

MINUTES OF THE BOARD OF DIRECTORS MEETING
TIRZ 17 Redevelopment Authority/Memorial City Redevelopment Authority
City of Houston, Texas
August 31, 2010

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 31, 2010, in the HEB Community Room, 9710 Katy Freeway, Houston, Texas.

Board members in attendance:

Charles Turet, Chair
Dr. Zach Hodges
Dan Moody, III
Ken Arnold
Brad Freels
Ann T. Givens
Glenn Airola

Board members not in attendance:

none

Consultants in attendance:

Pat Hall and Michelle Lofton - ETI Bookkeeping Services
Derek St. John and Mark Scates - Lockwood, Andrews & Newnam, Inc. ("LAN")
Trey Lary and Susan Hostetler - Allen Boone Humphries Robinson LLP ("ABHR")

Staff in attendance:

Pat Walters - Executive Director

City of Houston Representatives in attendance:

Ingrid Flornoy - Council Member Jolanda Jones' office
Mark Kirschke - Council Member Oliver Pennington's office
Corrie Rae - Council Member Brenda Stardig's office
Julia Gee and Jesse Bounds - Economic Development Department, City of Houston
("City")

1. Call Meeting to Order

Director Turet called the meeting to order. All agenda items were considered in order.

2. Public Comments

Ms. Roberta Prazak commented on the Kimberley Lane project and the Gessner Road widening project.

3. Minutes

The Board reviewed the minutes of the July 27, 2010, meeting. Following discussion, Director Arnold moved to approve the minutes as submitted. The motion was seconded by Director Hodges and carried by unanimous vote.

4. Financial and Bookkeeping Matters

Ms. Hall reviewed the financial report for July and presented checks for payment. Following review and discussion, Director Givens made a motion to approve the financial report and the payment of the bills presented. Director Arnold seconded the motion, and it passed unanimously.

5. Compensation and Employment Committee

Directors Turet and Arnold discussed establishing a compensation and employment committee. Director Arnold stated his preference that the committee develop goals for the Executive Director and a process for his performance review by the next meeting. Following discussion, Director Moody moved to establish the compensation and employment committee and appoint Directors Arnold, Givens, and Hodges to the committee. Director Hodges seconded the motion, which passed unanimously.

6. Bunker Hill Widening Project

Mr. St. John reported the Bunker Hill widening project is complete. He discussed letters sent to the contractor, Conrad Construction Co., Ltd., requesting replacement of two palm trees pursuant to the construction contract. Mr. St. John reported that the most recent letter to the contractor states the Authority will replace the trees and deduct such amount from the retainage held under the contract, if the contractor does not respond within 10 days. Mr. St. John discussed revisions to a section of sidewalk in order to meet Americans with Disabilities Act requirements. He further reported that the audit of project expenditures will not be finalized until the final pay estimate is processed.

7. Kimberley Lane near Beltway 8 Improvements

Mr. St. John discussed improvements to Kimberley Lane near Beltway 8, and replacement of a section of sanitary sewer line in connection with the project. Mr. St. John noted right of way at the northeast corner of Town & Country Boulevard and Kimberley Lane will need to be acquired in order to meet City requirements. Mr. St. John stated that LAN is working with the landowner of the property regarding the right of way acquisition.

8. TIRZ 17 Regional Drainage Study

Mr. St. John reported on the next agency coordination meeting with the City, the Harris County Flood Control District ("HCFCD"), Hedwig Village, and Bunker Hill Village. Mr. St. John stated that following the meeting, LAN will review comments and adjust the model before issuing a draft study to the City, HCFCD, Hedwig Village, and Bunker Hill Village. He stated that once comments are received from these entities, additional revisions will be considered, and a meeting for public review will be scheduled.

9. Barryknoll Improvements

Mr. St. John reviewed proposed improvements to Barryknoll Lane. The Board discussed alternatives relating to right of way acquisition for the project.

10. Wisterwood Esplanade Project and Agreement with Harris County Municipal Management District No. 1 for Maintenance of Improvements

Mr. Walters reviewed proposed improvements to the esplanade at Wisterwood Drive. He stated that Harris County Municipal Management District No. 1/the Memorial City Management District has agreed to maintain improvements to the esplanade, once installed by the Authority. The Board reviewed a proposed letter agreement with Harris County Municipal Management District No. 1 for maintenance of such improvements. Following review and discussion, Director Arnold moved to approve the letter agreement with Harris County Municipal Management District No. 1 for maintenance of improvements to the Wisterwood Drive esplanade, once installed. The motion was seconded by Director Hodges, and carried unanimously.

11. Convene in Executive Session pursuant to Chapter 551.072, Texas Government Code, to deliberate the purchase, exchange, lease or value of real property

At 8:23 a.m., Director Turet announced the Board would convene in executive session to conduct a private consultation with its attorney regarding the purchase, exchange, lease, or value of real property.

12. Reconvene in Open Session and authorize appropriate action regarding the purchase, exchange, lease or value of real property, including authorizing negotiations and execution of Purchase Agreements

At 9:00 a.m., Director Turet announced the Board would reconvene in open session. No action was taken.

13. Adjournment

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

Approved:



Chuck Turet, Chair

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