



# Corpus Christi

1201 Leopard Street  
Corpus Christi, TX 78401  
cctexas.com

## Meeting Minutes

### Reinvestment Zone No. 3

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Tuesday, April 25, 2017

9:30 AM

City Council Chambers

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**A. Chairperson Carolyn Vaughn to call the meeting to order.**

Chairperson Carolyn Vaughn called the meeting to order at 9:30 a.m.

**B. City Secretary Rebecca Huerta to call roll of the Corporation Directors.**

(Board Member Joe McComb arrived at 10:06 a.m.)

**Present** 10 - Board Member Rudy Garza, Chair Carolyn Vaughn, Board Member Lucy Rubio, Vice Chair Mike Pusley, Board Member Michael Hunter, Board Member Greg Smith, Board Member Paulette Guajardo, Board Member Joe McComb, Board Member Ben Molina, and Board Member Al Jones

**Absent** 1 - Board Member Claudia Jackson

**C. PUBLIC COMMENT:**

Chairperson Vaughn called for public comment

There were no comments from the public.

**D. MINUTES:**

1. [17-0510](#) Motion to Approve Minutes of the March 28, 2016 Meeting.

Chairperson Vaughn referred to approval of the minutes.

Board member Garza made a motion to approve the minutes, seconded by Board Member Rubio, and passed unanimously (Board Member Jackson absent).

**E. FINANCIAL REPORT:**

2. [17-0505](#) TIF#3 Financial Report for February 28, 2017

Chairperson Vaughn referred to Item 2.

Constance Sanchez, Director of Finance, stated the financial report covered the 5 months ended February 28, 2017; total assets and the fund balance were \$3,879,100; total revenues were \$981,681 with an expenditure of \$193,622 and an excess of revenues of \$786,968, for a total fund balance of \$3,879,100.

Finance Director Sanchez stated also attached is a Contracts and

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Commitments Report which includes all the projects.

**F. EXECUTIVE SESSION ITEMS: (NONE)**

Chairperson Vaughn stated there were no executive session items.

**G. AGENDA ITEMS: (ITEMS 3-4)**

**3. [17-0511](#)**

**Downtown Development Agreement - Hilton Garden Inn**

Motion to approve a Downtown Development Reimbursement Agreement with SEA District Hotel Group LP, for improvements to the property located at the corner of Brewster St and Tancahua St. for a total incentive amount not to exceed \$1,400,000, which is comprised of incentives under a Project-Specific Development Agreement.

Chairperson Vaughn referred to Item 3.

Business Liaison, City Manager's Office, Alyssa Barrera stated this is a Downtown Development Reimbursement Agreement with SEA District Hotel Group LP for the dual branded Hilton Garden Inn/Homewood Suites in the Sports, Entertainment and Arts (SEA) District. Business Liaison Barrera said the 196 room project is within walking distance of several downtown destinations. Business Liaison Barrera stated the agreement provides for infrastructure improvements including a water line, underground drainage, and pedestrian and street resurfacing. Business Liaison Barrera introduced the developers Deven Bhakta, Joe Adame and Bill Durrill.

Board Member Pusley made a motion to approve the motion, seconded by Board Member Hunter, and passed unanimously (Board Members Jackson and McComb absent).

A Board Member asked when the project would be started. Developer Durrill stated they would be breaking ground by the end of the year.

**4. [17-0512](#)**

**Expenditure Policy**

Motion to approve TIRZ #3 Expenditure Policy.

Chairperson Vaughn referred to Item 4.

Business Liaison, City Manager's Office, Alyssa Barrera stated this item is a motion to approve the Tax Increment Reinvestment Zone #3 Expenditure Policy. Business Liaison Barrera said this policy establishes the framework for administration approvals to enable day-to-day operations, small contracts and expenditures by City Staff on behalf of Tax Increment Reinvestment Zone #3.

Board Members discussed the following topics: definition of Executive Director; clarification of approval of contracts up to \$50,000 before Board approval; pre-approval before the Executive Director approves the expenditure of funds; ratification of funds; and confirmation and review by the Board.

Board Member Pusley made a motion to amend the policy to add a provision that states that contracts up to \$50,000 signed by the Executive Director would be brought back at the next TIRZ #3 meeting for ratification, seconded by Board Member Rubio, and passed unanimously (Board Members Jackson and

McComb absent).

Board Member Pusley made a motion to approve the motion as amended, seconded by Board Member Molina, and passed unanimously (Board Members Jackson and McComb absent).

#### **H. PRESENTATION ITEMS: (ITEMS 5-7)**

##### **5. [17-0513](#) Update - Downtown Vacant Buildings**

Chairperson Vaughn referred to Item 5.

Business Liaison, City Manager's Office, Alyssa Barrera stated this is an update on downtown vacant buildings. Business Liaison Barrera discussed the following topics: Citywide Vacant Building Ordinance; Downtown Vacant Building Ordinance; costs to communities of vacant buildings; community approaches; Best Practice (Texas) - Vacant Building Registration Programs; common features of vacant property registration ordinances; downtown vacant buildings pilot registration program; and timeline.

Board Members discussed the following topics: paint buildings behind Heritage Park; tax valuations of downtown properties; significant tax value even if building/property is decrepit; update on the analysis to see if vacant properties are assessed correctly; uniformity; inclusion of all the areas within the TIRZ #3 boundary; property owned by government entities; timeline; an External Advisory Task Force; maintenance requirements; contacting the Nueces County Appraisal District; and involvement of Downtown Stakeholders.

##### **6. [17-0514](#) Update - Downtown Sales Tax**

Chairperson Vaughn referred to Item 6.

Business Liaison, City Manager's Office, Alyssa Barrera stated this item is an update on the downtown sales tax. Business Liaison Barrera provided the downtown sales tax information provided by the State Comptroller's Office which includes the number of businesses in the 78401 zip code area from 2012 to 2016.

##### **7. [17-0516](#) Update - Downtown Perception Survey**

Chairperson Vaughn referred to Item 7.

Executive Director, Downtown Management District, Terry Sweeney stated this item is an update on the Downtown Perception Survey. Executive Director Sweeney discussed the following topics: methodology; demographics; patronage; non-users; and programs.

Board Members discussed the following topics: traffic flows and cost of parking; safety and homelessness issues; age range of downtown users; vacant buildings and vacant building ordinance; requirements and standards for private parking lots; permit for private property owners for parking; public/private partnerships for parking pay stations; requiring property owners to make improvements; and the efficient egress of traffic after events.

**I. IDENTIFY FUTURE AGENDA ITEMS:**

Chairperson Vaughn referred to Identify Future Agenda Items.

Action Plan for Parking

Traffic Pattern Analysis

**J. ADJOURNMENT**

The meeting was adjourned at 10:57 a.m.