



AGENDA MEMORANDUM

Action item for the Tax Increment Reinvestment Zone #3 Meeting of June 22, 2021

DATE: June 14, 2021

TO: President and Honorable Board Members
Corpus Christi Tax Increment Reinvestment Zone #3

THROUGH: Peter Zaroni, City Manager

FROM: Randy Almaguer, Senior Management Analyst
randya@cctexas.com
361-826-3956

Tax Increment Reinvestment Zone (TIRZ) #3 Rules of Procedure

CAPTION:

Motion to approve Rules of Procedure for the Tax Increment Reinvestment Zone No. 3 and provide an alternative method in which items are placed on a meeting agenda.

SUMMARY:

The purpose of this item is to modify the board agenda preparation.

These rules are similar to those adopted by other Boards and lay out the rules for conducting meetings, including the methods of placing items on the agenda. Currently, items can only be added to the agenda by the City Manager or the Board Chair.

BACKGROUND AND FINDINGS:

Currently, only the Chair and the City Manager can put items on the agenda.

The Board agenda will be prepared and assembled by the City Manager of the City ("City Manager," which may mean his designee throughout these Rules) in a format consistent with the Open Meetings Act, subject to modification by Board directive.

Items may be placed on the agenda by the Chair, the Vice-Chair or other presiding officer in the Chair's absence, the City Manager, or at least four members of the Board who shall confirm their request with the City Manager.

- A Board member wishing to place an item on the agenda shall notify the City Manager at

- least seven days prior to the scheduled meeting.
- The City Manager shall inquire of the other members whether they wish to join the request.

The subject matter of agenda items shall be subject to Board action unless the item is limited to discussion.

ALTERNATIVES:

The Board could choose to keep the same agenda item procedure or request an alternative method of placing items on the agenda.

FISCAL IMPACT:

There is no financial impact associated with this item.

FINANCIAL DETAIL:

Fund:	NA
Organization/Activity:	NA
Mission Element:	NA
Project # (CIP Only):	NA
Account:	NA

RECOMMENDATION:

City staff recommends approval of the agenda item placement proposal.

LIST OF SUPPORTING DOCUMENTS:

Tax Increment Reinvestment Zone No. 3 Rules on Procedure