

**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 9, 2024

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 9, 2024, at 8:00 a.m., 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 Directors Hodges, Freels and Moody III, thus constituting a quorum. Also present were Linda Clayton, Hawes Hill & Associates, LLP; and Sanjay Bapat, Allen Boone Humphries Robinson, LLP. Others attending the meeting were Brandon Walwyn, COH - Economic Development Dept.; Ben Gillis, Gabrielle Luevano and Hannah Kelley, Memorial Management District; Gerardo Barrera, City of Bunker Hill; Derek St. John, Gauge Engineering; Lois Myers; and Steven Chiara. Chair Givens called the meeting to order at 8:01 a.m.

RECEIVE PUBLIC COMMENTS.

Public comments were received from Steven Chiara and Lois Myers.

APPROVE MINUTES FROM APRIL 23, 2024, MEETING.

Upon a motion made by Director Durham, and seconded by Director Rickel, the Board voted unanimously to approve the Minutes of the April 23, 2024, Board meeting, as presented.

CONSIDER BURTON ACCOUNTING PLLC ENGAGEMENT FOR AUP AUDIT SERVICES FOR FY2024 AND FY2025.

Ms. Clayton reviewed the Agreed Upon Procedures Engagement with Burton Accounting PLLC for FY2024 and FY2025 Audit services. She reported McCall Gibson prepares the Audit and Burton Accounting will review and provided an Agreed-Upon Procedures Report. She reported this satisfies the required two-prong process by the City and no management letter indicating a material weakness. She reported the fees for each fiscal year range from \$2,500 to \$3,000. Upon a motion made by Director Rickel, and seconded by Director Durham, the Board voted unanimously to approve the engagement of Burton Accounting PLLC for FY2024 and FY2025 AUP Audit Services, as presented.

RECEIVE UPDATE ON DEVELOPMENT AGREEMENT WITH LIPEX PROPERTIES LP.

Ms. Clayton reported the TIRZ can afford to pay the balanced owed Lipex Properties, LLP under the Development Agreement; however, the TIRZ is currently making 5% interest on its funds and only paying 4% interest on funds owed to Lipex. No action was taken by the Board.

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

Ms. Clayton reviewed the Bookkeeper's Report, current invoices for payment, and invoices paid in May and June, included in the board materials. Upon a motion made by Director Rickel, and seconded by Director Iversen, the Board voted unanimously to accept the Bookkeeper's Report and approved payment of current invoices; and ratified payment of invoices in May and June, as presented.

CIP COMMITTEE UPDATE AND RECOMMENDATIONS:

a. Receive update and recommendations from Gauge Engineering LLC.

Mr. St. John reported he assessed the area after Hurricane Beryl, including the access ramp at W140 Detention. He reported the ramp is functioning as designed and reported he didn't see evidence of any buildings flooding. He provided an update on the sports complex detention project. He reported the City has provided a proposal to SBISD for the purchase of the easement needed for the project and we haven't heard back from SBISD.

i. W-140 Detention Basin Deepening; discuss advertising for bids and consider authorizing CIP Committee to review bid tabulations; and award of contract.

Mr. St. John due to receiving federal funding for the W-140 Detention Basin Deepening project, the EPA is currently reviewing the project manual to ensure all documents are included. He reported we cannot advertise for bids until the EPA has concluded reviewing. Upon a motion made by Director Durham, and seconded by Director Rickel, the Board voted unanimously to authorize advertising the project for bids upon the EPA's final review of the project manual.

b. Receive update and recommendations from The Goodman Corporation.

Goodman Corporation's progress reports are included in the Board materials for review.

i. Consider Amended and Restated Interlocal Agreement with City of Bunker Hill Village regarding Memorial Drive Phase 2.

Ms. Clayton reported the Interlocal Agreement is not ready. This item was tabled.

c. Receive and Approve FY2025 Budget.

Ms. Clayton reported the CIP Committee reviewed the proposed FY2025 Budget, included in the Board materials. She provided information on the City's process for budgets before it will be placed on Council Agenda for approval. She reported the City held meetings last week with Board Chairs and Administrators to provide an overview of the new administration's priorities, including sidewalks and public facilities. Upon a motion made by Director Rickel, and seconded by Director Durham, the Board voted unanimously to approve the FY2025 Budget.

ADJOURN.

There being no further business to come before the Board, Chairwoman Givens adjourned the meeting at 8:31 a.m.


Secretary