



**TAX INCREMENT REINVESTMENT ZONE MINUTES
CITY OF ODESSA, TEXAS**

August 4, 2021

On August 4, 2021, a Tax Increment Reinvestment Zone (TIRZ) Board meeting of the City of Odessa was held at 3:00 p.m., in the Council Chambers, fifth floor, City Hall, 411 W. 8th Street, Odessa, Texas.

Board members present: Raymon "Craig" Stoker, Dale Jenkins, Gary Johnson, Jeff Russell, and Don Hallmark.

Board members absent: Toby Eoff, Richard Pierce, Jason Harrington and Gaven Norris.

Others present: Michael Marrero, City Manager; Celia Senoret, Deputy City Secretary; Dan C. Jones, Senior Assistant Attorney; Phillip Urrutia, Assistant City Manager; Hal Feldman, Traffic Operations Support; Alexa Moulakis, Downtown Odessa Event coordinator; and other members of City staff.

Mr. Stoker called the meeting to order.

Approve minutes of July 7, 2021. Motion was made by Mr. Johnson and seconded by Mr. Jenkins to approve the minutes. The motion was approved by unanimous vote.

Remove from table and discuss TIRZ #1 bylaws. Motion was made by Mr. Jenkins and seconded by Mr. Russell to remove the bylaws from the table. The motion was approved by unanimous vote.

Mr. Jones stated that the board had an opportunity to review the bylaws. Mr. Johnson had a question on Article II, Section C. that might conflict with Article IV, Section 3. Mr. Jones responded Section C. was the tax and jurisdiction, which would be MCH. If MCH decided not to appoint someone, then the City Council could step in and appoint someone. If a taxing jurisdiction waves its right to appoint a member of the board of directors; then City Council would appoint. Mr. Johnson stated that there was a correction on Article II, Section F regarding each year the board of directors shall annually designate one member of the board to serve as Chairman for one-year term and asked if the bylaws was updated. Mr. Jones replied it was updated.

Motion was made by Mr. Russell and second by Mr. Jenkins to adopt the TIRZ #1 bylaws. The motion was approved by unanimous vote.

Tabled - Consider purchase of pots for downtown. Mr. Urrutia discussed a potential purchase of flowerpots for downtown. He received quotes and cost from the Parks Department. The purchase of twelve planters would double what was currently downtown. The total purchase price was \$22,979.36. The break down was \$11,959.20 for pots and shipping, and \$11,020.16 for materials. Mr. Hallmark felt that the cost was excessive. Mr. Russell agreed with Mr. Hallmark. He suggested some sponsorship program in place for labor. Engaging individual corporate sponsors would help sponsor planters. Mr. Stoker questioned how it would be secured. Mr. Urrutia explained it would have plastic resistant material. As discussed in the last meeting the pots get hit by vehicles; therefore, the plastic would be to put back together. Mr. Stoker emphasized that citizens were noticing the effort

that the city was doing on making downtown looking nice. He added that Council had asked to spend its fund on these type of projects to add beautification to downtown. Mr. Johnson stated they were trying to do something to distinguish it, but was concerned on the maintenance cost. Mr. Urrutia stated that the pots required an initial watering, and care. In addition, they had four to five different types of pipe material and once established, they would not need much care. They have a self-mechanism where they can fill them up once a week for self-water. Mr. Russell asked what would be the cost of service for the twelve months. Mr. Urrutia did not have the cost.

Motion was made by Mr. Russell and second by Mr. Hallmark to table the purchase of pots for downtown. The motion was approved by the following vote:

Aye: Stoker, Johnson, Russell, and Hallmark
Nay: Jenkins

Master Plan update. Mr. Urrutia stated that the draft survey was emailed by Kimley-Horn for review. The community would be able to provide feedback in answering the survey for the Master Plan. The survey will be posted on the website and would be part of the community engagement meetings. There were three meetings scheduled. Mr. Stoker suggested adding a question about perceived safety downtown. Mr. Johnson suggested on going deeper on the questions, so the answers will be more detailed. Mr. Russell asked how many responses would be received. Mr. Urrutia did not know, but could visit with Kimley-Horn on the outcome. They will post on social media, downtown businesses and the news stations. Mr. Stoker had discussions with some of the stakeholders on how to work with the Young Professionals Organization. He visited with Jackie Gore on how to text the students with the link from UTPB. Mr. Urrutia presented the downtown map along with the survey and demonstrated how it will work. Mr. Urrutia stated the website was ready to go live and work started on a marketing plan. Mr. Russell stated that there would be some changes that would have to take place. He suggested to send the link to the board to test and give their feedback.

Discuss Downtown parking. Mr. Feldman reported on the diagonal parking on the side streets downtown for 3rd, 4th and 5th Street between Texas Avenue. He stated that 3rd Street would be similar to Jackson Avenue and on 4th and 5th Street, next to Torchy's for diagonal parking on both sides of the streets. He mentioned the issue on most of these corridors were striped two way left lanes, and each block had its own set of special circumstances. No diagonal parking on 3rd and Grant due to the crosswalk that served the courthouse. Mr. Russell asked if there was any way to remove the crosswalk. Mr. Feldman stated the courthouse requested the crosswalk. Mr. Jenkins expressed that the crosswalk was a potential accident waiting to happen. Mr. Russell would like to discuss with the courthouse representatives on a better solution for the crosswalk. Mr. Feldman noted the improvement on Lee Avenue with the diagonal parking. He was certain that the same could be done with 4th and 5th Street between Texas Avenue. Mr. Feldman reviewed the concept of the parking lot on Jackson and 4th Street, across the street from Torchy's. With this plan, there could be forty spaces with one entrance on 4th Street at the alley side. Jackson Avenue would not have any access to the parking lot. Paving, medians, trees, parking lot lighting and bumper blocks were in the initial plan. The cost estimate was \$286,000. They had discussed some extra fixtures for this project, including trees in the parking lot, decorative fence, irrigation system and flowerpots for an additional \$71,000. A basic parking lot would cost \$314,000.00. Mr. Russell asked if there was any thought on design multifunctional side, not only for parking but also a little more wide open that could be used as a venue for a stage, farmer's market and different type of events. Mr. Feldman responded that would be an option if they could get rid of the three central aisles and pushed everything out to the perimeter. Mr.

Jenkins was concerned about the parking lighting. Mr. Feldman visited a local electrical vendor on a plan for lightning. Mr. Johnson expressed it was not satisfactory with people driving through the alley to get into the parking lot. Mr. Jenkins compared the City Hall parking lot that has trees and center median that looked much better than just a parking lot. Mr. Stoker stated that this was a temporary spot, and eventually something will be built. He did not want to invest money on running conduit, trees, concrete if was going to be ripped out in five years. Mr. Stoker suggested fixtures that were removable. Mr. Russell suggested instead of trees to use big pots, something that could be removed and reused. Mr. Hallmark asked if the cost would be the same. Mr. Feldman stated if there was no curb, gutter and raise median it would cost less. Mr. Johnson requested a budget to consider.

Conceptual drawings of landscaping for parking lots. Mr. Urrutia presented the parking lots on 4th and Grant to incorporate improvements to the landscaping and corridors of downtown. The Parks Department reviewed and worked with a landscape architect firm. They reviewed the cost to improve the trees, flowerbeds and adding bench seating. The cost estimate was \$99,000 to improve the landscaping. The Parks Department cautioned about crushed granite going in this area. There was a lot of foot traffic in the area, and was concerned of people messing up the granite that caused more maintenance issues. Their suggestion would be to consider turf grass.

Downtown Odessa Inc. event update. Ms. Moulakis gave an update on the events. She stated that the Hot Summer Nights Concert series was completed. The events had been very well attended. They estimated about 750 people average each night. Eight concerts were held. She was preparing for the holiday season. For this season, they were programming the Christmas parade, a Winter Fest Market before and after the parade. On December 18, there would be a Teddy Bear Tea in the morning and the Largest Street Festival in the afternoon. They did not know where this event will take place but were considering the Marriott or The Copper Rose. To finish the holiday season, they were planning a New Year's Eve event and emphasized this was a huge success in 2019. Mr. Stoker went to several Hot Summer Nights concerts and stated it was a great job and applauded the effort.

Downtown Odessa Façade/Infrastructure update. Ms. Moulakis stated that some applications had been approved or started the process. The house to be open was doing infrastructure. The majority of the work had been completed. The property was located 513 N. Grant. The contractor would take five more weeks to complete it. Ms. Moulakis reported on the Nurses Unlimited building that was going to become a cardiac office. On this plan, they were doing abatement and getting set for the asbestos abatement. Once it was complete, the contractors would begin. It had been estimated that they would need the entire year that was allowed under the contract. On 418 N. Grant, the old head-start building, a meeting with the contractors, electricians, plumbers and architects was held to get everything finalized. There had been some issues scheduling with the structural engineer that was going to do all the steel work. They were changing the front of the building, taking off the entire face on the balcony area on the second floor and changing out the storefront on the first floor. The opening would be early December. Ms. Moulakis had written applications in process. She talked to a young woman that was going to be opening a western boutique on 301 W. 2nd St. this month. She wanted to apply for a grant. Ms. Moulakis stated the next application was a façade application for Paradigm Physical Therapy. They had two different buildings, which were completely different structures at different locations. They were going to apply for façade grants for both buildings. Mr. Russell asked about the corner of 8th St. and Grant. The building had been torn down. Mr. Stoker stated that could be discussed in the next meeting.

Call for future agenda items. Mr. Russell would like to have information on 8th and Grant. The property was torn down. It was going to be a law office. Mr. Urrutia suggested an item to discuss potential new businesses.

Public Comment. Mr. Stoker discussed with Mr. Jones as part of the Article IV in the bylaws "Discussion" that there should be disclosure back to the board. Mr. Jones suggested under public comment. Mr. Stoker met with Jackie Gore about how to reach OC students. He scheduled a meeting with UTPB and Young Professionals Organization to get a plan on how to get the students involved in the discussion.

Motion was made by Mr. Johnson and seconded by Mr. Russell to adjourn the meeting. The motion was approved by unanimous vote. The meeting adjourned at 4:10 p.m.

ATTEST:

APPROVED:

Celia Senoret
Deputy City Secretary

Raymon "Craig" Stoker
Chairperson