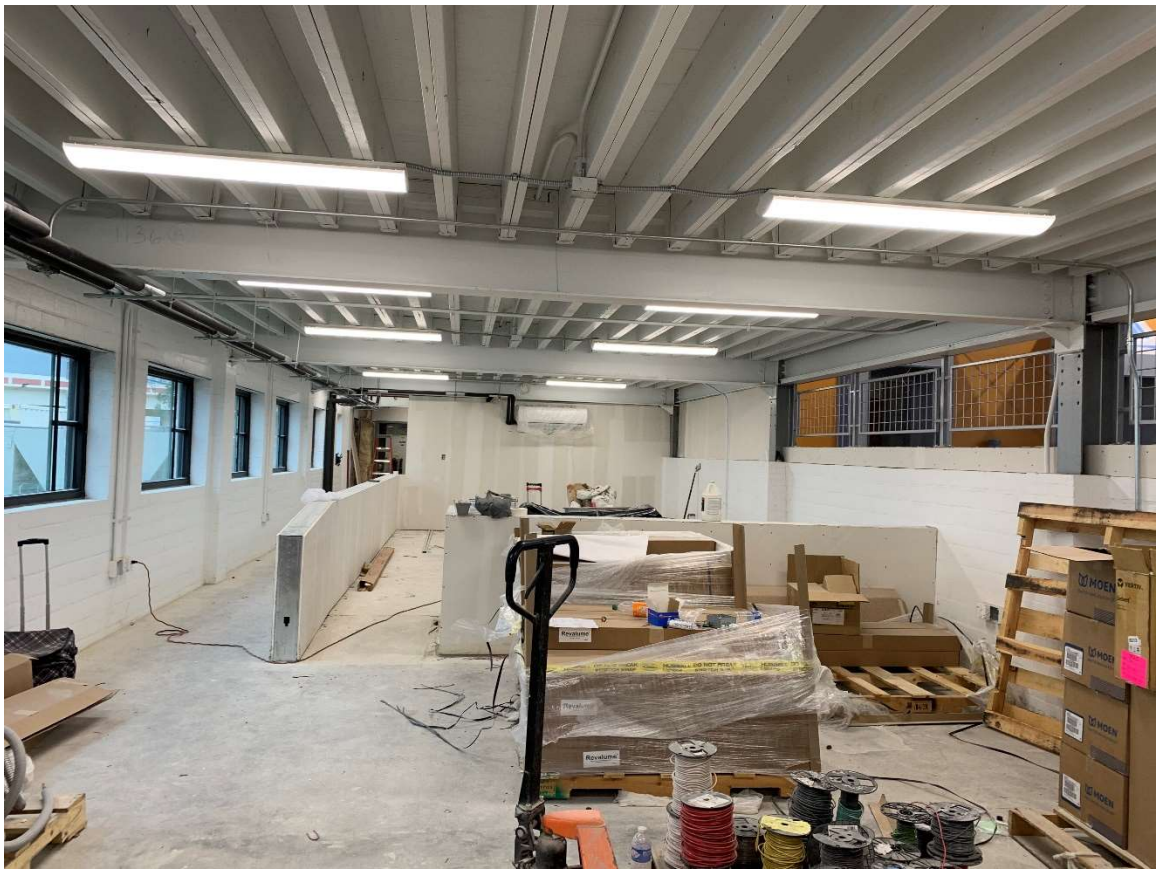
1. Photos of Fort Bend County's Gymnasium Renovation

STAFF'S RECOMMENDATION

Action is not requested.



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AGENDA ITEM COVER MEMO

June 30, 2020

To: Board of Directors of Reinvestment Zone Number One

Agenda Item: Review of Long Range Forecast through Existing Life of TIRZ

Submitted by: Allena Portis, Director of Financial Services

SYNOPSIS

On June 10, 2020, the TIRZ Board approved the FY2021 budget for recommendation to City Council. The Board requested that staff provide the long range financial forecast through the current termination date of the TIRZ which is December 31, 2029.

STRATEGIC PLAN 2019 GOALS ADDRESSED

- Maintain a financially sound City
- Have quality development through buildout

BACKGROUND

Revenue

TIRZ No 1. participants include the City of Missouri City and Fort Bend County. The FY 2021 revenue is estimated based on prior tax receipts for both the City and County and is presented as approved by this Board on June 10, 2020. Certified tax rolls will not be received until late July 2020, thus the revenue estimate is subject to change. Upon receipt of the certified rolls, the total estimated revenue will be updated to reflect the captured appraised value. The 2022-2029 forecasted revenue is estimated based on tax year 2020 preliminary rolls for the City and prior tax receipts from the County. The preliminary roll includes a captured appraised value of $244,175,048. The property tax rate applied is the estimated no-new revenue rate for tax year 2020 of $0.59366 per $100 valuation.

Revenue scenarios are not presented as the property tax rate is adopted at the City Council level and not within the authority of the TIRZ Board.

Expenditure

Expenditures for TIRZ No. 1 includes obligations for debt service, administrative costs, and costs related to reimbursements per development agreements. The forecasted reimbursements per agreement have payments made in installments. The obligations and payment terms reflected in the forecast are as follows:

- City of Missouri City – Veterans Memorial Project - $250,000 – Payment in FY 2021
- City of Missouri City – Independence Boulevard Project - $1,003,613 – Payment in 4 installments including FY 2021

- City of Missouri City – Parks Maintenance Facility – Debt with interest paid over remaining life of TIRZ, which may be extended with the Life of the TIRZ
- Fort Bend County – Missouri City Gym- $1,000,000 – Payment in 5 installments
- Grand Parkway Commercial T&Q LLC - Grand Park Center Redevelopment Project – Payment in 2 installments.

Unless the payment terms are written in the agreement, they may be changed in the forecast to reflect available funding. "The Adjusted Funds Available" row in the forecast shows the amount of funds available after payment of existing commitments.

SUPPORTING MATERIALS

1. Long Range Forecast – For Discussion Purposes Only

STAFF'S RECOMMENDATION

Board action is not required.

TAX INCREMENT REINVESTMENT ZONE #1 FY2021 BUDGET

FOR DISCUSSION PURPOSES ONLY

Assumptions:	FY2020 Estimate	FY2021 Board Approved	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030	Projected Total	Actual Thru FY2019
Assessed Valuation (Preliminary Captured Value)			$ 244,175,048										
Property Tax Rate/Collection Rate 95%			$ 0.5936600										
BEGINNING FUND BALANCE	**$ 666,940**	**$ 1,333,600**	***$ 1,126,349***	***$ 1,355,189***	***$ 1,858,263***	***$ 1,983,177***	***$ 2,607,972***	***$ 3,436,430***	***$ 4,275,225***	***$ 5,560,292***	***$ 6,225,526***		
REVENUE													
Missouri City	$ 759,070	$ 760,000	*$ 1,377,091*	*$ 1,377,091*	*$ 1,377,091*	*$ 1,377,091*	*$ 1,377,091*	*$ 1,377,091*	*$ 1,377,091*	*$ 750,000*	*$ 750,000*		
FBC General Fund	$ 382,157	$ 385,000	*$ 385,000*	*$ 385,000*	*$ 385,000*	*$ 385,000*	*$ 385,000*	*$ 385,000*	*$ 385,000*	*$ 350,000*	*$ 350,000*		
Investment Earnings	$ 21,045	$ 10,000	*$ 8,446*	*$ 10,162*	*$ 13,934*	*$ 14,871*	*$ 19,556*	*$ 25,768*	*$ 32,058*	*$ 41,694*	*$ 46,682*		
Total Revenue	**$ 1,162,272**	**$ 1,155,000**	***$ 1,770,537***	***$ 1,772,253***	***$ 1,776,025***	***$ 1,776,962***	***$ 1,781,647***	***$ 1,787,859***	***$ 1,794,149***	***$ 1,141,694***	***$ 1,146,682***	***$ 42,902,880***	***$ 25,837,800***
EXPENDITURES													
Audit Services	$ -	$ 10,000	*$ 5,000*										
Bank Fees													
Admin Expenditures													
Contractual Services		*$ 4,150*	*$ 34,927*	*$ 35,013*	*$ 35,201*	*$ 35,248*	*$ 35,482*	*$ 35,793*	*$ 36,107*	*$ 3,485*	*$ 3,734*		
Bond Interest Expense	$ 71,262	*$ 63,048*	*$ 54,612*	*$ 46,065*	*$ 37,185*	*$ 28,194*	*$ 18,981*	*$ 9,546*					
Arbitrage Compliance Expense													
Payment to refund escrow													
Bond Issue Costs													
Paying Agent	$ 750	*$ 750*	*$ 1,500*	*$ 1,500*	*$ 1,500*	*$ 1,500*	*$ 1,500*	*$ 1,500*	*$ 750*	*$ 750*	*$ 750*		
Revenue Bond Principal													
Revenue Refunding Principal	$ 370,000	*$ 380,000*	*$ 385,000*	*$ 400,000*	*$ 405,000*	*$ 415,000*	*$ 425,000*	*$ 430,000*					
Developer Agreement Expense		*$ 850,703*											
Infrastructure Improvements													
Transfer to General Fund	$ 33,600	*$ 33,600*	*$ 33,600*	*$ 33,600*	*$ 33,600*	*$ 33,600*	*$ 33,600*	*$ 33,600*	*$ 33,600*	*$ 33,600*	*$ 33,600*		
Transfer to MCDA	$ 20,000	*$ 20,000*	*$ 20,000*	*$ 20,000*	*$ 20,000*	*$ 20,000*	*$ 20,000*	*$ 20,000*	*$ 20,000*	*$ 20,000*	*$ 20,000*		
Transfer to Metro Tax Fund													
Transfer to Project Fund													
Total Expenditures	**$ 495,612**	**$ 1,362,251**	***$ 534,639***	***$ 536,178***	***$ 532,486***	***$ 533,542***	***$ 534,563***	***$ 530,439***	***$ 90,457***	***$ 57,835***	***$ 58,084***	***$ 30,436,946***	***$ 25,170,860***
Increase/(Decrease) in Fund Balance	$ 666,660	$ (207,251)	*$ 1,235,898*	*$ 1,236,075*	*$ 1,243,539*	*$ 1,243,420*	*$ 1,247,084*	*$ 1,257,420*	*$ 1,703,691*	*$ 1,083,859*	*$ 1,088,598*	*$ 12,465,934*	*$ 666,940*
ENDING FUND BALANCE	**$ 1,333,600**	**$ 1,126,349**	***$ 2,362,247***	***$ 2,591,265***	***$ 3,101,802***	***$ 3,226,597***	***$ 3,855,055***	***$ 4,693,850***	***$ 5,978,917***	***$ 6,644,151***	***$ 7,314,124***	***$ 12,465,934***	***$ 666,940***
Reserve Requirement (Debt Service)	$ 443,048	*$ 439,612*	*$ 864,690*	*$ 860,810*	*$ 861,819*	*$ 862,606*	*$ 858,171*	*$ 418,625*	*$ 418,625*	*$ 418,625*	$ -		
Funds Available	**$ 890,552**	***$ 686,737***	***$ 1,497,557***	***$ 1,730,455***	***$ 2,239,983***	***$ 2,363,991***	***$ 2,996,884***	***$ 4,275,225***	***$ 5,560,292***	***$ 6,225,526***	***$ 7,314,124***	***$ 12,465,934***	***$ 666,940***
Outstanding Obligations													
Veterans Memorial		*A*										**$ -**	
Final Independence Blvd. Reimbursement to City		*B*	*$ 188,433*	*$ 114,377*	*$ 500,000*							**$ 802,810**	
Parks Facility (Texas Parkway) Debt Service		*C*	*$ 418,625*	*$ 418,625*	*$ 418,625*	*$ 418,625*	*$ 418,625*	*$ 418,625*	*$ 418,625*	*$ 418,625*		**$ 3,349,000**	
Grand Park Center Project		*D*	*$ 200,000*									**$ 200,000**	
Missouri City Gym		*E*	*$ 200,000*	*$ 200,000*	*$ 200,000*	*$ 200,000*						**$ 800,000**	
Adjusted Funds Available	$ 890,552	*$ 686,737*	*$ 490,499*	*$ 997,453*	*$ 1,121,358*	*$ 1,745,366*	*$ 2,578,259*	*$ 3,856,600*	*$ 5,141,667*	*$ 5,806,901*	*$ 7,314,124*	*$ 7,314,124*	
Anticipated Upcoming Requests (Not Approved Yet)													
												$ -	
												$ -	
Worst Case Adjusted Funds Available	$ 890,552	*$ 686,737*	*$ 490,499*	*$ 997,453*	*$ 1,121,358*	*$ 1,745,366*	*$ 2,578,259*	*$ 3,856,600*	*$ 5,141,667*	*$ 5,806,901*	*$ 7,314,124*	*$ 7,314,124*	
Reserve Requirement Not Utilized or Needed	$ 443,048	*$ 439,612*	*$ 864,690*	*$ 860,810*	*$ 861,819*	*$ 862,606*	*$ 858,171*	*$ 418,625*	*$ 418,625*	*$ 418,625*	$ -	$ -	
Total (including Reserve Requirement)	$ 1,333,600	$ 1,126,349	$ 1,355,189	$ 1,858,263	$ 1,983,177	$ 2,607,972	$ 3,436,430	$ 4,275,225	$ 5,560,292	$ 6,225,526	$ 7,314,124	$ 7,314,124	$ (0)

Notes:

FY2020 Infrastructure Improvements - Veterans Memorial ($250,000) & Missouri City Gym ($200,000)
FY2021 Developer Agreement Expense - Veterans Memorial ($250K), Missouri City Gym ($200,000), Grand Park Center ($200,000), Independence Blvd ($200,703)

A - Veteran's Memorial - $250K in FY2021
B - Balance Due Missouri City for Independence Blvd Project $200,703 in FY2021, $802,810 Future Obligation
C - annual debt service for $2.6 million
D - Cash Payments for Project (no financing) - Texas Pkway- $200,000 in FY2021, $200,000 Future
E - Cash Payments for Missouri City Gym (no financing) - $200K in FY2021, $800,000 Future Obligation
Audit Services - AUP for Missouri City Gym Project, Veteran's memorial
Contributions are not received from WCID #2 - possibly because their tax rate consist of I&S only
Principal and Bond Interest - per Debt Schedule
Property Tax Budget subject to change upon receipt of certified values in July