

**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**

July 28, 2020

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, July 28, 2020, at 8:00 a.m., via videoconference, 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 Freels, thus constituting a quorum. Also present were Scott Bean, Linda Clayton, Josh Hawes, and Leticia Rodriguez, all with Hawes Hill & Associates, LLP; Jessica Holoubek, Allen Boone Humphries Robinson, LLP; and Pat Hall, ETI Bookkeeping Services. Others attending the meeting were Jennifer Curley, COH - Economic Development Dept.; James Rains, District G; Kristin Blomquist, Masterson Advisors; Pat Walters, Memorial Management District; Karen Glynn, City of Bunker Hill; Derek St. John, Gauge Engineering; James Vick, SWA; Marlene Gafrick; Margaret Dunlap; David Tresch; Hannah Cobb; Monica Aizpurua; Cyd Dillahunty; Ed Browne; Lois Myers; and Bruce Nichols. Chair Givens called the meeting to order at 8:01 a.m.

RECEIVE PUBLIC COMMENTS.

Public comments were received from Bruce Nichols, Cyd Dillahunty, Ed Browne and Lois Myers.

APPROVE MINUTES OF THE JUNE 30, 2020, MEETING.

Upon a motion duly made by Director Rickel, and being seconded by Director Heins, the Board voted unanimously to approve the Minutes of the June 30, 2020, Board meeting, as presented.

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

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

RECEIVE UPDATE ON FY2020 BUDGET AND CONSIDER FY2021 BUDGET.

Ms. Curley provided an update on the City's review and approve of the FY2020 Budget. She reported currently meetings are being held with Public Works to review the FY2021 Budgets with an anticipation of presenting the budgets to the Economic Development Committee in September for Council consideration. She reported both the FY2020 and FY2021 TIRZ 17 Budget will be considered at the same time. No action from the Board was required.

CONSIDER LETTER AGREEMENT WITH SPRING BRANCH MANAGEMENT DISTRICT AND MEMORIAL CITY MANAGEMENT DISTRICT FOR MAINTENANCE OF W140 ACCESS ROAD.

Ms. Holoubek reviewed the draft letter agreement between the Authority, Spring Branch Management District and Memorial Management District. She reported the agreement outlines the maintenance responsibilities of each party for the W140 Access Road after the 2-year maintenance period has expired. After full discussion by the Board, and upon a motion duly made by Director Rickel, and being seconded by Director Durham, Directors Givens, Rickel, Hodges, Heins and Durham approved the Letter Agreement regarding the maintenance of W140 Access Road, subject to final approve by Memorial Management District and Spring Branch Management District; and authorized Chairman Givens to execute the final letter agreement. Director Airola abstained from the vote. The motion passed.

CIP COMMITTEE:

a. Project update and recommendations from Gauge Engineering LLC

Mr. St. John provided an update on the Briar Branch Channel & Straws Improvements project, a copy of the progress report is included in the Board materials. He reported the project is on schedule and anticipates being completed in November this year. He answered questions regarding drainage components and reported it is designed to maintain flows downstream as was pre-construction. He reported Gauge will investigate the removal of trees and will report back to Ms. Dillahunty. He reported the inlet size was not adequate and is reasoning for the inlet replacements for Straw 3. He provided an update on the Gessner Road improvements project, a copy of the progress report is included in the Board materials.

i. Consider Pay Application No. 20, Briar Branch Channel and Straw Improvements, from Reytec Construction.

Mr. St. John reviewed Pay Application No. 20, Briar Branch Channel and Straw Improvements, from Reytec Construction Resources in the amount of \$29,146.00. He reported Gauge has reviewed the pay application and concurs with the amount and quantities and is recommending for approval. Upon a motion duly made by Director Durham, and being seconded by Director Rickel, the Board voted unanimously to approve Pay Application No. 20, Briar Branch Channel and Straw Improvements, from Reytec Construction Resources in the amount of \$29,146.00, as presented.

ii. Consider Task Order for engineering services for Detention Basin C

Mr. St. John reviewed Gauge Engineering Task Order to evaluate detention alternatives north of IH-10 in the amount of \$85,155.00, included in the Board materials. Upon a motion duly made by Director Durham, and being seconded by Director Airola, the Board voted unanimously to approve Gauge Engineering Task Order for H&H Analysis and BC Determination for Detention Basin C in the amount of \$85,155.00, as presented.

b. Project update from The Goodman Corporation

The Goodman Corporation Progress Report is included in the Board materials for review. No action required.

c. Project update from SWA

Mr. Vick provided an update current projects, a copy of SWA's Status Report is included in the Board materials. No action 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 CONVENE IN EXECUTIVE SESSION PURSUANT TO SECTION 551.072, TEXAS GOVERNMENT CODE, TO DELIBERATE THE PURCHASE, EXCHANGE, LEASE OR VALUE OF REAL PROPERTY.

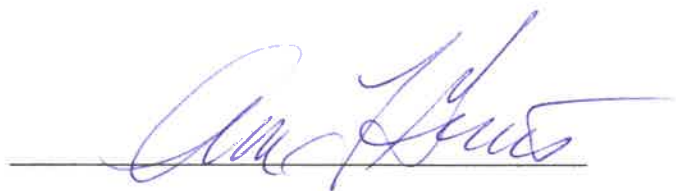
The Board convened in Executive Session at 8:46 a.m.

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

The Board reconvened in Open Session at 9:28 a.m. Upon reconvening, no action was taken.

ADJOURN.

There being no further business to come before the Board, the meeting was adjourned at 9:29 a.m.

A handwritten signature in blue ink, appearing to read "Am. Lewis", is written over a horizontal line.