

MINUTES OF REGULAR MEETING
OF
EAST DOWNTOWN REDEVELOPMENT AUTHORITY

April 19, 2021

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 19th day of April, 2021, 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:

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|-------------------------|------------|
| Gordon Quan | Chairman |
| Frances Castaneda Dyess | Vice-Chair |
| Bernard Aldape | Secretary |
| Christopher Hollins | Director |
| Seth Hopkins | Director |
| Paula Mendoza | Director |
| Mazen Baltagi | Director |

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

Also present were: Sherry Weesner of SMW Principle Solutions, (“Administrator”); Jennifer Curley, representative with City of Houston; Linda Trevino of METRO; Frank Liu of Lovett Commercial; Jessica Bacorn East Downtown Management District (“EDMD”); Monica Aizpurua of Binkley & Barfield, Inc; Clark Lord and Tiffany Ehmke of Bracewell LLP; Jack Roland of Governmental Financial Reporting, LLC, (“Bookkeeper”); Kyle Macy of Edminster, Hinshaw, Russ and Associates, the Engineer (“Engineer”).

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

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 March 15, 2020. 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 March 15, 2020.

ADMINISTRATOR'S REPORT

Board Letter concerning Polk District Projects

The Board recognized Ms. Weesner who drew the Board's attention to a draft letter from the TIRZ to the City of Houston (the "City") related to the Polk District projects, copy of the letter is attached hereto as Exhibit "B". She stated that the Finance Committee has reviewed the letter and recommended approval.

Upon consideration Director Mendoza, seconded by Director Quan, the Board unanimously voted to approve the Board Letter to the City, as presented.

Support Letter for East End Grant Application

Ms. Weesner who drew the Board's attention to a draft letter from the TIRZ to the United States Representative Garcia regarding a grant application for Navigation Corridor/Foley Street Project. She stated that the Finance Committee has reviewed the letter and recommended approval. Additionally, she noted that due to the time requirements the letter was signed and sent. Director Quan requested to Board ratify approval of the letter as presented. A copy of the letter is attached hereto as Exhibit "C".

Upon consideration Director Mendoza, seconded by Director Hopkins, the Board unanimously voted to ratify approval of the Board Letter to United States Representative Garcia, as presented.

FY 2022 Meeting Dates

Ms. Weesner presented and reviewed the expected meeting dates for fiscal year 2022, a copy of which is attached hereto as Exhibit "D".

Director Hollins entered the meeting.

PROJECTS AND ENGINEERING

EDRA – Design Guide

The Board recognized Director Hollins who reported that the final version of the Design Guide with all the updates, including those from EDMD. He stated that the Project's Committee would like the Board to accept the guide as the official document and it will be posted on the Website.

After consideration, upon a motion brought by Director Hollins, seconded by Director Hopkins, the Board unanimously voted to approve the design guide, a copy of which is attached hereto as Exhibit “E”.

2022 Draft CIP

Director Hopkins stated that the TIRZ update the budget and Capital Improvements Plan (“CIP”) every year. The budget is annual, and the CIP is a 5-year projection. The process is to approve a draft in April for submission to the City. He hopes the TIRZ meeting with Public Works and Economic Development can be scheduled in May or early June and can discuss any additional changes identified or any requests from the City at the June meeting and approve the final submission to the City at the June meeting. That final submission will be sent to City Council for approval.

Mr. Hopkins then stated that the CIP document is in the board book, attached hereto as Exhibit “F”. The first several pages are TIRZ details and the administrative portion of the budget. He noted that page four (4) is the five (5) year plan which is followed by an expenditure of funds page and a source of funds page and an individual page for each project.

After review, upon a motion brought by Director Hollins, seconded by Director Hopkins, the Board unanimously voted to approve the draft budget and CIP to be submitted the City.

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-1503 – Phase 1 Roadway and Utility Re-construction; (ii) T-1514 – Texas Avenue Mobility Improvements; (iii) T- 1517 – Columbia TAP; (iv) T-1504 and 1515– Phase 2 – Roadway and Utility Re-construction; (v) T- 1505 – Walker – Roadway Rehabilitation; (vi) T- 1511 – Bastrop Promenade/Greenspace – Conceptual Plan; (vii) T-1516 – Phase 1 Amenity Overlay; and (viii) T-1523 NHHIP Planning and Implementation. He answered the Board’s questions regarding these matters.

Mr. Macy requested the Board consider approving the awarding of the contractor for T-1516 – Phase 1 Amenity Overlay to the lowest responsible bidder, Jerdon Enterprise, L.P.

Existing and proposed work authorizations

Mr. Macy reviewed the existing work authorizations and reviewed proposed Work Authorizations, including Work Authorization Nos. 21-09, 21-10 and 21-11. Director Hopkins stated that the Project Committee recommended approval for the awarding of the 1516 – Phase 1 Amenity Overlay to the lowest responsible bidder, Jerdon Enterprise, L.P. and Work authorization Nos. 21-09, 21-10 and 21-11.

Mr. Macy then answered the Board's questions and requested approval. After review, upon a motion brought by Director Hopkins, seconded by Director Hollins, the Board unanimously voted to approve the awarding of the 1516 – Phase 1 Amenity Overlay to the lowest responsible bidder, Jerdon Enterprise, L.P. and Work authorization Nos. 21-09, 21-10 and 21-11.

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 "H". Additionally, he reminded the Board that the TIRZ had electronic banking with BBVA Bank ("BBVA"), however there have been issues with the electronic banking system and have now reverted back to manual banking.

Director Aldape recommended approval of the payment of the invoices. After consideration, upon a motion brought by Director Mendoza, seconded by Director Hollins, the Board unanimously (i) approved the Bookkeeper's report; (ii) approved invoices.

COMMUNICATIONS AND PUBLIC ENGAGEMENT

Communications and Public Engagement Committee Update

The Board recognized Director Mendoza who provided a review of the community briefing. She noted that the recording of that meeting will be placed on the website.

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



Secretary, Board of Directors
Director