



**AGENDA**

**FLOWER MOUND TAX INCREMENT REINVESTMENT ZONE #1**

**REGULAR MEETING**

**DECEMBER 16, 2013**

**FLOWER MOUND TOWN HALL, 2121 CROSS TIMBERS ROAD  
FLOWER MOUND, TEXAS**

**4:30 P.M.**

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AN AGENDA INFORMATION PACKET IS AVAILABLE ONLINE AT [WWW.FLOWER-MOUND.COM/AGENDA/AGENDA.PHP](http://WWW.FLOWER-MOUND.COM/AGENDA/AGENDA.PHP)  
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*All pagers and cell phones must be turned off in the Council Chambers.*

**A. CALL TO ORDER**

**B. BOARD MEMBER ANNOUNCEMENTS**

**C. REGULAR ITEMS**

1. Consider approval of the minutes of the November 18, 2013, meeting of the Flower Mound Tax Increment Reinvestment Zone #1 (TIRZ #1) Board.
2. Consider recommending TIRZ funding of the Town of Flower Mound Senior Center to the Town Council, ensuring an amount of no less than \$500,000 remains in TIRZ fund balance.

**D. FUTURE MEETINGS**

**E. ADJOURNMENT – TIRZ BOARD OF DIRECTORS**

  
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**Krystle Nelinson, TIRZ Secretary**

I do hereby certify that the Notice of Meeting was posted on the bulletin board in Town Hall of the Town of Flower Mound, Texas, a place convenient and readily accessible to the general public at all times and said Notice was posted on the following date and time: December 12, 2013 at 11:00 am, at least 72 hours prior to the scheduled time of said meeting.

The Flower Mound Town Hall and Council Chambers are wheelchair accessible. Requests for accommodations or interpretive services must be made 48 hours prior to this meeting by contacting Krystle Nelinson, Economic Development Specialist, at (972) 874-6044.



**TAX INCREMENT REINVESTMENT  
ZONE #1 BOARD MEETING  
AGENDA ITEM NO: 1  
December 16, 2013**

CONSENT ITEM       REGULAR ITEM       WORK SESSION ITEM

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**FROM:** Mark Wood, Director of Economic Development

**THROUGH:** Jimmy Stathatos, Town Manager

**PRESENTER:** Mark Wood, Director of Economic Development

**ITEM:** Consider approval of the minutes of the November 18, 2013, meeting of the Flower Mound Tax Increment Reinvestment Zone #1 (TIRZ #1) Board.

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Ordinance       Resolution       Motion       Direction

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**I. SUMMARY:**

This item is to approve the minutes from the November 18, 2013, meeting of the Flower Mound Tax Increment Reinvestment Zone #1 (TIRZ #1) Board.

**II. BACKGROUND INFORMATION:**

N/A

**III. FISCAL IMPACT:**

N/A

**IV. LEGAL REVIEW:**

N/A

**V. ATTACHMENTS:**

1. Draft minutes

**VI. RECOMMENDED MOTION OR ACTION:**

Move to approve the minutes of the November 18, 2013, meeting of the Flower Mound Tax Increment Reinvestment Zone #1 (TIRZ #1) Board.

**THE FLOWER MOUND TAX INCREMENT REINVESTMENT ZONE #1 (TIRZ #1) BOARD MEETING HELD ON THE 18<sup>th</sup> DAY OF NOVEMBER, 2013, IN THE FLOWER MOUND TOWN HALL, LOCATED AT 2121 CROSS TIMBERS ROAD IN THE TOWN OF FLOWER MOUND, COUNTY OF DENTON, TEXAS, AT 4:30 P.M.**

The TIRZ #1 Board met in a regular session with the following members present:

Jim Robertson, Chair  
Bill Collins, Board Member  
Larry Lipscomb, Board Member  
Robert Rose, Board Member  
Bryan Webb, Board Member, Councilmember, Place 2  
Tom Hayden, Mayor (Ex Officio)  
Jimmy Stathatos, Town Manager (Ex Officio)

Constituting a quorum with the following members of the Town staff participating:

Debra Wallace, Assistant Town Manager/CFO  
Mark Wood, Director of Economic Development  
Krystle Nelinson, Economic Development Specialist

**A. CALL TO ORDER**

Chair Robertson called the TIRZ #1 Board meeting to order at 4:31 P.M. and gave the invocation.

**B. BOARD MEMBER ANNOUNCEMENTS**

There were no board member announcements.

**C. REGULAR ITEMS**

**1. Consider approval of the minutes of the March 4, 2013, meeting of the Flower Mound Tax Increment Reinvestment Zone #1 (TIRZ #1) Board.**

Councilmember Webb moved to approve the minutes of the March 4, 2013 meeting. Board Member Lipscomb seconded the motion. The motion carried by a vote of 5 to 0.

**2. Consider approval of the 2013 Annual Report of the Flower Mound Tax Increment Reinvestment Zone #1 (TIRZ #1).**

Mr. Wood provided a presentation summarizing the item.

Mayor Hayden asked how much of the \$5.4 million TIRZ fund balance has been spent on projects that have already been approved. Ms. Wallace answered that the amount that has not been committed is \$3,625,700. Based on projections for FY 2013-2014, the uncommitted fund balance at the end of September 2014 would be approximately \$4.9 million.

Mayor Hayden asked what projects are being funded from the TIRZ. Mr. Wood answered that the construction on Dixon Lane has been completed, and so the committed funds are for improvements to Chinn Chapel Road, the public shared drive between Highlands Plaza and The Highlands of Flower Mound shopping centers, the FM407 water project, and the Town Center Master Plan.

Chair Robertson asked Mr. Wood to repeat the participation increments from Denton County. Mr. Wood responded that for the first five-year period of the TIRZ #1, Denton County contributed 100%. For the second five-year period, the contribution is 90%. The district is currently in the second year of this five-year period. Following this five-year period, contribution will lower to 85% for five years and 80% for five years.

Board Member Rose moved to approve the 2013 TIRZ #1 Annual Report. Board Member Lipscomb seconded the motion. The motion carried by a vote of 5 to 0.

**3. Consider recommending TIRZ funding of the Town of Flower Mound Senior Center to the Town Council in the amount of \$4,900,000.**

Ms. Wallace provided a presentation summarizing the item.

Chair Robertson asked how many square feet would be in the senior center facility, the estimated cost per square foot, and if it would be an all-brick masonry facility. Ms. Wallace answered the facility will have 22,327 square feet, which is approximately \$220 per square foot. The facility will have all-brick masonry.

Chair Robertson asked if the facility would have extra handicapped parking. Ms. Wallace answered that the facility would have the same amount of handicapped parking that is currently at the Shirley Voirin Social Senior Center.

Chair Robertson asked if the budgeted amount for the senior center includes the expenses for the furniture, fixtures and equipment. Ms. Wallace responded that it does.

Board Member Rose asked if the design of the senior center came from the funds used for the town hall/senior center feasibility study. Ms. Wallace answered that the design funding came from the capital project funds within the general fund.

Board Member Rose asked if the feasibility study has been completed. Ms. Wallace explained that the senior center portion of the feasibility study was completed in April but the town hall portion has been postponed indefinitely.

Mr. Stathatos added that the town hall portion was postponed because the scope of the feasibility study was to determine if both facilities could be at the current town hall site. Once the decision was made to construct the senior center at a different location, the scope of the feasibility study substantially changed.

Board Member Rose asked if he should consider this meeting to be the briefing about the feasibility study. Ms. Wallace answered yes.

Board Member Rose asked if the proposed senior center property falls within the TIRZ boundary and how Denton County officials feel about spending the money on a senior center in terms of the mandate to spend TIRZ money on projects that increase revenue. Ms. Wallace confirmed that the property is within the TIRZ boundary.

Mr. Stathatos said that he feels that senior center will have a tremendous impact on the local economy since Flower Mound serves a large senior population that does not live within the town. Since the facility will not be exclusive to Flower Mound residents, he feels that the Denton County officials will be appreciative that the town is meeting the needs of residents beyond the town

## **FLOWER MOUND TIRZ #1 BOARD MEETING OF NOVEMBER 18, 2013 – PAGE 3**

borders. He also mentioned that several restaurants are interested in the site to the east because it's next to the senior center.

Mayor Hayden pointed out that when the TIRZ district was first created, the senior center was one of the original items on the project plan that the Denton County officials approved.

Mr. Stathatos added that the budgeted amount on the TIRZ project plan for the senior center project is \$8 million. But based on the feasibility study, the cost of the senior center is millions less.

Mayor Hayden also mentioned that the numbers in the TIRZ project plan are placeholders.

Board Member Rose commented that from his viewpoint, it's not whether the senior center is a good idea but that he wants to do his due diligence because the feasibility study funds were not approved by the TIRZ board and a meeting to review the study results was never held.

Mr. Stathatos answered that the town wants to be transparent and while staff does not want to inundate the board with information, they also do not want anyone to feel like they do not have all the information they need.

Board Member Rose asked for commentary from the Town Manager about the senior center project in comparison to other TIRZ projects.

Mr. Stathatos referred to the public shared drive between Highlands Plaza and The Highlands of Flower Mound shopping centers and how it was not on the town's radar initially. But the shared drive had a large impact on the success of that commercial project. Further, one of the restaurants in that area indicated that they would not have moved to Flower Mound if the shared drive was not there. The senior center is a different type of improvement but it will bring more people into the community that would not have before.

Councilmember Webb pointed out that the TIRZ funds spent to date have been for infrastructure. And now that the infrastructure is in place, the board should look at some of the larger amenities on the project plan.

Board Member Rose asked if the senior center should be funded with other town money rather than the TIRZ fund since the senior center will also benefit people that do not live in town. Chair Robertson clarified the question to be if this is an appropriate expenditure with TIRZ funding, and Chair Robertson answered that it is. Mr. Stathatos agreed.

Board Member Lipscomb asked why the Town needs a senior center since the Shirley Voirin Social Senior Center is already constructed. Ms. Wallace indicated that the Shirley Voirin Social Senior Center is not large enough to accommodate the size of the membership or their programs. She added that a new senior center facility would also add meeting space to the community.

Board Member Lipscomb asked if the Community Activity Center could accommodate the seniors.

Ms. Wallace answered that the space within the Community Activity Center is already being utilized for recreation programming. However, some of the senior programming such as swimming will still be at the Community Activity Center.

Councilmember Webb said that the senior center was once housed in one 2,500-square-foot room within the Community Activity Center before they were moved to the Shirley Voirin Social Senior Center, which was agreed to be a temporary facility.

## **FLOWER MOUND TIRZ #1 BOARD MEETING OF NOVEMBER 18, 2013 – PAGE 4**

Board Member Lipscomb said that he does not see a need for a new senior center and would rather see the TIRZ reserve balance built up. He also pointed out that the requested funding would nearly deplete the TIRZ fund. Additionally, the proposed senior center property is prime real estate that could be used for commercial development.

Board Member Collins indicated that he has no problem with a senior center, but struggles with why the project needs to be funded out of the TIRZ fund. He asked if this project is the best return on the town's investment. His perspective is that the money in the TIRZ fund should be used on projects that generate revenue, and he does not see how this project would produce a return on the investment.

Chair Robertson said that it's important to review the commitment to the community that the seniors were at the Community Activity Center and then at the Shirley Voirin Social Senior Center as a temporary measure. But since the new senior center would also have multi-purpose meeting space and may attract some additional restaurants, it is an appropriate project for TIRZ funding.

Councilmember Webb reiterated that the TIRZ fund balance would be very low if the project funding was approved. He asked Ms. Wallace if there were any preliminary numbers indicating how much revenue the district would be receiving this fiscal year. Ms. Wallace answered that the town will not receive those numbers until May.

Board Member Lipscomb said that the senior center is something the town wants as opposed to something the town needs, and so the item is just a preference item.

Mayor Hayden referenced a schedule of TIRZ revenues that was compiled when the district first formed that said the district would generate an estimated \$62 million over its lifespan. Once the River Walk at Central Park is fully constructed, that project will also bring in additional revenues. He also said that return on investment can also be measured by quality of life.

Chair Robertson asked Mayor Hayden if the items on the TIRZ project plan were prioritized when the district was first created.

Mayor Hayden answered that he was not on Town Council when the TIRZ was created. But looking at the project list, two-thirds of the district revenue is allocated to municipal facilities but all the funds that have been expended thus far have been on infrastructure projects.

Board Member Lipscomb said that he did not think that Denton County officials would be looking at the TIRZ project plan that hard because they appointed people to the board to do that for them.

Mayor Hayden said that the TIRZ project plan is what was communicated to Denton County and the Flower Mound community.

Councilmember Webb moved to approve TIRZ funding of the Town of Flower Mound Senior Center to the Town Council in the amount of \$4,900,000. Chair Robertson seconded the motion. The motion failed by a vote of 2 to 3. The ayes were Chair Robertson and Councilmember Webb. The nays were Board Members Collins, Lipscomb and Rose.

### **D. FUTURE MEETINGS**

Chair Robertson asked for a recommendation on when the TIRZ #1 Board should meet again.

Mr. Wood said that the board does not have any future meetings scheduled but that the board would be contacted when there is a need to meet.

**E. ADJOURNMENT – TIRZ #1 BOARD OF DIRECTORS**

Board Member Lipscomb motioned to adjourn, and Chair Robertson seconded. The motion carried by a vote of 5 to 0.

The meeting was adjourned at 5:23 P.M.

TOWN OF FLOWER MOUND, TEXAS

\_\_\_\_\_  
Jim Robertson, Chair

**ATTEST:**

\_\_\_\_\_  
Krystle Nelinson, TIRZ #1 Secretary

DRAFT



**TAX INCREMENT REINVESTMENT  
ZONE #1 BOARD MEETING  
AGENDA ITEM NO: 2  
December 16, 2013**

CONSENT ITEM       REGULAR ITEM       WORK SESSION ITEM

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**FROM:** Mark Wood, Director of Economic Development

**THROUGH:** Jimmy Stathatos, Town Manager

**PRESENTER:** Mark Wood, Director of Economic Development

**ITEM:** Consider recommending TIRZ funding of the Town of Flower Mound Senior Center to the Town Council, ensuring an amount of no less than \$500,000 remains in TIRZ fund balance.

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Ordinance       Resolution       Motion       Direction

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**I. SUMMARY:**

This item is to recommend approval of TIRZ funding of the Town of Flower Mound Senior Center, ensuring an amount of no less than \$500,000 remains in the TIRZ fund balance for use on other TIRZ projects. At the November 18, 2013, TIRZ Board meeting, a motion to fund the Senior Center in an amount of \$4,900,000 failed by a vote of 2-3.

**II. BACKGROUND INFORMATION:**

The Senior Citizen Activity Center is currently on the approved TIRZ project list with a total budget of \$8,000,000. The Town had the opportunity to use existing Town owned property, located on West Windsor, to build a new senior center. In order to take advantage of economies of scale, the Town is also preparing the Town owned property at the corner of West Windsor/FM 2499 for future private development at the same time.

The Senior Center project began with a feasibility study funded by the TIRZ board in 2012. The Senior Center portion of the study was completed in April 2013. Based on the findings of the study, a 22,387 sq. ft senior center is being designed with three multipurpose rooms. The multipurpose rooms can be opened up into a large ballroom space that can seat over 250 people in a banquet type arrangement, or can accommodate up to 500 people in a lecture hall type setup.

The funding for surveying, design and preliminary construction costs of the project has been approved by the Town Council, and funded thru the general capital project funds. Total project budget for the Senior Center is \$5,600,000 with \$700,000 funding coming from the general capital projects fund. To be able to keep \$500,000 in TIRZ fund balance, the Town will identify other funding sources to cover reduced TIRZ funding. Should the TIRZ fund generate higher than anticipated revenue, the Town will be able to utilize those funds for the Senior Center project, so long as the fund balance remains at \$500,000.



**III. FISCAL IMPACT:**

Ending fund balance 9/30/2013:	\$ 5,476,424
Non-committed fund balance 9/30/2013:	\$ 3,006,257
Budgeted revenue for FY2014:	<u>\$ 1,927,000</u>
	\$ 4,933,257
Senior Center	<u>(\$4,433,257)*</u>
Estimated fund balance 9/30/2014	<u>\$ 500,000</u>

\*Estimated TIRZ funds for the Senior Center subject to change so long as TIRZ fund balance remains at \$500,000.

**IV. LEGAL REVIEW:**

N/A

**V. ATTACHMENTS:**

1. Senior Center program needs

**VI. RECOMMENDED MOTION OR ACTION:**

Move to approve recommending TIRZ funding of the Town of Flower Mound Senior Center to the Town Council, ensuring an amount of no less than \$500,000 remains in TIRZ fund balance.

TOWN OF FLOWER MOUND TOWN HALL

Freese and Nichols, Inc.  
April 19, 2013

SENIOR "SOCIAL" CENTER

Smith Group/ JIR 2009 Program				
	#	Area Ea./ SF	SF	Remarks
<b>A. Lobby/ Entry</b>				
Vestibule	1	150	150	
Lobby	1	650	650	locate coffee bar in lobby
Reception Desk	1	250	250	Prefer to be located in center of lobby
<b>SUBTOTAL Lobby/Entry</b>			1,050	
<b>B. Administration</b>				
Open Office	4	64	256	8' x 8' cubicles
Director's Office	1	140	140	
Work Room	1	300	300	
Conference Room	1	250	250	
Circulation @ 20%			189	
<b>SUBTOTAL Administration</b>			1135	
<b>C. Activity Spaces</b>				
<b>Multipurpose Ballroom</b>				
Multipurpose Ballroom	250	20	5000	seating for 250, folding partition- 1/3, 2/3
Platform	1	500	500	includes ramp
Storage	1	350	350	
Program Storage	1	250	250	
Kitchen	1	300	300	Catering kitchen only
Pantry	1	50	50	
<b>SUBTOTAL Multipurpose Ballroom</b>			6450	
Library/ Living Room/ TV	15	30	450	Greatly utilized
<b>SUBTOTAL Library/ Living Room/ TV</b>			450	
<b>Games &amp; Card Room</b>				
(8) 4 seat tables	8	80	640	
(2) 8 seat tables	2	160	320	
<b>SUBTOTAL Games &amp; Card Room</b>			960	
<b>Billard Room</b>				
(2) Billard tables	2	270	540	
(1) Shuffle board	1	120	120	
<b>SUBTOTAL Billard Room</b>			660	
<b>Craft Room</b>				
Craft Room	30	20	600	30 seats
Kiln/Storage Room	1	200	200	
<b>SUBTOTAL Craft Room</b>			800	
<b>Computer Classroom</b>				
Computer Classroom	15	35	525	
Storage	1	100	100	
<b>SUBTOTAL Computer Classroom</b>			625	
<b>Activity Room</b>				
Activity Room	40	20	800	
Storage	1	150	150	
<b>SUBTOTAL Activity Room</b>			950	
<b>Exercise Room</b>				
Exercise Room	10	60	600	
Lockers	30	1	30	
<b>SUBTOTAL Exercise Room</b>			630	
<b>TOTAL Activity Spaces NSF</b>			11,525	
<b>TOTAL ASSIGNABLE SPACE NSF</b>			13,710	
<b>D. Support Spaces</b>				
Women's Restroom	1	450	450	
Men's Restroom	1	450	450	
First Aid Room	1	100	100	
Laundry/ Custodial Spaces	1	250	250	
General Building Storage	2	150	300	
Mechanical	5%		686	
Walls and Partitions	7%		960	
Circulation	15%		2,057	
<b>SUBTOTAL Support Spaces</b>			5,252	
<b>TOTAL BUILDING GSF</b>			18,962	
Efficiency			72%	
<b>TOTAL BUILDING GSF AS DRAWN</b>			19,211	
Efficiency as Drawn			71%	
<b>Sitework</b>				
Covered Porch/ Outdoor Seating Area	1	400	400	
Parking	100 spaces			currently 76

FNI Updated Program 2013				
	#	Area Ea./ SF	SF	Remarks
<b>A. Lobby/ Entry</b>				
Vestibule	1	150	150	
Lobby	1	650	650	
Reception Desk	1	250	250	
<b>SUBTOTAL Lobby/Entry</b>			1,050	
<b>B. Administration</b>				
Open Office	4	64	256	
Director's Office	1	140	140	
Work Room	1	300	300	
Conference Room	1	250	250	
Circulation @ 20%			189	
<b>SUBTOTAL Administration</b>			1135	
<b>C. Activity Spaces</b>				
<b>Multipurpose Ballroom</b>				
Multipurpose Ballroom	250	20	5000	wood dance floor
Platform	1	500	500	
Storage	1	350	350	
Program Storage	1	250	250	
Kitchen	1	600	600	full size commercial kitchen
Pantry	1	100	100	
<b>SUBTOTAL Multipurpose Ballroom</b>			6800	
Library/ Living Room	15	30	450	fireplace
<b>SUBTOTAL Library/ Living Room/ TV</b>			450	
<b>Games &amp; Card Rooms (Two)</b>				
(16) 4 seat tables	16	80	1280	
(4) 8 seat tables	4	160	640	
<b>SUBTOTAL Games &amp; Card Room</b>			1920	Card room greatly utilized
<b>Billard Room</b>				
(2) Billard tables	2	270	540	
(1) Shuffle board	1	120	120	
<b>SUBTOTAL Billard Room</b>			660	
<b>Craft Room</b>				
Craft Room	30	20	600	
Kiln/Storage Room	1	200	200	
<b>SUBTOTAL Craft Room</b>			800	
<b>Computer Classroom</b>				
Computer Classroom	15	35	525	
Storage	1	100	100	
<b>SUBTOTAL Computer Classroom</b>			625	
<b>Activity Room</b>				
Activity Room	40	20	800	
Storage	1	150	150	
<b>SUBTOTAL Activity Room</b>			950	
<b>Fitness Room</b>				
Exercise Room	10	60	600	treadmills, rubber floor, ta chi
Lockers	30	1	30	
<b>SUBTOTAL Exercise Room</b>			630	
<b>TOTAL Activity Spaces NSF</b>			12,835	
<b>TOTAL ASSIGNABLE SPACE NSF</b>			15,020	
<b>D. Support Spaces</b>				
Women's Restroom	1	450	450	no doors on restrooms
Men's Restroom	1	450	450	
First Aid Room	1	100	100	
Laundry/ Custodial Spaces	1	250	250	
General Building Storage	2	150	300	
Mechanical	5%		751	
Walls and Partitions	7%		1,051	
Circulation	15%		2,253	
<b>SUBTOTAL Support Spaces</b>			5,605	
<b>TOTAL BUILDING GSF</b>			20,626	
Efficiency			73%	
<b>Sitework</b>				
Covered Porch/ Outdoor Seating Area	1	400	400	
Parking	150 spaces			

Notes:

Days, Times of Operation: Monday-Friday, 9 am - 4 pm  
Ability to block-off remainder of building except ballroom  
Currently 2 full-time staff  
Proximity of parking spaces important