

**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 26, 2022

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 at Hawes Hill & Associates LLP, 9600 Long Point Road, Spring Branch District Conference Room, Suite 250, Houston, Texas 77055, open to the public on Tuesday, July 26, 2022, at 8:00 a.m., and open to the public via videoconference, and the roll was called of the duly appointed members of the Board, to-wit:

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| Position 1 – Andy Iversen | Position 5 – Zachary R. Hodges, <i>Asst. Secretary</i> |
| Position 2 – John Rickel, <i>Vice-Chair</i> | Position 6 – Brad Freels |
| Position 3 – David P. Durham, <i>Secretary</i> | Position 7 – Dan Moody III |
| Position 4 – Ann T. Givens, <i>Chair</i> | |

and all of the above were present, with the exception of Directors Rickel, Hodges, and Freels, thus constituting a quorum. Also present were Scott Bean, and Linda Clayton, Hawes Hill & Associates, LLP; Sanjay Bapat, Allen Boone Humphries Robinson, LLP; and Pat Hall, ETI Bookkeeping Services. Others attending the meeting were Andrew Busker, COH - Economic Development Dept.; James Rains, District G; Liz Miranda, District A; Ben Gillis, and Gabrielle Luevano, Memorial Management District; Karen Glynn, City of Bunker Hill; Muhammad Ali, Derek St. John, and Matthew Zeve, Gauge Engineering; Commissioner Tom Ramsey, Pct. 3; Bruce Nichols; John Jackson; Dean Bixler; Lois Myers; Emily Anderson; Marlene Gafrick; and Margaret Dunlap. Chair Givens called the meeting to order at 8:00 a.m.

RECEIVE PUBLIC COMMENTS.

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

APPROVE MINUTES OF THE JUNE 28, 2022, REGULAR MEETING.

Upon a motion made by Director Moody, and seconded by Director Durham, the Board voted unanimously to approve the Minutes of the June 28, 2022, Board meeting, as presented.

CONSIDER PROPOSAL FOR POST-AUDIT SERVICES FOR FY2022 AND FY2023.

Ms. Clayton reported firms provided proposals for post-audit services for a 2-year engagement for the FY2022 and FY2023 Audits. She reported Burton Accounting fees range between \$2,000 and \$2,500, plus reimbursable expenses for each fiscal year, and McGrath & Co. fees are estimated not to exceed \$8,000 for each fiscal year. She reported both firms are well-qualified, and staff is recommending engaging Burton & Account PLLC. She reported by using the Agreed Upon Procedures approach by reviewing the audit after the auditor has prepared the report is a significant savings to the Authority of approximately \$10,000 each year and meets the City of Houston’s two-step review

requirement. Upon a motion made by Director Durham, and seconded by Director Moody, the Board voted unanimously to engage Burton & Accounting PLLC for post-audit services for FY2022 and FY2023, as presented.

APPROVAL OF QUITCLAIM DEED WITH MIDWAY REGARDING HOTEL PROPERTY.

Mr. Bapat provided an overview of the Quitclaim Deed with SFP Hotel Partners, LP for the property located at the corner of BW8 and IH-10, included in the Board materials. Upon a motion made by Director Durham, and seconded by Director Moody, the Board voted unanimously to approve the Quitclaim Deed with SFP Hotel Partners LP, as presented.

AUTHORIZE PAYMENT FOR LOCAL SHARE MATCH PURSUANT TO INTERLOCAL AGREEMENT FOR DETENTION BASIN PROJECT UNDER THE FEMA HAZARD MITIGATION GRANT DR-4332-4903, IN THE AMOUNT OF \$2,125,877.39.

Mr. Bean reported the local share match is connection with the Interlocal Agreement approved by the Board in June 2021, and by City Ordinance 2021-0292 approved by City Council in April 2021, for a detention basin project partnership with the City of Houston under the FEMA Hazard Mitigation Grant. This if the engineering analysis services. Upon a motion made by Director Durham, and seconded by Director Iversen, the Board voted unanimously to authorize payment of \$2,125,877.39 to the City of Houston in accordance with the Interlocal Agreement.

RECEIVE FINANCIAL AND BOOKKEEPER'S REPORT, INCLUDING APPROVAL OF 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 made by Director Iversen, and seconded by Director Moody, the Board voted unanimously to accept the Bookkeeper's Report and approved payment of invoices, as presented.

CIP COMMITTEE.

a. Project update from Gauge Engineering LLC.

Mr. Ali provided an update on the Memorial Drive project, Phase I, a copy of the progress report is included in the Board materials. He reported the project is approximately 85% complete and anticipates substantial completion by the end of the year. He reported he expects TxDOT to close out the Gessner Road project the first week of August. He reported the DCR report is completed for Memorial Drive Phase II. Mr. St. John provided an update on the W140 Basin deepening project. He reported the 60% plans and technical memorandum have been submitted to the City for review. Mr. St. John responded to questions and comments provided by Ms. Myers during the public comment section. He stated the ramp at W140 acts a restrictor to maintain flow the same as pre-construction and acts as an access ramp for maintenance. He reported the ramp is not going to be removed and stated if it were removed it would increase flow and impact and would not be legally compliant. Commissioner Ramsey provided comments regarding the ramp. He stated when he was Mayor of Spring Valley a third-party entity was hired to review and analyze the flow and impacts and it was determined by the third party there were no impacts downstream. Mr. Ali stated the TIRZ/Authority has made detention is mission and to increase benefits. No action from the Board was required.

b. Project update from The Goodman Corporation.

The Goodman Corporation progress reports are included in the Board materials for review. No action from the Board was required.

c. Project update from SWA.

The SWA Status report is included in the Board materials for review. No action from the Board was required.

Chair Givens announced there will not be a Board meeting in August. She reported meetings will be held every other month, unless needed. She urged the public to keep up with the website for meeting announcements. She reported the next meeting is scheduled for Tuesday, September 27, 2022, and the combined November/December meeting will be held Tuesday December 6, 2022.

ADJOURN.

There being no further business to come before the Board, Chair Givens adjourned the meeting at 8:43 a.m.


Secretary