

TIRZ No. 1 Administrative Policy & Guidelines

TIRZ No. 1 Board Meeting | June 2, 2026

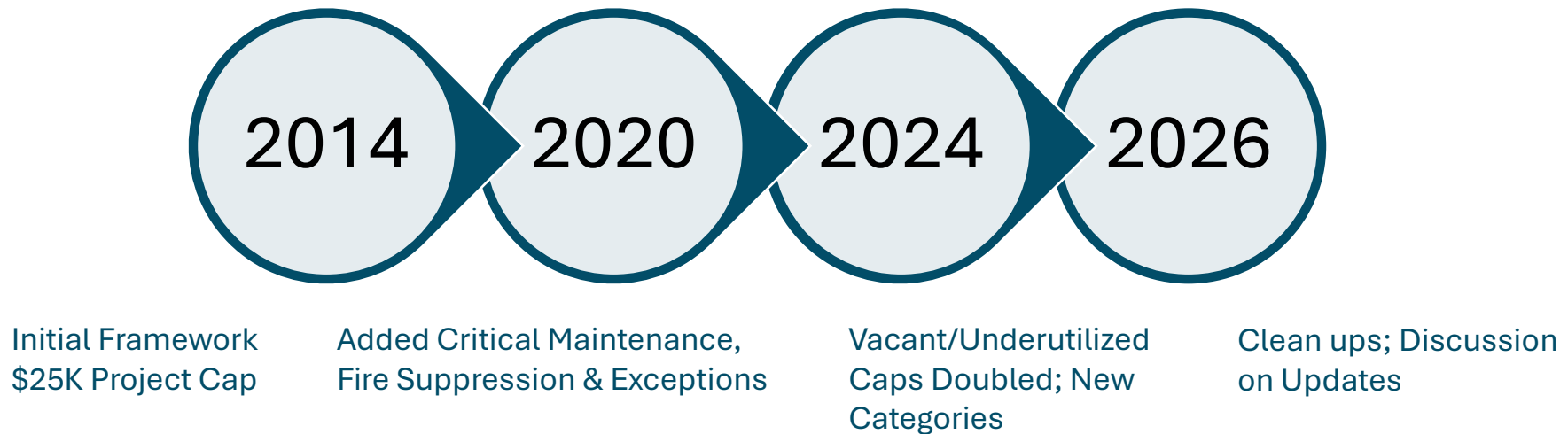
Presented By | Planning Department

Agenda

- Background: Why These Guidelines Exist
- What the Guidelines Accomplish
- Policy History at a Glance
- Expenditure History
- 2026 Policy Update
- Vacant/Underutilized Category: Funding Detail
- Discussion on Funding Policies
- Questions & Discussion

Why Do These Guidelines Exist?

- These policies were created at the direction of the TIRZ board as the number of applications and their amounts for funding both increased.
- As the fund balance grew and requests increased, the Board recognized the need for a consistent framework to guide Staff recommendations and protect the long-term success of the TIRZ.
- Below is a timeline of the Administrative Policy and Guidelines since their adoption in 2014.



What the Guidelines Accomplish



Provide a transparent, consistent basis for evaluating grant and reimbursement requests



Establish per-project and annual funding caps to protect the fund balance



Align expenditures with the approved Project Plan and Finance Plan



Retain full Board authority to grant exceptions and amend the policy at any time

Policy History at a Glance

September 2014 — Initial Adoption

Board directed Staff to create a formal policy framework

- Catalyst Projects: evaluated case-by-case
- Vacant/Underutilized: \$25,000 per project maximum
- Annual program cap: \$100,000; first-come, first-served

November 2020 — First Amendment

Four additions to the policy

- Critical Maintenance added: \$50,000 cap; 50/50 match
- Fire Suppression added: \$50,000 cap; 50/50 match
- Annual carryover added: up to \$300,000
- Meritorious Exceptions added: \$100,000 cap; 50/50 match

2024 — Second Amendment

All caps roughly doubled; two new categories added

- Vacant/Underutilized: \$50,000 per project / \$200,000 annual (up from \$25K / \$100K)
- Carryover maximum increased to \$400,000
- Critical Maintenance and Fire Suppression caps increased to \$100,000 matched
- Meritorious Exceptions cap increased to \$200,000 matched
- Innovation/Pilot Projects and District Enhancement Projects categories added

2026 — Third Amendment

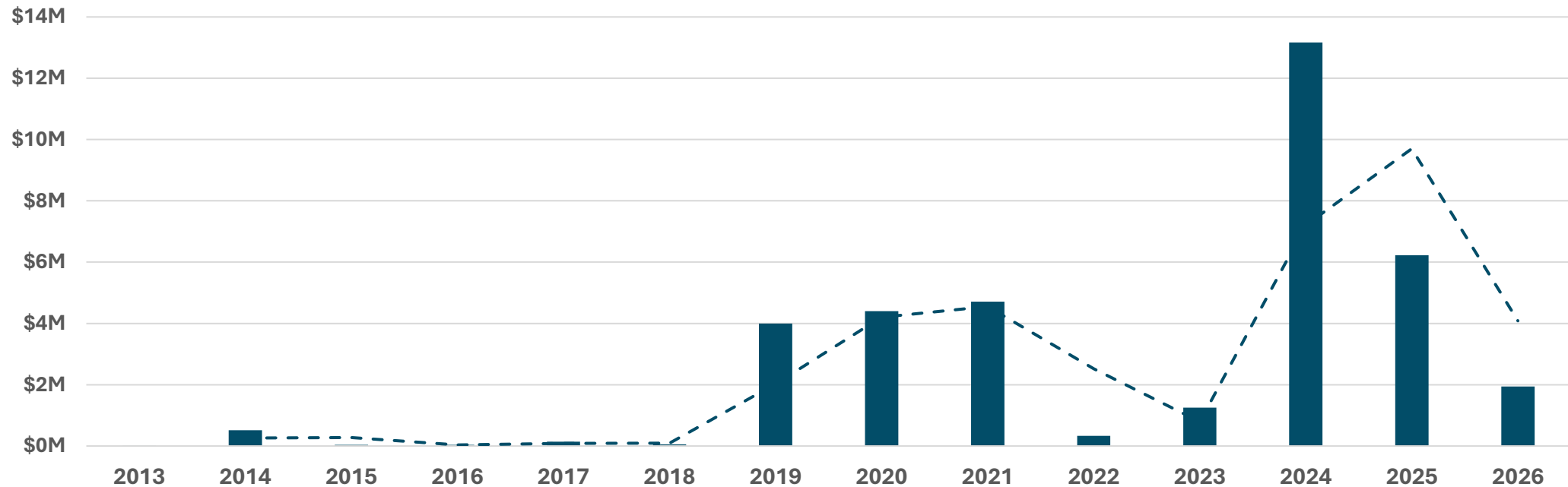
Minor housekeeping Proposed – Discussion on Changes

- Removes language referencing a formal scoring or criteria system that Staff does not use in practice to ensure the written policy accurately reflects how the program is administered

Expenditure History

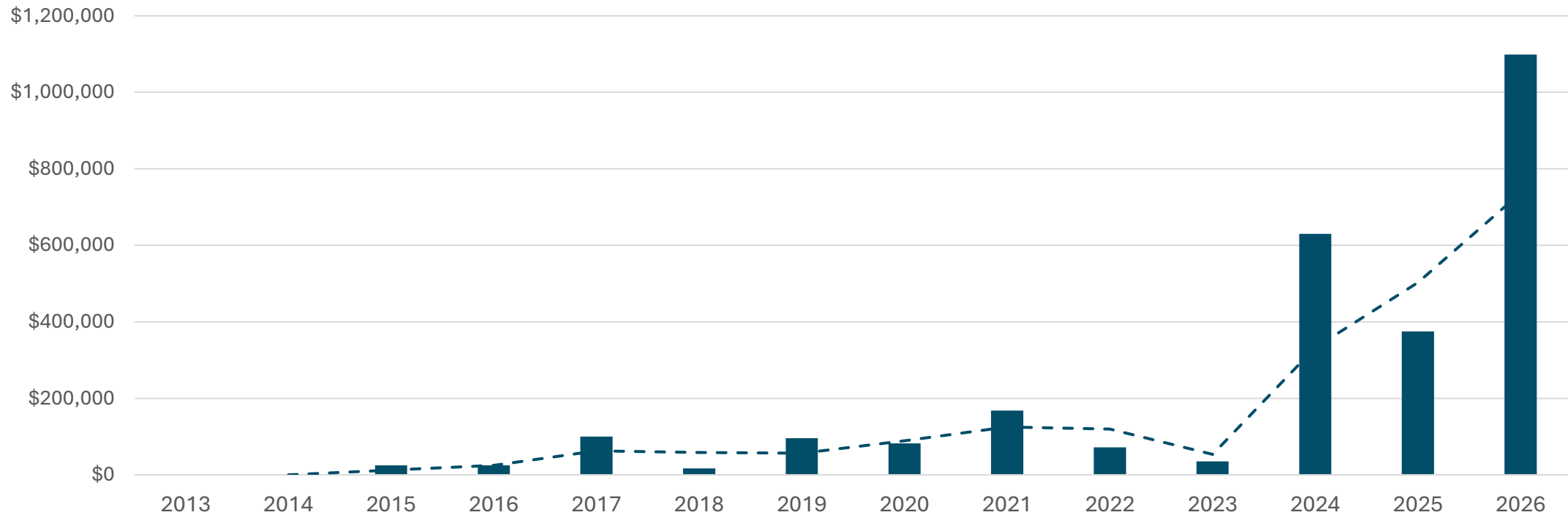
Expenditures: FY2013 – FY2026

TIRZ 1 Lifetime Expenditures



Vacant/Underutilized Expenditures: FY2015 – FY2026

Vacant/Underutilized Lifetime Expenditures



Policy Specifics

Current Funding Policies and Guidelines

Expenditure Type	Match required	Funding cap
Environmental Remediation, Demolition & Historic Facade	None	\$50,000 per project \$200,000 annual cap; unawarded funds roll over (max \$400,000)
Critical Maintenance	50 / 50	\$100,000 matched Structural/foundation, roofing, gutters, MEP; excludes tenant finish-out
Fire Suppression	50 / 50	\$100,000 matched Underground mains, sprinkler systems, standpipe, fire alarm
All Expenditure Types		\$200,000 matched
Meritorious Exceptions	50 / 50	Full Board authority; specific findings required; applicant ineligible for additional funding for Board-determined period
<i>All other project types & expenditures</i>	<i>None</i>	<i>No cap — case-by-case Board review</i>

Priority Project Earmarking: Context

Projected Fund Balance (end of FY2025):

~\$27.8M | Transportation restriction: \$2.6M

Known Priority Projects

- Fire Suppression Program (district-wide): \$4M – \$6M
- Downtown Parking Management: TBD
- New Downtown Parking Garage: \$24M – \$30M+
- **Combined range: \$28M – \$36M+ (vs. ~\$25.2M unrestricted balance)**

The Challenge

- Without a formal reserve, each new request is weighed against the full balance — rather than a consideration of the net balance of anticipated project funding

Are the Current Policies Still Working?

- Are the existing caps and eligibility criteria adequate?
- Given the recent pace and scale of requests, is the policy providing adequate guardrails?
- Should the Board formalize a way to reserve funds for identified priority projects before new requests are evaluated?

Next Steps

Option 1

- Adopt the resolution to adopt the updated Administrative Policy and Guidelines as presented

Option 2

- Modify the Administrative Policy and Guidelines as necessary to reflect current goals and priorities

Thank You!