

**MINUTES OF THE JOINT MEETING OF THE  
TIRZ 17 REDEVELOPMENT AUTHORITY/MEMORIAL CITY REDEVELOPMENT AUTHORITY and  
TAX REINVESTMENT ZONE NUMBER SEVENTEEN  
CITY OF HOUSTON, TEXAS  
BOARD OF DIRECTORS**

**February 28, 2017**

**ESTABLISH QUORUM AND CALL MEETING TO ORDER.**

The Board of Directors of the TIRZ 17 Redevelopment Authority/Memorial City Redevelopment Authority and Tax Reinvestment Zone Number Seventeen, City of Houston, Texas, held a regular joint meeting on Tuesday, February 28, 2017, at 8:00 a.m., at the Four Points by Sheraton, 10655 Katy Freeway, Wycliffe Room, Houston, Texas 77024, inside the boundaries of the TIRZ, open to the public, and the roll was called of the duly appointed members of the Board, to-wit:

Position 1 – Marshall B. Heins

Position 2 – John Rickel

Position 3 – David P. Durham

Position 4 – Ann T. Givens, *Chair*

Position 5 – Zachary R. Hodges

Position 6 – Brad Freels, *Vice-Chair*

Position 7 – Glenn E. Airola, *Secretary*

and all of the above were present, with the exception of Director Heins, thus constituting a quorum. Also present were Scott Bean, Linda Clayton and Elisa Rodriguez, all with Hawes Hill Calderon, LLP; Jessica Holoubek, Allen Boone Humphries Robinson, LLP; and Michelle Lofton, ETI Bookkeeping Services. Others attending the meeting were Jennifer Curley, COH - Economic Development Dept.; Council Member Greg Travis and Monica Aizpurua, District G; Amy Peck, District A; Jack Valinski, COH; Karen Glynn and Laurie Rosenbaum, City of Bunker Hill; Ben Gillis, Memorial City MD; Muhammad Ali and Derek St. John, both of LAN; Bart Standley, Klotz Associates; Lokesh Vijayagopal and David Garza, both of Gunda Corporation; Virginia Gregory, Donna Freedman, Kay Haslam, Jim Shroff, Bruce Nichols James Shanks, Ed Browne, Lois Myers, David Tresch and Dean Bixler. Chair Givens called the meeting to order at 8:00 a.m.

**RECEIVE PUBLIC COMMENTS.**

Kay Haslam discussed a letter regarding diverting the Sam Houston trunkline into W153. She stated the line is already overloaded. Ed Browne stated he would like to take the opportunity to discuss TIRZ projects with Klotz Associates. Lois Myers stated there is no one present representing District A at the meeting and City and County officials should be attending TIRZ meetings. She discussed the response to her open records request and stated she did not receive the plans that have been submitted to Harris County Flood Control and the City of Houston. She stated the TIRZ should be spending its money on detention ponds. Donna Freedman discussed the Cost Sharing Agreement for Parking Garage relating to Town & Country that was on the Agenda last month. She made statements regarding detention and flooding in the area. Bruce Nichols stated Frostwood supports fact based mitigation in the area. He stated Frostwood does not agree with negative public comments made by others. He stated Frostwood strongly supports the Board's efforts in detention plans.

**APPROVE MINUTES OF JANUARY 23, 2017, REGULAR MEETING.**

Upon a motion duly made by Director Rickel, and being seconded by Director Airola, the Board voted unanimously to approve the Minutes of the January 23, 2017, Board meeting, as presented.

**RECEIVE FINANCIAL AND BOOKKEEPER'S REPORT, INCLUDING PAYMENT OF INVOICES, REVIEW OF INVESTMENTS AND PROJECT CASH FLOW REPORTS.**

Ms. Lofton presented the Bookkeeper's Report and went over invoices, included in the Board agenda materials. Upon a motion duly made by Director Rickel, and being seconded by Director Hodges, the Board voted unanimously to accept the Bookkeeper's Report and approved payment of invoices, as presented.

**PRESENTATION ON TOWN AND COUNTRY AT QUEENSBURY INTERSECTION IMPROVEMENTS; AUTHORIZE APPROPRIATE ACTIONS.**

Mr. Vijayagopal provided a presentation on the Town & Country Blvd. and Queensbury Lane Intersection Realignment & Signalization. A copy of the presentation was included in the Board agenda materials. No action from the Board was required.

**CIP COMMITTEE.**

**a. Project Update Report(s) from LAN.**

- i. Consider Pay Estimate No. 4 including Change Order No. 1 and Final Pay Estimate No. 5 and Release of Retainage for Four Points by Sheraton project from Corner Rock Construction.**

Mr. Ali reported the Four Points by Sheraton parking lot extension project is complete. He reported final completion was achieved on February 15, 2017. He reviewed the unforeseen conditions encountered during the project, which included an existing 12-inch water line and differing subgrade conditions. He reviewed (a) Change Order No. 1 from Corner Rock Construction in the amount of \$12,329.96; (b) Pay Estimate No. 4 from Corner Rock Construction in the amount of \$76,778.71; and (c) Pay Estimate No. 5 Final from Corner Rock Construction in the amount of \$13,653.32, all were included in the Board agenda materials. He reported LAN has reviewed the Change Order and Pay Estimates and concurs with the amounts and recommends all for approval. He reported the water line does not affect final completion. Upon a motion duly made by Director Hodges, and being seconded by Director Airola, the Board voted to approve a) Change Order No. 1 from Corner Rock Construction in the amount of \$12,329.96; (b) Pay Estimate No. 4 from Corner Rock Construction in the amount of \$76,778.71; and (c) Pay Estimate No. 5 Final from Corner Rock Construction in the amount of \$13,653.32, as presented. Director Freels abstained. The motion passed.

- ii. Authorization to bid Town and Country Roadway construction project contingent on final right-of-way acquisition approval.**

Mr. Ali requested authorization to advertise for bids on the Town and Country Roadway construction project. Upon a motion duly made by Director Durham, and being seconded by Director Airola, the Board

voted to authorize LAN to advertise for bids on the Town and County Roadway construction project. Director Freels abstained. The motion passed.

**iii. Proposal for Regional Detention Analysis South of Interstate 10.**

Mr. Ali reviewed LAN's proposal to conduct additional drainage analysis south of I-10, and answered questions. Upon a motion duly made by Director Rickel, and being seconded by Director Durham, the Board voted unanimously to approve the LAN proposal to conduct additional drainage analysis south of I-10, as presented.

**b. Project Update Report(s) from Klotz Associates.**

Mr. Standley provided an update on the Briar Branch Channel Improvements project, a copy of the Monthly Status Report is included in the Board agenda materials, and answered questions. He reported he estimated it will take approximately 6 months for final approval from the City and Flood Control. Chair Givens pointed out that with all the changes taking place to the plans, the Board has no idea what the final design plan is going to look like. She reported any request for records cannot be given out until the plans have been finalized and the Board approves the plan. Mr. Standley provided an update on the N. Gessner Drainage and Mobility project, a copy of the Monthly Status Report is included in the Board agenda materials. No action from the Board was required.

**c. Project Update Report(s) from Goodman Corporation.**

No report.

**d. Project Update Report(s) from SWA.**

**i. Amended work authorization for Gessner Road landscape design.**

Director Rickel recommended to table this item until next month, to allow Mr. Vick to explain the proposal further. This item was tabled.

**INTERLOCAL AGREEMENT WITH THE CITY OF HOUSTON FOR AMENITY FUNDING AT GESSNER AND LONG POINT INTERSECTION.**

Mr. Bean stated the Board approved the Interlocal Agreement last month and it is at the City for review and comments. No action from the Board was required.

**CONVENE IN EXECUTIVE SESSION PURSUANT TO SECTION 551.071, TEXAS GOVERNMENT CODE, TO CONDUCT A PRIVATE CONSULTATION WITH ATTORNEY, WITH REGARD TO PENDING OR CONTEMPLATED LITIGATION; AND CONVENE IN EXECUTIVE SESSION PURSUANT TO SECTION 551.072, TEXAS GOVERNMENT CODE, TO DELIBERATE THE PURCHASE, EXCHANGE, LEASE OR VALUE OF REAL PROPERTY.**

The Board convened in Executive Session at 8:54 a.m.


**RECONVENE IN OPEN SESSION AND AUTHORIZE APPROPRIATE ACTIONS REGARDING PRIVATE CONSULTATION WITH ATTORNEY; AND RECONVENE IN OPEN SESSION AND AUTHORIZE APPROPRIATE**

**ACTIONS WITH REGARD TO PENDING OR CONTEMPLATED LITIGATION AND REGARDING THE PURCHASE, EXCHANGE, LEASE OR VALUE OF REAL PROPERTY.**

The Board reconvened in open session at 9:19 a.m. No action was taken.

**ADJOURNMENT**

There being no further business to come before the Board, Chair Givens adjourned the meeting at 9:20 a.m.



---

Secretary