

MINUTES OF THE BOARD OF DIRECTORS MEETING  
TIRZ 17 Redevelopment Authority/  
Memorial City Redevelopment Authority  
City of Houston, Texas  
May 8, 2007

A meeting of the Board of Directors (“Board”) of the TIRZ 17 Redevelopment Authority/  
Memorial City Redevelopment Authority (“Authority”), was held on Tuesday, May 8, 2007 at  
7:30 AM in the Eagle Room, Houston Community College Town and Country Campus, 1010  
West Sam Houston Parkway North, Houston, Texas. The meeting was open to the public.

Board members in attendance:

Charles Turet  
Terry Cheng  
Carolina Weitzman  
Dan Moody, III

Board members not in attendance:

Ken Arnold

City of Houston representatives in attendance:

Robert Fiederlein

Consultants in attendance:

Linda Canik – ETI Accounting Services  
Trey Lary – Allen Boone Humphries Robinson LLP (“ABHR”)  
Chuck Rogers, Derek St. John and Rafael Ortega – Lockwood, Andrews & Newnam, Inc.  
 (“LAN”)  
David Kahala – TCB Inc.  
Michael McCall – McCall, Gibson & Company, PLLC

Staff in attendance:

Pat Walters, Executive Director

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

The meeting was called to order by the chair, Charles Turet. A quorum was present.

**2. Approve minutes of the previous meeting**

Dan Moody moved that the minutes of April 10, 2007 meeting be approved. The motion was  
seconded by Carolina Weitzman and unanimously approved.

**3. Receive Financial Report and approve payment of invoices**

Linda Canik reviewed the financial report as of April 30, 2007. Carolina Weitzman made a motion that the Board approve the financial report and payment of the invoices presented, and that the Authority resolve to reimburse its operating fund with future debt service funds for capital expenditures, going back the maximum allowable period of time. Dan Moody seconded the motion, and it carried unanimously.

**4. Consider and act to hire McCall Gibson to perform financial audit**

Michael McCall presented an engagement letter for McCall, Gibson & Company, PLLC to conduct the District's audit for the fiscal year ending June 30, 2007, for an estimated fee of \$6,750. Pat Walters reported that the City of Houston ("City") has requested that the Authority submit its audit to the City for inclusion in the City's 2007 Comprehensive Annual Financial Report. Terry Cheng made a motion that the Board engage McCall, Gibson & Company, PLLC to conduct the District's audit for an estimated fee of \$6,750. Dan Moody seconded the motion, which passed by unanimous vote.

**5. Consider and act on proposal from Associated Testing Laboratories for Phase II Environmental Site Assessment for Gessner Road**

The Board discussed the proposal from Associated Testing Laboratories for Phase II Environmental Site Assessment for Gessner Road. No action was necessary for this agenda item.

**6. Consider and act on Preliminary Engineering Report for Queensbury Storm Sewer Improvement**

The Board reviewed the Preliminary Engineering Report ("PER") for the Queensbury Storm Sewer Improvements. Mr. Ortega reported that the PER has been submitted to the City and LAN awaits comments from the City's Technical Review Committee. No action was necessary for this agenda item.

**7. Consider and act on the proposal to prepare the Queensbury Tree Preservation Plan**

Derek St. John reported that a Queensbury Tree Preservation Plan is not needed because the developer is performing the tree preservation according to City requirements. No action was necessary for this agenda item.

**8. Consider and act on LAN's proposal for Kingsride Intersection Improvements**

Chuck Rogers presented LAN's proposal for engineering services for the design of an eastbound left and right turn lane at the intersection of Kingsride and Gessner and a proposed traffic signal at the intersection of Kingsride and Frostwood. He reviewed a proposal for additional right-of-way mapping needed for the Kingsride improvements. Carolina Weitzman made a motion that the Board approve the proposals of LAN for the Kingsride intersection improvements. The motion was seconded by Dan Moody, and carried

unanimously, with Terry Cheng abstaining.

**9. Discuss Bunker Hill Road project and take appropriate action to authorize Phase II services of TCB's engineering services contract**

Rafael Ortega presented a proposal from TCB for Phase II engineering services for improvements to Bunker Hill Road from IH-10 to Long Point. Mr. Ortega discussed removing the signalization project from the draft proposal, which would decrease fees from \$445,661 to \$408,202. Mr. Ortega said the proposal does not include Phase II environmental work, which will be considered after the completion and revision, if necessary, of the Phase I environmental work.

Rafael Ortega and Charles Turet discussed the prior geotechnical engineering work on the project by Tolunay-Wong Engineers, Inc. Mr. Ortega recommended acceptance of the proposal as modified to revise the amount to \$408,202 instead of \$445,661, and to allow for 150 work days for the project. Ms. Weitzman made a motion that the Board accept the proposal from TCB for engineering services, as modified. Mr. Moody seconded the motion, which carried unanimously, with Terry Cheng abstaining.

**10. Consider and act on website proposal**

Pat Walters reported that he and LAN are working on a proposal to develop a web site, and that he expects the proposal to be completed by the next meeting. No action was necessary for this agenda item.

**11. Consider and act on adoption of Policies and Procedures for Public Participation and Public Information**

Trey Lary presented the Policies and Procedures for Public Participation and Public Information. Following review and discussion, Dan Moody made a motion that the Board adopt the Policies and Procedures for Public Participation and Public Information. The motion was seconded by Carolina Weitzman, and passed unanimously.

**12. Discuss future environmental testing for Bunker Hill Road Project**

The Board discussed this matter in connection with Agenda Item Nos. 5 and 9. No action was necessary regarding this agenda item.

**13. Discuss Gessner Road widening project and Texas Department of Transportation ("TxDOT") funding**

Mr. Ortega reported on the project budget for widening of Gessner Road and his work with the Houston-Galveston Area Council to increase the amount of federal and state participation in the project. He also reported that TxDOT will require the Authority to remove the trees on the east side of Gessner in connection with the widening. Mr. Ortega suggested that the Authority and Memorial City Management District work with an arborist to relocate or

replant the trees. No action was necessary for this agenda item.

**14. Receive an update on Briar Branch Drainage Study and the Rummel Creek Floodplain Reduction Study**

Derek St. John reported on the Briar Branch drainage study and the Rummel Creek floodplain reduction study. No action was necessary for this agenda item.

**15. Public comment**

Virginia Gregory expressed concern about the geotechnical work by Tolunay-Wong Engineers, Inc.

Neil Parsons suggested that the Board consistently use the title TIRZ 17 Redevelopment Authority and introduced the new Forum Villas representative, Robert Murphy.

Hugh Rawl suggested that the Board consider possible future projects in its work on Kingside.

Donna Hanley commented on the City's refusal to allow her to attend the City's Technical Review Committee meetings regarding Bunker Hill.

**16. Adjournment**

There being no additional matters for the Board's consideration, the meeting was adjourned.

Approved:



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Charles Turet, Chair  
TIRZ 17 Redevelopment Authority/Memorial City Redevelopment Authority  
City of Houston, Texas