

**MINUTES OF MEETING**  
**OF**  
**REINVESTMENT ZONE NUMBER FIFTEEN, CITY OF TEXAS**

September 18, 2023

The Board of Directors (the “Board”) of Reinvestment Zone Number Fifteen, City of Texas (the “Zone”) convened in regular session, open to the public, via telephonic communication on the 18<sup>th</sup> day of September, 2023. A quorum of the Board of Directors was physically present at the meeting location. Conducted in person and by videoconference in accordance with the provisions of Section 551.127 of the Texas Government Code. The meeting location was open to the public during open portions of the meeting, and the roll was called of the duly constituted officers and members of said Board, to wit:

Gordon Quan	Chairman
Frances Castaneda Dyess	Vice-Chair
Bernardo Aldape	Secretary
Paula Mendoza	Assistant Secretary
Christopher Hollins	Director
Seth Hopkins	Director
Martha Gil	Director

All members of the Board of the Directors were present, except Directors Aldape and Hollins; thus constituting a quorum.

Also present were: Danny Gaitan, Nathaniel Treadway and Glen Crawford, members of the public; Elizabeth Whitton, Administrator for East Downtown Management District; Linda Trevino, Sina Raouf, Tahir Rashi and Amma Cobbinah with METRO; Kristi Miller of The Goodman Corporation (the “Administrator”); Clark Lord and Tiffany Ehmke of Bracewell LLP; Caryn Adams of Governmental Financial Reporting, LLC, (“Bookkeeper”); Kyle Macy and Ashley Sowards of Edminster, Hinshaw, Russ and Associates, the Engineer (“Engineer”); Jennifer Curley, representatives with City of Houston (the “City”). Attendance sign-in sheet is attached hereto as Exhibit “A”.

Whereupon, the meeting was called to order. A copy of the notice of the meeting is attached hereto as Exhibit “B”.

**DETERMINE QUORUM; CALL TO ORDER**

Mr. Lord noted that a quorum was present and called the meeting to order.

## **PUBLIC COMMENT**

No comments were given.

## **MINUTES OF PREVIOUS MEETING**

The Board considered approving the minutes of the June 26, 2023. Upon a motion brought by Director Mendoza, seconded by Director Dyess, the Board unanimously voted to approve the minutes for and unanimous vote, the Board approved the minutes of June 26, 2023 meeting.

## **FINANCIAL MATTERS**

Director Dyess requested Ms. Adams give the Bookkeeper's report.

### **Bookkeeper Report/ payment of invoices**

Ms. Adams presented the Bookkeeper's report for the month, a copy of which is attached hereto as Exhibit "C". Mr. Macy answered questions from the Board regarding invoices for a construction project.

Director Dyess stated that the Project Committee reviewed related invoices and recommended approval for payment, the construction and engineering invoices. Director Dyess reported that the Finance Committee reviewed the finance invoices and recommended approval.

Upon a motion brought by Director Dyess, seconded Director Hopkins, the Board unanimously voted to approve the invoices for payment.

### **Disclosure Statement of Bookkeeper/Investment Officer**

Mr. Lord next explained that, pursuant to the Public Funds Investment Act, the Authority's bookkeeper and investment officer are required to execute and submit an annual disclosure statement to the Texas Ethics Commission disclosing any relationships that they may have with institutions that are offering, have offered, or may offer to engage in an investment transaction with the Authority. A copy of the annual disclosure form is attached hereto as Exhibit "D". Upon a motion Director Dyess moved that the Board accept and authorize the filing of the disclosure statement of the bookkeeper/investment officer. Director Mendoza seconded the motion and it carried unanimously.

### **Approve audit for fiscal year ending June 30, 2023 and authorize filing with the City of Houston**

This matter was deferred.

### **Resolution Regarding Annual Review of Investment Policy and List of Brokers/Dealers**

Mr. Lord presented the Board with Amended Investment Policy, a copy of which is attached hereto as Exhibit "E". He stated that the Authority, pursuant to the Public Funds

Investment Act, is required to review its investment policy and broker/dealer list annually. Mr. Lord indicated that there were no changes to the policy, but that the broker/dealer list had been updated. After discussion, Director Dyess moved that the Board adopt the Resolution as presented. Director Mendoza seconded the motion and it carried unanimously.

## **PRESENTATION FROM METRO – INNER KATY PROJECT**

The Board recognized Ms. Trevino and Ms. Cobbinah who gave a presentation on the Inner Katy Project, a copy of which is attached hereto as Exhibit “F”. Ms. Miller inquired about the elevation changes, station design, parking, coordination with TxDOT and light synchronizations. She then stated that the Authority/Zone would like to be in contact with METRO as this project progresses.

## **COMMUNICATIONS AND PUBLIC ENGAGEMENT**

### **Committee Updates**

Ms. Miller reported that there was no communications committee meeting, however she noted that she has been coordinating with the East Downtown Management District.

Director Quan stated he met with TxDOT regarding graffiti in the Authority/Zone who showed interest in assisting with paying homage to the areas history depicted on many buildings. Ms. Miller reported that she met with the Mayor’s office of Cultural Affairs and Art Alliance who recommended acquiring public input on type of new art and creating locations for new art. She stated that communications committee can work on this project.

Ms. Miller then updated the Board on the status of the grant application to METRO and stated there is a delay for awarding the grant funds. She noted that B-Cycle is now out of business and hopes to find out who is removing the bike pads located in the Authority/Zone.

## **PROJECTS AND ENGINEERING**

### **Engineer’s Report**

Mr. Macy presented and reviewed the Engineer’s Report, a copy of which is attached hereto as Exhibit “G”.

### **Update, work authorization and advertisements for bid**

Mr. Macy reviewed the following projects: (i) T-1514 – Texas Avenue Mobility Improvements; (ii) T- 1517 – Columbia TAP; (iii) T-1504 and 1515– Phase 2 – Roadway and Utility Re-construction; (iv) T- 1505 – Walker – Roadway Rehabilitation; (v) T- 1511 – Bastrop Promenade/Greenspace – Design Phase; (vi) T-1523 NHHIP Planning and Implementation. He answered the Board’s questions regarding these matters.

Mr. Macy requested the Board consider approving Work Authorization No. 21-32 (02) for Additional Services to (T-1504) Phase II for an updated topographic survey, in the amount of \$5,489, a copy of which is attached hereto as Exhibit “H”.

Additionally, Mr. Macy requested authorization to bid the Bastrop Promenade/Greenspace (Design Phase) project.

Mr. Macy then reviewed Work Authorization No. 24-01 for General Engineering and Consulting Services for the NHHIP Planning, a copy of which is attached hereto as Exhibit “I”.

After consideration, upon a motion brought by Director Hollins, seconded by Director Dyess, the Board unanimously authorized (i) Work Authorization No. 21-32 (02), in the amount of \$5,489; (ii) to bid the Bastrop Promenade/Greenspace (Design Phase) projec; (iii) Work Authorization No. 24-01 for General Engineering and Consulting Services for the NHHIP Planning; and (iv) approve the Engineer’s Report.

### **ADMINISTRATOR’S REPORT**

The Board recognized Ms. Miller and gave a general report, a copy of which is attached hereto as Exhibit “J”.

### **Joint Participation Interlocal Agreement with Harrisburg Redevelopment Authority**

The Board recognized Mr. Lord who outlined the Joint Participation Interlocal Agreement (“Interlocal Agreement”) with Harrisburg Redevelopment Authority and Harris County, a copy of which is attached hereto as Exhibit “K”.

After consideration, upon a motion brought by Director Mendoza, seconded by Director Dyess, the Board unanimously approved the Interlocal Agreement.

### **Consider Letter of Support for City of Houston’s Reconnecting Communities and Neighborhoods grant applications (“Letter of Support”)**

Ms. Miller reviewed the application for the grant and noted this grant becomes available every one to two years. She noted that the grant could assist in connecting communities, including the Leland Street bridge.

Upon a motion brought by Director Hopkins, seconded by Director Dyess, the Board unanimously voted to approve the Letter of Support.

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There being no further business to come before the Board, the meeting was adjourned.



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Secretary, Board of Directors