

**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 6, 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, December 6, 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:

Position 1 – Andy Iversen

Position 2 – John Rickel, *Vice-Chair*

Position 3 – David P. Durham, *Secretary*

Position 4 – Ann T. Givens, *Chair*

Position 5 – Zachary R. Hodges, *Asst. Secretary*

Position 6 – Brad Freels

Position 7 – Dan Moody III

and all of the above were present, 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; Council Member Amy Peck, District A; Ben Gillis, and Gabrielle Luevano, Memorial Management District; Muhammad Ali and Derek St. John, Gauge Engineering; Bruce Nichols; Marlene Gafrick; Margaret Dunlap; Lois Myers; and Emily Anderson. Chair Givens called the meeting to order at 8:02 a.m.

RECEIVE PUBLIC COMMENTS.

Public comments were received from Lois Myers and Bruce Nichols.

APPROVE MINUTES OF THE SEPTEMBER 27, 2022, REGULAR MEETING.

Upon a motion made by Director Freels, and seconded by Director Durham, the Board voted unanimously to approve the Minutes of the September 27, 2022, Board meeting, as presented.

ANNUAL REVIEW OF PROCEDURES FOR CONTINUING DISCLOSURE COMPLIANCE.

Mr. Bapat reported he has reviewed the Authority's current procedures for continuing disclosure compliance and stated no changes are recommended. No action from the Board was required.

CONSIDER ANNUAL REPORT AND AUTHORIZE FILING OF SAME WITH APPROPRIATE INFORMATION DEPOSITORIES IN ACCORDANCE WITH THE AUTHORITY'S CONTINUING DISCLOSURE OF INFORMATION AGREEMENT AND AS REQUIRED BY SEC RULE 15c2-12.

Mr. Bapat reported pursuant to SEC Rule 15C2-12 the Authority is required to file an Annual Report on outstanding municipal debt issues. He reported his office is gathering the information required to file the Annual Report and is requesting the Board's authorization to file the report. Upon a motion

made by Director Durham, and seconded by Director Iversen, the Board voted unanimously to authorize Director Rickel to review, approve and authorize filing of the Annual Report.

Mr. Busker answered questions regarding a life extension of the zone and reported no life extensions were given for any TIRZ this fiscal year.

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

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

CIP COMMITTEE:

a. Project update and recommendations from Gauge Engineering LLC.

Mr. St. John provided an update on the W-140 Basin Deepening project. He reported the 60% construction plan set has been submitted to the City for review. He reported the location of the pump station is being shifted from the southwest corner of the site to the northwest corner due to a higher water table identified than previous geotechnical borings. Mr. Ali provided an update on Memorial Drive Phase 1 project. He reported the project is approximately 96% complete. He answered questions regarding landscaping and trees for the project. Mr. Ali provided an update on Memorial Drive Phase 2 and answered questions.

i. Consider Task Order for Memorial Drive Phase 2, for design services.

Mr. Ali reviewed the Task Order for Memorial Drive Phase 2 for design services including plans, specifications, estimates in the amount of \$1,304,200.00, which will advance the plans to 30%. He reported the scope of services follows TxDOT requirements for a TIP funding application. He reported Gauge will not move forward with performing detailed 60%, 90%, 95% or final submittals until federal funding is received and TxDOT approves the 30% milestone submittal. Upon a motion made by Director Rickel, and seconded by Director Durham, the Board voted unanimously to approve Gauge Engineering Task Order for Memorial Drive Phase 2 for design services to 30% in the amount of \$1,304,200.00, as presented.

b. Project update from The Goodman Corporation.


Mr. Bean reported The Goodman Corporation status reports are included in the Board materials for review. He reported the W-140 grant is moving forward with the EPA. He reported H-GAC indicates a call for projects in 2-3 months which relates to the Memorial Drive Phase 2 project. No action from the Board was required.

c. Project update from SWA.

SWA's status report is included in the Board materials for review. No action from the Board was required.

ADJOURNMENT.

There being no further business to come before the Board, Chair Givens adjourned the meeting at 8:48 a.m.


Secretary