

**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**

December 8, 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, December 8, 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 Directors Hodges and Freels, thus constituting a quorum. Also present were Scott Bean, Josh Hawes, and Linda Clayton, 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.; Council Member Greg Travis, James Rains, Kathleen Shelton, and Rachel Maxcy, all with District G; Ben Gillis, Memorial Management District; Karen Glynn and Laurie Rosenbaum, both of City of Bunker Hill; Muhammad Ali and Derek St. John, both of Gauge Engineering; Jim Webb, The Goodman Corporation; Virginia Blake, McCall Gibson Swedlund Barfoot PLLC; Bruce Nichols; Marlene Gafrick; Emily Anderson; Lois Myers; Caroline Horsley; Cyd Dillahunty; and Monica Aizpurua. Chair Givens called the meeting to order at 8:01 a.m.

RECEIVE PUBLIC COMMENTS.

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

APPROVE MINUTES OF THE OCTOBER 27, 2020, MEETING.

Upon a motion duly made by Director Heins, and being seconded by Director Rickel, the Board voted unanimously to approve the Minutes of the October 27, 2020, Board meeting, as presented.

RECEIVE AND APPROVE AGREED-UPON PROCEDURES REPORT FOR TC BLVD. PARTNERS II, LLC; AND AUTHORIZE DEVELOPMENT REIMBURSEMENT PAYMENT.

Ms. Blake presented the Agreed-Upon Procedures Report to Sanitary Sewer Line Costs Reimbursable to TC Blvd Partners II LLC, included in the Board materials. She reviewed the schedule of sanitary sewer line costs and reported the total amount reimbursable is \$605,160.40 which includes interest in the amount of \$8,754.74. Mr. Bean reported the Authority entered into an agreement last year and

payment is dependent upon the developer creating increment and he would be verifying the increment was created. Ms. Holoubek stated we would need to receive the estimate from HCAD of the value and she would draft the Resolution required. Upon a motion duly made by Director Rickel, and being seconded by Director Durham, the Board voted unanimously to approve a Resolution Requesting Value from HCAD to provide the estimate value; and approve the Agreed Upon Procedures Report with a reimbursement to the developer in the amount of \$605,160.40 upon verification of the increment created.

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 Durham, and being seconded by Director Rickel, the Board voted unanimously to accept the Bookkeeper's Report and approved payment of invoices, as presented.

CIP COMMITTEE:

a. Project update and recommendations from Gauge Engineering LLC

Mr. Ali 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 access road between Gessner and Witte is complete and landscaping has begun. He provided an update on the Gessner Road Improvements project, a copy of the progress report is included in the Board materials. He reported the pavers are currently being installed and landscaping is in progress. He stated the goal is to complete the project by February. Mr. St. John reported Gauge is currently finalizing the benefit cost evaluation for deepening the W140 Basin. He reported Gauge is currently in the study phase for Detention Basin C and is performing a benefit cost ratio.

i. Consider Pay Application No. 24, Briar Branch Channel and Straws Improvements, from Reytec Construction.

Mr. Ali reviewed Pay Application No. 24, Briar Branch Channel and Straws Improvements, from Reytec Construction in the amount of \$149,276.60. 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 Rickel, and being seconded by Director Durham, the Board voted unanimously to approve Pay Application No. 24, Briar Branch Channel and Straws Improvements, from Reytec Construction in the amount of \$149,276.60, as presented.

ii. Authorize ROW acquisition for 2 parcels along Memorial Drive

Mr. Ali provided an overview of the two ROW parcels along Memorial Drive to accommodate pedestrian ramps. He reported on the first parcel currently by the plans the Chase Bank sign will need to be relocated. He reported the bank is requesting \$30,730.80. He stated by reducing the corner clip away from the sign, we would not need to relocate the sign and the recommended revised

offer for the parcel is \$13,400. The Board suggested the maximum offer of \$15,000.00. He reported the second parcel the property owner is requesting \$85,076.00. He reported by revising the area needed and including the rework of the sprinkler system and a 12 month warranty for existing tree and replacement of damaged tree the proposed offer is \$11,540.00. The Board suggested the maximum offer of \$15,000.00.

iii. Authorize execution of letter to property owners regarding trees at corner of Memorial Drive and BW8 Feeder Road

Mr. Ali provided an overview of the letter to the property owners regarding warranty of trees at the corner of Memorial Drive and BW8 feeder road and answered questions. He reported the tree is in parcel 2.

Upon a motion duly made by Director Rickel, and being seconded by Director Heins, the Board voted unanimously to (ii) authorize the ROW acquisition of parcel 1 in a maximum offer of \$15,000.00 and the acquisition of parcel 2 in a maximum offer of \$15,000.00, as discussed; and (iii) authorized executed of letter to the property owner regarding trees at the corner of Memorial Drive and BW 8 feeder road, as presented.

b. Project update from The Goodman Corporation

Mr. Webb provided an update on continued funding pursuit on projects. He reported Goodman Corporation is currently evaluating grant opportunities and stated new guidelines will be released in January and February. He reported the next call for projects from HGAC is anticipated to be in the late summer or early fall of 2021. No action from the Board was required.

c. Project update from SWA

SWA Status Report is in the board materials for review.

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 8:50 a.m.

RECONVENE IN OPEN SESSION AND AUTHORIZE APPROPRIATE ACTIONS WITH REGARD TO THE PURCHASE, EXCHANGE, LEASE OR VALUE OF REAL PROPERTY.

The Board reconvened in Open Session at 8:54 a.m. Upon reconvening, no action was taken.

ADJOURNMENT.

There being no further business to come before the Board, Chairman Givens adjourned the meeting at 8:55 a.m.



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