

**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**

February 28, 2023

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, February 28, 2023, 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, with the exception of Director Moody, thus constituting a quorum. Also present were David Hawes and Linda Clayton, Hawes Hill & Associates, LLP; Sanjay Bapat, Allen Boone Humphries Robinson, LLP; and Jennifer Landreville, ETI Bookkeeping Services. Others attending the meeting were Andrew Busker, COH - Economic Development Dept.; Council Member Mary Nan Huffman and James Rains, District G; Gabrielle Luevano, Memorial Management District; Karen Glynn and Laurie Rosenbaum, City of Bunker Hill; Muhammad Ali and Derek St. John, Gauge Engineering; Jim Webb, The Goodman Corporation; James Vick, SWA; Mohd Warrad, COH; Steve Sparks, HR Green; Bruce Nichols; John Jackson; Lois Myers; Regina Recinos; Margaret Dunlap; Katie Johnson; 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.

APPROVE MINUTES OF THE DECEMBER 6, 2022, REGULAR MEETING.

Upon a motion made by Director Freels, and seconded by Director Rickel, the Board voted unanimously to approve the Minutes from the December 6, 2022, Board meeting, as presented.

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

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

RECEIVE UPDATE FROM CITY OF HOUSTON REGARDING DETENTION BASIN A PROJECT.

Mr. Warrad with the City of Houston and Mr. Sparks with HR Green provided an update on the Detention Basin A study. Mr. Warrad reported two sites are being evaluated and anticipates a decision on the site in the next few weeks. He reported the City does not want to pump and the detention will be a gravity flow drain. He reported final design is expected to be complete in the 3rd Quarter contingent on the benefit cost analysis results. He reported Atkins Engineering is performing the benefit cost analysis. No action from the Board was required.

CIP COMMITTEE UPDATE AND RECOMMENDATIONS:

a. Receive update from Gauge Engineering LLC.

Mr. Ali provided an update on the Memorial Drive Mobility and Drainage improvement project, a copy of the progress report is included in the Board materials for review. He reported a substantially complete walk-thru with TxDOT is scheduled tomorrow. He reported he anticipates 3-45 days to close the project out.

i. Consider Amended Task Order, Memorial Drive Phase 2, correcting clerical error.

Mr. Ali reviewed the Amended Task Order for Memorial Drive Phase 2 for the task order approved at the December 6, 2022, Board meeting for design services. He reported there was a mathematical error in the proposal and the amendment corrects the error. He reported the corrected amount for the task order is \$1,337,562.86. Upon a motion made by Director Rickel, and seconded by Director Durham, the Board voted unanimously to approve the Amended Gauge Engineering Task Order for Memorial Drive Phase 2 design services with the corrected amount of \$1,337,562.86, as presented.

Mr. St. John provided an update on the W140 Basin Deepening project. He reported the detention basin currently is 44-acre feet and the deepening of the basin would add 26-acre feet for a total of 70-acre feet of detention. He reported the geotechnical analysis will be finished in April and anticipates a 90% plan submittal in June and 100% plan submittal in September. He reported the project is projected to begin in January 2024 with a one-year completion date (1st Quarter of 2025).

ii. Consider Task Order, W140 Basin Deepening, for geotechnical survey and professional engineering services.

Mr. St. John reviewed Gauge Engineering's Task Order for W140 Basin Deepening for additional detailed design services and geotechnical survey services in the amount of \$93,698.40. Upon a motion made by Director Durham, and seconded by Director Rickel, the Board voted unanimously to approve Gauge Engineering's Task Order for W140 Basin Deepening for additional detailed design services and geotechnical survey services in the amount of \$93,698.40, as presented.

b. Receive update from The Goodman Corporation.

Mr. Webb provided an update on pursuant of funding opportunities. He reported the HGAC call-for-projects application is open and application has been submitted for Memorial Drive Phase II. He reported the funding decision will be made by the end of the year and we are asking for an 80% grant with 20% local share commitment. He reported he met with US Representative Hunt to discuss an appropriation funding for Memorial Drive Phase II. He anticipates submitting the request in April asking for \$10 Million for the project. He noted the Authority would not be able to take both the HGAC grant and Federal grant. No action from the Board was required.

c. Receive update from SWA.

Mr. Vick provided an update on projects, a copy of SWA's status report is included in the Board materials.

i. Consider Task Order No. 21, Memorial Drive Phase II, landscape design services.

This item was tabled.

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.

The Board convened in Executive Session at 9:13 a.m.

RECONVENE IN OPEN SESSION AND AUTHORIZE APPROPRIATE ACTIONS REGARDING TO PRIVATE CONSULTATION WITH ATTORNEY WITH REGARD TO PENDING OR CONTEMPLATED LITIGATION.

The Board reconvened in Open Session at 9:24 a.m. Upon reconvening, no action from the Board was taken.

ADJOURNMENT.

There being no further business to come before the Board, Chair Givens adjourned the meeting at 9:25 a.m.


Secretary