

MINUTES OF THE BOARD OF DIRECTORS MEETING
TIRZ 17 Redevelopment Authority/Memorial City Redevelopment Authority
City of Houston, Texas
May 28, 2013

The Board of Directors (the "Board") of the TIRZ 17 Redevelopment Authority/Memorial City Redevelopment Authority (the "Authority") met in regular session, open to the public, on May 28, 2013, in the HEB Community Room, 9710 Katy Freeway, Houston, Texas.

Board members in attendance:

Ann T. Givens, Chair
John Rickel
Bob Tucker
Brad Freels
David A. Hamilton, P.E.
Glenn Airola
Zachary R. Hodges

Staff in attendance:

Don Huml - Executive Director

Consultants in attendance:

Michelle Lofton - ETI Bookkeeping Services
Raphael Ortega and Muhammad Ali - Lockwood, Andrews & Newnam, Inc. ("LAN")
Jessica Holoubek and Susan Hostetler - Allen Boone Humphries Robinson LLP

City of Houston representatives in attendance:

Council Member Helena Brown
Council Member Oliver Pennington
Ralph De Leon and Jack Valinski - City of Houston (the "City")

1. Call Meeting to Order

Having established that a quorum of the Board was present, Mr. Huml called the meeting to order.

2. Public Comments

Mr. Ed Brown discussed the proposed resolution regarding detention and drainage.

Council Member Pennington discussed prioritization of detention and drainage projects.

Ms. Virginia Gregory announced a City planning commission meeting on June 6 and requested the Authority attend.

Ms. Roberta Prazak commented on the agenda, the budget, and development in the area.

Mr. Glenn Fuhrman commented on the Barryknoll East Improvement Project.

3. Minutes

The Board reviewed the minutes of the April 30, 2013, meeting. Following discussion, Director Hamilton moved to approve the minutes as submitted. The motion was seconded by Director Airola and carried unanimously.

4. Updated Policies and Procedures Manual for Public Participation and Public Information

Ms. Holoubek reviewed an update to the Authority's Policies and Procedures for Public Participation and Public Information. Following review and discussion, Director Freels moved to approve the updated Policies and Procedures for Public Participation and Public Information. Director Givens seconded the motion, and it carried unanimously.

5. Financial and Bookkeeping Matters

Ms. Lofton reviewed the financial report for April and presented checks for payment by the Authority. After review and discussion, Director Givens moved to approve the financial report and payment of the bills presented. The motion was seconded by Director Rickel and carried unanimously.

6. Budget for fiscal year 2014 and authorize submittal to the City

The Board reviewed a proposed budget for the fiscal year ending June 30, 2014, and discussed adding an item for development of park and greenspace improvements. Following discussion and review, Director Givens moved to approve the proposed budget for the fiscal year ending June 30, 2014, as revised to include \$500,000 for planning and development of park and greenspace improvements, and to authorize submittal of the revised budget to the City of Houston. Director Airola seconded the motion, and it was unanimously approved.

7. Solicit Requests for Proposals from Pre-Qualified Engineering Firms

Mr. Huml and Director Hamilton discussed issuance of Requests for Qualifications to identify additional engineering firms to assist with Authority projects. Following discussion, Director Hamilton moved to authorize solicitation of requests for qualifications from engineering firms. Director Hodges seconded the motion and it passed unanimously.

8. Authorize Upgrade and Acceleration of T-1722 Queensbury Signalization Project

The Board considered an upgrade to the Queensbury signalization project regarding traffic signal lights and sidewalk pavers. After discussion, Director Airola moved to authorize the upgrade and acceleration of T-1722 Queensbury signalization project. The motion was seconded by Director Hamilton and carried, with Director Freels abstaining from the vote.

9. Authorize the purchase of Microsoft Project Scheduling Software

Mr. Huml requested authorization to purchase Microsoft project scheduling software at a cost of \$500-1,000. Following discussion, Director Rickel moved to authorize the Executive Director to purchase the Microsoft project scheduling software for \$500-1,000. Director Freels seconded the motion, and it passed unanimously.

10. Update to Regional Drainage Study

Mr. Ortega reported on LAN's work on the update to the Regional Drainage Study.

11. Barryknoll East Improvement Project

Mr. Ali reported on the schedule for the Barryknoll East Improvement Project by Texas Sterling Construction Co. He reviewed and recommended payment of Pay Estimate No. 1 in the amount of \$185,224.35, which was included in the bookkeeper's report.

12. Lumpkin Improvement Project

Mr. Ortega updated the Board regarding the Lumpkin Improvement Project, including meetings with the City regarding drainage issues.

13. W140 Basin and Channel Improvement Projects

Mr. Ortega updated the Board on the W140 basin and channel improvement project. He reviewed the bids received by the Authority for the Briar Branch utility relocation contract. Mr. Ortega discussed concerns regarding the low bid received from Reytec Construction and recommended award to the second low bidder, Texas Sterling Construction Co. Following discussion, Director Hamilton moved to award the contract for the utility relocation project to Reytec Construction in the amount of \$329,821.05, subject to the Executive Director's confirming the submitted bid and qualifications with Reytec Construction. Director Hamilton seconded the motion, which passed by unanimous vote.

The Board then reviewed LAN's proposals for construction materials engineering services and inspection services for the utility relocation project, in the total amount of \$14,300. Director Rickel moved to approve both proposals. The motion was seconded by Director Hamilton and passed unanimously.

Regarding the waterline relocation, Mr. Ortega updated the Board regarding discussions with the City. He reported that the City requires reimbursement for the value of the waterline easement that is being abandoned. Mr. Huml stated the Authority's request for the relocation will be presented at the next City Council meeting.

The Board agreed to hold a groundbreaking event for the project.

Mr. Ortega updated the Board regarding the Phase II basin package. Regarding the preliminary engineering for the drainage conduits (straws), Mr. Huml stated this project would be handled by the new engineering firm, once selected.

14. North Gessner/Witte Road Project

Mr. Ortega reported on meetings with the City regarding the North Gessner/Witte Road Project.

15. Resolution Regarding Detention and Drainage Projects

The Board discussed the proposed Resolution Regarding Detention and Drainage Projects. Following review and discussion Director Freels moved to adopt the Resolution Regarding Detention and Drainage as presented. Director Hamilton seconded the motion, and it passed unanimously.

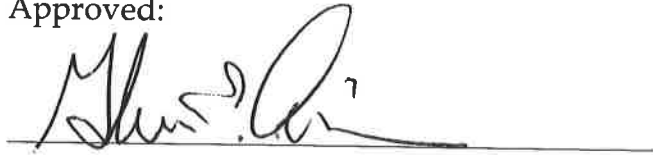
16, 17. Convene in Executive Session Pursuant to Section 551.072, Texas Government Code, to Deliberate the Purchase, Exchange, Lease or Value of Real Property

It was not necessary to convene in executive session.

18. Adjournment

There being no additional matters for the Board's consideration, Director Hamilton moved to adjourn the meeting. The motion was seconded by Director Givens and carried by unanimous vote.

Approved:

A handwritten signature in black ink, appearing to be "M. Hamilton", written over a horizontal line.

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