

MINUTES OF REGULAR MEETING

OF

EAST DOWNTOWN REDEVELOPMENT AUTHORITY

April 20, 2020

The Board of Directors (the “Board”) of East Downtown Redevelopment Authority (the “Authority”) convened in regular session, open to the public, via telephonic communication on the 20th day of April, 2020, pursuant to the March 16, 2020 action by the Governor of the State of Texas under Section 418.016 of the Texas Government Code suspending certain provisions of the Texas Open Meetings Act, and the roll was called of the duly constituted officers and members of said Board, to wit:

Gordon Quan	Chairman
Frances Castaneda Dyess	Secretary
Mazen Baltagi	Director
Alex Vassilakidis	Director
Victor Trevino	Director
Tharen Simpson	Director
Bernard Aldape	Director

All members of the Board of the Directors were present, except Directors Vassilakidis, Baltagi and Trevino.

Also present were: Jennifer Curley of the City of Houston; Sherry Weesner of SMW Principle Solutions, (“Administrator”); Clark Lord and Tiffany Ehmke of Bracewell LLP; Ranjan Roy of Llewelyn-Davies Sahni (“LDS”); Jack Roland of Governmental Financial Reporting, LLC; Kyle Macy of Edminster, Hinshaw, Russ and Associates, the Engineer (“Engineer”); and Jessica Bacorn of the East Downtown Management District (“EDMD”).

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

DETERMINE QUORUM; CALL TO ORDER

Director Quan 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 February 17, 2020. Ms. Curley noted that she had attended the previous meeting and should be reflected in the minutes. Following discussion, upon a motion made by Director Simpson and seconded by Director Dyess, the Board voted unanimously to approve the minutes of February 17, 2020, as amended.

PROJECTS AND ENGINEERING

Project Committee Report

Director Simpson discussed three pending artwork projects: movement to Bastrop Greenspace of David Atkins “Beatles” statues; David Atkins proposed loan and placement of “Tiki Guys” on Bastrop Greenspace; and a proposal from Jose Medrano of “Norma Zenteno and Her Dog” for placement on the EADO Dog Park. She added that Jessica Bacorn with EDMD is the lead on these projects.

Director Simpson then reviewed the proposed projects included in the CIP for the FY2021 Budget. Director Simpson advised that all of the projects covered one or more of the City’s goals which are: a) Safety; b) Mobility (pedestrian/biking/vehicular/transit); c) Economic Development; and d) Storm Water. The pending FY2020 projects not yet completed and carried over are the Texas Mobility Project and the Polk Street Reconstruction which has been delayed until the City completes the installation of the new water line. Director Simpson also noted that the project committee requested LDS provide a proposal for finalizing the Public Improvement Guidelines for the Zone and the work order for the same is included in the work order authorizations for this month’s Board approval.

Engineer’s Report

Mr. Macy presented and reviewed the engineer’s report, a copy of which is attached hereto as Exhibit “B”. He provided updates the following matters: Phase I – Utility and Roadway Infrastructure improvement; Phase I and II – Landscape Amenity Overlay; and Columbia Tap

Existing and proposed work authorizations

Mr. Macy then outlined the work authorization for Public Improvement Guidelines or “Pattern Book”, which shall include coordination with EDMD based on their current features. He added that the Lump sum is in the amount of \$19,080 with an estimated budget for reimbursables of \$1,000. Therefore the total budget will be \$20,080. A copy of the work authorization is attached hereto as Exhibit “C”. Mr. Roy then reviewed his subconsultant work authorization request and noted that LDS’ fee is incorporated in the aforementioned \$20,080. A copy of the subconsultant work authorization is attached hereto as Exhibit “D”.

After consideration, upon a motion brought by Director Dyess, seconded by Director Simpson, the Board unanimously voted to approve the work authorization in the amount of \$20,080 as presented.

FINANCIAL MATTERS

Bookkeeper Report/ payment of invoices

Mr. Roland presented the bookkeeper's report for the month, a copy of which is attached hereto as Exhibit "E". Director Aldape stated he has reviewed the invoices and recommended payment of invoices. Upon a motion, Director Simpson moved that the Board approve the bookkeeper's report and the invoices presented for payment. Director Aldape seconded the motion and it carried by unanimous vote.

Bank accounts and banking procedures

Mr. Roland reported that currently the Authority has an account at Whitney Bank with a very low interest rate and recommended the Board move the funds to the Operating Account. He answered the Board's questions and requested authorization to move funds from Whitney Bank the operating account.

Upon a motion brought by Director Aldape, seconded by Director Simpson, the Board authorized the Bookkeeper to remove funds from Whitney Bank to the Operating Account, as recommended.

Discussion and Possible Action – Electronic Banking

Ms. Weesner stated that this matter would be deferred until a future meeting.

Engage Roland, Fry and Warren to prepare fiscal year end 2020

Mr. Roland reviewed his engagement letter, a copy of which attached hereto as Exhibit "F". He requested the Board approve the engagement letter to provide year end accounting services. After review, upon a motion brought by Director Aldape, seconded by Director Simpson, the Board unanimously voted to engage Roland, Fry and Warren to prepare fiscal year end 2020.

Authorize Auditor to prepare the audit for the fiscal year ending June 30, 2020

The Board recognized Ms. Blake who reminded the Board that the last engagement for audit prepare is for a two year term. She added that her office will start preparing for the audit for fiscal year ending June 30, 2020. No action was taken.

REPORT ON REIMBURSABLE PUBLIC RIGHT OF WAY IMPROVEMENT COSTS AT 1201 ST. EMANUEL

Ms. Blake presented and reviewed the reimbursement audit, a copy of which is attached hereto as Exhibit "G". Upon a motion brought by Director Simpson, seconded by Director Aldape to accept the reimbursement audit as presented.

AUTHORIZE BUDGET/CIP SUBMISSION TO COH FOR FISCAL YEAR ENDING JUNE 30, 2021

Ms. Weesner recommended to the Board authorize the submission of the fiscal year ending budget June 20, 2021. She reviewed the budget and answered the Board's questions, a copy of the budget is attached hereto as Exhibit "H". Upon a motion brought by Director Aldape, seconded by Director Simpson, the Board approved the submission of the budget.

ADMINISTRATOR REPORT

Update TIRZ Email Addresses

Ms. Weesner reported that the Microsoft company has accepted the non-taxable status email and accounts have been created.

Next, Mr. Quan reported that he and Ms. Weesner have discussed a cap of her administrative fees per month. He stated that Ms. Weesner will cap her fees at \$4,500 for six months and will continue to log her time. Mr. Quan recommended either the Board or Finance Committee review in 6 months and make any appropriate changes at that time. No action was taken.

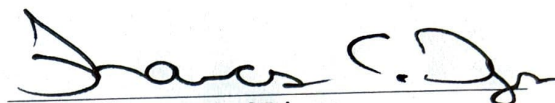
ATTORNEY'S REPORT

No items were presented.

CONVENE IN EXECUTIVE SESSION PURSUANT TO SECTIONS 551.072, CHAPTER 551, TEXAS GOVERNMENT CODE

The Board did not meet in executive session.

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


Secretary, Board of Directors

MINUTES OF REGULAR MEETING
OF
REINVESTMENT ZONE NUMBER FIFTEEN, CITY OF HOUSTON, TEXAS

April 20, 2020

The Board of Directors (the “Board”) of Reinvestment Zone Number Fifteen, City of Houston, Texas (the “Zone”) convened in regular session, open to the public, via telephonic communication on the 20th day of April, 2020, pursuant to the March 16, 2020 action by the Governor of the State of Texas under Section 418.016 of the Texas Government Code suspending certain provisions of the Texas Open Meetings Act, and the roll was called of the duly constituted officers and members of said Board, to wit:

Gordon Quan	Chairman
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Mazen Baltagi	Director
Alex Vassilakidis	Director
Victor Trevino	Director
Tharen Simpson	Director
Bernard Aldape	Director

All members of the Board of the Directors were present, except Directors Vassilakidis, Baltagi and Trevino.

Also present were: Jennifer Curley of the City of Houston; Sherry Weesner of SMW Principle Solutions, (“Administrator”); Clark Lord and Tiffany Ehmke of Bracewell LLP; Ranjan Roy of Llewelyn-Davies Sahni (“LDS”); Jack Roland of Governmental Financial Reporting, LLC; Kyle Macy of Edminster, Hinshaw, Russ and Associates, the Engineer (“Engineer”); and Jessica Bacorn of the East Downtown Management District (“EDMD”).

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

DETERMINE QUORUM; CALL TO ORDER

Director Quan 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 February 17, 2020. Ms. Curley noted that she had attended the previous meeting and should be reflected in the minutes. Following discussion, upon a motion made by Director Simpson and seconded by Director Dyess, the Board voted unanimously to approve the minutes of February 17, 2020, as amended.

PROJECTS AND ENGINEERING

Project Committee Report

Director Simpson discussed three pending artwork projects: movement to Bastrop Greenspace of David Atkins “Beatles” statues; David Atkins proposed loan and placement of “Tiki Guys” on Bastrop Greenspace; and a proposal from Jose Medrano of “Norma Zenteno and Her Dog” for placement on the EADO Dog Park. She added that Jessica Bacorn with EDMD is the lead on these projects.

Director Simpson then reviewed the proposed projects included in the CIP for the FY2021 Budget. Director Simpson advised that all of the projects covered one or more of the City’s goals which are: a) Safety; b) Mobility (pedestrian/biking/vehicular/transit); c) Economic Development; and d) Storm Water. The pending FY2020 projects not yet completed and carried over are the Texas Mobility Project and the Polk Street Reconstruction which has been delayed until the City completes the installation of the new water line. Director Simpson also noted that the project committee requested LDS provide a proposal for finalizing the Public Improvement Guidelines for the Zone and the work order for the same is included in the work order authorizations for this month’s Board approval.

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After consideration, upon a motion brought by Director Dyess, seconded by Director Simpson, the Board unanimously voted to approve the work authorization in the amount of \$20,080 as presented.

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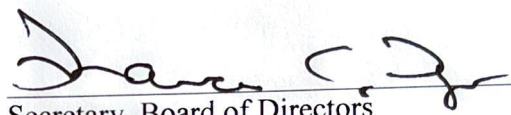
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