

MINUTES OF THE BOARD OF DIRECTORS MEETING
TIRZ 17 Redevelopment Authority/Memorial City Redevelopment Authority
City of Houston, Texas
June 25, 2013

The Board of Directors (the "Board") of the TIRZ 17 Redevelopment Authority/Memorial City Redevelopment Authority (the "Authority") met in regular session, open to the public, on June 25, 2013, in the HEB Community Room, 9710 Katy Freeway, Houston, Texas.

Board members in attendance:

Ann T. Givens, Chair
John Rickel
Bob Tucker
Brad Freels
David A. Hamilton, P.E.
Glenn Airola
Zachary R. Hodges

Board members not in attendance:

John Rickel

Staff in attendance:

Don Huml - Executive Director

Consultants in attendance:

Michelle Lofton - ETI Bookkeeping Services
Muhammad Ali - Lockwood, Andrews & Newnam, Inc. ("LAN")
Trey Lary, Jessica Holoubek and Susan Hostetler - Allen Boone Humphries Robinson LLP

City of Houston representatives in attendance:

Council Member Helena Brown
Ralph De Leon, Mary Buzak, and Jack Valinski - City of Houston (the "City")

1. Call Meeting to Order

Having established that a quorum of the Board was present, Mr. Huml called the meeting to order.

2. Public Comments

Ms. Roberta Prazak commented on the agenda.

Ms. Virginia Gregory commented on development.

Ms. Lois Meyers commented on detention and development.

Ms. Donna Freedman commented on the article in *The Memorial Examiner* and detention.

3. Minutes

The Board reviewed the minutes of the May 28, 2013, meeting. Following discussion, Director Givens moved to approve the minutes as submitted. The motion was seconded by Director Airola and carried unanimously.

4. Financial and Bookkeeping Matters

Ms. Lofton reviewed the financial report for May and presented checks for payment by the Authority. Ms. Lofton reported an additional check in the amount of \$2,100 has been written to the City relating to abandonment and exchange of the water line easement. She noted the check will appear on next month's report. After review and discussion, Director Tucker moved to approve the financial report and payment of the bills presented, including the \$2,100 check to the City. The motion was seconded by Director Hamilton and carried unanimously.

5. Periodic Report to Secretary of State

The Board reviewed the Periodic Report to the Secretary of State, updated to include Don Huml as the Authority's Registered Agent and the titles of the directors. Following discussion and review, Director Tucker moved to approve the Periodic Report and authorizing filing the report with the Texas Secretary of State. Director Airola seconded the motion and it was unanimously approved.

6. Responses to Requests for Qualifications from Engineering Firms

Director Hamilton reported five engineering firms submitted responses to the Authority's Request for Qualifications to identify additional engineering firms to assist with Authority projects. He recommended and reviewed the qualifications of Gunda Corporation and Klotz Associates, Inc. Following discussion, Director Hamilton moved to pre-qualify Gunda Corporation and Klotz Associates, Inc. for potential contracts for Authority projects. Director Airola seconded the motion and it passed unanimously.

7. Recommendation and Solicitation of Landscape Architecture Services for Parks and Greenspace Improvements

Mr. Huml discussed the need to solicit landscape architecture services for the Authority's proposed parks and greenspace improvements. Upon discussion, Director Freels moved to authorize the solicitation of landscape architecture firms relating to the Authority's proposed parks and greenspace improvements. Director Hamilton seconded the motion and it passed by unanimous vote.

8. W140 Basin Project

Mr. Huml made a presentation regarding the detention basin, including governmental approvals, post-closing agreements relating to the land, and a schedule for construction.

Ms. Holoubek discussed the City's offer regarding the abandonment of and exchange easement for the waterline that currently bisects the detention basin tract. She reviewed a letter accepting accepting the City's June 5, 2013 offer letter and a Resolution Regarding Real Property Exchange regarding the water line easements at issue and payment of \$19,362 to the City for consideration for the easement relocation. Ms. Holoubek reviewed the terms of the proposed 20-foot water line easement dedication for Parcel KY13-251 which she stated has not yet been finalized by the City. Following review, Director Tucker moved to: (1) authorize the Chair to sign the offer letter to the City; (2) adopt the Resolution Regarding Real Property Exchange; and (3) dedicate the 20-foot water line easement to the City, upon finalization of the easement by the parties. Director Givens seconded the motion and it was unanimously approved.

Mr. Ali updated the Board regarding the status of construction. He stated there are no pay estimates or change orders for the Board's consideration.

Mr. Ali reported the mylars for phase II of the basin package have been approved by the City and Harris County Flood Control District. He requested the Board authorize advertisement for bids for the phase II basin package. Following discussion and based upon the engineer's recommendation, upon a motion made by Director Hamilton and seconded by Director Givens, the Board voted unanimously to approve plans and specifications and authorize advertisement for bids for construction of the phase II basin package.

Mr. Huml announced the groundbreaking ceremony for the W140 basin project on June 28, 2013, and invited all to attend.

9. Update to Regional Drainage Study

Mr. Ali reported on LAN's work on the update to the Regional Drainage Study and coordination with the City and the Harris County Flood Control District.

10. Barryknoll East Improvement Project

Mr. Ali reported on the schedule for the Barryknoll East Improvement Project by Texas Sterling Construction Co. Mr. Ali noted that the contractor has submitted a change order due to unforeseen field conditions. He noted LAN is reviewing the change order and it will be presented at the next meeting. Mr. Ali reviewed and recommended payment of Pay Estimate No. 2 in the amount of \$271,076.70. Following

discussion and based upon the engineer's recommendation, Director Givens moved to approve Pay Estimate No. 2 to Texas Sterling Construction Co. for the Barryknoll East Improvement Project. Director Hodges seconded the motion and it passed unanimously.

11. Lumpkin Improvement Project

Mr. Ali updated the Board regarding the Lumpkin Improvement Project.

12. W140 Channel Improvement Project

Mr. Ali reported on meetings with the Harris County Flood Control District and finalization of plans for the W140 channel improvements.

13. North Gessner/Witte Road Project

Mr. Ali reported on meetings with the City regarding the North Gessner/Witte Road Project and the City's request that LAN submit separate North Gessner and Witte into two separate Preliminary Engineering Reports.

14, 15. Convene in Executive Session Pursuant to Section 551.072, Texas Government Code, to Deliberate the Purchase, Exchange, Lease or Value of Real Property

It was not necessary to convene in executive session.

16. Adjournment

There being no additional matters for the Board's consideration, Director Givens moved to adjourn the meeting. The motion was seconded by Director Hodges and carried by unanimous vote.

Approved:



Secretary, Board of Directors

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