

**MINUTES OF THE JOINT MEETING OF THE  
TIRZ 17 REDEVELOPMENT AUTHORITY/MEMORIAL CITY REDEVELOPMENT AUTHORITY and  
TAX REINVESTMENT ZONE NUMBER SEVENTEEN, CITY OF HOUSTON, TEXAS  
BOARD OF DIRECTORS**

**May 22, 2018**

**ESTABLISH QUORUM AND CALL MEETING TO ORDER.**

The Board of Directors of the TIRZ 17 Redevelopment Authority/Memorial City Redevelopment Authority and Tax Reinvestment Zone Number Seventeen, City of Houston, Texas, held a regular joint meeting on Tuesday, May 22, 2018, at 8:00 a.m., at the Four Points by Sheraton, 10655 Katy Freeway, Wycliffe Room, Houston, Texas 77024, inside the boundaries of the TIRZ, open to the public, and the roll was called of the duly appointed members of the Board, to-wit:

Position 1 – Marshall B. Heins

Position 2 – John Rickel

Position 3 – David P. Durham

Position 4 – Ann T. Givens, *Chair*

Position 5 – Zachary R. Hodges

Position 6 – Brad Freels, *Vice-Chair*

Position 7 – Glenn E. Airola, *Secretary*

and all of the above were present, with the exception of Director Airola, thus constituting a quorum. Also present were Scott Bean and Linda Clayton, both of Hawes Hill & Associates, LLP; Jessica Carr, Allen Boone Humphries Robinson, LLP; and Michelle Lofton, ETI Bookkeeping Services. Others attending the meeting were Jennifer Curley, COH - Economic Development Dept.; Council Member Greg Travis, District G; Amy Peck, District A; Ben Gillis and Pat Walters, Memorial Management District; Karen Glynn, City of Bunker Hill Village; Muhammad Ali, LAN; Bart Standley, RPS; Jim Webb, The Goodman Corporation; Clayton Bruner, SWA; Robert Benz; Bruce Nichols; Dean Bixler; Lois Myers; Jim Shroff; John Jackson; and David Tresch. Chair Givens called the meeting to order at 8:01 a.m.

**RECEIVE PUBLIC COMMENTS.**

Public comments were received from Dean Bixler, Bruce Nichols and Lois Myers.

**APPROVE MINUTES OF THE APRIL 24, 2018, REGULAR MEETING.**

Upon a motion duly made by Director Freels, and being seconded by Director Heins, the Board voted unanimously to approve the Minutes of the April 24, 2018, Board meeting, as presented.

**RECEIVE FINANCIAL AND BOOKKEEPER'S REPORT, INCLUDING PAYMENT OF INVOICES, REVIEW OF INVESTMENTS AND PROJECT CASH FLOW REPORTS.**

Ms. Lofton presented the Bookkeeper's Report and went over invoices, included in the Board agenda materials. Upon a motion duly made by Director Rickel, and being seconded by Director Durham, the Board voted unanimously to accept the Bookkeeper's Report and approved payment of invoices, as presented.

**CIP COMMITTEE.**

**a. Project Update Report from LAN**

Mr. Ali provided information on the Briar Branch W140 detention basin. He reported the basin is a gravity detention basin and its depth is dictated by the elevation of the adjacent W140 channel. The basin drains via an outfall pipe to the channel and it could not be any deeper without requiring a pump to pump water out of the basin. He stated this is why the depth of the basin cannot be any deeper. He provided an update on the Town & Country West Drainage & Mobility project, a copy of the progress report is included in the board agenda materials. He reported the contractor is finalizing the connection of Town & Country Way to BW8 frontage road. He reported a meeting with TxDOT was planned today to discuss the Memorial Drive project.

**i. Pay Estimate No. 8 from SER Construction Partners, T&C Reconstruction and Drainage Improvements, in the amount of \$233,229.22.**

Mr. Ali reviewed Pay Estimate No. 8 from SER Construction Partners for the T&C Reconstruction project in the amount of \$233,229.22, included in the board materials. He reported LAN has reviewed the pay application and concurs with the amounts and quantities and is recommending for approval. Upon a motion duly made by Director Rickel, and being seconded by Director Hodges, the Board voted unanimously to approve Pay Estimate No. 8 from SER Construction Partners, T&C Reconstruction and Drainage Improvements in the amount of \$233,229.22, as presented.

**b. Project Update Report from RPS**

Mr. Standley provided an update on the N. Gessner and Briar Branch projects; a copy of the progress reports is included in the board materials. He reported RPS is waiting on City acceptance of the 100% plans for the Briar Branch project. He stated once acceptance is received the project will be submitted for bidding. He stated the transfer of easements need to be accepted before the City will sign off on the plans. He reported 30% design plans have been submitted to TxDOT for the Gessner project. No action from the Board was required.

**c. Project Update Report from Goodman Corporation**

Mr. Webb reported TxDOT has determined another public meeting is needed regarding Memorial Drive pertaining to the portion from BW8 to Tallowood due to excessive calls from citizens. He anticipates a meeting will be held by the end of the year.

**i. Resolution of Support and Funding Commitment for Memorial Drive Reconstruction Project from Tallowood to Gessner**

This item was tabled.

**ii. Approve Interlocal Agreement with City of Bunker Hill Village**

Mr. Webb reported the City of Bunker Hill Village have decided not to approve the Interlocal Agreement as previously approved by the Authority board. He reported they have recognized the costs could exceed the projected costs and the Mayor of City of Bunker Hill Village wants to meet with the CIP Committee to discuss. No action from the Board was required.

**d. Project Update Report from SWA**

Mr. Bruner provided an update current projects, a copy of the progress report is included in the Board agenda materials. No action from the Board was required.

**CONVENE IN EXECUTIVE SESSION PURSUANT TO SECTION 551.071, TEXAS GOVERNMENT CODE, TO CONDUCT A PRIVATE CONSULTATION WITH ATTORNEY WITH REGARD TO PENDING OR CONTEMPLATED LITIGATION; AND PURSUANT TO SECTION 551.072, TEXAS GOVERNMENT CODE, TO DELIBERATE THE PURCHASE, EXCHANGE, LEASE OR VALUE OF REAL PROPERTY.**

The Board convened in Executive Session at 8:27 a.m.

**RECONVENE IN OPEN SESSION AND AUTHORIZE APPROPRIATE ACTIONS REGARDING PRIVATE CONSULTATION WITH ATTORNEY WITH REGARD TO PENDING OR CONTEMPLATED LITIGATION; AND REGARDING THE PURCHASE, EXCHANGE, LEASE OR VALUE OF REAL PROPERTY.**

The Board reconvened in Open Session at 8:45 a.m. No action was taken.

**ADJOURN.**

There being no further business to come before the Board, Chair Givens adjourned the meeting at 8:45 a.m.

  
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Secretary