

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

August 27, 2013

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 27, 2013, in the HEB Community Room, 9710 Katy Freeway, Houston, Texas.

Board members in attendance:

Ann T. Givens, Chair  
Bob Tucker  
Brad Freels  
David A. Hamilton, P.E.  
Glenn Airola  
Zachary R. Hodges  
John Rickel

Staff in attendance:

Don Huml - Executive Director

Consultants in attendance:

Michelle Lofton - ETI Bookkeeping Services  
Muhammad Ali and Raphael Ortega - Lockwood, Andrews & Newnam, Inc. ("LAN")  
Jessica Holoubek and Susan Hostetler - Allen Boone Humphries Robinson LLP  
Gary Struzick - Klotz Associates, Inc.

City of Houston representatives in attendance:

Rep. Jim Murphy  
Enrique Reyes - Council Member Helena Brown's office  
Ralph De Leon, Mary Buzak, and Jack Valinski - City of Houston (the "City")

**1. Call Meeting to Order**

Having established that a quorum of the Board was present, Mr. Huml called the meeting to order.

**2. Public Comments**

Ms. Roberta Prazak commented on drainage and development.

Ms. Donna Freedman commented on detention ponds and public information act requests.

**3. Special Presentation from Texas State Representative Jim Murphy**

Rep. Murphy reviewed legislative action taken during the recently concluded 2013 legislative session.

**4. Minutes of July 30, 2013 Meeting**

The Board reviewed the minutes of the July 30, 2013, meeting. Director Givens presented a revision to the minutes. Following discussion, Director Givens moved to approve the minutes as revised. The motion was seconded by Director Airola and carried unanimously.

**5. Revised Minutes of May 28, 2013 Meeting**

Mr. Huml reviewed minutes of the May 28, 2013, regular meeting, including revisions to the minutes regarding LAN's construction agreements for the W140 detention basin project. Following discussion, Director Hamilton moved to approve the May 28, 2013 minutes as amended. The motion was seconded by Director Hodges and carried unanimously.

**6. Financial and Bookkeeping Matters**

Ms. Lofton reviewed the financial report for July and presented checks for payment by the Authority. After review and discussion, Director Givens moved to approve the financial report and payment of the bills presented. The motion was seconded by Director Hodges and carried unanimously.

Mr. Huml reviewed a revised budget for the fiscal year ending June 30, 2014. He noted the budget has been modified to shift the start date for the Town & Country project from 2015 to 2014. He requested authorization to submit the revised budget to the City. Following discussion, Director Hodges moved to approve the revised budget for the fiscal year ending June 30, 2014 and authorize submittal to the City. The motion was seconded by Director Freels and carried unanimously.

**7. Contract for Landscape Architecture Services with SWA Group**

Mr. Huml requested the Board table action regarding the agreement with SWA Group. The Board took no action regarding this agenda item.

**8. Task Order for Engineering Services from Klotz & Associates, Inc. for Independent Review of Regional Drainage Study**

The Board reviewed a proposal from Klotz & Associates, Inc. ("Klotz") to perform an independent review of the Regional Drainage Study. The Board discussed the scope and fees of the proposal. Following discussion, Director Airola moved to approve the proposal with Klotz subject to Directors Rickel and Hamilton refining the scope of work questions to be addressed in the review, with the total cost of the work not to exceed \$56,000 including the cost to lease the modeling software if the licensing cannot be assigned to Klotz from LAN. Director Freels seconded the motion and it passed by unanimous vote.

**9. Executive Director's Report**

Mr. Huml reported that next month he plans to make a presentation regarding the Lumpkin Improvement Project. He reviewed a schedule for presentation of the updated Regional Drainage Study. Mr. Huml stated that pursuant to public inquiry, he spoke with Pat Hicks regarding detention at the Hicks Ventures construction site. He reported that next month he will undertake compilation of the Board packet, which will be distributed electronically.

**10. W140 Detention Basin Project**

Regarding the W140 detention basin construction by Reytec Construction Resources, Inc. ("Reytec"), Mr. Ortega reviewed and recommended payment of Pay Estimate No. 1 in the amount of \$294,326.66 and Change Order No. 1 to deduct \$13,472.78 from the project. Following review and based upon the engineer's recommendation, Director Rickel moved to approve Pay Estimate No. 1 in the amount of \$294,326.66 to Reytec and Change Order No. 1 to deduct \$13,472.78 from the project. Director Tucker seconded the motion and it was unanimously approved.

**11. Barryknoll East Improvement Project**

Mr. Ali reported on the schedule for the Barryknoll East Improvement Project by Texas Sterling Construction Co. ("Texas Sterling"). Mr. Ali reviewed and recommended payment of Pay Estimate No. 4 in the amount of \$227,247.05. Following discussion and review and based upon the engineer's recommendation, Director Tucker moved to approve Pay Estimate No. 4 in the amount of \$227,247.05 to Texas Sterling. The motion was seconded by Director Rickel and carried unanimously.

**12. Convene in Executive Session Pursuant to Section 551.072, Texas Government Code, to Deliberate the Purchase, Exchange, Lease or Value of Real Property**

At 8:31 a.m., Mr. Huml announced the Board will meet in executive session to deliberate the purchase, exchange, lease or value of real property.

**13. Convene in Open Session and Authorize Appropriate Action Regarding the Purchase, Exchange, Lease or Value of Real Property**

At 9:15 a.m., the Board reconvened in open session. Mr. Huml announced the Board will hold a special meeting on September 5, 2013 at 1:00 p.m. at the HEB Community Room.

**14. Lumpkin Improvement Project**

Director Tucker moved to approve LAN's proposal for surveying for the Lumpkin Improvement Project. Director Givens seconded the motion which passed by unanimous vote.

Director Tucker moved to approve LAN's proposal for geotechnical services for the Lumpkin Improvement Project. Director Hamilton seconded the motion which passed by unanimous vote.

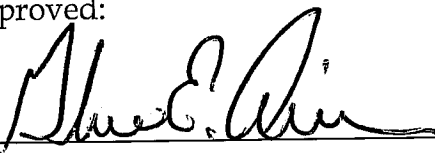
**15. Engage Broker to Assist with Real Estate Acquisitions for Projects**

Director Tucker moved to engage a broker to assist with real estate acquisitions for projects. Director Airola seconded the motion and it was approved unanimously.

**16. Adjournment**

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

Approved:



Secretary, Board of Directors

TIRZ 17 Redevelopment Authority/Memorial City Redevelopment Authority

City of Houston, Texas