

MINUTES OF THE BOARD OF DIRECTORS MEETING  
TIRZ 17 Redevelopment Authority/  
Memorial City Redevelopment Authority  
City of Houston, Texas  
November 4, 2008

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 November 4, 2008, in the Memorial Hermann Hospital's 6th Floor  
Conference Room, 921 Gessner, Houston, Texas, inside the boundaries of the District.

Board members in attendance:

Charles Turet, Chair  
Dan Moody, III  
Zachary Hodges  
Brad Freels

Board members not in attendance:

Brenda Stardig Patrick  
Glenn Airola  
Ken Arnold

City of Houston representatives in attendance:

Robert Fiederlein

Consultants in attendance:

Michael McCall - McCall, Gibson & Company, PLLC  
Paula Cox - ETI Accounting Services  
Derek St. John, Steven Holt - Lockwood, Andrews & Newnam, Inc. ("LAN")  
Trey Lary and Susan Hostetler - Allen Boone Humphries Robinson LLP ("ABHR")  
Duncan Lamme - RBC Capital Markets

Staff in attendance:

Pat Walters - Executive Director  
Perry Pace - Project Manager

**1. Call meeting to order, take attendance and verify that a quorum is present**

Director Turet called the meeting to order. Agenda items 9 through 16 were  
considered first. All remaining agenda items were considered in order.

## **2. Minutes of the October 7, 2008 Board meeting**

The Board reviewed the minutes of the October 7, 2008, Board meeting. Following discussion, Director Hodges moved to approve the minutes of the meeting as submitted. The motion was seconded by Director Moody and carried unanimously.

## **3. Financial report and payment of invoices**

Ms. Cox reviewed the financial report, and presented checks for payment from the general operating fund and the capital projects fund. Mr. Walters reviewed information on the Authority's cash flow for the next fiscal year. Mr. St. John reviewed the updated construction project impact chart. He discussed an expected refund from Klotz regarding the Gessner widening project. The Board asked Mr. Walters and LAN to approach the Harris Galveston Area Council about funding for the Gessner project.

Following review and discussion, Director Hodges made a motion to approve payment of the invoices presented in the financial report, and authorize future bond proceeds or other funds to be used to reimburse the operating account for capital funds expenditures to Conrad Construction Co., Ltd., as necessary. Director Moody seconded the motion, and it passed unanimously.

## **4. Consider and approve FY 2008 audit**

Mr. McCall reviewed the audit with the Board and discussed reporting changes from the previous fiscal year. Following review and discussion, Director Hodges made a motion to approve the audit for the fiscal year ending June 30, 2008. The motion was seconded by Director Freels and carried by unanimous vote.

## **5. Consider and act to purchase plastic stanchions and chains for future Board meetings**

Mr. Walters requested that the Board approve the purchase of plastic stanchions and chains in order to provide additional direction to the public during Board meetings. The Board asked that the Authority's web site be updated with a map to show the meeting location. Following discussion, Director Freels made a motion to authorize Mr. Walters to purchase plastic stanchions and chains at a cost not to exceed \$225. Director Moody seconded the motion, and it passed by unanimous vote.

**6. FY 2009 Bond issue, including designation of underwriter's counsel**

Mr. Lamme discussed the bond market and second bond issue. The Board considered designating underwriter's counsel to prepare the Preliminary Official Statement for the bond issue. Director Turet recommended the Authority designate Andrews & Kurth as underwriter's counsel. Following discussion, Director Moody made a motion to designate Andrews & Kurth as underwriter's counsel. Director Freels seconded the motion, which carried unanimously.

**7. Report on the status of the Gessner Road widening project**

Mr. St. John reported on the status of the Gessner widening project. He stated there are no construction pay estimates or change orders for the Board's consideration. Mr. St. John discussed relocation of the Sears fire vault and installation of street lights. Mr. St. John reviewed the \$10,704 proposal for LAN to prepare the necessary documentation relating to the additional water line easements required by the City. Following review and discussion, Director Moody made a motion to approve LAN's proposal for \$10,704. Director Hodges seconded the motion, and it passed by unanimous vote.

**8. Report on status of the Bunker Hill widening project**

Mr. St. John reported on the status of the Bunker Hill widening project. He reported there are no pay estimates or change orders for the Board's consideration. Mr. Walters reported that City Council has approved the City's payment for construction of Bunker Hill from Pine Lake to Long Point Road. Mr. St. John discussed the City's acquisition of right-of-way for the project and traffic control measures. He also addressed concerns regarding flooding on Pine Lake. The Board took no action regarding the Bunker Hill widening project.

**9. Report on the status of the Kingsride intersection improvements**

Mr. St. John reported on the status of the Kingsride intersection improvements. He stated there are no pay estimates or change orders for the Board's consideration. The Board took no action regarding the Kingsride project.

**10. Report on the status of the Queensbury storm sewer improvements**

Mr. St. John reported on the status of the Queensbury storm sewer improvements and presented documentation for final acceptance of the project. Following discussion and based on the engineer's recommendation, Director Moody made a motion to accept the Queensbury storm sewer improvements. Director Freels seconded the motion, which carried unanimously.

**11. Report on parks, trails, and greenspace**

Mr. Walters discussed landscape improvements to esplanades on Westview between Beltway 8 and Shadowdale, and Town & Country Boulevard between the I-10 frontage road and Town & Country Way. The Board took no action regarding this agenda item.

**12. Report on preliminary planning work on Gessner and Barryknoll northbound right turn lane**

Mr. St. John reported on a meeting with the landowner regarding dedication of right-of-way for proposed improvements at to the northbound right turn lane at the intersection of Gessner and Barryknoll. The Board took no action regarding this agenda item.

**13. Report on preliminary planning work on Bunker Hill south drainage and intersection improvements**

Mr. St. John discussed the proposed Bunker Hill south drainage and intersection improvements. The Board took no action regarding this agenda item.

**14. Report on preliminary planning work on Memorial near Beltway 8 drainage and mobility improvements**

Mr. St. John discussed proposed drainage and mobility improvements to Memorial Drive near Beltway 8. The Board took no action regarding this agenda item.

**15. Report on preliminary planning work on Kimberly and Beltway 8 drainage improvements**

Mr. St. John reviewed LAN's proposal to prepare a Preliminary Engineering Report for Kimberly and Beltway 8 drainage improvements, for \$52,947.50. Following review and discussion, Director Hodges moved to approve LAN's proposal to prepare a Preliminary Engineering Report for Kimberly and Beltway 8 drainage improvements, in the amount of \$52,947.50. The motion was seconded by Director Freels and passed by unanimous vote.

**16. Report on preliminary planning work on Town and Country Boulevard and Queensbury signalization**

Mr. St. John discussed the proposed Town and Country Boulevard and Queensbury signalization project. The Board took no action regarding this agenda item.

## 17. Public comments

Ms. Gregory commented on the drainage study for Briar Branch, the street light outage, return of neighborhood signs, and City guidelines.

Mr. Murphy introduced Rick Roberts as the new liaison between the Authority and the Fon Villas Civic Association. The Board welcomed Mr. Roberts.

Ms. Freeman commented on the meeting room configuration and drainage at Pine Lake.

Ms. Prazak commented on the City Ordinance creating the Zone, community protection, cut-through traffic, Fon Villas, and Barry Knoll.

Mr. Brown commented on sheet flow ponding, flooding after Hurricane Ike, and the Authority's drainage study.

## 19. Adjournment

There being no additional matters for the Board's consideration, Director Moody moved to adjourn the meeting. The motion was seconded by Director Hodges, and passed unanimously.

Approved:



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Chuck Turet, Chairman

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