

MINUTES OF THE BOARD OF DIRECTORS MEETING  
TIRZ 17 Redevelopment Authority/  
Memorial City Redevelopment Authority  
City of Houston, Texas  
August 26, 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 August 26, 2008, in the Memorial Hermann Hospital's Heart and  
Vascular conference room, 921 Gessner, Houston, Texas, inside the boundaries of the  
District.

Board members in attendance:

Charles Turet, Chair  
Dan Moody, III  
Brenda Stardig Patrick  
Glenn Airola

Board members not in attendance:

Ken Arnold  
Brad Freels  
Zachary Hodges

City of Houston representatives in attendance:

Robert Fiederlein

Consultants in attendance:

Pat Hall and Paula Cox - ETI Accounting Services  
Rafael Ortega, Jesse Chavez, Derek St. John - 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.

## **2. Minutes of the July 1, 2008 Board meeting**

The Board reviewed the minutes of the July 1, 2008, Board meeting. Following discussion, Director Airola moved to approve the minutes of the meeting as submitted. The motion was seconded by Director Stardig Patrick and carried unanimously.

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

Ms. Hall reviewed the financial report as of July 31, 2008, and presented checks for payment from the general operating fund and the capital projects fund. Mr. Ortega reported on invoices presented by LAN at the July meeting. Following review and discussion, Director Stardig Patrick made a motion to approve payment of the invoices presented. Director Moody seconded the motion, and it passed unanimously.

## **4. Modification of investment policy to establish an account with TexStar**

Mr. Walters reviewed documentation to open an account in TexStar for deposit of the Authority's escrowed funds relating to the Series 2008 bonds. Mr. Walters noted that TexStar is an authorized investment pursuant to the Authority's investment policy. Following discussion, Director Moody made a motion to establish an account at TexStar. Director Airola seconded the motion, which passed by unanimous vote.

## **5. Report on FY 2009 bond issue**

Mr. Lamme and Mr. Lary discussed the fiscal year 2009 bond issue and a proposed schedule for the bond issue. Mr. Walters reviewed the cash flow requirements for Authority projects.

## **6. Report on the status of the Gessner Road widening project**

Mr. Ortega and Mr. Walters reported on the status of the Gessner widening project. He stated there are no pay estimates or change orders for the Board's consideration.

Mr. Ortega reviewed and recommended acceptance of a proposal from CenterPoint Energy for removal of an existing streetlight and riser for \$198.00.

The Board then discussed relocation of electrical service to the Olive Garden Restaurant. Mr. Ortega reviewed and recommended approval of a proposal by Facilities Electric for relocation of overhead electrical service to the Olive Garden Restaurant, for \$27,280. Mr. Lary reviewed a proposed letter agreement with the

restaurant to release and hold harmless the Authority regarding the electrical service work. The Board discussed the Authority's practice to work with property owners to minimize the impact of the construction work, as consideration for the dedication of right-of-way for the road projects.

Mr. Ortega then discussed relocation of the fire vault at the Sears Automotive. He noted that the existing fire vault must be relocated outside the right-of-way and updated to current City standards. He estimated that it will cost \$31,000 to move the vault and \$5,000 for related permits and impact fees.

Mr. Ortega updated the Board on efforts to obtain an easement for future maintenance of the 12-inch water line.

Mr. Ortega then reported on installation of street lights on Gessner. He reported that the Texas Department of Transportation ("TxDOT") will not install CenterPoint Energy pull boxes and foundations. Mr. Ortega reported that LAN is working to obtain a cost estimate from CenterPoint Energy for this work. He reminded the Board that the Authority has budgeted \$89,000 for installation of the street lights and that the expected cost should not exceed the budgeted amount.

Following review and discussion, and based upon the engineer's recommendation, Director Moody made a motion to: (1) approve CenterPoint Energy's proposal to remove a streetlight and riser for \$198; (2) approve the proposal of Facilities Electric to relocate electrical service to the Olive Garden Restaurant for \$27,820, and approve the associated letter agreement with the Olive Garden Restaurant; and (3) approve expenditure of \$36,000 to move the fire vault at the Sears Automotive Center. The motion was seconded by Director Airola and carried by unanimous vote.

## **7. Report on status of the Bunker Hill widening project**

Mr. Fiederlein reported on the status of the City's \$3 million reimbursement to the Authority relating to construction of Bunker Hill from Pine Lane to Long Point Road.

Mr. Ortega reported on the status of the Bunker Hill widening project. He reported on acquisition of right-of-way by the City.

Mr. Chavez then reviewed and recommended approval of three change orders to the construction contract: (1) to install two gate valves near Look Road for \$6,321.11; (2) to add solar school zone signs for \$5,268.96; and (3) to install temporary school zone signs for \$1,020.96.

The Board then discussed traffic control measures at Woodview Elementary School. The Board authorized Mr. Walters to work with Spring Branch Independent School District's police chief to provide additional traffic control officers as necessary.

Mr. Walters reviewed an agreement between the Authority and Spring Branch Management District for installation of sidewalks and other improvements to a portion of Bunker Hill within Spring Branch Management District.

Following review and discussion, Director Stardig Patrick made a motion to approve: (1) the change order to install two gate valves in the amount of \$6,321.11; (2) the change order for solar school zone sign in the amount of \$5,268.96; (3) the change order for temporary school zone signs in the amount of \$1,020.96; and (4) the agreement with Spring Branch Management District. Director Moody seconded the motion, which passed unanimously.

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

Mr. Chavez updated the Board on the status of the Kingsride intersection improvements. He stated there are no pay estimates or change orders for the Board's consideration. No action was necessary regarding this agenda item.

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

Mr. Ortega updated the Board regarding the Queensbury storm sewer improvements. He reviewed and recommended payment of the final pay estimate to Huff & Mitchell, Inc. Following review and discussion and based upon the engineer's recommendation, Director Stardig Patrick made a motion to approve payment to Huff & Mitchell, Inc. in the amount of \$365,176.00. The motion was seconded by Director Moody, and carried unanimously.

**10. Report from the parks, trails, and greenspace committee meeting**

Mr. Walters updated the Board on discussions with Harris County Precinct 3, the Houston Parks Board and Spring Branch Management District regarding identification and development of greenspace areas. No action was necessary regarding this agenda item.

**11. Convene in executive session**

The Board did not need to meet in executive session.

**12. Reconvene in open session and authorize appropriate action**

No action was necessary for this agenda item.

**13. Responses to public comments received at prior meetings**

Mr. Walters responded to public comments received at the previous Board meeting.

**14. Public comments**

Mr. Brown commented on flooding in the area.

Ms. Gregory commented on the culverts installed at the Briar Branch bridge.

**15. Adjournment**

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

Approved:



\_\_\_\_\_  
Chuck Turet, Chairman

TIRZ 17 Redevelopment Authority/Memorial City Redevelopment Authority  
City of Houston, Texas